

Post Incident Procedures





Introduction by Chief Constable Amanda Blakeman

It is a pleasure to be asked by colleagues from the Federation and UNISON to write the forward to this booklet on Post Incident Procedures.

We have come a long way in the use of PIP over the years and it is fundamentally important to me that PIP must be consistent with our vision and values within North Wales Police. During your careers and due to the nature of your jobs there is a possibility that you could be involved in an incident which results in a PIP.

I am aware that many of you will not have been involved in a PIP and it can feel extremely daunting. It is therefore important to have this booklet to provide you with all the information you need around the PIP process. It gives a detailed explanation as to why a PIP is instigated and gives you a good insight into what the process entails as well as first hand experiences from those who have been involved in the process. I also hope that it will go some way to break down some of the myths that are out there.

So, I encourage you to take the time to read through the booklet, it is important to help you understand how I and the force can support you in the job that you do. Being a Police Officer or Police Staff is a very rewarding career, but I also know how difficult and challenging it can be, especially on very rare occasions when we need to utilise PIP. The process is there to make sure that you are given the support that you need and deserve whilst also ensuring that the investigation takes place in an open and transparent way.



Chief Constable Amanda Blakeman



**HEDDLU
GOGLEDD CYMRU
NORTH WALES
POLICE**



Mark Jones, North Wales Police Federation General Secretary

Post Incident Procedures – Federation’s Views

Prior to undergoing my training into Post Incident Procedures I have to be completely honest and say that I didn’t have the foggiest what they really were. I sort of guessed that following a fatal shooting with police firearms that there would inevitably be some structured process but not to the extent of PIP.

As you will come to understand from reading this booklet, Post Incident Procedures are much wider than just firearms and there is a genuine possibility that any of us working for the police could be involved in an incident which results in a PIP.

The biggest points to highlight about PIP is that 1) it is all about welfare and 2) if you are involved in a PIP then, at that point, you are a witness, not a suspect. In the immediate aftermath of an incident it may seem uncomfortable being whisked off to a PIP suite and given rehearsed instructions but it has all been designed and is with the best intentions. Our ultimate aim is to ensure that there is a fair, transparent and objective process, whilst ensuring that the officers’ welfare needs are at the forefront.

The Police Federation representatives who attend a PIP have all undergone intensive training and assessment to ensure that they are best equipped to support you. We will act as the ‘guardians’ and ‘scrutineers’ to make sure you are best cared for both physically, psychologically and, arguably most importantly, legally. We will ensure that you get the best possible legal representation from those who intrinsically understand and are experienced in Post Incident Procedures.

Our representation will not finish on the day and will be ongoing until the matter is resolved. This will mean us holding the IOPC to account and ensuring that line management understands your welfare needs in the long term.

I want to thank all the contributors in helping bring this booklet together, particularly the officers and staff who have been involved in a PIP previously and have shared their experience.

Post Incident Procedures are still very much an unknown to the wider police service however you need to know and understand the process but we can help with that. I encourage you to make contact with your local Federation representative or the Federation Office if you have any concerns or queries.

Thank you for your time in reading this booklet and stay safe out there!



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Liz Mitchell, North Wales Police & Justice UNISON Branch Secretary

When I was a UNISON Steward in the Control Room I was asked if I would attend a Post Incident Procedures Course. I had heard of PIP at the time but assumed that it only related to Police Officers, mainly Firearms. The course was a week long and there was a requirement to pass a written exam and assessment at the end to become accredited. It soon became apparent that the PIP process did not relate to just Police Officers and Police Staff could find themselves involved in this process. Those groups of Police Staff that run a higher risk of being involved in the PIP process are Control Room, PCSOs, Crime Scene Investigators, Civilian Investigative Officers, Firearms Licencing Staff, Custody Officers and Intel staff.

