

# PROCEDURE – Road Traffic Collisions (Investigations)

Number: H 0602

Date Published: 20 May 2020

Version 8 – May 2020

## 1.0 Summary of Changes

This procedure has had an additional sentence added within section 3.5 to provide clarity regarding disposal of road traffic collisions.

## 2.0 What this Procedure is about

This procedure details the action required when attending and/or investigating road traffic collisions. It details potential hazards and when specialist officers should be requested.

The procedure covers all categories of road traffic collision from fatal to damage only. When dealing with collisions involving police vehicles or officers on duty, reference should also be made to D 2003 Procedure – Police Vehicle Incidents, Damage and Collisions.

Road traffic collisions have a significant effect on not only those directly involved but also their families, other road users and those members of the emergency services who are called to the scenes. The public expect a high-quality response and proportionate investigation into the circumstances that led to the collision.

***Compliance with this procedure and any governing policy is mandatory.***

## 3.0 Detail the Procedure

### 3.1 Attending Road Traffic Collisions

Police officers will attend any injury road traffic collision which is reported to police immediately after it has occurred. Where there are no injuries reported there will **not** be a requirement for police to attend the incident **except** where **one or more** of the following factors apply:

- There is danger to road users as a result of the positions of the vehicles or the type of vehicle or its load;
- The free flow of traffic is obstructed;
- Vehicles are likely to require a road closure to recover;
- There are substantive allegations of driving offences;
- Parties involved in the collision have been unable to comply with the law in exchanging details of driver and vehicle details.

Where the report of any road traffic collision is historic there will not necessarily be an immediate need to attend the incident.

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## 3.1.1 Initial Response

Where a road traffic collision is to be attended by police, the FCR will ensure that a unit is allocated to attend in accordance with H 0403 Procedure – Patrolling and Incidents on Fast Roads.

If a police officer or staff member, comes across a road traffic collision they must inform the FCR and comply with H 0403 Procedure – Patrolling and Incidents on Fast Roads.

When a non-Roads Policing unit attends or comes across a collision which involves serious injury or otherwise requires the specialist skills of a Roads Policing Officer, they should refer the matter via the FCR to a Roads Policing Sergeant who will make an assessment and recommend the allocation of a suitable investigating officer.

Officers attending the scene of a road death or collision which will have a major impact on the road network should be mindful that the incident may be deemed to be a critical incident and they should consider any necessary further action as outlined within D 0401 Procedure – Dealing with Critical Incidents.

## 3.1.2 Initial Action on Scene

The first officers to arrive at the incident should make an initial scene assessment using the recognised METHANE mnemonic in line with JESIP Joint Doctrine.

Once this has been completed the following must be done:

- Make the scene safe;
- Take immediate steps necessary to preserve life;
- Take steps to preserve the scene by identifying, protecting and securing available evidence;
- Identify those present at the scene in particular the victim and any suspects or witnesses using form RCA20;
- A unit should be appointed to act as a “control vehicle” at the scene of a major collision to keep FCR updated and to remain detached from dealing with the collision itself. This unit should oversee and co-ordinate the arrival of other units.

## 3.1.3 Primacy at the Collision Scene

Where there is a multi-agency response to a collision the police have primacy on control of a collision scene. It is extremely important that a good liaison is maintained between the senior officer from each of the services and direction taken from the appropriate agency when dealing with certain scenarios i.e., casualties and the Ambulance Service, Fire or Hazmat incident and the Fire and Rescue Service.

This is particularly important if chemicals or other specific hazards are present at the scene. Cordoned areas may have to be established which unprotected members of the emergency services and public must not be allowed to enter.

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## **3.1.4 Standard Investigation at Scene**

Attending officers must ensure that they accurately gather and preserve all the evidence in order to carry out an investigation to establish what has taken place, if any offences have been committed and by whom. This will include appropriate roadside tests. In the exceptional circumstances where a road side is not carried out, the Investigation Officer must record the rationale on the CRASH report or STORM incident where the collision is not recorded.

