



**Leeds Safeguarding
Adults Board**

Safeguarding Adults

Fact Sheet:

What is an Outcome Meeting?

Information for adults at risk

What is an Outcome Meeting?

An Outcome Meeting is the new name for Case Conference Meetings in Leeds. We changed the name because we wanted to focus better on how we are supporting people to achieve the changes they want in their lives.

A Formal Enquiry is undertaken to:

- understand what has happened,
- assess the risks to the person or others
- put in place a safeguarding plan to keep everyone safe, and
- identify any learning to support other people to be safe in the future.

A meeting is not always needed, but sometimes it is helpful for everyone concerned to come together to agree how best to support you to be safe.

What decisions will the Outcome Meeting make?

You will be sent an Agenda in advance of the meeting, so you know how the meeting is to be organised.

You will usually be sent the Formal Enquiry Report so that you can consider the issues to be discussed before you attend.

The Outcome Meeting will consider:

- the findings from the Formal Enquiry,
- whether you remain at risk of abuse or neglect and,
- what actions are needed to support you and others to be safe.

The Outcome Meeting will consider what you wanted to achieve from the enquiry, and whether we are managing to achieve this for you.

Sometimes a further meeting, called a Review Meeting will be needed in order to make sure the Safeguarding Plan is being carried out and is keeping you safe.

I have been invited, but do I have to go?

No. The meeting is about you, but you do not have to go. It's your choice.

If you are worried about attending, you may wish to talk to the Safeguarding Coordinator or the Chair of the meeting. They will be able to talk to you about any concerns you may have.

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 Safeguarding Coordinator know if you wish to bring someone with you.

If you decide not to come...

You may want to do one of the following instead:

- you may wish to give your views in writing, or
- ask someone to attend on your behalf, for example an advocate, friend or family member, or
- ask the Safeguarding Enquiry Officer or Safeguarding Coordinator to pass on your views.

Will people listen to what I have to say?

Yes. The meeting is about you, your views are very important. The Chair of the meeting will make sure your views are heard and listened to by everyone else.

The Chair will want to know what you want to achieve from the enquiry, and whether we are achieving this for you. If there is a need for actions to be taken to support you to be safe, then these will need to be discussed with you.

If you have been assessed as not having mental capacity to make a particular decision, then it will need to be made in your 'best interests'. Your views, wishes, feelings and beliefs will be taken into account. Such decisions will be made in line with Mental Capacity Act 2005.

Who else will be at the Outcome Meeting?

There may be range of people at the meeting.

- The Chair of the meeting
- The Safeguarding Coordinator and Safeguarding Enquiry Officer
- Practitioners who have been involved in the Formal Enquiry, sometimes, this may include the police
- People who provide you with support or care
- A person recording the minutes of the meeting.

When an allegation has been made against another person then sometimes this person is also invited to the meeting. If this was being considered, you would be asked how you feel about this. We can then manage the arrangements in a way that helps you to feel comfortable to attend.

Will I be sent a record of what was agreed?

Yes. We aim to send you draft minutes of the meeting within 2 weeks. If you think anything has been recorded wrongly, you can ask for it to be amended.

What happens if I disagree with the decisions made?

Those attending the meeting will need to consider how best to support you and others to be safe. If you disagree with the decisions made you can say so at the meeting.

If after the meeting, you do not feel the plans made will keep you safe, or if you are unhappy with how decisions were made, you should speak to the Safeguarding Coordinator. If you are unable to resolve your concerns you can also make a Complaint.

Information on how to make a complaint can be found on the local authority website: <http://www.leeds.gov.uk/residents/Pages/Complaints.aspx>

If I have questions, who can I speak to:

You can speak to your Safeguarding Coordinator. If an Outcome Meeting has already been arranged, you can ask to speak to the Chair of the meeting.

You can use this space to record relevant contact details:

The West, North Yorkshire and York Multi-Agency Safeguarding Adults Policy and Procedures are available for anyone to read at:
www.leedssafeguardingadults.org.uk