The main aim of the PIP process is to ensure that the welfare needs of those involved are addressed; as this can be quite a daunting experience and UNISON Representatives are called out immediately if our members are involved. We meet you at the PIP Suite and guide you through the process and remain with you. We then support you through any forthcoming investigation. Should you find yourself being called to a PIP you will be treated as a key witness and you will require legal advice. Your UNISON membership covers you for this legal advice and UNISON offers a 24 hour PIP legal helpline and if required, a Solicitor will attend the PIP Suite. Whilst the process of PIP is the same for Police Officers and Police Staff, as we are employed on differing Conditions of Service/Regulations to Police Officers, Police Staff cannot be represented by the Federation and the Group Insurance Scheme does not cover your legal costs for a PIP process. You will also need to have been a UNISON member for four weeks prior to the PIP in order to qualify for representation.



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Detective Inspector Iwan Roberts, North Wales Police Lead Post Incident Manager (PIM)

Post Incident Procedures (PIP) have been in place for many years, initially just for firearms incidents, but they are now used for investigations where there has been a death or serious injury (DSI) following Police contact. The most recent statistics suggest that 96% of PIP are for DSI incidents now as opposed to firearms related incidents.

Because of the nature of the work we do and the people we deal with as Police officers and Police staff we could all find ourselves being involved in a PIP at some point during our careers. North Wales Police have a team of 12 trained Post Incident Managers (PIM) who provide a 24/7 on call rota for the force. This means that there will always be an on-call PIM available to advise and provide guidance to senior officers and to run a PIP. We also have a reciprocal agreement in place with Cheshire Police given that our armed alliance is staffed from both forces. The PIM's are from a variety of different Policing backgrounds and are in the main made up of inspectors and chief inspectors.

We are there primarily to provide support to any officers deemed to be Key Police Witnesses (KPW) whilst also ensuring that the investigation into the circumstances leading up to the DSI takes place in an open and transparent way, be that by the IOPC or our own PSD. Figures from the last 4 years show that we have on average about 6- 8 PIP's a year involving both Police officers and Police staff from a variety of different roles and areas. The Federation and UNISON are integral to the process too and both have several staff who are trained to advise and support their members both during and after a PIP process.

I'm really pleased to see that the Federation and UNISON are refreshing the information booklet for the members and I really hope that you will take the time to read the booklet and gain a basic understanding of why you have been deemed to be a KPW, why a PIP is needed and more importantly signposting and supporting you through the process.



Because of the nature of the work we do and the people we deal with as Police officers and Police staff we could all find ourselves being involved in a PIP at some point during our careers. North Wales Police have a team of 12 trained Post Incident Managers (PIM) who provide a 24/7 on call rota for the force.”

Superintendent Jackie Downes, Head of PSD

The implementation of Post Incident Procedures is now embedded into policing practise and continues to support those involved in investigations where a referral to the IOPC may be required.

It is important that the process remains transparent for all independent investigations into serious incidents where a death or serious injury has taken place following police contact. North Wales Police Professional Standards Department continue to encourage the use of the process as it remains of paramount importance to support our staff involved in such incidents, to ensure the necessary transparency and to maintain the communities of North Wales confidence in any investigation.



It is important that the process remains transparent for all independent investigations into serious incidents where a death or serious injury has taken place following police contact.”

The role of the IOPC by David Ford, IOPC Director for Wales

The IOPC has a vital role to play in improving public confidence in policing. Building trust and confidence with the public, and within local communities, often centres on ensuring that the police are held accountable for their actions and, when things go wrong, that lessons are identified and, importantly, acted upon to avoid similar instances arising in the future.

The death or serious injury of an individual following contact with the police poses one of the greatest challenges to public confidence in policing. It is, therefore, essential that the facts surrounding such incidents are fully investigated so as to preserve, and even enhance, public confidence.

As the IOPC, we provide visible independence to the most serious of cases, where a death or serious injury has occurred.

