

SAR Evaluation Subgroup

TERMS OF REFERENCE

Members of the SAR Evaluation Subgroup will have appropriate levels of experience of Safeguarding Adults works and multi-agency working and will have suitable qualifications and seniority within their agencies. MSAB has delegated management responsibility to the SAR Evaluation Subgroup chaired by the Assistant Director of Adults Social Care and also the Detective Chief Inspector of Safeguarding for the Metropolitan Police.

The Subgroup membership is made up of the statutory members of MSAB with specific Terms of Reference that are annually reviewed. The frequency of the SAR Evaluation Subgroup is 6 weekly.

Others who may have a specific expertise in relation to a specific case will be called upon for that specific meeting, such as:

- Legal representative from the London Borough of Merton
- Carers/service user organisation where appropriate
- London Ambulance Service
- CLCH

The SAR Evaluation Subgroup will meet as required to consider any referrals received. The group will decide if, from the information provided, the case meets the criteria of this procedure or identify additional information required to aid the decision and agree timescales for its receipt.

The SAR Evaluation Subgroup should consider any other reviews or investigations that are running parallel. This may include a child Serious Case Review (SCR) or a Domestic Homicide Review (DHR) with queries channelled through the Chairs of the Safer Merton Partnership and the Merton Safeguarding Children Board.

The recommendation from the SAR Evaluation Subgroup and the decision from MSAB Chair (as to whether or not the criteria are met) will be made within 4 weeks of the case being referred the MSAB Board Manager.

If the criteria for conducting a SAR are met, the group will refer the case in writing to the Chair of the MSAB and a written record of the referral, the eventual decision and the reasons for the decision will be kept by the MSAB.

The final decision whether or not to conduct a SAR and its scope and management rests with the Chair of the MSAB who may choose to consult with members of the Leadership Executive of the MSAB before making a decision.

The Chair of the MSAB will give the decision in writing to the Chair of the SAR Evaluation Subgroup and a written record will be kept by the MSAB.

The Chair of the SAR Evaluation Subgroup will give the decision in writing to person or agency who made the referral.

Where applicable, the Chair of the MSAB will notify the Coroner when the decision is made to conduct a SAR and a copy of the final report will be sent to the Coroner. A flowchart showing the SAR Evaluation process is set out at Appendix A.

When the MSAB Chair declines a SAR Evaluation Subgroup recommendation:

Where the Chair of the MSAB declines to accept the SAR Evaluation Subgroup's recommendations for a SAR, the Chair of MSAB will advise the Chair of the SAR Evaluation Subgroup in writing and a written record will be kept by the MSAB Board Manager including the reasons why the recommendation has been declined.

If there are multi-agency lessons to be learnt based on the information already shared, the Chair of the SAR Evaluation Subgroup will inform a multi-agency lessons learned approach.

To be reviewed March 2023