



What is a Planning Meeting?

This leaflet summarises what happens in a Safeguarding Planning Meeting. We have also published other leaflets about adult safeguarding.

Sometimes we need to arrange a meeting where everyone can come together to discuss the best way to address a safeguarding concern. This is called a Planning Meeting.

I have been invited to a Planning Meeting, do I have to go?

No. You do not have to come. It is always your choice as to whether you do or not.

If you are worried about attending or have questions about the meeting, you can talk to the Investigating Officer who

is responsible for the carrying out the Safeguarding Enquiry

If you have been invited, but decide not to come, you may want to do one of the following instead:

- give your views in writing, or
- ask someone to attend on your behalf, for example an advocate, friend or family member, or
- ask the Investigating Officer or another worker who may be involved with you to pass on your views.

If you are not present, any recommendations made at the meeting about your support will need to be discussed with you after the meeting.

If you do attend and there is a need to share confidential information about someone else, you may be asked to leave while this happens.

Can I bring someone with me?

Yes. You can bring someone to support you at the meeting.

You might want to ask a family member, friend or an advocate to come with you.

Let the Investigating Officer know if you wish to bring someone to support you.

Will people listen to what I have to say?

Yes. Your views are very important. A Protection Plan is about your safety, and Decisions about your care or support will need to be agreed with you.

If you have been assessed as not having the mental capacity to make a particular decision, then a decision may be needed in your 'best interests'. Your views, wishes, feelings and beliefs will be taken into account in line with the Mental Capacity Act 2005. If you do not have a relative or friend to represent you then an Independent Mental Capacity Advocate (IMCA) may be appointed who will meet with you and represent your views at the meeting.

Who else will be at the Planning Meeting?

There may be range of professionals at the meeting.

- The Investigating Officer
- Professionals who may need to be involved in the Safeguarding Enquiry. Sometimes, this may include the police
- People who can help us all to understand the risks of harm or take actions that support you to be safe
- A person recording the minutes of the meeting

What happens if I disagree with the decisions made?

The Investigating Officer may have already put arrangements in place to keep you safe before the meeting. This plan, which is also known as a Protection Plan, is for your safety and will be reviewed at this meeting.

If the plan involves changes to the support or care you receive, then this plan will need to be agreed with you. You can say what help or support you need. If you do not like the plan, you can ask for

changes. You will also be asked what you want as an 'outcome' as a result of the safeguarding concern.

It is also important to remember that in some cases a Protection Plan may not be needed. For example, where concerns are unfounded or where all actions to improve the situation have already been put in place.

Sometimes a Protection Plan is needed to keep other people safe as well. In these situations, the plan may not need your agreement.

Do I have a choice about whether Safeguarding processes go ahead?

You do have a choice if you have the mental capacity to decide to do this.

An Investigating Officer may still want to talk to you about how you plan to keep yourself safe in the future and also options for managing any ongoing risks.

There may be occasions where a serious crime has been committed, other vulnerable people are at risk, or others involved in your life have significant concerns that because of the situation

you find yourself in that you are unable to fully understand the consequences of not agreeing to manage the risks under safeguarding. On rare occasions such as these, a meeting may still go ahead.

If I have questions, who can I speak to?

Wherever possible you should speak to the Investigating Officer. Alternatively, you could talk to your Social Worker or Nurse or any other person who can assist you with passing on the information to the Investigating Officer.

Further information:

Please use the following link to view other leaflets on our website: bit.ly/SSABLeaflets

