

Section 7 - Closure of the safeguarding process

The safeguarding process can be closed at any stage when the following apply:

- The local authority has completed its statutory duty in respect of the adult.
- It is clear that the adult is no longer experiencing, or at risk of, abuse or neglect.
- The enquiry has been completed and no further actions are required under safeguarding processes.
- The safeguarding plan is no longer required as the risk is no longer current or the adult has withdrawn consent to the arrangement (refer to Section 6 for more information).
- The adult has declined any further actions under safeguarding processes (and there are no concerns about coercion, undue influence or duress from other parties).

7.1 When the adult safeguarding process is concluded, the Safeguarding Officer should provide feedback on the outcomes (in writing where necessary) to the following individuals/agencies as appropriate:

- The adult and/or their representative
- The person or agency that raised the safeguarding concern
- The person or agency that was identified as the potential source of risk
- Any relevant partner agencies
- Any other involved stakeholder agency/individuals.

7.2 The consent of the adult to share information should be gained and usual information sharing rules applied. Please refer to Section 3, paragraphs 3.31 – 3.34 for further detail regarding Notification and Information Sharing

7.3 The Safeguarding Officer should ensure that all parties know who to contact if they have any further concerns.

7.4 The Safeguarding Officer should share information regarding the Appeals and Complaints process where required (See Section 8 for further information).

7.5 Any records completed at the point of closure should clearly note the reason for the decision and the views of the adult to the proposed closure. They should also include:

- the adult's outcomes, including their evaluation of what has been achieved.
- assessment of risk.
- any referrals made for assessment.
- any referrals for care and support services.
- any advice and information provided.
- any involved professionals/organisations who have been updated and informed.
- whether feedback has been provided to the initial referrer.
- details of any action taken with the person alleged to have caused harm, and any related ongoing processes including contact details of practitioners involved.
- details of any action taken to safeguard any other adults who may have been at risk of abuse or neglect by the same alleged perpetrator or impacted by what occurred.
- details of any referrals made in relation to children and young people involved in the case.
- whether there has been any consideration for a safeguarding adults review, and if so the outcome of the decision;
- any lessons to be learnt and how these will be disseminated.

Closing Enquiries when other Processes Continue

7.6 Whilst the safeguarding enquiry may have been closed, other processes may continue for example, professional body investigations, safeguarding adult review or criminal proceedings. It is recognised that these processes may take time to conclude.

7.7 In such circumstances, there should be consideration of the impact of these processes on the adult. It should be identified who will be responsible for communicating any updates to the adult and/or their representative.

7.8 Where there are ongoing criminal investigations or court trials, the safeguarding enquiry can be closed as long as appropriate protective measures are in place and no further actions are required under safeguarding processes.