

Safeguarding Adults Organisational Planning Meeting

Agenda

1. **Introductions, apologies and confidentiality statement**
2. **Purpose of the meeting**
 - To consider the written report of the assessment/investigation carried out by each organisation
 - To receive a written action plan of any actions taken as a result of the enquiry
 - Multi-agency consideration of the current and future level of risk
 - To report on the success or otherwise of the interim safeguarding plan
 - To agree a multi-agency decision as to the outcome of the safeguarding assessment/investigation. ie
Whether abuse/neglect took place, that it did not, or that this is still not known **and** whether or not there is thought to be ongoing risk of abuse or neglect and
 - To agree a multi-agency assessment of the level of risk and where an ongoing risk of abuse is identified, agree a safeguarding plan to prevent further abuse and/or to decrease the risk.
 - To identify a person as single point of contact through the assessment/investigation
 - Where abuse has taken place, there should be a plan for positive actions to:
 - (a) Promote recovery of those affected from the abuse/neglect
 - (b) Prevent further abuse or neglect including active consideration in consultation with the police and legal services, of the potential use of relevant legislation
 - To agree how feedback to be given to residents, advocates and their families.
 - Identification of issues of good practice or learning points in relation to this case
 - To set a date for the safeguarding plan to be reviewed
3. **Minutes of the last meeting**
 - Accuracy and Content
 - Recap of the allegation
 - Have actions from last meeting been achieved
4. **Provider Improvement Plan** to include
 - Report on the success or otherwise of the agreed Improvement Plan
 - Consideration of timeframes for outstanding agreed action points
5. **Safeguarding Investigation Report** - Include feedback from report author, other professionals involved and views of the service user/representatives on the report content
6. **Views of the alleged victims and/or their representative(s)**
7. **Multi-Agency Decision**

In accordance with The Care Act 2014 Organisational Abuse is defined as “includes neglect

and poor care practice within an institution or specific care setting such as a hospital or care home, for example, or in relation to care provided in one's own home. This may range from one off incidents to on-going ill-treatment. It can be through neglect or poor professional practice as a result of the structure, policies, processes and practices within an organisation”.

- Abuse not substantiated
- Abuse not determined/inconclusive
- Abuse partly substantiated
- Abuse substantiated

8. **Disagreement** (record any resolution process following strategy/consider further mediation)

9. **Ongoing Safeguarding Plan should include;**

- Plan to promote recovery of those affected from the abuse/neglect
- Measures to prevent further abuse or neglect in the future including active consideration in consultation with the police and legal services, of the potential use of relevant legislation

10. **Agreed Action Plan** – see attached

To include arrangements for feedback to all interested parties if not in attendance. In cases of provided care (eg residential, nursing, home care) this should include

- Care Quality Commission
- Contracts Department
- Commissioning body
- Professional body and/or Independent Safeguarding Authority (if appropriate)

11. **Any lessons learnt for the Risk Assurance Group or Provider Forum**

12. **Date, time and venue of next meeting** (if required)