### **3.1.4.1 Roadside Breath Test**

All drivers involved in a collision must be subject of a roadside breath test.

### **3.1.4.2 Roadside Drug Tests**

Where the attending officer suspects there is a possibility that the driver may be under the influence of a substance other than alcohol then a drug wipe should be used and/or Field Impairment Test (FIT) conducted.

When dealing with injury collisions on Highways England roads officers must ensure that all drivers are subject of a drug wipe test and the necessary return completed on CRASH.

When dealing with an injury collision, which is also classified as a police vehicle incident, all drivers will be drug wiped.

### **3.1.4.3 Roadside Eyesight Tests**

Where a drivers' lack of observation or poor eyesight is suspected to have contributed to the collision, officers must ensure that the driver is subject to a roadside eyesight test. It should also be recorded if corrective vision was being worn at the time of the collision.

Where the collision is one that requires recording on CRASH as per H 0601 Procedure – Road Traffic Collisions (Recording) the attending officer is not empowered to make the final decision as to the outcome of the investigation. Even where persons are reported for offences all parties will be told that the final decision will rest with a separate authorised decision maker.

The parties involved in a collision must be provided with the Investigating Officer's contact details.

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## **3.1.5 Fatal or Life Threatening/Changing Collision Investigation at Scene**

Where the assessment of the casualty indicates that the injuries are life-threatening, or it is clear that a fatality has occurred, the FCR must be notified immediately. In all cases the following will occur:

- An accredited Roads Policing Road Scene Manager (RSM) will be allocated;
- A Lead Investigating Officers (LIO) will be informed;
- A Forensic Collision Investigator (FCI) will be allocated by the LIO;
- Officers at scene will record all actions taken or information gained in a Major Investigations Enquiry Officer's Rough Book (MIR 24) where this is initially unavailable the officer must attach the information within the rough book and annotate their involvement at the scene/ investigation.

To ensure that the correct recording and capture of information, the following will be held in all Roads Policing vehicles, other than motorcycles:

- 10 x Major Investigation Enquiry Officer's Rough Book (MIR 24);
- 2 x Major Investigation Road Scene Manager's Log & Rough Book (T169);
- 2 x Cordon Control Record (C53d).

### **3.1.5.1 Road Scene Manager (RSM)**

Road Scene Managers are Roads Policing Sergeants but in some cases may be Roads Policing Constables; all of whom have been trained and accredited to perform the role.

There will normally be several RSM's on duty one of which will be a designated County RSM. The County RSM provides 24/7 cover.

The RSM role is to manage the scene and in the absence of a LIO to direct the initial course of the investigation as per 3.1.5 Lead Investigating Officer (LIO). They will record their notes, actions or decisions in a Major Investigations Road Scene Managers Log & Rough Book (T169).

Where a LIO is not called to the scene the RSM can contact them for advice or attendance. This could include collisions involving police vehicles or closures of the strategic road network.

### **3.1.5.2 Lead Investigating Officer (LIO)**

Lead Investigating Officers previously referred to as Road Death Senior Investigating Officers are Roads Policing Inspectors from any Unit within the Command or Roads Policing Sergeants from within the Serious Collision Investigation Unit (SCIU); all of whom have been trained and accredited to perform the role.

The on call LIO can be contacted through FCR.

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The LIO role is to manage the investigation in accordance with APP – Investigation of fatal and serious injury road collisions and:

- Ensure that the Golden Hour principles and fast-track actions have been considered and, where appropriate initiated;
- Have an overview of the scene management in consultation with the RSM;
- Consider the need for specialist resources such as:
  - Forensic Collision Investigator;
  - Crime Scene Manager;
  - Scientific Support;
  - Serious Collision Investigation Unit;
  - Family Liaison Officers;
  - Disaster Victim Identification;
  - Police Search Adviser;
  - Child Abuse Investigation Team;
  - Specialist Dog Resources.
- Appoint an investigation team including an Investigating Officer, Disclosure Officer and Exhibits Officer if appropriate;
- Ensure that the following is notified as soon as practicable
  - Professional Standards Department (where appropriate);
  - Coroner's Office;
  - Child Death Review Team (where appropriate).

