



**St Helena  
Government**

## **Case Review Sub Group Terms of Reference**

### **Role**

The Case Review sub group is responsible for coordinating the local framework for reviewing serious child and vulnerable adult safeguarding cases as set out in Working Together 2020.

### **Membership**

- The Chair.
- The Social Care Professional Advisor.
- Representatives from all safeguarding partners (Education, Health, Social Care, Police, Probation, the Governor's Office, Voluntary/third sector organisations). Representatives will have a strategic/ senior role in relation to the review of serious child and vulnerable adult safeguarding cases within their own organisations.

### **Responsibilities**

- To update and review the learning review pathway and policy for serious child and vulnerable adult safeguarding cases, which raise issues of importance in relation to St Helena, every two years or as and when required.
- To oversee the implementation of actions arising from case reviews and to hold safeguarding partners and relevant agencies to account for their performance in this regard.
- To contribute to the St Helena Safeguarding Board (SHSB) annual report through the summary of events within each calendar year, inclusive of review numbers, policy updates and generic recommendations.
- The Chair of the sub-group will provide regular reports to the St Helena Safeguarding Board (SHSB) Chair.

### **Standards of Operation.**

- The Senior Social Care Advisor will act as vice chair.
- The Case Review sub group will meet at a minimum quarterly, but initially the meetings will be monthly until quoracy and terms of reference are fully established. Extraordinary meetings will be convened as and when required.
- The Case Review sub group is inquorate in the absence of three or more of the safeguarding partners.
- The Terms of Reference for the Case Review sub group will be reviewed as required.