



SUSR ADULTS / CHILD CASE PRACTICE REVIEW GROUP

TERMS OF REFERENCE

Policy Context

Regional Safeguarding Boards have been responsible for undertaking Adult Practice Reviews and Child Practice Reviews since the introduction of Working Together to Safeguarding People: Volume 1 – Guidance on the functions of Safeguarding Boards, Social Services and Well-being (Wales) Act, 2014.

Regional Safeguarding Boards will now take on extra responsibilities for instigating all Single Unified Safeguarding Reviews (SUSR) which will replace Child and Adult Practice Reviews. This will include:

- Child Practice Reviews
- Adult Practice Reviews
- Domestic Homicide Reviews
- Offensive Weapons Homicide Reviews
- Mental Health Homicide Reviews

Please refer to the following link to reach the SUSR statutory guidance:

<https://www.gov.wales/single-unified-safeguarding-review-statutory-guidance-0>

Regional Safeguarding Boards will be at the core of the process with additional responsibilities, including:

- the overall management of the process in their region;
- effective partnership working with the appropriate agencies, the Single Unified Safeguarding Review Co-ordination Hub, and the Wales Safeguarding Repository;
- working with Community Safety Partnerships (CSPs) who have responsibility for Domestic Homicide Reviews and who will be partners with the Regional Safeguarding Boards where the case involves a homicide; and
- working with Public Services Boards and Regional Partnership Boards for the area when a homicide has occurred, for example where the findings from the Review relate to the priorities identified in the Public Services Board's Well-being Plan.

The Single Unified Safeguarding Review process will be managed by the appropriate Regional Safeguarding Board. The Regional Safeguarding Board will:

- establish a SUSR Adults / Childrens Case Review Group in the context of the legislative requirements, inclusive of Community Safety Partnerships where a Domestic Homicide has occurred;
- support the Adults / Childrens Case Review Group in the appointment of an appropriate Chair and Reviewer(s); and
- oversee the engagement with individuals involved in the review process. For example, the involvement of relevant review partners i.e., local authority and Health Board representatives within the Review Panel

All potential Single Unified Safeguarding Reviews will be considered by the Adults/ Childrens Case Review Group. The respective Case Review Group will make the initial recommendation as to whether or not to undertake a Single Unified Safeguarding Review.

The Adults / Childrens Case Review Group must be composed of personnel with the appropriate level of expertise and seniority to ensure that the right decisions are made. This group will determine who the relevant review partners are in relation to the incident and inform them of their duty to be fully engaged in discussions and decisions.

Purpose

The Adults/ Children Case Review Group will support the Regional Safeguarding Board by delivering on the statutory function to consider all referrals for Single Unified Safeguarding Reviews.

The group will ensure that all reviews are appropriately resourced and that strategic and operational action plans are co-ordinated and managed effectively. In respect of registrar and PRUDiC information, the Childrens Case Review Group will receive updates in respect of all expected and unexpected deaths of children as required by the Children and Young Person's Act 2008 and the PRUDiC Procedures 2023 respectively.

Objectives

The Adults/ Childrens Case Review Group will make recommendations to the chair of North Wales Safeguarding Board to undertake / not to undertake a Single Unified Safeguarding Reviews (SUSR), as appropriate.

In the case of a Domestic Homicide, the LA CSP Lead will communicate the recommendation to the chair of the CSP. With support from the Safeguarding Board Business Unit and the LA CSP Manager, the chair of the Regional Safeguarding Board will liaise with the chair of the CSP about the recommendation.

If both chairs agree, then the Home Office and the SUSR Coordination Hub in Welsh Government will be informed.

The Case Review Group will identify suitable chairs and reviewers for consideration.

In the case of a Domestic Homicide, discussions should take place between the chair of North Wales Safeguarding Board and the relevant Chair of the CSP lead as to funding a chair and reviewers.

The Adults / Childrens Case Review Group will oversee the review process, reporting to North Wales Safeguarding Board any barriers to completion of the review and revised timescales.

In the first instance, the Chair of the Adults / Childrens Case Review Group will discuss barriers with the panel chair. Where reporting to the relevant LA CSP is required, this will be completed by the LA CSP Lead.

The Adults / Childrens Case Review Group will quality assure SUSR reports before presentation to North Wales Safeguarding Board and Community Safety Partnerships.

The Community Safety Partnerships will sign off Domestic Homicide SUSR Reports before they are issued to the Home Office Quality Assurance Panel.

The Adults/ Childrens Case Review Group will monitor completion of outstanding action

The Adults/ Childrens Case Review Group will sign off completed action plans from SUSRs.

Chair and Vice Chair

The Adults / Children Case Review Group must, by majority decision, appoint one of its members to be its chair. The appointment may be for a period of up to three years at the end of which, subject to majority decision, it may be renewed for a further period of up to three years.

The Adults / Childrens Case Review Group must, also by majority decision appoint one of its members to be its vice-chair. The appointment of a vice chair should also be for up to three years, with the option for renewal for a period of up to three years.

Membership

The Adults / Children Case Review Group will consist of members with statutory responsibility for Child Practice Reviews, Adult Practice Reviews, Domestic Homicide Reviews, Mental Health Homicide Reviews and Offensive Weapon Homicide Reviews. Case Review Group members should be those with organisational responsibility who have sufficient authority to commit resources and hold organisations to account.

Those members with 'voting responsibilities (VR)' are those who are statutory members and this is indicated below:

Children's Services (VR), Adult Services (VR) and Education Services (VR) representatives along with Community Safety Partnership Leads from the Board Local Authority areas:

- HMPPS (VR)
- Youth Offending Service (VR)
- BCU University Health Board (VR)
- National Safeguarding Service
- North Wales Police (VR)
- Welsh Ambulance Service Trust
- Local Authority Housing Provider
- VAWDASV and North Wales Fire and Rescue Service
- Representative from the Regional Partnership Board to ensure direct links.

Process

The Adults / Childrens Case Review Group will meet on a quarterly basis and support will be provided by the Regional Safeguarding Business Unit.

Members of the Case Review Group will nominate staff from their organisations to resource review panels as and when required.

Governance

The Chair of the Adults / Childrens CRG will provide a written report directly to North Wales Safeguarding Board, on a quarterly basis.

These quarterly written reports may be used to inform the annual report that is submitted to Welsh Government as required by the Social Services and Well-being Act 2014.

The Business Unit, on behalf of the Chair of the CRGs will ensure that the SUSR Coordination Hub are advised appropriately on decisions and outcomes relating to SUSRs in North Wales.

The Chair of North Wales Safeguarding Board and the respective CSP Chair will work together in the event of a Domestic Homicide Review.

The CSP Lead, on behalf of the CSP will ensure that the Home Office officials are advised appropriately on decisions and outcomes relating to Domestic Homicide SUSRs in North Wales. The CSP will retain overall governance of Domestic Homicide Reviews. The LA CSP Lead will ensure governance of Domestic Homicide Reviews in line with Home Office statutory responsibilities and Domestic Abuse Act, 2021 requirements.

Attendance will be monitored and any issues will be reported to the Regional Safeguarding Board.