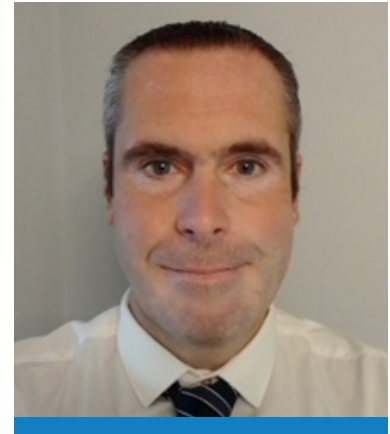
When IOPC investigators attend a PIP, as a matter of course, they will seek to make introductions and explain their role. During the early stages of the PIP, investigators will gather information about the incident from those who were present. Depending on the nature of the incident, a decision may be made as to whether the IOPC will independently investigate the matter before, during or after the PIP process has concluded.

Information sharing and effective communication is vital to the success of a PIP. Initially, IOPC investigators will engage with the PIM, to establish the situation as it is currently understood. The briefing will help to ascertain the identity of key policing witnesses, and to ensure that appropriate steps are being taken in line with policy around welfare, non-conferring, separation and the decision as to whether or not to allow the viewing of body worn video.

Policing witnesses should do all they can to record the incident, their actions and their honestly held belief. Full accounts, provided as soon as possible, greatly assist IOPC investigations. From a transparency and public confidence perspective, detailed and timely accounts help demonstrate cooperation and openness, especially to those within local communities who may have been impacted by the incident. These accounts should be sufficiently detailed to inform the investigation team of what occurred during the incident.

There will be occasions where it is appropriate for an individual or individuals not to take part in the PIP; for example, there may be an allegation or initial evidence indicating that a person serving with the police may have behaved in a manner which would justify the bringing of disciplinary proceedings. In such cases, it is important for officers/staff members to know this at the earliest opportunity and be afforded the appropriate safeguards, as set out in the police complaints and misconduct regulations. The IOPC's fundamental position remains that police officers and staff involved in such incidents will continue to be treated as witnesses, unless the available evidence suggests otherwise.

I would ask every member of North Wales Police, whose role may result in them being involved in a PIP process, to review the current guidance.



Depending on the nature of the incident, a decision may be made as to whether the IOPC will independently investigate the matter before, during or after the PIP process has concluded.”

What is a Post Incident Procedure?

A Post Incident Procedure (PIP) refers to the processes that are followed in all situations following police contact where:

- **A death or serious injury has resulted**
- **Failings in command have been revealed**
- **Danger has been caused to officers or to the public**

Its purpose is to ensure that in the interests of the public, the police and everyone involved in the incident the subsequent procedures are open and transparent and demonstrate the integrity of all actions.

Overall responsibility for post-incident procedures rests with a chief officer or senior officer (who has not been involved in the operational phase) who is then responsible for initiating the post-incident investigation and post-incident management.

The Independent Office for Police Conduct (IOPC) will be informed so that a decision can be made on whether the incident meets the criteria for a post-incident investigation. Where an independent investigation is to take place, the information given to the IOPC will include the action taken and arrangements will be made for them to commence a post-incident investigation. Incidents not requiring investigation by the IOPC can be investigated by the force's Professional Standards Department, in accordance with local procedures.

In the following pages you will find more detail about the Post Incident Procedure, followed by personal accounts from officers and staff who have gone through the process.

As an officer or staff involved in a PIP, you may be regarded as a Key Police Witness (KPW). A KPW is any police officer and/or police staff who can give direct evidence of the circumstances leading to the incident that has resulted in the instigation of a PIP.

If you are involved in a PIP you are a witness. You should seek immediate advice from a Federation or UNISON Representative, however standard protocol is that the staff associations will be notified by the PIM, so a Fed or UNISON rep should be present with you during the process.

- **You cannot be treated as both a witness and suspect. If you are requested to provide clothing or intimate samples, seek clarity regarding your status.**
- **Initial statements should only be made after you have taken any relevant medical and legal advice. Your Federation or UNISON representative will be able to advise on these matters.**
- **Your welfare is paramount and the Post Incident Manager (PIM) has a responsibility to ensure you have access to appropriate medical and legal advice.**

There are four stages of a PIP

Stage 1 – Situation report

This should be sufficient to inform others who will manage the ongoing incident and for you to seek support, usually from the scene.

