



**Richmond Self-Neglect and Hoarding Panel (previously called VAMA)**

**Terms of Reference**

<b>EFFECTIVE DATE</b>	1 <sup>st</sup> June 2024
<b>REVIEW DATE</b>	June 2025

**1. Purpose of the Panel**

- 1.1 To consider high risk, complex cases where the individual Safeguarding enquiry process has been unable to reduce or alleviate the risk(s) due to non/dis-engagement from the adult at risk.
- 1.2 To provide a clear and comprehensive review of multi-agency risk assessment and management plans; the panel will discuss the referrals and agree a risk mitigation plan.
- 1.3 Actions will be assigned to relevant agencies/professionals to complete, and feedback will be provided by the agency’s representative at the panel.
- 1.4 To focus on cases where people self-neglect, hoard or display behaviours which pose a risk to themselves and others and where all the usual channels have been exhausted.

**2. Objectives**

- 2.1 To promote the independence, well-being, health and dignity of adults at risk.
- 2.2 To prevent abuse and exploitation by early multi-agency intervention.
- 2.3 To manage, reduce or remove risk by sharing responsibility and maximising a co-ordinated multi agency approach.
- 2.4 To adhere to the Safeguarding principles underpinning Section 42 of the Care Act 2014 and adopted by the Safeguarding Adults Board:

- **Empowerment:** Adults are encouraged to make their own decisions and are provided with support and information.
- **Protection:** Adults are offered ways to protect themselves, and there is a co-ordinated response to adult safeguarding.
- **Prevention:** Strategies are developed to prevent abuse and neglect that promotes resilience and self-determination.
- **Proportionate:** A proportionate and least intrusive response is made, which is balanced with the level of risk.
- **Partnerships:** Local solutions through services working together within their communities.
- **Accountability:** Accountability and transparency in delivering a safeguarding response.

### 3. Membership

3.1 The membership will comprise of the following organisations:

<b>Agency</b>	<b>Members job role</b>
Adult Social Care and Public Health	Safeguarding Adults Service Manager
	Specialist Safeguarding Professional Advisor
	LD Service Manager/ Assistant Service manager
	Richmond & Barnes Service Manager/ Assistant Service manager
	Teddington& Twickenham Service Manager/ Assistant Service manager
	Richmond Mental Health Social Care Service Manager/ Assistant Service manager
RCDAS	Safeguarding lead
ICB	Safeguarding Lead Nurse
SWLSGMHT	CMHT
	Home treatment team
HRCH	Safeguarding lead
	Community Matron
Metropolitan Police	Partnership and Prevention
	Safer Neighbourhood Team
Richmond and Wandsworth Councils, Housing Department	Policies and Performance
	Supported Housing
Richmond and Wandsworth councils - Community Safety Team	Community Safety Officer
Richmond and Wandsworth Councils – Environmental Health	Private Sector Housing officer
Richmond Housing Partnership	Retirement Housing Manager
London Fire Brigade	Richmond Borough Commander

Your Healthcare	Adult Safeguarding & MCA Lead
SPEAR	Team Leader

3.2 If the named representative is unable to attend, they must send an appropriate replacement who can fully contribute to discussions had.

The following agencies and professionals are expected to complete relevant research monthly to check if individuals are known to their service. Should the individual be known to their service relevant feedback should be provided to facilitate holistic discussions:

- AFC
- CQC
- Probation Services
- London Ambulance Service (LAS)
- Richmond Wellbeing Service (Consultant Psychologist)
- L&Q Housing Trust
- PA Housing

#### **4. Members responsibilities**

4.1 All panel members are responsible for:

- Attending each meeting or ensuring that a well-briefed representative is in attendance.
- Committing their agency to actions and arranging for these to be completed and updates at provided at the next panel.
- Raising safeguarding referrals when there are concerns around self-neglect and or hoarding where the adult does not want to engage with support networks. Indicating on such referrals that involvement from the Richmond Self-Neglect & Hoarding Panel may be beneficial.
- Making colleagues aware in their organisation of the aforementioned point and ensure that safeguarding referrals are being made when necessary.
- Share information and any relevant updates pertinent to their own organisations or processes.

#### **5. Referral process**

5.1 All referrals should be made via the normal online referral pathway for raising a [Safeguarding concern](#).

5.2 When detailing the nature of concerns being raised referrer to be clear about what the risks are and whether input from the Richmond Self-Neglect and Hoarding Panel would be beneficial.

5.3 This will be taken into consideration when the referral is processed so it is key that it is included when concerns raised.

5.4 The decision about whether a case will be referred to the Richmond Self-Neglect and Hoarding panel sits with the Safeguarding Adult Manager for the case.

5.5 Referrals will only be accepted after a multi-agency planning meeting is held and concerns around non-engagement persist. We encourage all professionals in attendance to consider whether a referral is appropriate at this juncture and raise this with the Safeguarding Adult Manager for the case.

## **6. Meeting format- Microsoft Teams**

6.1 The referring person or agency will be invited to attend the meeting to present their referral and be involved in the case discussion.

6.2 All attending agencies will then have an opportunity to share any relevant information they may hold to contribute to the risk management plan.

6.3 For those existing cases on the panel, an update discussion is held, which includes feedback on actions agreed at previous meeting.

6.4 For these discussions to be productive and multi-agency, it is key that all partners contribute to the discussion.

## **7. Meeting Administration and frequency**

7.1 The panel will be chaired by the Specialist Safeguarding Professional Advisor with support from the Safeguarding Service Manager/ Head of Professional Standards & Safeguarding.

7.2 The Richmond and Wandsworth Safeguarding Adults Team will be responsible for the administration of these meetings.

7.3 The panel will meet monthly or at least 8 times a year.

## **8. Governance**

8.1 The Panel will be accountable to the Richmond and Wandsworth Care Governance Board.

8.2 The Chair will provide the Richmond and Wandsworth Safeguarding Adults Board (SAB) updates where required on the panel's activities.

8.3 The Head of Safeguarding & Professional Standards will attend 2 meetings a year to complete a quality check on decision making.