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| **Terms of Reference** |
| **Meeting name and purpose** | **Vulnerable Adults Panel (VAP)**The Vulnerable Adults Panel provides strategic oversight of the Vulnerability Pathway including the C-MARAC and VARM platforms, as well as those subject to statutory Section 42 Enquiries. It also aims to support the lead organisation to hold the case safely, by offering peer support, sharing ideas, actions and problem solving.The meeting provides a multi-agency response to escalating risk and/or the need for specialist intervention. |
| **Accountable to** | Rotherham Safeguarding Adults Board  |
| **Membership -***Statutory partner organisations*  | Named GP For Vulnerable Adults in Rotherham National Crime Agency (NCA)NHS South Yorkshire ICB - Rotherham PlaceRotherham, Doncaster, and South Humber Foundation Trust (RDASH)Rotherham Council Adult Care and Integration (RMBC)Rotherham Council Housing (RMBC)Safer Rotherham Partnership (SRP)South Yorkshire Fire and Rescue (SYFR)South Yorkshire Police (SYP)The Rotherham Foundation Trust (TRFT)Voluntary Action Rotherham (VAR)Other partner agencies or voluntary organisations can be invited, considered on a case-by-case basis. |
| *Key role involvement* | Those attending the VAP are required to:* Understand the risk associated with individual cases.
* Offer an organisational perspective.
* Be at an appropriate level within their organisation to make appropriate decisions in respect of their service areas.
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| **Threshold Criteria** | Referral to the VAP can occur when: * Commissioning or resource decisions are needed.
* There are unresolved system-wide issues blocking progress to mitigate risk.
* Approval to exit VARM or Safeguarding is jointly recommended by all members, in instances when all agency support has been fully explored and implemented, but the level of risk remains.
* There is an unresolved dispute between organisations, relating to a specific vulnerable adult.
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| **Meeting Chair** | Rotherham Safeguarding Adults Board ManagerCo-chairs are Local Authority Head of Adult Safeguarding, SYP Neighbourhoods Chief Inspector |
| **Meeting Coordination** | The meeting is coordinated by the Adult Safeguarding Coordinator. Actions, leads and timeframes agreed in the meeting will be documented by the Adult Safeguarding Coordinator and shared with all attendees. Progress against actions will be tracked and monitored by the Adult Safeguarding Coordinator, with oversight from the Rotherham Safeguarding Adults Board Manager.Performance and quality assurance will be monitored by the Rotherham Safeguarding Adults Board Manager. |
| **Meeting aims** | The aims of the meeting are to:* Provide strategic oversight of high-risk cases which require escalation.
* Ensure risk-based decisions are made to progress actions and delegate appropriately and timely.
* Approve cases to exit the Vulnerable Adults and Safeguarding Pathways.
* Audit, monitor and review performance and practice.
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| **Governance and escalation** | All referrals to the VAP are to be approved via the Vulnerable Adults Pathway or by Operational Managers. The VAP will be convened upon agreement by the Rotherham Safeguarding Adults Board Manager, Local Authority Head of Adult Safeguarding and SYP Neighbourhoods Chief Inspector. Involvement, approach, and outcomes of the meeting will be answerable to representing organisations with scrutiny from Rotherham Safeguarding Adults Board. The rationale to exit from VARMM or Safeguarding must be recorded and agreed by each member of the meeting. Where there is disagreement, the case is to be escalated to the VAP by the Chair for a decision. Such cases will only be closed to VARM or Safeguarding upon approval from the VAP. Similarly, in instances when VARM and statutory Safeguarding processes have exhausted all options, but high-risk remains, the case is to be presented to the VAP for direction. Where movement or development of resources is required to meet an identified outcome, or there are disagreements within VARM or statutory Safeguarding processes, this will be referred to the VAP.  |
| **Recording/case management**  | All decisions and actions are to be recorded within the case management papers and stored on appropriate case management systems. |
| **Expectations and Responsibilities** | * Make risk-based decisions and give approval to progress actions and/or exit a pathway.
* Ensure a rationale for exiting the pathway is agreed, recorded and onward actions are clear and delegated appropriately.
* Positively challenge and support colleagues to achieve the aims of the meeting.
* Audit, monitor and review performance and practice.
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| **Meeting Frequency** | VAP will be convened when required.  |
| **ToR Review Date** | 6 months (from implementation)  |