**Agenda - Multi-Agency Planning Meeting (MAPM)**

1. Introduction and apologies
2. Confidentiality statement

*Any information disclosed as a part of these discussions should not be shared with any other persons unless agreed as a specific action.*

1. Purpose of the meeting

* To review the self-neglect concerns
* To clarify the desired outcomes of the adult and/or their advocate
* To consider the level of risk to the adult
* To identify immediate safeguarding arrangements and plan further actions

1. Outline of concerns
2. Views of the adult
3. Views of relatives, carers and/or advocates
4. Information sharing from each agency
5. Discussion regarding mental capacity (*to include the functional capacity to make a particular decision and the executive capacity which is the ability to carry out the decision*)
6. Risk of harm assessment and rationale
7. Legal considerations
8. Action Planning

* Safeguarding Plan *(Yes/No – minutes to include rationale for either decision and details of who will be responsible for completing the safeguarding plan)*
* Advocacy (*Yes/No – minutes to include rationale for either decision and details of who will be responsible for referring to advocacy services*)
* Communication (*to detail how information regarding this process will be communicated to the adult and/or their advocate and other interested parties*)

1. Summary of agreed actions
2. Further meetings required (include timeframe for subsequent meetings or rationale if no further meetings required)