



**SUFFOLK  
CONSTABULARY**  
*Taking pride in keeping Suffolk safe*

## **Freedom of Information Request Reference N°: FOI 003077-20**

I write in connection with your request for information received by Suffolk Constabulary on the 10 September 2020 in which you sought access to the following information:

1. *“How many DC tutors work within SGU or CID*
2. *What is the current training a DC tutor has, how long is training etc?*
  - a) *How do they become a tutor?*
  - b) *Who gets selected?*
  - c) *What is the expectation of their role?*
  - d) *What happens about their work?*
  - e) *Do they have a refresher? What is this?*
3. *What student support is currently in place for TI's?*
4. *In the last 5 years how many DC's have left the SGU or CID departments?*
5. *Can I please request a copy of the latest CID TI programme application.*
6. *How long has the current College of Policing/Suffolk Constabulary Trainee investigator training been in place?*
7. *What is involved in the 12 week attachment an officer completes prior to being accepted onto the TI programme?*
8. *Can I please request a copy of the document which relates to the 12 week attachment to the TI programme.*
9. *What is the current expectation of a TI in terms of workload?*
10. *What is the current expectation of mentorship for a TI?”*

## **Response to your Request**

The response provided below is correct as of 24 September 2020

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

The Constabulary is unable to answer question 4 as this question is too broad and would require us to manually review HR records of serving officers and of those who have retired, transferred or otherwise left the Constabulary. This would be a huge task and would take well in excess of 18 to extract any accurate information.

In relation to your request for information and in accordance with Section 17 of the Freedom of Information Act 2000 (FOIA), this response serves as a formal notification of refusal for your request. Suffolk Constabulary does not hold, for the purposes of FOIA, the information you require in a retrievable format.



It is estimated that to attempt to retrieve all of the information you require would take a considerable amount of retrieval time, which would exceed 18 hours. This would exceed the appropriate limit for dealing with Freedom of Information requests, in terms of costs and therefore Section 12(1) of the Freedom of Information Act 2000 applies.

Section 12(1) of the Freedom of Information Act 2000 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, defines the 'appropriate limit' for the Suffolk Constabulary as £450 and specifies that this sum equates to 18 hours work at a standard rate of £25 per hour.

In accordance with Section 17(5) of the Freedom of Information Act 2000, this letter serves as a refusal notice for this part of your request.

By requesting *all* information your request is too broad to be complied with within the £450 limit imposed on Freedom of Information requests.

Although excess cost removes the Force's obligations under the Freedom of Information Act, as a gesture of goodwill, I have supplied information, relative to your request, 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.

1. Suffolk Constabulary currently has 37 trained mentors, with 3 of these working in major investigations but available for support to CID/SIU based mentors. There is a plan to train a further 12 across the areas imminently.
2. The training course is currently being redesigned but existing mentors have a 2 day training course dedicated to the requirement of the role, the assessment of work and the expectations of mentors.
  - a. Identified competent and effective DC's identified by area Detective Inspectors as suitable and ready.  
Also part of developmental pathway for all officers looking for promotion
  - b. All signed off competent PIP 2 Detective constables are considered. Those who were more experienced prior to PIP 2 or previous uniform tutors might be considered as mentors earlier but these are case by case considered.
  - c. Mentor and develop all trainee investigators and fast Track Detective entrants through their initial training in CID/SIU. To assess and sign off all OneFile evidence for PIP 2 accreditation and to support their mentees through the NIE process.



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- d. Mentors and mentees work together, the workload of the mentor is largely removed so they can show their mentees how to manage a workload. Existing case files remain with the mentor and they will guide mentees through the Court process as soon as possible.
  - e. Mentors who have not mentored recently have a refresher, in addition, mentor development days are held twice yearly to ensure feedback is provided and learning is adopted.
3. Allocated mentors on their shift with day to day support of their team and Detective Sgt. Study leave for NIE exam of 40 hours is also provided.
  4. This question is too broad to respond to accurately, as per the cost refusal above.
  5. There is not an application anymore, however the new process chart is attached for reference.
  6. The current College of Policing/Suffolk Constabulary Trainee investigator training continually develops, however the programme has been in place for at least 15 years with various amendments and updates.
  7. The 12-week attachment involves the completion of a 3-month suitability assessment, with both the Officer and the Department assessing suitability and experience.
  8. Please see attached 12-week CID attachment development folder.
  9. The current expectation of a TI is dependent on the level of experience and stage in the process. It is about complexity, knowledge and skillset, not quantity.
  10. All TI's have an allocated mentor throughout their TI process.

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/>

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.



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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 40 working 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 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](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