

Gloucestershire Constabulary
Police Headquarters
No.1 Waterwells, Waterwells Drive
Quedgeley, Gloucester. GL2 2AN
www.gloucestershire.police.uk



Our reference: FOI_25_1176

E-mail: FOI@gloucestershire.police.uk

Direct dial: 01452 754304

Postal Address: As above

Date: 01/10/2026

Dear

Gloucestershire Constabulary Freedom of Information request FOI_25_1176

On 05/12/2025 you sent an email constituting a request under the Freedom of Information Act asking the following:

Dear Sir / Madam

Please could you provide a copy of all your internal force guidance for officers including policies, procedures, checklists, toolkits on:

1. Domestic abuse
2. Harassment and stalking
3. Victims' Right to Review

Under the Freedom of Information Act 2000 s1, I can confirm that Gloucestershire Constabulary holds some relevant information.

Following receipt of your request, I can confirm that searches were undertaken within Gloucestershire Constabulary in order to identify and locate the relevant information.

Unfortunately, there is no central register for this information and no way to retrieve the information by way of direct electronic searches. The Constabulary records information pertaining to your request in various formats and within force wide, specific business areas, and non-centralised systems.

Therefore, in order to process your request, it would require a manual search and review of all documents held on non-centralised document registries. By way of explanation and for contextualisation, Having searched document registries (where possible) for references to 'domestic abuse policies, procedures, checklists, toolkits' and 'Harassment and stalking policies, procedures, checklists, and toolkits.' This has returned in excess of 4,000 documents. These would all need to be manually reviewed to determine whether they hold any relevant information. This would involve the review of thousands of records and would therefore take far longer than the 18 hours prescribed by the Freedom of Information Act.

Section 17(5) of the Freedom of Information Act 2000 requires Gloucestershire Constabulary, when refusing to provide information (because the information is exempt) to provide you the applicant with a notice which: (a) states the fact, (b) specifies the exemption in question and (c) states (if not otherwise apparent) why the exemption applies.

In relation to your request Section 12 applies.

Section 12(1) – Fee Regulations states:

Section 1(1) of the Act does not oblige a public authority to comply with a request for information if the authority estimates that the cost of complying with the request would exceed the appropriate limit. (As detailed in the Data Protection and Freedom of Information Fees Regulations of 2004)

The appropriate limit at the moment is £450 calculated at an hourly rate of £25 per hour for all staff time incurred in:

- i. Determining whether information is held
- ii. Locating it
- iii. Retrieving it
- iv. Extracting the information to be disclosed from the other information.

In accordance with the Act, this letter represents a Refusal Notice for your request.

Section 16 – Advice and Assistance

Unfortunately, I'm unable to advise in suggesting ways of refining your request to come within the confines of Section 12 of the Act. Even reducing the scope to specific guidance. For example, choosing to focus on a single element out of policies, procedures, checklists, and toolkits would not reduce the number of records to a suitable level whereby a manual review could be conducted.

Additionally, by way of assistance and providing information outside of the act. Please see the attached documents which are of relevance to your request.

I have attached the following:

FOI_25_1176 _Domestic Abuse how to police procedure_redacted

Independent Office for Police Conduct (IOPC) Victims Right to Review Policy

College of Policing (CoP) Stalking or Harassment Advice for Investigators

If you are not satisfied with this response or any actions taken in dealing with your request, you have the right to ask that we review your case under our internal procedure. Please note that a request for an internal review must be made within 20 working days of the response to your original request.

If you decide to request that such a review is undertaken and following this process you are still unsatisfied, you then have the right to direct your complaint to the Information Commissioner for consideration.

The Information Commissioner can be contacted via the following means:

Website - <https://ico.org.uk/>

Call their helpline - 0303 123 1113

Email - casework@ico.org.uk

Post – Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Yours sincerely,

Disclosure Officer
Gloucestershire Constabulary