

Appendix 4.1 Safeguarding Enquiries

Agenda - Enquiry Review Meeting

1. Introduction/Apologies
2. Confidentiality Statement

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

3. Purpose of meeting

To review the Section 42 Enquiry; to clarify the desired outcomes of the Enquiry; to consider the risk of harm to the adult; to identify immediate safeguarding arrangements and plan further action.

4. Details of original concerns
5. Review of planning discussion actions or minutes of previous meeting
6. Views and wishes of the adult with care and support needs
7. Section 42 Enquiry report or update
8. Other formal reports/verbal submissions
9. Communication with source of risk
10. Legal advice (where appropriate)
11. General discussion
12. Risk of harm assessment Action Planning:
13. Further Enquiry
14. Safeguarding Plan
15. Communication Plan
16. Timetable for future meetings
17. Termination of Section 42 Enquiry and outcomes.