

Lincolnshire Police

Policy Document



Road traffic collision policy PD236

Policy document information

Reference number:	PD236
Policy sponsor:	ACC Operations
Policy owner:	Supt Specialist Operations
Author:	Insp RPU/Contingency Planning
Publication date:	April 2026
Review date:	April 2028

Version history

Version	Date	Reason for issue
1	October 2018	New Policy
2	November 2020	Policy review – minor wording alterations from EMOpSS to Spec Ops and RAPT to ARV / Roads Policing. Policy owned by Central Ops.
3	April 2022	3.9 Reference added to online reporting and Traffic Process Unit flowchart added as Appendix D Policy review – minor wording alterations (collisions record unit references changes to traffic process unit)
4	April 2024	Policy Review Appendix A 2.1 – Highlighted that all injury collisions to be recorded by RTC book/MDT. 6.1& 6.2 -amendment regarding CCTV being provided to members of the public to it being provided to their insurance provider. Hyperlinks updated. 17.0 online reporting section added. Appendix C amended from IRT flowchart to FCR flowchart
5	April 2026	References to where the FCR create an incident changed to reporting person directed to complete Single Online Home report.

		Equality Impact Assessment completed via new format. Removal of previous EIA from this document and completion of new EIA.
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Code of Ethics

All staff involved in carrying out functions under this policy and associated procedures and appendices will do so in accordance with the principles of the Code of Ethics. The aim of the Code of Ethics is to support each member of the policing profession to deliver the highest professional standards in their service to the public.

Legislative compliance

This document has been drafted to comply with the principles of the Human Rights Act. Proportionality has been identified as the key to Human Rights compliance, this means striking a fair balance between the rights of the staff and those of the rest of the community. There must be a reasonable relationship between the aim to be achieved and the means used.

Equality and Diversity issues have also been considered to ensure compliance with the Equality Act 2010 and meet our legal obligation in relation to the equality duty. In addition, Data Protection, Freedom of Information and Health and Safety Issues have been considered. Adherence to this policy or procedure will therefore ensure compliance with all relevant legislation and internal policies.

Other legislation/law which this policy has been drafted to comply with:

- [Human Rights Act 1998 \(in particular A.14 – Prohibition of discrimination\)](#)
- [Equality Act 2010](#)
- [Crime and Disorder Act 1998](#)
- [H&S legislation](#)
- [Data Protection Act 2018](#)
- [Freedom Of Information Act 2000](#)
- [Road Traffic Act 1988](#)

Security classification

Policy to be published on Intranet: Yes

Policy to be published on Force Website: Yes

Authorised Professional Practice (APP)

This Policy has been checked against APP. Lincolnshire Police has adopted the APP provisions, with supplementary information contained herein, which reflects local practice and the needs of the communities served by Lincolnshire Police.

Those provisions are shown in the links below and can be accessed via the home page of the APP website:

<https://www.app.college.police.uk/app-content/road-policing-2/management-of-incidents/>

<https://www.app.college.police.uk/app-content/road-policing-2/investigating-road-deaths/>

1. Policy aims (Purpose)

- 1.1. This policy outlines how Lincolnshire Police will respond to Road Traffic Collisions (RTCs) reported to them. It provides a framework that ensures that all parties affected by a Road Traffic Collision are dealt with fairly and consistently. This policy supports a common standard of response to such incidents across all the police forces of England and Wales and ensures that police resources are deployed to the best effect in the interests of the public and a desire to improve road safety.

2. Policy statement (Key information)

- 2.1. The policy also provides guidance to Police Officers and Police Staff on:
 - the circumstances under which police attendance is required
 - their responsibilities at the scene

- recording of collisions and completing the RTC report if appropriate
- when it is appropriate to investigate/ prosecute and when it is not
- the decision-making process
- procedural information to ensure a consistent approach is adopted in relation to all RTCs

- 2.2. The guidance is intended to standardise dealing with road traffic collisions to ensure the public are appropriately protected at the roadside; that offences are dealt with appropriately; and that Police personnel are effectively utilised by not attending incidents that do not require a Police presence.
- 2.3. Fatal and serious injury road traffic collisions will be attended and recorded on the National Collision Reporting Form (NCRF, referred to in Lincolnshire as an RTC report) which includes the National Statistical Reporting Form (NSRF). Minor injury collisions where a Police Unit doesn't attend the scene or are reported at a Police station after the event will also be subject to the same formal recording as this is required for the Department for Transport injury statistics.
- 2.4. Damage only collisions will only be recorded on an RTC report if there is an offence, or there are allegations of an offence, where there are aggravating factors such as a deliberate non-stop and a prosecution is likely – i.e. evidence can be proved through CCTV/dashcam/mobile phone footage or independent witnesses evidence (a passenger is not classed as an independent witness). Any document offences can be dealt with by issuing a Traffic Offence Report (TOR).
- 2.5. When a road collision occurs on a major route, which necessitates the closure of the road, it is essential that the investigation and evidence gathering process is undertaken expeditiously. Other agencies or companies who assist in dealing with the incident should be encouraged towards a road being closed for as short a time as possible.
- 2.6. Police attendance for road safety purposes applies to initial attendance only - a separate assessment will be made for the requirement for Police to

remain and investigate the incident and any vehicle recovery operations required.

- 2.7. Attendance decisions will always be made after taking into account the circumstances of each individual incident using the National Decision Model.

3. Other related documents and appendices

- 3.1. Appendices.

- Appendix A – RTC Guidance
- Appendix B – Collision Investigation flowchart
- Appendix C – FCR / IRT flowchart
- Appendix D – Traffic Process Unit flowchart

Related documents

- [Police vehicle collisions policy PD 11](#)
- [Serious Collision Investigation Unit \(SCIU\): Standard Operating Procedure](#)
- [Driving & traffic – Intranet](#)

4. Monitoring and review

- 4.1 CJU Traffic Process Unit and the force Roads Policing Inspector are responsible for monitoring and reviewing this policy. This Policy will be reviewed every two years and amended where required to maintain compliance with legislative updates and Department for Transport recording requirements.

5. Who to contact about this policy

- 5.1. This policy is owned by Supt Central Operations. Any enquires about this policy should be directed to RPU/Contingency Planning 01522 947520