

Lincolnshire Police

Policy Document



Voluntary attendance policy PD237

Policy document information

Reference number:	PD237
Policy sponsor:	ACC Nicola Mayo
Policy owner:	Head of Crime
Author:	Custody Management Team
Publication date:	June 2026
Review date:	June 2028

Version history

Version	Date	Reason for issue
1	April 2020	Consolidation of national guidance
2	April 2022	Biennial review
3	May 2024	Biennial review
4	June 2026	Biennial full review completed and updates made to all appendixes

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](#)
- [Police and Criminal Evidence Act 1984](#)

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 as outlined under the Investigations APP, with supplementary information contained herein, which reflects agreed regional practice.

[6.2.4. Voluntary attendance/voluntary interview](#)

National Guidance Voluntary Attendance

This policy has also been checked against the National Guidance which Lincolnshire Police has adopted.

1. Policy aims (Purpose)

- 1.1. This policy will provide clear guidance to all Lincolnshire police officers and staff when dealing with Voluntary Attenders (VA); as defined under Section 29 of the Police and Criminal Evidence Act 1984. It will outline the considerations to be made and procedures to be followed when people attend police stations and other designated locations on a voluntary basis to be interviewed under caution in relation to an offence which they are suspected of committing/being involved in.

- 1.2. It is designed to protect and serve our communities by defining the standards surrounding voluntary attendance, ensuring compliance with legislation and data recording.

2. Policy statement (Key information)

- 2.1. There will be many occasions where a voluntary interview under caution is the most sensible and proportionate course of action. Voluntary interviews should be planned and conducted as thoroughly as they would for a suspect under arrest including:
- The explanation of the reason for the interview to be given to the suspect, ensuring no questioning about the offence is conducted outside of the formal interview;
 - The explanation of why arrest is not considered necessary, ensuring there is no suggestion of coercion or misunderstanding that could lead to allegations of oppression or unfairness;
 - The arrangements for obtaining legal advice;
 - Identifying any vulnerability and facilitating any special requirements for the interview which would be considered if the suspect was under arrest, such as the use of an appropriate adult or an interpreter;
- 2.2. VA interviews provide convenience and flexibility for both suspects and interviewers, but can present additional risks which need to be managed appropriately.
- 2.3. People under 18 years of age (a child) and people who may have a mental illness, or be otherwise mentally vulnerable are considered in law to be at significant risk of various forms of poor treatment, abuses of power and ineffective participation in the process. To reduce these risks officers must contact an Appropriate Adult (AA) and ask them to attend.
- 2.4. As with all police interventions, VA interviews should explore the opportunity to address and mitigate apparent risks and/or explore opportunities to prevent further offending, examples include referral to the

VA Liaison and Diversion schemes, CLPD, foreign national offender checks, and post interview risk assessment.

- 2.5. Each instance of Voluntary Attendance Interview must be recorded on Niche and should include key decisions and actions, including: pre interview risk assessment conducted, rights provided, legal advice entitlement explained, interpreter requirement, Appropriate Adult attendance, liaison & diversion referrals, Foreign National offender checks where applicable and photograph obtained.
- 2.6. Full guidance on how to conduct Voluntary Interviews is provided in the appendices to this policy.

3. Other related documents and appendices

3.1. Appendices.

- Appendix A – Voluntary Attendance Necessity Test
- Appendix B – Voluntary Interviews Poster
- Appendix C – Voluntary Interviews Officer Guidance
- Appendix D – Rights of Voluntary Attendees
- Appendix E – Interviewing Officers Aid
- Appendix F – Useful Contacts (Lincs)
- Appendix G – Biometrics Flowchart
- Appendix H – DNA Sampling Voluntary Attendance
- Appendix I – Voluntary Interviewing children and Young People

3.2 Intranet links.

[Body worn video for voluntary attendance interviews](#)

[Voluntary attendance Niche user guide](#)

4. Monitoring and review

- 4.1 The policy will be subject to periodic review by the Head of Crime every two years and will be regularly monitored by the Crime & Investigative Quality

Department to maintain compliance with legislative updates and to reflect good practice adopted from other Forces.

5. Who to contact about this policy

- 5.1. This policy is owned by the Head of Crime. Any enquires about this policy should be directed to the Custody Management Team
CustodyManagement@Lincs.police.uk