They will record their notes, actions or decisions in a Major Investigations Senior Investigating Officers Rough Book (MIR25) in the first instance.

### **3.1.5.3 Forensic Collision Investigator (FCI)**

Forensic Collision Investigators; all of whom have been trained and accredited to perform the role. They can be contacted by referring to the on-call Roads Policing FCI list in FCR.

FCI's will only be requested to attend non-fatal collisions on the authority of the LIO. The only exception to this is when the collision occurs on the strategic road network or a Category 1 Fast Road as defined in H 0403 Procedure – Patrolling and Incidents on Fast Roads. In these cases, to prevent excessive road closures the RSM can call out the FCI if they believe their attendance necessary.

### **3.1.6 Return to Normality**

Early consideration should be given to restoring normal traffic flow to roads affected by the incident. This is imperative when the collision occurred on the strategic road network or a Category 1 Fast Road as defined in H 0403 Procedure – Patrolling and Incidents on Fast Roads.

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Recovery vehicles should be called at an early stage to ensure the removal of damaged vehicles as soon as possible, damaged vehicles should not be left at the roadside where they may distract passing motorists or cause injury to other road users. If a fatal collision has occurred, consideration should be given to requesting an undertaker and any other specialist road cleaning support if required at the earliest opportunity.

Before police leave the scene, arrangements should be made to ensure that the road surface is free of debris, oil or other issues which may cause danger such as a defective traffic sign or Armco barrier. The relevant Highways Authority should be informed of such hazards with a view of handing the scene over where it is not possible for police to immediately rectify.

## **3.2 Investigation**

Essex Police will only investigate collisions which have been attended or otherwise meet the criteria to be recorded on Collision Recording and Sharing system (CRASH) as detailed in H 0601 Procedure – Road Traffic Collision (Recording).

Road Traffic Collisions are categorised by CRASH dependent on the level of injury. The system is pre populated with the varying injuries and classifies this for the inputting officer as follows:

- Fatal;
- Very Serious Injury;
- Moderately Serious Injury;
- Less Serious Injury;
- Slight Injury;
- Non-Injury.

Further details on the level of injury can be found within Appendix A. Further details on the CRASH escalation process can be found on Appendix C.

### **3.2.1 Fatal & Life Threatening Collisions**

Essex Police will carry out road death investigations in accordance with the Authorised Professional Practice (APP) – Investigating road deaths. This will include circumstances where there remains a genuine risk that someone may still die as a result of a collision.

The investigation will seek to establish the identity of the deceased and document the circumstances leading to their death, together with the criminal culpability of any person involved in the collision. Additional guidance can be found within the Authorised Professional Practice (APP) – Investigation.

Fatal collisions will always be investigated as an unlawful killing until the contrary is proved.

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Fatal collisions are categorised as follows:

- **Category A+**

Assessed as likely homicide investigation or where complexity requires the deployment of a nationally registered Senior Investigating Officer (SIO). (PIP classification – Level 3).

- **Category A**

Confirmed fatality – one or more vehicles failed to stop and/or drivers decamped, or other factors are present that significantly increase the complexity of the investigation. (PIP classification – Level 2).

- **Category B**

Confirmed fatality – all drivers are known or can immediately be identified. (PIP classification – Level 2).

- **Category C**

Confirmed fatality – driver only killed, no third-party involvement, inquest only. (PIP classification – Level 1).

- **Category D**

Confirmed fatality – driver only killed, death due to natural causes, may involve a third-party, no inquest necessary. (PIP classification – Level 1).

- **Category E**

Confirmed fatality, not on the road network, or non-fatal road incidents where factors are present that significantly increase the complexity or profile of the investigation. (PIP classification – Level 1).

### **3.2.1.1 Allocation of Investigation**

All fatal collisions will be investigated by the SCIU.

The SCIU Detective Inspector will appoint a suitably trained and accredited LIO to manage the on-going investigation. The Head of Roads Policing will have discretion to allocate an investigation outside of the above arrangements.

