



2<sup>nd</sup> August 2017

### **Freedom of Information Request Reference N<sup>o</sup>: FOI 005829/17**

I write in connection with your request for information received by the Norfolk and Suffolk Constabulary on the 25<sup>th</sup> July 2017 in which you sought access to the following information:

Under the Freedom of Information Act, please can you provide me with a copy of your force's latest police staff pay band structure that shows the relationship between those bands and the national Police Staff Council pay scales.

If this document is not readily available in a format that includes the below information, please can you also tell me which band(s) the following roles (or their nearest equivalents) fall under:

- (i) Police and Community Support Officer
- (ii) Detention / Custody Officer
- (iii) Contact Handler
- (iv) Fingerprint Officer
- (v) Administrative / Clerical Assistant

### **Response to your Request**

The response provided below is correct as of 28<sup>th</sup> July 2017.

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

The current Police Staff salary bands are published on the Constabularies' websites and can be accessed via the link provided below:-

<http://www.norfolk.police.uk/join-us/police-staff>

Under Section 21(1) of the Freedom of Information Act (2000), public authorities are not required to provide information that is reasonably accessible to the public by other means, in this case via the the websites; therefore in accordance with Section 17 of the Freedom of Information Act (2000), this serves as a Refusal Notice for this part of your request.

The Constabularies' pay grades mirror those of the Police Staff Council, with the exception that the PSC starts at £15,486 and our lowest pay rate is £16,314 (Band A). In addition we have some higher pay rates from £47,442 (Band I to Band K). The grade boundaries were agreed with UNISON during the implementation of the 13 Factor JE Scheme which is the PSC recommended scheme.

With regard to the roles listed, please see below:-

- (1) A Police Community Support Officer is salary band D.
- (2) A Detention/Custody Officer is salary band D.
- (3) We have interpreted your request as:-

- Norfolk Communications Officer – band D
  - Suffolk Control Room Operator – band D
- (4) A Fingerprint Officer is band C to E (depending on accreditation).
- (5) This would depend on specific role but likely to be band B or C.

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 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  
Norfolk Constabulary  
Operations and Communications Centre  
Jubilee House  
Falconers Chase  
Wymondham  
Norfolk NR18 0WW  
OR  
Email: [freedomofinformation@norfolk.pnn.police.uk](mailto: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](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