



Victoria Soeder
request-540278-f8df06da@whatdotheyknow.com

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

Your ref: CAF 18-166
Our ref: Gov/CAF 18-166

Tel 0300 456 4000

07 January 2019

Dear Ms Soeder,

Re: Freedom of Information Request

Thank you for your email of 19 December 2018. You made the following requests for information:

1. How does the FCA demonstrate evidence of good practice in achieving the following:

a. Identifying/gathering and analysing diversity factors effectively ?

Cafcass collects diversity data nationally, to understand important diversity issues in our work, and so that we can build better services, both nationally and locally.

Staff are required to demonstrate appropriate identification, recording and reporting of any relevant diversity factors affecting every child and family we work with. This information is recorded on the case file. It is the FCA's responsibility to identify any diversity issues in a specific case as well as to complete basic monitoring requirements of ethnicity, disability, first language, case type and child need which are recorded on the case file. Diversity is monitored for all participants on a case, which includes subject children, applicants, respondents and other parties.

It is the FCA's responsibility to identify any relevant diversity issues in a specific case and, where relevant diversity issues are identified, to include/analyse these. This is in the context of the [welfare checklist](#), set out in part 1, section 1 of the Children Act 1989.

Best practice for FCAs when identifying and analysing diversity factors effectively is set out in our [Operating Framework](#), sections 2.4 – 2.47.

Edward Timpson CBE Chair
Anthony Douglas CBE Chief Executive





b. At what point in line with Cafcass policies & procedures does the FCA specifically obtain diversity information from adult service users ?

In private law proceedings at the Work to First Hearing (WTFH) Stage, Cafcass will conduct telephone interviews with the parties in the case as part of our safeguarding enquiries. During these interviews, FCAs will ask service users to provide their diversity information and the diversity information of the subject child/children, which is then recorded on the case file. Service users do not need to provide Cafcass with this information if you they do not wish to and can decline to do so during the telephone interview. This is set out in Cafcass' Standard Operating Principles for WTFH and the Interview Plan for EIT Telephone calls. Please find these documents attached.

However, diversity information can be recorded on the case file at any point during the case if this information is provided to Cafcass later in the proceedings.

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

Yours sincerely,

Governance Team

Cafcass

Governance@cafcass.gov.uk

Edward Timpson CBE Chair
Anthony Douglas CBE Chief Executive





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