Stage 2 – PIM basic facts

Where possible this information should come from a source other than the main KPWs who have been directly involved. The PIM basic facts are most likely provided at the nominated PIP venue by an individual willing and able to provide the detail. They may be subject to legal advice where appropriate and can be in a written or verbal format.

Stage 3 – Personal Initial account (PIA)

This account is provided by you, you are entitled to have legal and medical advice and it should normally be provided prior to you going off duty. It should include:

- **Your full identity (pseudonym if applicable)**
- **Your understanding of the operation**
- **Your role in the operation.**
- **The essential details of your recollection of the force used**
- **Your honest held belief that resulted in any use of force.**

Reference material

- **This may include body worn video (BWV)**
- **Incident logs**
- **Notes taken at the scene or during the incident**
- **Command logs.**

The PIM has responsibility for determining whether you may refer to an item of reference material when providing your PIA. They will make this decision in consultation with the IOPC.

There may be circumstances where there is a difference between what has been captured in reference material and what you have recalled and reported in your PIA. The difference may be understandable and may be explained in the detailed account (see stage 4 below) after you've viewed the relevant reference material.

There is no legal restriction on a KPW viewing their own BWV footage prior to making their PIA. The potential impact on the individual's perception and recollection of events, however, makes viewing such footage inadvisable prior to completing the PIA.

It may be appropriate for you to view or listen to other types of reference material, such as log information, and contemporaneous audio or written notes, before providing a PIA. Such material may have captured information that helps you accurately recall relevant and essential information as perceived and recorded by you at the time of the incident.

Your right to have legal advice is set out in NPCC guidance.

Stage 4 - Detailed Account

These accounts are not generally obtained immediately, but are normally left until you are better able to articulate your experience in a coherent way, this is normally at least 48 hours after Stage 3. This account is your full recollection of the incident and should include any reference to Body Worn Video (BWV), incident logs, original notes, command logs, etc. If there is any difference between what you original recalled in your PIA and what has been recorded by BWV, you can explain the discrepancy in this detailed account.

Legal representation will be arranged for you by the Police Federation or UNISON during stages 3 & 4.



Richard Black, Consultant Solicitor with Burton Copeland LLP.



Why you need legal representation.

Richard was admitted as a solicitor in 1993 and has over 22 year's experience in advising police officers in relation to misconduct, criminal and coronial investigations and proceedings.

At Burton Copeland we have extensive experience of advising officers from Forces all over England and Wales in Post Incident Procedures since they were first rolled out. They used to be limited to shooting incidents and even now in most Forces, only firearms officers have specific input and training in the process. Now that PIP's have been extended to cover all instances of death or serious injury following police contact, you are more likely to be involved in a PIP than any of your firearms colleagues. It is therefore essential that you receive the correct legal advice from the earliest possible opportunity. We are totally independent from the IOPC, the Force and even the Federation / UNISON. We offer a 24/7 call out service and once requested to do so, one of our experienced lawyers will attend at the PIP Suite to provide you with immediate and confidential advice.

Most of you will only have involvement with solicitors "on the other side of the table" and being represented by a solicitor in any circumstances can be a novel and sometimes disconcerting experience for you. Here are the questions that we hear most often and our responses to them:

"I've done nothing wrong. Why do I need a solicitor?"

When a PIP is first called a decision will be made as to whether an officer/member of staff is being treated as a suspect or a "key police witness". It is one of the first things our lawyers seek to identify on arrival at a PIP. In the unlikely event that you will be treated as a suspect you will not take part in the procedure and will be afforded all the rights and entitlements of a suspect and we will advise you and represent you accordingly. Otherwise you will be treated as a key police witness. It is essential therefore that you receive independent advice prior to taking part in the procedure which should ensure that if you have done nothing wrong, that position is protected.

Why should I agree to take part?

