

SCHEDULE 1

Regulations 2(1) and 4

Information to be contained in a statement of purpose by a service provider

The statement of purpose provided by a service provider must contain the following information—

- (a) the name and principal address of the local authority;
- (b) the name and address of the manager;
- (c) a statement of the range of needs of the individuals for whom the service is to be provided;
- (d) how the service is to be provided to meet the needs of individuals and to support them to meet those needs;
- (e) details of the management and staff structure of the service;
- (f) details of the arrangements made to support the cultural, linguistic and religious needs of individuals;
- (g) details of how the service provider will meet individuals' language and communication needs, including through the medium of Welsh;
- (h) the aims and objectives of the service provider in relation to the service, including cases involving inter-country adoption;
- (i) the arrangements that the service provider has put in place to assess and make provision for adoption support services;
- (j) the relevant qualifications and experience of the manager;
- (k) the number, relevant qualifications and experience of the staff employed by the service provider for the purposes of the service;
- (l) the system in place to monitor and evaluate the provision of services to ensure that the services provided by the service provider are effective and the quality of the service is of an appropriate standard;
- (m) the procedures for recruiting, preparing, assessing, approving and supporting prospective adoptive parents;
- (n) details of the adoption support service advisor and the procedures for the assessment for and provision of adoption support services;
- (o) a summary of the complaints procedures established in accordance with the Representations Procedure (Wales) Regulations 2014(1), the Social Services Complaints Procedure (Wales) Regulations 2014(2) and sections 171 and 172 of the 2014 Act(3);
- (p) the address and telephone number of the service regulator.

(1) S.I. 2014/1795 (W. 188).

(2) S.I. 2014/1794 (W. 187).

(3) "The 2014 Act" is defined in section 2(5) of the Act as the [Social Services and Well-being \(Wales\) Act 2014](#) (anaw 4).