

WBL Logbook Sheet Template

e.g. 1.1(1), 1.2(2), 1.2(1) 1.2(2) etc.	Page numbers from portfolio
3.4(2): Evaluate the risks, costs and benefits of alternative courses of action	96-98
Evidence provided and date of evidence	
e.g. Letter to client dated 01.01.2020 Telephone attendance note dated 01.01.2020	
Email to client dated 10.11.2020	
Explain how the example meets the learning Outcome and how the evidence shows this	
<p>Identify situations in which it was appropriate to consider any alternative courses of action that might be available to your client/service user in dealing with their legal matter</p> <p>This case was a rather complex matter where the council (my client) needed to resolve an issue regarding a fire escape for a school. The client had asked what options the council had in order to resolve the issues.</p> <p>Evaluate and communicate the options (including the costs, risks and benefits of each option) to the client/service user</p> <p>After evaluating all the options, I sent an email to the client outlining the options available to them. The different options had varying risks and costs that needed to be taken into account before a decision was made.</p> <p>Provide evidence of the identification and evaluation of alternative courses of action available to your client/service user</p> <p>The email I have used as evidence shows the identification and evaluation of the alternative courses of action.</p>	
Reflection and evaluation	
Describe what you learnt from the activity you undertook to meet the Learning Outcome. You may want to complete this section at a later date once you have had time to reflect on your practice and experience.	
<p>I understand that ultimately the client has the final decision when choosing how to proceed with something however it is my job to make sure they know of all the options available to them. It is important for me to evaluate and explain the risks, costs and benefits clearly. This will enable the client to compare the different courses of actions and make an appropriate and informed decisions.</p>	
Supervisor's Name Please print the full name of the supervisor that supervised the work referred to above within this logbook sheet and the supporting evidence.	<div style="background-color: black; width: 100px; height: 15px; margin: 0 auto;"></div>

[REDACTED] >

Sent: 10 November 2020 22:39

To: [REDACTED]

Cc: [REDACTED]

Subject: Re: Fire Escape from [REDACTED]

Hi [REDACTED],

In relation to the matter above after and after much evaluation I have identified the options available to resolve the issue of the fire escape. These are as follows:

1. To install an alarm system and workable process alerting the school when the fire escape was been used;
2. In place of the fire escape route, to install a sprinkler system in the units of the neighbouring, [REDACTED].
3. To create an alternative fire escape route through the units of 1 and 3 of [REDACTED], out onto their land.
4. To create an alternative fire escape route into the car park of the Job Centre
5. Installing an alternative closed secure by design fire escape route within the School's playground.

Option 1 – this will need to be explored with the school. Whilst this is a less costly solution it may raise some Safeguarding risks to the children as once the alarm for the fire escape goes off, the locks to the doors will open. Due to this safeguarding risk which is a very important one. This option should be rejected.

Options 2 and 3 – these options are both very workable, with Option 3 being very practical, easiest and most cost effective (a few thousand pounds we will need to get a quote to confirm costs but it wont be anywhere near option 5 below). These options however both requires the agreement of the freeholder of [REDACTED] so we will need to find their contact details and speak to them if this route is chosen.

Option 4 – we will need to make contact with the owners of the DWP car park, however, contact with the owners is restricted by the agents as they currently reside aboard. It is very unlikely they would agree to forgo a part of the car park.

Option 5 – in order to build a closed fire escape within the school ground, it was calculated that it would only take up 12% of the school's current playground. It would have to be

discussed in detail with the school and it could prove very costly. I understand that two contractors have already given a quote of over £100,000 for these works.

In my opinion the most beneficial option for the council to pursue will be option 3. As I said above it is the most practical, easy and cost effective of options. All other options are costly and or carry other risks including not being able to reach an agreement with third parties to use their land. If you agree we can set up a meeting with the owners of [REDACTED] to explore option 3 and take it from there.

Please let me know your opinion on the options above and how you would like to proceed.
Kind regards,

[REDACTED]