

18th February 2016

I write following your FOI request in which you request:

1. *What (if any software) do you use to monitor/process FOI requests?*
2. *Is that software externally purchased, if so please can you provide the name of the company*
3. *Please provide the cost of purchasing it or the cost of the internal development*
4. *What software do you use to look after your organisations assets?*
5. *Is that software externally purchased, if so please can you provide the name of the company*
6. *Please provide the cost of purchasing it or the cost of the internal development*

This request has been handled under the Freedom of Information Act 2000.

Regarding your request I can now inform you that I have completed my enquiries and that my reply on behalf of the Office of the Police and Crime Commissioner for Cleveland is as follows.

I can confirm that the Office of the Police and Crime Commissioner for Cleveland does hold some of this information.

My response is as follows;

- 1 Microsoft Office
- 2 The software is purchased corporately by Cleveland Police
- 3 – 6 The Office of the Police & Crime Commissioner for Cleveland does not hold this information.

Section 16 of the FOI Act places a duty upon me to assist you in finding the information you seek. To that end may I respectfully suggest that you contact Cleveland Police who may hold the information you seek. They can be found at <https://www.cleveland.police.uk/advice-information/foi.aspx>

I can confirm that the Office of the Police and Crime Commissioner for Cleveland has a FOI complaints procedure.

If you are unhappy with the way your request for information has been handled, you can request a review by writing to: Mr Simon Dennis, Solicitor, Office of the Police and Crime Commissioner for Cleveland, Police Headquarters, Ladgate Lane, Middlesbrough, TS8 9EH or you can follow the complaints procedure found on our website at: www.cleveland.pcc.police.uk

If you remain dissatisfied with the handling of your request or complaint, you have a right to appeal to the Information Commissioner at: The Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF. Telephone: 08456 30 60 60 or 01625 54 57 45 Website: www.ico.gov.uk

There is no charge for making an appeal.

John Bage
Office Manager
Office of the Police and Crime Commissioner for Cleveland



The Police & Crime Commissioner for Cleveland is an accredited Living Wage Employer with the Living Wage Foundation.