

23 June 2017

Dear ,

Request for Information – ATISN 11329

Thank you for your request for information received on 03 June.

I have provided information relating to parts 1, 4, 5 and 6 of your request and this information is set out below. I have been unable to find any recorded information that meets the descriptions contained in parts 2, 3 and 7 of your request.

1. Guidance, training & education material for Cafcass Cymru Officers to write up accurate, impartial and professional reports.

The first of the attached PDF documents contains the Cafcass Cymru guidance for completing Section 7 reports.

The second of the attached PDF documents contains the Cafcass Cymru learning and development plan, this provides details of the training and education material available to current Cafcass Cymru officers.

4. The procedure for correcting reports by Cafcass Cymru having regard to the Nolan Principles and/or any relevant Civil Service Code and the paramount consideration of safeguarding children's welfare.

I have been unable to find any recorded information that meets the description of your request. If Service Users or their representatives raise concerns about factual errors in the report prior to the court hearing, the Family Court Advisor may make amendments prior to submission to the court. If these concerns are not raised prior to the hearing, Service Users can raise issues during the court proceedings when they have the opportunity to challenge the evidence being presented.

5. A copy of the guidance or similar document given to Cafcass Officers to sign or otherwise acknowledge obedience to the Nolan Principles or code for the upholding of the integrity of the civil service.

All Cafcass Cymru Family Court Advisors are employees of the Welsh Government and are Civil Servants. The Civil Service Code (<https://www.gov.uk/government/publications/civil-service-code/the-civil-service-code>) sets out the standards of behaviour expected of Civil Servants and all employees are responsible for observing their duties and responsibilities as civil servants as set out in the Civil Service Code.

6. The procedure within Cafcass Cymru for acknowledging to the court or parties where false and misleading safeguarding reports have been provided to the court.

I have been unable to find any recorded information that meets the description of your request. If Service Users or their representatives raise concerns about factual errors in the report prior to the court hearing, the Family Court Advisor may make amendments prior to submission to the court. If concerns are not raised prior to the hearing, Service Users could raise issues during the court proceedings when they have the opportunity to challenge the evidence being presented.

If you are dissatisfied with the handling of your request, you can ask for an internal review within 40 working days of the date of this response. Requests for an internal review should be addressed to:

Nigel Brown
Interim Chief Executive
Cafcass Cymru
Sarn Mynach
Llandudno Junction
Conwy
LL31 9RZ

You also have the right to complain to the Information Commissioner. Normally, however, you should pursue the matter through our internal procedure before you complain to the Information Commissioner. The Information Commissioner can be contacted at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF
Tel: 01625 545 745
Fax: 01625 524 510
Email: casework@ico.gsi.gov.uk

Yours sincerely

Rydym yn croesawu gohebiaeth Gymraeg. Cewch ateb Cymraeg i bob gohebiaeth Gymraeg ac ni fydd gohebu yn Gymraeg yn arwain at oedi.

We welcome correspondence in Welsh. Correspondence received in Welsh will be answered in Welsh and corresponding in Welsh will not involve any delay.

Tîm Cefnogaeth Ganolog ▪ Central Support Team
Cafcass Cymru
Sarn Mynach
Cyffordd Llandudno ▪ Llandudno Junction
Conwy
LL31 9RZ
Ffôn ▪ Tel 03000 625500



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CAFCASS Cymru is part of
the Welsh Government

