**  
Adult Exploitation Multi-Agency Risk Assessment Conference (AEMRAC)**

**Terms of reference**

**Introduction**

The Adult Exploitation Multi-Agency Risk Assessment Conference (AEMRAC) works in conjunction with current adult safeguarding procedures and does not replace or supersede any current policy or procedures. Action on referrals or concerns should not be delayed, whilst waiting for discussion at the AEMRAC.

Each of the organisations who are members of the panel agree to implement and adhere to the principles set out in the Terms of Reference.

The AEMRAC is a formal arrangement within the Royal Borough of Windsor and Maidenhead Safeguarding Partnership but will report to the Community Safety Partnership and other bodies as appropriate on the outcomes of its work.

**Purpose**

The role of the AEMRAC is to provide a coordinated approach to adult exploitation, by promoting information sharing and partnership working between agencies to ensure that the risks to adults who are being exploited or who are at risk of exploitation are reduced and mitigated.

**Objectives**

* To focus partnership attention around those adults who are identified as being victims or at risk of exploitation.
* To identify and manage the risks associated with those adults who are identified as being victims or at risk of exploitation and put in place appropriate interventions to reduce risk levels.
* To identify and highlight locations where exploitation of adults may be occurring.
* To agree single agency or multi-agency responses where required.

**Membership Quoracy**

The core membership of AEMRAC will comprise representatives of:

* Royal Borough of Windsor and Maidenhead
* Thames Valley Police
* Optalis
* Berkshire Healthcare Foundation Trust
* Frimley Health Foundation Trust
* Frimley CCG (on behalf of GPs and where applicable)
* Achieving for Children

Other agencies will be invited to attend where relevant.

**Roles and responsibilities**

The AEMRAC will discuss adults from the age of 18 years, with the exception of the Royal Borough’s care leavers agreed 18-25 who will remain within the responsibility of the Exploitation and Missing Risk Assessment Conference arrangements in children’s services.

The arrangements will take account of the statutory duties and powers of partner organisations, including those contained within the Care Act 2014; Crime and Disorder Act 1998; Section 82 of the NHS Act 2006; the Mental Capacity Act 2005 and statutory guidance to support the Multi-Agency Public Protection Arrangements (MAPPA).

The AEMRAC is accountable for:

* The framework to allow regular risk management action planning around adults who are assessed to be victims or at risk of exploitation.
* Maintaining an operational overview of issues that arise within multi-agency working around adult exploitation.
* Utilising all possible powers and options to protect the victim and disrupt the offenders.
* Identifying links/patterns with any cases/organised groups/locations/venues.
* Coordinating with other processes such as MATAC and MAPPA as necessary.

The Chair’s role in each meeting will be to ensure that:

* The deliberations of the meeting are person centred and focused on safeguarding adults at risk.
* All agencies are represented at the appropriate level.
* All members are able to contribute fully to the meeting.
* The meeting operates within the agreed terms of reference.
* The information shared is done so in accordance with current guidance.
* Agreed actions are collated and responsibilities identified.

In each case, the following must be considered and commented on:

* Consent
* Referral pathway
* Referral form

The nominated members of the AEMRAC commit to:

* Attending all scheduled AEMRAC meetings and if necessary, nominating an appropriate deputy.
* Referring new cases no later than seven days prior to the scheduled meeting (Emergency referrals will be taken).
* Sharing all relevant information prior to the meeting securely.
* Making timely decisions and taking action so as to not hold up the meeting.
* Recording the relevant details of the case on their systems to ensure others have access to the information.

Terms of reference agreed: November 2021 Review: Annually