Where the collision is assessed as a category A+ the LIO will liaise with a nationally registered Major Investigations SIO to seek advice and determine the correct level of investigation.

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The handover of such investigations will be accompanied by the SCIU handover Sheet.

## **3.2.1.2 Other Considerations**

In circumstances where a LIO has not attended the scene, they will conduct a formal review of the incident and investigation within 24 hours.

LIO's will ensure any notes made during the investigation are contained within a Senior Investigating Officers Rough Book (MIR25). All officers and staff must remain aware of the need to retain such documents for disclosure purposes.

All decisions concerning the development of the enquiry or the appointment of staff will be subject of a written record maintained within the SIO Policy File (CID151).

### **3.2.1.2.1 Community Impact Assessments**

LIO's must recognise the need to manage the impact or potential impact a fatal road collision may have on the wider community, in particular the impact on vulnerable or minority groups within that community.

The LIO will consider the need for a Community Impact Assessment (CIA) to be completed with the local District Commander where the investigation:

- Has attracted increased attention from the local community or the media; or
- Where there is information to suggest the matter under investigation may involve a racist element or involve the commission of a hate crime.

The purpose of the CIA will be to help improve the confidence of the local community and to encourage the free flow of information to assist the monitoring of community tensions.

### **3.2.1.2.2 Crown Prosecution Service (CPS)**

Essex CPS and Essex Police have an agreed protocol for handling road traffic cases involving a fatality. Details can be found on the Serious Collision Investigation Unit (SCIU) website.

## **3.2.2 Serious Injury Collisions**

The investigation will seek to establish the circumstances of the collision and criminal culpability of any person involved in the collision. Additional guidance can be found within the Authorised Professional Practice (APP) – Investigation.

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## **3.2.2.1 Allocation of Investigation**

All serious injury collisions will be investigated by an officer within Roads Policing. Where a collision has been classified as serious injury and a Roads Policing Officer does not attend the paperwork must be supervised by a trained and accredited RSM.

Where a Serious Injury is deemed to be life threatening it will be allocated as per 3.2.1 Fatal & Life Threatening Collisions. Where this is not the case but is deemed sufficiently serious to require additional management, the Roads Policing Inspector will appoint a suitably trained and accredited RSM to manage the on-going investigation.

## **3.2.3 Slight Injury & Non-Injury Collisions**

The investigation will seek to establish the circumstances of the collision and criminal culpability of any person involved in the collision. Additional guidance can be found within the Authorised Professional Practice (APP) – Investigation.

### **3.2.3.1 Allocation of Investigation**

Slight injury and non-injury collisions may be investigated by any police officer. Where an investigation is more complex by nature of the offence being investigated the assistance of a Roads Policing Sergeant should be sought. If, when considering all the circumstances in their view, it would be more appropriate that a Roads Policing Officer investigates, then the collision should be re allocated.

## **3.3 Non-Attended Collisions**

Non-attended collisions should where possible be dealt with at first point of contact as per H 0601 Procedure – Road Traffic Collisions (Recording). Those which are to be recorded on CRASH which are received by Essex Police are investigated by the Investigation Team within the Processing Support Unit, Roads Policing.

Collisions reported by telephone which require a record to be created on CRASH should where possible not be directed to attend a police station but to the Essex Police website to report the matter.

Where a collision is reported at a police station that requires recording this will be done direct onto CRASH and passed to the Investigation Team. The person reporting must be provided with a receipt.

The Investigation Team will investigate all unattended collisions except those involving a fatality or life threatening/ changing injuries.

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Where the collision meets the criteria to be recorded onto CRASH but the following criteria applies **no investigation** will take place:

- Collision occurred in a car park or on a highway where the vehicle was properly parked;
- Investigation primarily relates to fail to stop/ fail to report under s170(4) Road Traffic Act 1988;
- There are no injuries;
- In the opinion of the Investigating officer the manner of driving which led to the collision cannot amount to dangerous driving.

