

AGENDA FOR PRE-PROCEEDINGS MEETING [PLO]

1. Team Manager: Purpose of the Meeting e.g. This meeting is held because there are serious concerns about the welfare of your children, and the Local Authority may have to take proceedings if the situation does not improve.
2. Team Manager:
 - a. Confidentiality: This is a confidential meeting, and information should only be shared outside the meeting if this is necessary to ensure the safety of the child or children
 - b. Expectations of the Meeting: We seek to hold this meeting in a way that respects each other's views, encourages proper participation and complies with Walsall Council's Equality Policies
3. Team Manager: Introductions.
4. Social Worker: Outline of concerns about the welfare of the children, based on information in the Pre Proceedings Letter, with updating information as necessary;
 - If necessary, the meeting can break at this point, to enable the parents to discuss their response between themselves or with their solicitor
5. Parents: Response to the concerns.
6. Social Worker: Presentation of draft Agreement setting out expectations of the parents;
 - If necessary, the meeting can break at this point, to enable the parents to discuss their response between themselves or with their solicitor.
7. Parents/ Parents' solicitor: Response to draft Agreement.
8.
 - a. Discussion of Agreement
 - b. Amendment of draft Agreement if appropriate (with legal advice)
 - c. Signature of Agreement if possible

Team Manager / Local Authority legal representative: Proposed action of Local Authority, either

9.
 - a. Outline of the plan for the child, and date for review of progress if Agreement signed; or
 - b. Confirmation that proceedings will be taken, and outline of proposed interim care plan
10. Parents / Parents' solicitor: Response to Local Authority's proposed action.
11. Team Manager: closes meeting and explains that written confirmation will be sent.