



OFFICE OF THE POLICE & CRIME COMMISSIONER FOR NORFOLK

Reply to: Sharon Lister

Tel No: 01953 424455

29th November 2018

Dear Member of Public,

Freedom of Information Request FOI/OPCCN/164

I am writing in connection with your email dated 12th November 2018, in which you requested the following information:

1. **“Whether the PCC’s office pays any external organisations to advertise vacant roles within the PCC’s office on their website.**
2. **For a list of websites / organisations the PCC’s office uses to advertise vacant roles within the PCC’s office (excel format) and how much each website/organisation received from office in the three most recent financial years**

2015/16

2016/17

2017/18

If no money was paid to advertise the roles, please indicate this on the spreadsheet.

3. **For an email address and contact information for the HR department or relevant department responsible for publishing and promoting vacancies within the PCC’s office.**

Note: Everything in this FOI relates to the financial years 2015/16 to 2017/18. If the cost limit exceeds that which is allotted, then start from 2017/18 and work backwards.”

I have reviewed our records and I can advise the following:

1. "Whether the PCC's office pays any external organisations to advertise vacant roles within the PCC's office on their website.

Response: Yes.

2. For a list of websites / organisations the PCC's office uses to advertise vacant roles within the PCC's office (excel format) and how much each website/organisation received from office in the three most recent financial years

2015/16

2016/17

2017/18

If no money was paid to advertise the roles, please indicate this on the spreadsheet.

Response: Microsoft Excel spreadsheet attached with spends over the three years requested.

3. For an email address and contact information for the HR department or relevant department responsible for publishing and promoting vacancies within the PCC's office.

Response: All vacancies within the PCCs office are now processed by the HR department within Norfolk Constabulary on behalf of the Office of the Police and Crime Commissioner for Norfolk. Contact details can be found on the Norfolk Constabulary website: <https://www.norfolk.police.uk/contact-us>

Yours sincerely

S. Lister

Sharon Lister
Director of Performance and Scrutiny
Office of the Police and Crime Commissioner for Norfolk

Internal Review

If you think we have not supplied information in accordance with Section 1 (the General Right of Access) of the Freedom of Information Act 2000, or you are dissatisfied with the way in which your request has been handled, then you should write, in the first instance, to:

Mark Stokes
Chief Executive
Office of the Police and Crime Commissioner for Norfolk
Building 8
Jubilee House
Falconers Chase
Wymondham
Norfolk
NR18 0WW

Telephone: 01953 424455
Fax: 01953 424462
Email: opccn@norfolk.pnn.police.uk

If you are dissatisfied in any way with our response or the way we have handled your request, you can contact us by phone, email or in writing. We may, in the first instance, try and resolve your complaint informally. However, at any stage you can request or we may decide to treat your complaint formally under our internal review process.

An internal review is conducted by the Chief Executive who will review the request and response, taking account of your complaint(s), and will respond in writing as soon as possible. The Information Commissioner's Office recommends that a response should be made in 20 working days. If we are unable to respond in this timeframe we will inform you and provide a date by which you should expect to receive our response.

If, after the internal review, you remain dissatisfied then you can complain to the Information Commissioner's Office, the government regulator for the Freedom of Information Act. Details of how to contact the Information Commissioner's Office can be found at www.ico.gov.uk