



15th July 2019

Freedom of Information Request Reference N^o: FOI 002378/19

I write in connection with your request for information received by the Norfolk and Suffolk Constabularies on the 1st July 2019 in which you sought access to the following information:

- 1 How many family liaison officers does the force currently have?
- 2 How many family liaison officers did the force have in 2009, 2017 and 2018. Please provide information for each year separately and clearly marked.
- 3 How many cases/families can each family liaison officer work with at a time?
- 4 How many families have not had a family liaison officer allocated to them in the past year to date?
- 4b How many of these families were victims of knife crime.
- 5 How many families did not have a family liaison officer allocated to them in 2009, 2017 and 2018. Please provide information for each year separately and clearly marked.
- 5b How many of these families were victims of knife crime for each year.

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).

The Constabularies do not record the number of Family Liaison Officers (FLOs) we have had in previous years. The only information we hold centrally relates to the current number of FLOs and we can also provide data held from previous FOI responses. The table provided below confirms the number of FLOs recorded for the specific dates mentioned:

Date	Norfolk	Suffolk
31 March 2013	101	49
5 December 2017	64	72
31 March 2018	67	70

1 April 2019	70	66
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This is a fluid figure that will change dependant on officer movements and postings. It is therefore not possible to confirm the number of FLOs we had in 2009, as this information is not held.

In order to establish the number of FLOs we had at the same date each year would require us to manually review HR records to establish who was in an FLO role at that time. Considering the many hundreds of records we would need to review, this would take well in excess of 18 hours to extract, per force.

This would 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 & 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.

- Q3 Every case is assessed individually and Family Liaison Officers are allocated depending on the needs of both the family and the investigation.
- Q4 An FLO will be allocated for all offences of homicide and road traffic collisions, which have resulted in a fatality.

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