

Safeguarding Adults Review Sub-Group

Member Information Pack

Welcome

Thank you for becoming a member of the Safeguarding Adults Review (SAR) Sub-Group. This Sub-Group undertakes important and statutory work on behalf of the Teeswide Safeguarding Adults Board and instills a learning culture for our partners and the wider safeguarding community.

I appreciate that this is a huge commitment for you and your organisation and I hope that you will enjoy the role and become an active member of the Sub-Group. This information pack will provide you with some information to help prepare you for the role. I hope you find it useful.

Jill Harrison, Chair of the SAR Sub-Group

Safeguarding Adult Review (SAR)

The Care Act 2014, Section 44 requires that Safeguarding Adults Boards (SABs) must arrange a Safeguarding Adults Review (SAR) when an adult in its area with needs for care and support (whether or not the local authority has been meeting any of those needs):

1. dies either as a result of abuse or neglect, whether known or suspected, and there is concern that partner agencies could have worked more effectively to protect the adult;

Or

2. if an adult has not died, but the Safeguarding Adult Board knows or suspects that the adult has experienced **serious** abuse or neglect, and there is concern that partner agencies could have worked more effectively to protect the adult.

The Care Act also states that SABs 'are free to arrange a SAR in any other situations involving an adult in its area with needs for care and support.'

Other Types of Review

If the above criteria are not met, an alternative type of review may be agreed. These include a Learning Lessons Review (LLR) which may be multi-agency or single agency, a Themed Review which may look at a number of cases with a focus on a particular theme (for example, organisation abuse), a single agency review where the case indicates the concerns lay with one agency. There may be other ongoing reviews that also influence whether a SAR would be proportionate, e.g. Domestic Homicide Review (DHR).

SAR Sub-Group Meetings: Bi-monthly meetings are held and you will be asked for any items you would like to add to the agenda three weeks prior to the meeting and the final agenda will be circulated one week before the meeting. The agenda is always complex and requires members to be well-prepared to ensure they can fully contribute and also update on any actions allocated to them. Agenda items include: consideration of any new SAR notifications, an update on actions/action plans for all ongoing cases, and an analysis report of any regional or national SAR cases where there may be learning across Tees.

SAR Notification meetings: The SAR Sub-Group are required to consider all new SAR notifications within 28 days of receipt, please see [SAR Policy and Procedure](#) for more information. To ensure this deadline is met these meetings are scheduled on a bi-monthly basis: alternate months to the SAR Sub-Group meeting. If there are no cases to consider the SAR Notification meeting will be cancelled.

Decision-Making: Please familiarise yourself with the SAR procedures and the [SAR Decision Support Guidance](#) as these provide the detail on the process from raising a SAR notification to a SAR or other form of review being agreed. It should be noted that the SAR Sub-Group considers the case and makes a recommendation to the TSAB Independent Chair who makes the final decision.

Roles and Responsibilities

As a SAR Sub-Group member you agree to:

- Attend all SAR Sub-Group meetings, SAR notification meetings and any other SAR related meetings: if you are unable to attend you are asked to nominate an appropriate deputy at senior management level to attend on your behalf
- Prepare well for all meetings and complete all pre-reading
- Read and comply with the TSAB SAR policy, procedures and the SAR Decision Support Guidance
- Be actively involved in the work of the Sub-Group and ensure any learning from reviews (local, regional and national) is taken back to your organisation
- Ensure that you take forward any actions from meetings within the agreed timescales
- Ensure any SAR notifications from your organisation are fully completed and approved prior to submission
- Actively support the delivery of any agreed reviews, which may include statutory Safeguarding Adults Reviews, Learning Lessons Reviews and Single Agency reviews.

Useful reading

There are many resources available on the TSAB website, recommended reading includes:

- SAR Policy and Procedures
- SAR Decision Support Guidance
- SAR Notification exemplar
- 'Josh' SAR Report
- Case 6/18 (Adult C) Learning Lessons Report
- Previous SAR Sub-Group meeting minutes (on request)

[Learning from tragedies: an analysis of alcohol-related Safeguarding Adult Reviews published in 2017 | Alcohol Change UK](#)

Contact TSAB Business Unit if you would like any further information: tsab.businessunit@stockton.gov.uk