



Freedom of Information Request Reference N^o: FOI 006201-17

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

“What is the minimum level of staff required to run Martlesham investigation centre”

Response to your Request

The response provided below is correct as of 22 August 2017

Suffolk Constabulary has considered your request for information and the response is below.

We operate in accordance with the PACE Codes of practice and the College of Policing Authorised Professional Practice (APP) in which it is stated that there is no standard model for staffing levels or resource composition in custody.

Forces should establish a staffing model which considers:

- demand levels, ie, peak times of day, month and year, including seasonal variations
- the number of people detained each year
- the number of detainees anticipated in future years
- the efficiency of the custody process
- geographical area
- resourcing of special events
- the physical structure and design of the custody suite
- staff training
- succession planning
- Operational resilience.

Taking this into consideration, our current staffing model reflects the detainee demand for Martlesham Police Investigation Centre (PIC) but also caters for demands across both Suffolk and Norfolk constabulary for effective and efficient policing.. For example, the usual number of staff required on duty in custody at the Martlesham PIC is shown below. But this will vary according to the model and may result in Call in staff, shift changes or fewer staff on occasions and more staff drafted in during operational demand peaks.

The model also allows for staff to manage the status of the PIC, to manage the number and safe detention of detainees. This can mean the PIC closes to allow the level of staffing at that time to cope with demand.

Hence these numbers are dynamic and can change at any time for reasons set out above. In short, where the demand requires it, additional staff can and will be deployed.

These numbers are currently under review, for consideration by the chief officers of Norfolk and Suffolk constabulary in January 2018.



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CONSTABULARY**
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Shift	Minimum staff numbers
Early	5
Lates	4
Nights	3
Fri & Sat night	5

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/>

Suffolk 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 Suffolk Constabulary to review their decision.

Ask Suffolk Constabulary to look at the decision again.

If you are dissatisfied with the decision made by Suffolk Constabulary under the Freedom of Information Act (2000), regarding access to information, you must notify 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*

In all possible circumstances 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 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