In such circumstances the person reporting will receive a letter confirming receipt of the report and advising them to report the matter to their insurance company.

Where a collision reported falls into the above criteria but there is a clear offence of no insurance this offence will always be proceeded with.

## **3.4 Collisions Involving Police Vehicles and Police Officers/Staff on Duty**

Reference must be made to D 2000 Policy – Safe Driving and its associated procedures when dealing with collisions that involve police vehicles.

All collisions involving police vehicles, officers and / or staff will be recorded on CRASH and investigated.

A Roads Policing Sergeant must be informed at the time such a collision occurs and will be responsible for ensuring consistency in application of this procedure and the process detailed in PVI Investigation Flow Chart.

Initial attendance to the scene of such a collision should be undertaken by any **Sergeant**, where this is not possible a Roads Policing Constable may attend.

### **3.4.1 Investigating Officer**

It is important that such collisions are investigated by an appropriate officer this is determined on the level of injury and whether proceedings are contemplated. This determination is made by a Roads Policing Sergeant in the first instance.

The appropriate Investigating Officer may allocate any task including recording and interviewing to another appropriate police officer or staff member.

#### **3.4.1.1 Serious Injury or Fatal Collisions**

In these circumstances the collision will be investigated by a **Roads Policing Sergeant** who will be an accredited **Lead Investigating Officer (LIO)**. In cases where the serious injury is not life threatening an accredited Road Scene Manager may undertake the investigation under the supervision of a LIO.

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## 3.4.1.2 Proceedings Contemplated

Collisions that are non-injury or slight injury but proceedings are contemplated will be investigated by a **Roads Policing Sergeant**. In the absence of a Roads Policing Sergeant the initial investigation may be undertaken by a Roads Policing Constable and subsequently handed over to a Roads Policing Sergeant.

The investigating officer in these circumstances **must not** be the line manager of the police driver being investigated.

## 3.4.1.3 Proceedings Not Contemplated

Collisions that are non-injury or slight injury and no proceedings are contemplated can be investigated by any **Sergeant** or Roads Policing Constable. The Investigating Officer in these circumstances must agree their rationale with a Roads Policing Sergeant before finalising without 'contemplating proceedings.'

The investigating officer in these circumstances may be the line manager of the police driver.

## 3.4.2 Professional Standards Department

Professional Standards Department (PSD) are not involved in all collisions except where the conduct of a Police Officer or member of Police Staff being investigated is called into question. The Investigating officer will be responsible for referring the matter to PSD for severity assessment.

PSD are also the point of contact where it is necessary to notify the Independent Office for Police Conduct (IOPC).

The Investigating Officer will continue to liaise with PSD who will deal with any misconduct matters arising.

## 3.4.3 Driving Standards Department

Driving Standards Department role is explained in more detail in D 2003 Procedure – Police Vehicle Incidents, Damage and Collisions.

## 3.5 Disposal of Road Traffic Collisions

Offences arising from a road traffic collision may be dealt with utilising any of the options normally available for the offence committed. It is important that all the circumstances are taken into account before a decision is made on a course of action. **Where a collision is recorded on CRASH the Investigating Officer must not confirm the disposal method**; only an authorised decision maker can confirm after consideration of all the available information.

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Under no circumstances is a final decision to be communicated roadside to any driver. Traffic offence reports must not be submitted in respect of CRASH based investigations the transfer of any process to PentiP is managed within CRASH.

Line managers who are not authorised to make decisions are expected to support the delivery of this procedure.

## **3.5.1 Attended Collisions Investigated on Roads Policing**

Authorised decision makers for these investigations will be a **Roads Policing Sergeant** or **Roads Policing Inspector**, normally the Investigating officer's line manager. Where the collision involves a fatality or life threatening/ life changing injuries that officer must be an LIO. Where the collision is as described at 3.4 Collisions Involving Police Vehicles and Police Officers/Staff on Duty and involves any serious injury the officer must be an LIO.

