

**WSAB**  
**Rough Sleepers Thematic Safeguarding Adults Review (SAR)**  
**Assurance Panel**  
**Terms of Reference**

**Background**

The Rough Sleepers Thematic SAR Assurance Panel (Assurance Panel) has been established to support the Performance and Quality Assurance (P&QA) Sub Group in reviewing the submissions from organisations providing information on the actions they are taking to ensure that the recommendations made in the Thematic Review are being implemented. These recommendations are brought together in a Multi-Agency Action Plan (MAAP) and the implementation of many of these actions are overseen by P&QA.

**Role of Assurance Panel**

The role of this Panel will be to review submissions on actions which have been taken to fulfil the recommendations and establish mechanisms to share them with 'People with Lived Experience' (PwLE), to seek their views on whether these changes could help make a difference to their lives.

There are a significant number of recommendations which have been made through the review and it would not be feasible to share every recommendation with PwLE. Priority will therefore be given to those recommendations which have more immediate impact on the daily lives of PwLE. For example, those which aimed to make services more accessible are more relatable and relevant, compared to those recommending a strategy is updated.

The Panel will therefore have oversight of all recommendations and two paths for assessing responses will be established:

- Engagement with PwLE would be undertaken on those responses which would have a more immediate impact on this group.
- Remaining responses would be assessed solely by the Thematic Review Assurance Panel, subsequently referred to just as the assurance panel.

**Assurance Panel Membership**

The Assurance Panel will be chaired by a member of the P&QA sub-group and made up with representatives from this sub-group, alongside organisations which provide housing and homelessness support. These include:

- MAGGs
- Onside
- St Pauls
- CCP (sweep service)

- Healthwatch (advisory oversight)
- Strategic housing rep
- Homeless Link (independent advisor)

## Process

- P&QA contact organisations required to provide information on how they are addressing the recommendations from the Thematic SAR.
- When information on the completion of an action is submitted this will be referred from P&QA to the Assurance Panel.
- The Assurance Panel will assess whether this is a suitable action to consult with PwLE. Where it is deemed appropriate, they will ensure that a suitable approach to consultation is undertaken.
- Once assessed the Assurance Panel will provide feedback to P&QA on whether
  - The action is sufficient and assurance has been provided. And recommendation is made that the action is closed as completed. It will remain the responsibility of P&QA to agree closure.
  - Further work needs to be undertaken.
- The recommendations will be taken to the next P&QA sub-group. An independent representative (not a member of P&QA) can attend the sub-group meeting when this item is discussed to ensure that the voice of the PwLE is heard.
- Where the assurance panel recommend that further work is required P&QA will decide whether to uphold this recommendation
  - Where it is agreed further action is required P&QA will contact the relevant organization or forum to request additional information.
  - If P&QA do not believe there is further action, then they will notify the Assurance Panel explaining their decision.
  - Where there is a divergent view on whether the action should be closed this will be noted and fed back to the WSAB when the MAAP is signed off at Board level.
- Where Both the Assurance Panel and P&QA agree that no further action is required P&QA will sign off this action from the MAAP.