



28th February 2017

Our ref: FOI 002241/17

I write in connection with your request for information received by both Norfolk and Suffolk Constabularies on the 1st February 2017. This response is being provided on behalf of Norfolk and Suffolk Constabularies as a result of ongoing collaboration. In your requests you sought access to the following information:

The following 2 part request is made under the Freedom of Information Act 2000

Part 1

For the financial year 2015 / 2016

Please provide the total amount spent by your Police Force on producing and moving hard case files, and material, between the Force, the CPS, Defence Council and the Courts.

Please break down the total spend into the following areas of specific cost:

- Paper
- Hard case file production and presentation (card, folders, ring binders, plastic inserts, staples, paper clips etc)
- Photocopying (ink, rental, servicing and maintenance)
- Printing (ink, rental, servicing and maintenance)
- Courier services
- Other postal services
- PACE recording consumables (CD ROM / Audio Cassette)
- Any other associated costs not included above (please specify)

If it is not possible to break down the costs within the FOI guidelines, then please provide the total combined annual cost of all the above items.

Clarification re Question 1

All I need is the total combined annual cost of all the bulleted items. The mention of production and movement of case files was poorly worded on my part, my apologies.

Part 2

For the calendar years 2015 / 2016 and 2016 / 2017

Please provide the total number of interviews conducted for the following:

- ABE
- Major Crime Suspect
- Significant Witness

Norfolk and Suffolk Constabularies holds information relevant to your request.

Response to your request

When responding to a request for information under the terms of the Freedom of Information Act, a public authority is not obliged to provide information if the authority estimates that the cost of the retrieval of the information requested would be in excess of £450 (equivalent to 18 hours work).

The costs criteria relates to a request in its entirety, which means that if we cannot retrieve all of the information requested within the costs limit, we are not obliged to retrieve *any* of the information requested.

The Norfolk and Suffolk Constabularies estimates that to retrieve all the information you have requested for both forces would exceed cost in excess of £450 (per force).

In order to identify relevant information regarding the number of interviews, we have contacted our Custody Department. They have advised that on average, there are over 3,800 records created for the following categories:-

- New Custody Records
- Bail Returns
- Voluntary Attenders

Each of these would need to be manually reviewed to see if they hold information relevant to your request. Therefore based on this figure, this would equate to reviewing over 45,000 records for each year requested.

To carry out this review would significantly exceed the appropriate limit for dealing with a Freedom of Information request, in terms of costs, and therefore Section 12(1) of the Freedom of Information Act applies.

Section 12(1) of the Freedom of Information Act states that a public authority is not obliged to:

“...comply with a request for information if the authority estimates that the cost of complying with the request would exceed the appropriate limit”.

The Freedom of Information (Appropriate Limit and Fees) Regulations 2004, defines the ‘appropriate limit’ for the Norfolk and Suffolk Constabularies as £450 for each Constabulary, and specifies that this sum equates to 18 hours work at a standard rate of £25 per hour.

In accordance with Section 17 of the Freedom of Information Act (2000), this serves as a Refusal Notice for your request.

Advice and Assistance

With regard to part 1 of your request, all files are submitted digitally to the CPS and these are then digitally submitted to the Courts and Defence.

With regard to part 2 of our request, this is too broad and the information requested cannot be provided within the cost limit. Due to the volume of interviews conducted and the way in which this information is held and the process required to identify relevant cases, it is not possible to advise on refining your request to bring it within the cost limit.

This response will be published on both the Norfolk and Suffolk Constabulary web-sites. A link to the disclosure log pages of each Constabulary web-site is provided below.

<https://www.norfolk.police.uk/about-us/our-data/disclosure-log>
<https://www.suffolk.police.uk/services/freedom-information/disclosure-logs>

Should you have any further queries concerning this request, please contact me quoting the reference number shown above.

Yours sincerely,

Amanda Gibson
Freedom of Information Department

A full copy of the Freedom of Information Act (2000) can be viewed on the 'Office of Public Sector Information' web-site;
<http://www.opsi.gov.uk/>

The Norfolk Constabulary is not responsible for the content, or the reliability, of the website referenced. The Constabulary cannot guarantee that this link will work all of the time, and we have no control over the availability of the linked pages.

Your Right to Request a Review of Decisions Made Under the Terms of the
Freedom of Information Act (2000).

If you are unhappy with how your request has been handled, or if you think the decision is incorrect, you have the right to ask the Norfolk Constabulary to review their decision.

Ask the Norfolk Constabulary to look at the decision again.

If you are dissatisfied with the decision made by the Norfolk Constabulary under the Freedom of Information Act (2000), regarding access to information, you must notify the Norfolk Constabulary that you are requesting a review within 20 days of the date of its response to your Freedom of Information request. Requests for a review should be made in writing and addressed to:

*Freedom of Information Decision Maker
Professional Standards Department
Norfolk Constabulary
Operations and Communications Centre
Jubilee House
Falconers Chase
Wymondham
Norfolk NR18 0WW
OR
Email: freedomofinformation@norfolk.pnn.police.uk*

In all possible circumstances the Norfolk Constabulary will aim to respond to your request for us to look at our decision again within 20 working days of receipt of your request for an internal review.

The Information Commissioner.

After lodging a request for a review with the Norfolk Constabulary, if you are still dissatisfied with the decision, you can apply to the Information Commissioner for a decision on whether the request for information has been dealt with in accordance with the requirements of the Act.

For information on how to make application to the Information Commissioner please visit their website at www.ico.org.uk or contact them at the address shown below:

The Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF
Telephone: 01625 545 700