## **3.5.2 Attended Collisions NOT Investigated on Roads Policing**

Authorised decision makers for these investigations will be a **Roads Policing Investigation Officer** or **Roads Policing Constable** within the Investigation Team, Process Support Unit. Where this involves a fatality or any serious injury the decision maker will be the same as in 3.5.1 Collisions Investigated on Roads Policing.

## **3.5.3 Unattended Collisions**

Authorised decision makers for these investigations will be a **Roads Policing Investigation Officer** or **Roads Policing Constable** within the Investigation Team, Process Support Unit. Where this involves a fatality or any serious injury the decision maker will be the same as in 3.5.1 Attended Collisions Investigated on Roads Policing.

## **4.0 Equality Impact Assessment**

This procedure has been assessed with regard to an Equality Impact Assessment. As a result of this assessment it has been graded as having a low potential impact as the proposals in this procedure would have no potential or actual differential impact on grounds age, sex, disability, race, religion or belief, marriage and civil partnership, sexual orientation, gender reassignment and pregnancy and maternity.

## **5.0 Risk Assessment**

Police officers and staff attending the scene of a road traffic collision must ensure that they have read and fully understood the following Generic Risk Assessments:

- Forensic Collision Investigation and Reconstruction
- Incidents on High Speed Roads

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Whilst the generic risk assessment identifies the most common health and safety risk, police officers and staff attending the scene of a collision have a responsibility to ensure they conduct their own dynamic assessment of any risk posed to themselves or others, including the implementation of any measures considered reasonable in the circumstances to reduce those risks to an acceptable level.

## 5.1 Environmental Hazards

Police officers and staff should always consider the possibility of damage to structures such as bridges as well as other roadside furniture including signs and lighting columns. It is also important that seepage of substances into water courses is prevented where possible. FCR can assist with identifying and notifying to appropriate authorities. Officers should always assume that power cables or unidentified wires are live and seek expert assistance via the FCR.

## 5.2 Vehicle Hazards

Oil seals in components of certain motor vehicles contain the chemical substance FLUOROLASTOMER. In normal circumstances there is no hazard, but when subjected to extreme temperatures, for example during a vehicle fire, the substance decomposes to form HYDROFLUORIC ACID. This is extremely corrosive and almost impossible to remove from human tissue and can remain hazardous for up to two years. It has the appearance of a charred black sticky substance and must not, under any circumstances, be touched or handled without proper protective equipment.

Officers and members of staff handling burnt-out motor vehicles must wear protective clothing at all times. If skin contact is made with Hydrofluoric Acid, the affected area must be immediately washed with copious amounts of water and the affected person taken for **immediate** medical treatment.

## 5.3 Hybrid Vehicles

Police officers and staff attending a collision involving any vehicle driven by motive power other than a normal combustion engine should take extra care and obtain suitable advice **prior** to undertaking any form of examination. Further guidance is provided within the document entitled Risk of Electric Shock from Hybrid Vehicles.

## 5.4 Airbags

Most modern vehicles are fitted with airbags, where a vehicle has been involved in a collision and the airbags have not deployed, caution should be exercised and any treatment or rescue of persons within a vehicle should be carried out from the side or behind the occupant. Airbags that deploy post collision can cause serious injury and even after power disconnection can remain live for a period of approximately 30 to 45 minutes.

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## **5.5 Hazmat Vehicles**

Where a collision involves a vehicle that is carrying hazardous materials a Hazmat Prohibition Officer should be called to attend the scene. In cases where that material is likely to escape the Essex Fire & Rescue Service should be called.

Collisions of a larger scale or more complex nature involving hazardous materials the assistance of a Dangerous Goods Safety Adviser should be sought.

## **5.6 Staff Welfare**

All members of staff, especially supervisors, must recognise that those dealing with road related death or other serious collisions may experience varying degrees of trauma. Senior Investigating Officers will ensure a structured debriefing process is in place to assess the welfare needs and on-going care of all personnel involved, both at the scene and during the later stages of the investigation.

Essex Police currently use the Trauma Risk Management (TRiM) assessment programme details of which can be found within C 0201 Procedure – Trauma Risk Management.