The PIP process is a controlled and managed early investigation. You will be expected to give a relatively brief narrative account to assist the IOPC or the Force to form a picture of who was involved and in what capacity. We will be on hand to provide you with independent advice and guidance from that crucial early stage and throughout the process. Your more detailed account will be taken in the following days and you will receive advice from us at that stage too. Any failure to take part would be viewed negatively by the IOPC, the Force and in the case of a fatality, the Coroner as well as the civilians involved and their families. Our role is to seek to ensure that your status a witness does not change and to minimise the risk of adverse criticism. In the case of fatalities, inquests can sometimes be years after the PIP so it is imperative to get things right at an early stage.



How much will this cost me?

Provided you are a Fed or UNISON member, the service is totally free. You don't even have to fill out an application form (although you may have to sign one).

Can I just use my own local solicitor?

It is highly unlikely that your local solicitor will be equipped with the knowledge and experience to deal with a PIP. They are also unlikely to have a professional relationship with the Fed or UNISON and you would almost certainly have to fund the costs of advice and representation yourself.

What if there is a conflict of interest?

All lawyers are highly conscious of their professional obligations and if a conflict or potential conflict arises this will be identified and an official conflict lawyer will be requested to attend.

UNISON POST INCIDENT PROCEDURES (PIP) LEGAL HELPLINE



If you are involved in a post incident procedure:

- Call our 24 hour **PIP legal helpline** on **0808 164 9332**
- Notify the local PIP-accredited UNISON representative in your force
- Do not make any statements, or hand over any personal item, before getting legal advice via the helpline and your UNISON representative has arrived

This service is only available to UNISON members in forces in England and Wales. To access this service you must have been a member of UNISON for at least four weeks before the incident happened.

- Please speak to your local UNISON representative for more information.
- Make sure you have your UNISON PIP card with you at work at all times.

Your local PIP accredited UNISON representatives in this force are

For further information or details of PIP accredited UNISON representatives, please contact Liz Mitchell at **elizabeth.mitchell@northwales.police.uk**

Three simple ways to join UNISON today:



Join online at
joinunison.org



Call us on
0800 171 2193



Ask your UNISON rep
for an application form

Welfare

Your welfare is probably the most important aspect of PIP. There is no doubt that your experience of PIP, and the incident to which it relates, will have an impact on your wellbeing. There is a lot of support available for officers and staff, and a Federation/UNISON rep will be with you throughout the process to provide support.

You may experience a range of emotions as a reaction to your involvement. These reactions are normal.

Common Symptoms include, but are not limited to:

- Grief,
- Memory loss,
- Shaking,
- Crying,
- Anger,
- Agitation,
- Detachment,
- Concentration difficulty,
- Mood swings



Anniversaries of the events that led to the PIP, attendance at inquest, court, etc. can also affect your wellbeing.

If you do experience a difference in your normal self, you are encouraged to seek assistance and support by trained medical professionals and speak with the force occupational health Unit (OHU).

You can find details of organisations who can assist and support you from your Federation or UNISON rep; or on the Federation website www.polfed.org/northwales/member-services/welfare/ or UNISON website <https://northwalespoliceandjustice.unison.site/> and www.unison.org.uk/get-help/services-support. If you donate to the Police Treatment Centres (PTC) and/or The Ben Fund we can also assist with referrals to their Wellbeing Programmes.

NWP Healthy Mind Support webpage also contains full details of both internal and external support for your wellbeing: <http://intranet.nwp.net/busserv/hr/SitePages/Healthy%20Mind.aspx>

Post Incident Experience

Brief background as to why PIP was instigated.

2 minutes before the end of our shift at midnight, a vehicle was reported stolen in the Capel Curig area heading in the direction of Betws y Coed and then towards Dolwyddelan. The vehicle was located on the A470 and a pursuit commenced.

The pursuit went well and was conducted as per the pursuit policy. The pursuit went to Blaenau Ffestiniog and then ended in returning to Dolwyddelan. On the outskirts of Dolwyddelan the vehicle was stung using HOSTYDS by an officer from Llanrwst. The vehicle was now slowing due to a deflated front tyre. Then to our surprise and shock the front seat passenger of the vehicle decided to jump from the vehicle whilst it was travelling at just over 30mph.

The vehicle stopped a short distance after and the driver was arrested. The passenger as a result of jumping from the vehicle had sustained severe head and brain injuries.

