



Victoria Soeder  
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Cafcass National Office  
3rd Floor  
21 Bloomsbury Street  
London  
WC1B 3HF

**Your ref: CAF 19-007**  
**Our ref: Gov/CAF 19-007**

Tel 0300 456 4000

30 January 2019

Dear Ms Soeder,

**Re: Freedom of Information Request**

Thank you for your email of 10 January 2019. You made the following requests for information:

You provided information stating: "All Social work staff are required to complete six core in house training modules which will be completed in the first 6 months":

- . Risk & Harm in Cafcass
- . Legal context in court skills
- . Case work start to finish
- . Child exploitation
- . Introduction to private law/public law

1. Please provide the completion rates of FCA's for each of the following e-learning modules from date of each module being available to FCA's Until 01 January 2019 and break the completion rates of each module into each service area :

- . Risk & harm in Cafcass e learning ?
- . E legal core module ?
- . Motivational interviewing e learning ?
- . Introduction to private law ?
- . Introduction to public law ?
- . Case planning e-learning ?
- . Child sexual exploitation e-learning ?

Edward Timpson CBE Chair  
Anthony Douglas CBE Chief Executive



Please find attached a spreadsheet containing the current completion numbers for the above eLearning modules. However, please note that these figures relate to a combination of access to previous versions and current versions of these modules, where these have developed over the years. Please note that Cafcass only holds information on completion numbers for current members of staff and does not hold completion data for staff who no longer work for Cafcass.

2. Please also break completions of the above listed module down into completion rates month on month year on year from the date each module has been made available to Cafcass FCA's -01 January 2019 and please break down into each service area A1-A17 ?

In regards to your request for completion rates for the above eLearning modules broken down by service area, by month, year on year from the date each module has been made available to Cafcass FCA's - 01 January 2019, Cafcass does not hold this level of detail of training information centrally. In order to provide a response containing the information, the cost of compliance would exceed the appropriate limit which for Cafcass is £450. In our estimation the cost (a flat rate of £25 per hour provided by the FOI Act) would exceed the appropriate limit which is 18 hours for Cafcass, in order to complete one or more of the following activities permitted to be accounted for, which are:

- Determining whether the information is held;
- Locating the information, or a document containing it;
- Retrieving the information, or a document containing it; and
- Extracting the information from a document containing it.

A response to this request is therefore exempt under Section 12 of the Freedom of Information Act.

12 Exemption where cost of compliance exceeds appropriate limit.

1. Section 1(1) does not oblige a public authority to comply with a request for information if the authority estimates that the cost of complying with the request would exceed the appropriate limit.
2. Subsection (1) does not exempt the public authority from its obligation to comply with paragraph (a) of section 1(1) unless the estimated cost of complying with that paragraph alone would exceed the appropriate limit.
3. In subsections (1) and (2) "the appropriate limit" means such amount as may be prescribed, and different amounts may be prescribed in relation to different cases.
4. The Secretary of State may by regulations provide that, in such circumstances as may be prescribed, where two or more requests for information are made to a public authority—
  - (a) by one person, or
  - (b) by different persons who appear to the public authority to be acting in concert or in pursuance of a campaign,



*the estimated cost of complying with any of the requests is to be taken to be the estimated total cost of complying with all of them.*

5. *The Secretary of State may by regulations make provision for the purposes of this section as to the costs to be estimated and as to the manner in which they are to be estimated.*

3. Please provide the total number of FCA's who attended Anthony Douglas 'Emotional harm webinar' breaking this down into each service area showing attendees who have completed this module from the date it has been available to Cafcass FCA's until January 2019 ?

Please find attached a spreadsheet containing the total number of staff (including FCA's) who attended Anthony Douglas 'Emotional harm webinar' broken down by service area.

An audio recording of the webinar was published internally on the Cafcass intranet on 20<sup>th</sup> July 2017. The audio recording can only be listened to by Cafcass staff and we are only able to ascertain the number of staff who have listened to the recording and we have no details of the roles the listeners. Since 20<sup>th</sup> July 2017 the webinar has been listened to by 35 members of staff.

4. Please provide accurate regional completion statistics of each core module since date of implementation of each module until 01 January 2019 breaking it down into each service area demonstrating the Cafcass FCA' s completion rates for each of the 'core modules' you listed to support your statement ?

Please see the answer to question two.

We hope that you feel your question has been answered effectively. If you are unhappy with the decisions made in relation to your request, you may ask for an internal review to be undertaken. If you are dissatisfied with the way the internal review is handled or with the final decision made at that review about the information released, you are free to contact the Information Commissioner's Office (<https://ico.org.uk/>):

**Post**

Information Commissioner's Office  
Wycliffe House, Water Lane,  
Wilmslow,  
Cheshire  
SK9 5AF

**Fax**

01625 524 510

**Tel**

0303 123 1113

**E-mail**

[casework@ico.org.uk](mailto:casework@ico.org.uk)

Edward Timpson CBE Chair  
Anthony Douglas CBE Chief Executive





Yours sincerely,

Governance Team

Cafcass

[Governance@cafcass.gov.uk](mailto:Governance@cafcass.gov.uk)

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Anthony Douglas CBE Chief Executive



Cafcass, the Children and Family Court Advisory and Support Service, is a non-departmental body of the Ministry of Justice  
Cafcass National Office, 3<sup>rd</sup> Floor, 21 Bloomsbury Street, London, WC1B 3HF



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