## **6.0 Consultation**

The following have been consulted during the formulation of this document:

- Unison
- Police Federation
- Essex Diversity and Inclusion Manager
- Health & Safety
- Strategic Change Team
- PSD Superintendent
- Policy/Risk
- Superintendents Association
- FCR
- Roads Policing – Stanway RPU
- OPC Collision Investigation
- OPC Casualty Reduction
- Support Networks
  - MESA Disability Network
  - Women’s Leadership Development Forum
  - Work Life Balance
  - NEXUS
  - Christian Police Association

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## 7.0 Monitoring and Review

The Head of Roads Policing, OPC is responsible for monitoring the practical implementation and effectiveness of this procedure.

The Head of Roads Policing, OPC will ensure a review of this procedure is undertaken every 12 months, or before should new legislation be published within the 12 month period.

## 8.0 Governing Force policy. Related Force policies or related procedures

- H 0100 Policy – Roads Policing
- H 0200 Policy - Pursuits & related procedures
- H 0601 Procedure – Road Traffic Collisions (Recording)
- H 0700 Policy – Vehicle Recovery & related procedures
- D 0400 Policy – Critical Incidents & related procedures
- B 0600 Policy – Investigation of Crime & related procedures
- D 2000 Policy – Safe Driving & related procedures
- C 0201 Procedure – Trauma Risk Management

### 8.1 Data Security

Essex Police have measures in place to protect the security of your data in accordance with our Information Management Policy – W 1000 Policy – Information Management.

### 8.2 Retention & Disposal of Records

Essex Police will hold data in accordance with our Records Review, Retention & Disposal Policy – W 1012 Procedure/SOP - Records Review, Retention and Disposal.

We will only hold data for as long as necessary for the purposes for which we collected. Victims/public should be reminded that Essex Police take the protection of personal data seriously as described in the privacy notice <https://www.essex.police.uk/hyg/fpnessex/privacy-notice/>.

## 9.0 Other source documents, e.g., legislation, Authorised Professional Practice (APP), Force forms, partnership agreements (if applicable)

- APP – Investigation of fatal and serious injury road collisions
- APP – Investigation
- APP Public Site
- APP Secure Site – *takes you to log in NCALT*
- CPS – Guidance on Charging Offences arising from Driving Incidents
- Joint Emergency Services Interoperability Programme (JESIP) Joint Doctrine
- METHANE mnemonic

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- SCIU Handover Sheet
- Form RCA20
- Form MIR24 Major Crime Investigators Note Book (Printed only)
- Form MIR25 Major Crime Senior Investigating Officers Rough Book (Printed only)
- Form CID151 Policy File (Printed only)
- Risk Assessment – Incidents on High Speed Roads
- Commercial Vehicle Investigator SOP
- Appendix A – *Collision severity*
- Appendix C – *CRASH Escalation Process*
- SOP – Serious Collision Investigation Unit
- SOP 1 – Serious Collision Investigation Unit – Actions
- SOP 2 – Serious Collision Investigation Unit – Rough Books
- SOP 3 – Serious Collision Investigation Unit – Policy Files
- SOP 4 – Serious Collision Investigation Unit – Investigation Spreadsheet
- SOP 5 – Serious Collision Investigation Unit – Coroners File
- SOP 6 – Serious Collision Investigation Unit – Sudden Death File
- SOP 7 – Serious Collision Investigation Unit – Property
- SOP 8 – Serious Collision Investigation Unit – CSR
- SOP 9 – Serious Collision Investigation Unit – Witness Assessment
- SOP 10 – Serious Collision Investigation Unit – Athena
- SOP 11 – Serious Collision Investigation Unit – Reviews
- SOP 12 – Serious Collision Investigation Unit – FCIU Strategy
- SOP 13 – Serious Collision Investigation Unit – Investigating Officer Working Practices
- SOP 14 – Serious Collision Investigation Unit – Administration of Investigations
- SOP 15 – Serious Collision Investigation Unit – FCIU Strategy Document
- PVI Investigation Flow Chart
- Police Vehicle Incident – Review Checklist