

## **Strategy Discussion Recording Protocol**

The purpose of a strategy discussion is:

***"to decide whether a [Section 47 Enquiry](#) under the Children Act 1989 is required and if so, to develop a plan of action for the Section 47 Enquiry."***

It should not be used as the decision making forum – the assessment is the mechanism to make decisions as to how to progress.

Please refer to Pan-Lancashire procedures for further details.

[https://panlancashirescb.proceduresonline.com/chapters/p\\_strat\\_discuss.html?zoom\\_highlight=strategy](https://panlancashirescb.proceduresonline.com/chapters/p_strat_discuss.html?zoom_highlight=strategy)

To ensure we have greater degree of consistency of capturing our Strategy Discussions please can we ensure that Strategy Discussions follow the purpose outlined above and that the following approach is adhered to:

### **We need to clearly record how the strategy discussion was conducted:**

The following should be used to capture how the Strategy Discussion was held and captured as the first line in the Reason for Strategy Discussion was held box.

- Strategy Discussion can be held as a Microsoft Teams meeting, this is done to ensure the attendance of all key partners around this child;
- Strategy Discussions can be held as a face to face meeting to ensure appropriate attendance and enhance the sharing of information;
- In exceptional circumstance, strategy discussions can be held as a series of telephone calls as an immediate response when required and it is not possible to arrange a Teams meeting with all required attendees within an appropriate timescale.

### **We need to clearly record why we are holding a strategy discussion:**

Within the Reason for Strategy Discussion held box we should clearly record the trigger for holding a strategy discussion. This should clearly state what the trigger was, whether that be in response to a specific incident. That incident should be stated with the date we became aware. Or if it's as a result of cumulative factors and the outcome of a Child and Family assessment.

### **We need to clearly record if there was delay in holding the strategy discussion:**

Within the Reason for Strategy Discussion held box we should clearly record if there was delay in holding a Strategy discussion, what caused the delay, and how we have mitigated the impact of the delay.

### **We need to clearly state who has attended:**

All professionals present at the Strategy Discussion should be recorded, including their name, their position and the organisation they represent.

### **We need to state whether the outcome of a Strategy Discussion is a Section 47 enquiry what the interim safety plan is:**

At the end of the Strategy Discussion minutes we need to clearly state what the interim safety plan is, whether that be increased visits providing additional monitoring and by which agency. This has to be clearly recorded under the heading of **interim Safety Plan**, and should be commented on within the ***Reason(s) for decision(s) / management oversight of agreed outcome*** box as an appropriate plan.