



25th June 2019

Freedom of Information Request Reference N^o: FOI 002050/19

I write in connection with your request for information received by the Norfolk and Suffolk Constabularies on the 3rd June 2019 in which you sought access to the following information:

- 1 How many staff are directly employed in the management (storage/retrieval/disposal) of evidential property?
- 2 How many evidential property items are currently stored by the force?
- 3 How much space (Square M or Ft) is dedicated to the storage of evidential material within the force estate (please provide an approximation if specific details are not known)?
- 4 Do you use an external company to store evidential material?
- 5 If you use an external company to store evidential material, how many items are they storing on your behalf (please provide an approximation if specific details are not known)?
- 6 If you use an external company to store evidential material, how much is the annual cost for this storage (please provide an approximation if specific details are not known)?

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 estimate that to retrieve all the information you have requested would exceed cost in excess of £450 per force.

The Constabularies Property Stores hold Volume, Found and Drug property items, therefore it is not possible to provide the number relating to evidential items only without considerable research. It would be necessary to review the electronic property records for each item to confirm the details requested.

Due to the volumes of items currently stored, this would therefore be an enormous task which would significantly exceed the appropriate limit for dealing with a Freedom of Information request, in terms of cost, 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 each, 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

Although excess cost removes the Constabularies obligations under the Freedom of Information Act, as a gesture of goodwill, we have supplied information, relative to your request, which was retrieved or available before it was realised that the fees limit would be exceeded. I trust this is helpful but it does not affect our legal right to rely on the fees regulations for the remainder of your request.

- Q1 Please note the following Team is part of a Joint Norfolk and Suffolk Command:-
1 x Property Management and Vehicle Recovery Coordinator
3 x Vehicle Recovery Liaison Officers
21 x Property Staff
- Q2 As at 7th June 2019, there were a total of 120,436 items in Norfolk and 94,016 in Suffolk.
- Q3 Suffolk has approximately 2000m2 of storage space and Norfolk approximately 1200m2.
- Q4 The Constabularies do not use external storage specifically for evidential material. However, the Constabularies have external storage facilities for the long term storage of documents and other items. Some of these items will be evidential.

This response will be published on the Constabularies web-site under the Freedom of Information pages:-

<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 Amanda Gibson, FOI Decision Maker, quoting the reference number shown above.

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/>

Norfolk and Suffolk Constabularies are 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 and Suffolk Constabulary to review their decision.

Ask Norfolk and Suffolk Constabularies to look at the decision again.

If you are dissatisfied with the decision made by Norfolk and Suffolk Constabularies under the Freedom of Information Act (2000), regarding access to information, you must notify the Norfolk and Suffolk Constabulary that you are requesting a review within 40 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
Information Management 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 Norfolk and Suffolk 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 Norfolk and Suffolk 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