



**NORFOLK**  
CONSTABULARY  
*Our Priority is You*

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Norfolk Constabulary

Freedom of Information Department  
Jubilee House  
Falconers Chase  
Wymondham  
Norfolk NR18 0WW

**Tel:** 01953 425699 Ext: 2803

**Fax:** 01953 42 4080

**Email:** [freedomofinformxxxxx@xxxxxxx.xn.police.uk](mailto:freedomofinformxxxxx@xxxxxxx.xn.police.uk)

Mr Richard Martin

[request-847xxxxxxxxx@xxxxxxxxxxxxxxxx.xxx](mailto:request-847xxxxxxxxx@xxxxxxxxxxxxxxxx.xxx)

27<sup>th</sup> September 2011

Dear Mr Martin

**Freedom of Information Request Reference N<sup>o</sup>: FOI 270/11/12**

I write in connection with your request for information received by the Norfolk Constabulary on the 30<sup>th</sup> August 2011 in which you sought access to the following information:

Please provide me with data, detailing how many requests for information from the police have been received by the Constabulary from the RSPCA annually during the last five years broken down annually.

Norfolk Constabulary holds information relevant to your request.

**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 RSPCA undertakes prosecutions in relation to persons who have committed offences involving animals. Within Norfolk these prosecution details are updated onto the Police National Computer (PNC) by Norfolk Constabulary and PNC information is provided in support of these. In addition to this, the Constabulary will undertake vehicle checks in support of an ongoing investigation.

There is no central recording of these PNC checks but it is possible to carry out transaction enquiries on the PNC database using relevant search criteria. There are 9 members of the RSPCA who are authorised to undertake these enquiries with Norfolk Constabulary. Transaction enquiries on the PNC involving the originating officers details are limited 12 hours per enquiry. This would require 730 enquiries to be carried out for each year of data for each authorised member of the RSPCA. We estimate that each of these logs would take approximately 10 minutes to complete the transaction and assess the result for relevant information.

730 transaction enquiries for each of the 9 members of the RSPCA x 10 minutes per transaction would equate to 1095 hours. This would be the time required to locate any relevant information for each year requested.



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 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 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 of the Freedom of Information Act (2000), this serves as a Refusal Notice for your request.

#### Advice & assistance

The Act requires that the public authority provides advice and assistance to the applicant in refining the request if it has been refused on the basis of exceeding the appropriate costs limit. Unfortunately due to the volume transaction enquiries needed to be undertaken this research and locate relevant information, I am unable to advise of a way in which any useful data might be made available within the appropriate limit.

This response will be published on the Norfolk Constabulary’s web-site [www.norfolk.police.uk](http://www.norfolk.police.uk) under the Freedom of Information pages at [Publication Scheme - Disclosure Logs](#).

Should you have any further queries concerning this request, please contact me quoting the reference number shown above.

Yours sincerely,

Amanda Gibson  
Freedom of Information Department

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/>

The Norfolk 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 the Norfolk Constabulary to review their decision.

Ask the Norfolk Constabulary to look at the decision again.

If you are dissatisfied with the decision made by the Norfolk Constabulary under the Freedom of Information Act (2000), regarding access to information, you must notify the Norfolk Constabulary that you are requesting a review within 2 months 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  
Professional Standards Department  
Norfolk Constabulary  
Operations and Communications Centre  
Jubilee House  
Falconers Chase  
Wymondham  
Norfolk NR18 0WW  
OR  
Email: freedomofinformatxxx@xxxxxxx.xxx.police.uk*

In all possible circumstances the Norfolk 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 the Norfolk 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.informationcommissioner.gov.uk](http://www.informationcommissioner.gov.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