



**Freedom of Information Request Reference N°: FOI 004685-17**

I write in connection with your request for information received by the Norfolk and Suffolk Constabulary on the 22 April 2017 in which you sought access to the following information:

*“The information I'm requesting is for listed departments below to which i would like; The name of role, FTE and pay grade of the employees in each department (Inc. Officers, Civilians and PCSO's).*

*Neighbourhood Policing  
Incident (Response) Management  
Specialist Community Liaison  
Local Command Team*

*Front Desk  
Central Communications Unit  
Dealing with the Public Command Team*

*Custody  
Police doctors/nurses & surgeons  
Other custody  
Criminal Justice  
Police National Computer  
Criminal Record Bureau (now called Disclosure and Barring Service (DBS)) Coroner  
Assistance Fixed  
Penalty Schemes (Central Ticket Office) Property Officer / Stores Criminal Justice  
Arrangements  
Command Team*

*Traffic Units  
Traffic wardens / Police Community Support Officers - Traffic Vehicle Recovery Casualty  
Reduction  
Partnership Road policing Command Team*

*Operational Support Team  
Air Operations  
Mounted Police  
Specialist Terrain  
Dogs Section  
Advanced Public Order  
Airport & Ports Policing Unit  
Firearms Unit  
Civil Contingencies and Planning  
Events*

*Intelligence Command Team  
Intelligence Analysis / Threat Assessments Intelligence Gathering*

*Investigations Command Team  
Major Investigation Unit  
Economic Crime (including Regional Asset Recovery Team) Specialist Investigation Units  
Serious &  
Organised Crime Unit Public Protection (included CSE and Domestic Abuse) Local  
Investigation/Prisoner  
Processing Cyber Crime*

*Scenes of Crime Officers  
External Forensic  
Fingerprint  
Photographic Image Recovery  
Other Forensic Services  
Investigative Support Command Team*

*Counter Terrorism / Special Branch  
ACPO Projects / Initiatives  
Hosting National Services  
Other National Policing Requirements*

*Human Resources  
Finance  
Legal Services  
Fleet Services  
Estates / Central Building  
Information Communication Technology  
Professional Standards  
Press and Media  
Performance Review / Corporate Development Procurement Training Administration  
Support Force  
Command Support to Associations and Trade Unions Social Club Support and Force band  
Insurance /  
Risk Management Catering Other"*

## **Response to your Request**

The response provided below is correct as of 22 April 2017

Norfolk and Suffolk Constabularies have located the following information as relevant to your request.

A search has been completed of our Human Resources department for all posts recorded on the system currently in existence in Norfolk and Suffolk Constabulary.

The information contained within the attached excel spreadsheet confirms all job roles within both Constabularies, by force, departments, FTE and pay scale.

Please note that the data has been extracted directly from establishment data and may consequently include roles that are no longer used.

The monetary value for the pay scales, can be found on the Constabularies website, via the following link:

<https://www.suffolk.police.uk/about-us/our-data/publication-scheme/what-we-spend-and-how-we-spend-it>

Information concerning covert or operationally sensitive roles has not been included.

Section 17 of the Freedom of Information Act 2000 requires that Norfolk and Suffolk Constabularies, when refusing to provide such information (because the information is exempt) is to provide you the applicant with a notice ban which:

- (a) States that fact
- (b) Specifies the exemption(s) in question and
- (c) States (if that would not otherwise be apparent) why the exemption(s) applies.

The information is exempt from disclosure by virtue of the following exemption(s);

### **Section 31(1)(a) – Law Enforcement**

Section 31 is a qualified, prejudice-based exemption and therefore I am obliged to provide evidence of harm and a public interest test.

#### Evidence of Harm

Where a disclosure is made that will provide the full capacity of covert or sensitive areas of policing, there is potential for future disruption that will be prejudicial to law enforcement and thus potential for individuals to map the capacity and capabilities of the Constabularies in the specialised areas of policing.

It is for the reason specified above that section 31 is engaged.

#### **Public Interest Test**

(When applying a qualified exemption a public authority is required to consider whether 'in all circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information'.)

#### **Considerations favouring disclosure**

Disclosure of the information requested will identify the capabilities of the Constabulary and provide the public with reassurance that the Constabulary are appropriately dealing with all areas of policing.

Information that relates directly to the operational effectiveness and efficiencies of the Constabulary is a positive factor favouring disclosure. The public have a right to know that they are being protected in an appropriate and diligent manner.

Knowledge of the Constabulary's capability will ensure transparency is maintained and the public can identify how funds are being appropriately spent and for what purpose.

Public knowledge of the Constabulary will ensure informed public debate, retaining the Constabulary's open and honest approach.

#### **Considerations favouring non-disclosure**

Disclosure of information that can affect the current and future law enforcement capabilities of the Constabulary will always favour non-disclosure. On this occasion, providing the number of the sensitive or covert roles will allow for comparisons to be made to figures in the public domain regarding our establishment. This in turn will allow for the determination as to the strength of our covert Policing tactics, by a simple mathematic deduction. This in turn will invariably provide criminals with advanced knowledge as to the Constabulary's capacity with regards to covert Policing.

Although public knowledge of the Constabulary's capabilities is a positive factor, this is not unlimited and there are aspects of Policing that must remain intact to ensure the process is not undermined by FOI disclosures. Covert Policing is an essential tactic used by Police Forces across the Country and it is vital that the integrity this tactic is retained.

### **Balancing test**

Public knowledge of how their funds are being spent and assurance that the Police service are doing all they can to ensure public safety is maintained, is always a positive factor in disclosure.

On balance however, disclosure of this nature is more likely to have the opposite affect causing the criminal fraternity to have prior knowledge of undercover Police operational capabilities, compromising the prevention and detection of crime and administration of justice.

The Police service has a duty to ensure public safety is never compromised and disclosures under FOI should always ensure this is maintained.

It is the Constabularies decision that disclosure lies in non-disclosure and application of the exemption is maintained.

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 Clair Pack, 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 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  
Information Management Department  
Suffolk Constabulary  
Police Headquarters  
Martlesham Heath  
Ipswich  
Suffolk  
IP5 3QS  
OR  
Email: [information@suffolk.pnn.police.uk](mailto:information@suffolk.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](http://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