What did you know about PIP before the event?

To be honest all I knew before the event was that PIP existed, as it had been mentioned in my initial Taser course, but did not know what PIP actually involved.

What did you expect?

I really didn't know what to expect at first. I think human nature and having been a police officer for 23+ years I expected the worst. A case of being under the microscope for all we had done. There has been a lot of information floating around about police pursuits and the protection/lack of protection that police drivers get following a pursuit.

How did you feel before the process began?

Initially my main concern was for the casualty and was shocked as to what had just happened in front of us.

Once the situation was under control the realisation of what had just happened dawned on me, even though in my mind the pursuit was a text book pursuit (if there can ever be a text book pursuit!). Possibly being a touch cynical I feared the worst and that I would be under investigation for months.

What actually happened?

Once the situation had calmed and other officers arrived at the scene to assist, I became aware from the Roads Policing Unit SIO that the PIP was going to be declared. I then remember hearing a briefing, over the radio, from the bronze commander at the time as to what was going to happen. I felt unsure at this time as to what was going on. With your mind racing about the incident you partially hear the briefing, but pick up on information like that we were not to confer in relation to the incident, we were to be recorded at all times on body worn video, and the most confusing part was that we were to travel some considerable distance to the old air base, which was to be used as a PIP suite.

I was initially frustrated at this as it was now the early hours of the morning and we were being driven miles away from our station.

On arrival at the air base it became clearer as to why we were at the airbase away from everyone.

We were met by the Post Incident Managers (PIM), as well as control room dispatchers and the FIM. We were fully briefed and it was explained again the requirement for us not to confer about the incident. We were reassured on a number of occasions that we were being treated as witnesses and nothing else, i.e. an offender.

However your mind starts racing again when you are informed that, now at about 3.30am, the Police Federation representatives for the officers and UNISON representatives for the civilian staff were on their way, also solicitors for the officers and staff had been called. We were also made aware that the IOPC had also been informed and were attending.

Even though we had been reassured that we had done nothing wrong, I still asked myself, 'If everything is OK, then why are all these people coming out in the middle of the night?'

The representatives arrived and again reassurance was given. The IOPC arrived and as we do, as officers, the defence shields went up and they were met with a stony silence.

Once the solicitors had arrived we were then guided through the process in more detail and were assisted in giving our first written accounts as to what had happened.

The realisation that we were actually being looked after started to sink in. All the staff's needs were thought about throughout this time, food, drink and transport was provided.

We were advised that we were to have 48hrs complete break away from work before our final statements were completed.

Arrangements were made to attend at the Police Federation offices a few days later to meet the solicitor again and for our statements to be completed.

During the time away from work we were contacted regularly by the PIM's and given updates as to what was going on with the incident. We were also contacted by the senior management team including the Chief Constable.

On attending the Federation offices we were briefed again and we completed our statements, having a managed/supervised viewing of the video footage relating to the incident.

How did you feel afterwards?

Following the PIP I can honestly say it is the most supported I have felt, following a quite traumatic incident.

I felt pleasantly surprised that the organisation had given so much help and support to all involved.

What do you think about the Post Incident Process now?

Having gone through the process and now fully understanding the stages of it, and why it is being done in that way, I think it is a very valuable and effective way of looking after officers and staff.

What would you tell a colleague that they need to know about PIP?

I would advise any officers or staff to trust in this system. It is there for you to help, guide and protect you through an invariably tough situation.

Post Incident Experience

Brief background as to why PIP was instigated.

After the incident, I received a phone call from the FIM. It was explained that the process (PIP) was to be implemented and a description of the process was given. In brief I was informed we were going to be taken to Llay to the purpose built PIP “suite”.

What did you know about PIP before the event?

Prior to the incident described I had no prior knowledge of the PIP process.

What did you expect?

From the description I received I was under the impression we were to be kept in isolation for evidential purposes.

How did you feel before the process began?

After the initial formalities had taken place and the mentioning of legal representation I began to feel slight unease and isolation. Even though I was comfortable with my actions throughout the incident and had been told numerous times there was “nothing to worry about” I felt my actions were going to be scrutinised in minute detail. There was a sense that the process had very much taken over and that we were very much at the centre.

What actually happened?

We were to be met by two CI’s and they would explain the process and implement. I was asked not to confer with anyone from the off. From the description I received I was under the impression we were to be kept in isolation for evidential purposes.

On arrival at Llay we were taken into the PIP suite to await the arrival of the Chief Inspectors. We initially waited with two officers from CID. No questions were put to us and we were offered a drink. Once the CI arrived we were shown into an office. The CI then read through the policy & procedure and offered words of support. It was at this point we were informed the IOPC were to be involved and that we were to have support from the Federation along with legal representation. We were again informed that no conferring should take place. By the end of the introduction the second CI arrived. They were supportive and clear with their instruction.

Over the next hour two Federation representatives arrived and introduced themselves. I was in no doubt that our welfare was their primary concern. We were allowed to visit the station canteen to purchase food & drink. We were escorted by a CI to ensure no conferring took place. Whilst doing so we saw members of our team in the main entrance hall. It was a huge relief to see them for some reason. We spoke casually and they enquired about our welfare. No conferring took place. The atmosphere was friendly and they innately understood for need for confidentiality.

Once back in the PIP suite we chatted amongst ourselves as we waited the arrival of the specialist PIP solicitor from “Slater & Gordon”. As time passed I felt more at ease and the initial feeling of isolation / scrutiny dissipated.

The representative from “Slater & Gordon” duly arrived. The lawyer involved had a confident demeanour and his clear knowledge of the PIP process assuaged any unease I had. Following introductions he provided a clear-cut breakdown of the PIP process. He explained its necessity and value and that it provided a level of transparency that was hard to dispute. His expertise and experience was evident.

The first step in the process was to provide a first account. This was provided in statement form on a one to one basis, much as you would as an officer at the scene of an incident. However, this was where the similarity ended. On the advice of the solicitor the first account was to be extremely brief. The account was literally one paragraph and detailed my tour-of-duty and a very brief description of the events. To a police officer this is positively unnatural and it proved difficult as it seemed abnormal and unbefitting of such an event. Nonetheless I followed his advice and duly provided a brief account.

After we had completed the first account we all remained in the office until the IPOC arrived. They were travelling direct from Cardiff and had been delayed. During the wait I learnt the IOPC was made up from individuals from all walks of life and very few had investigative backgrounds. Upon their arrival the two individuals rather meekly introduced themselves in the office and gave a brief overview of their role. We were once again told that we had “nothing to worry about”. They took our written first accounts and left. Arrangements were then made for a suitable date and time for us to provide our second account. The second account is an extremely detailed statement that is completed and then scrutinised by the “Slater & Gordon” representative. We were advised this would take an entire shift. The CI’s then advised we take a day or two off to unwind. We were advised once again to not confer with one another and that we should take the opportunity to process the event. A date was agreed upon for the second account process and we were given the CI’s personal telephone number prior to leaving. It was made clear we could call anytime and that our welfare was top priority. Later that same evening whilst at home I received a telephone call from the Chief Constable, he was supportive and asked after my welfare.

A number of days later we convened at the Federation building so we could provide our second account. I then spent the entire day writing a detailed account. Once completed the solicitor read through the account. A few minor alterations were made and then it was submitted. We were then informed the matter would now be handed over to the IOPC and that this process can take up to six months to reach a conclusion.

The matter duly concluded and no concerns were raised about my / our actions and no further action was to be taken. Throughout the process I was kept up to date and I was aware of my point of contact, should I need anything.

What do you think about the Post Incident Process now?

As I was happy with my actions during the event in question and my subsequent written account I found the PIP process straight forward. I understand the need for the process and support the notion that it is beneficial for the officer(s) involved. The implementation on the day certainly appeared organised and structured. Both the CI’s involved were supportive and explained their role and the PIP process clearly and concisely. The Federation representatives were present throughout and they too provided support and advice. However the addition of the solicitors from “Slater & Gordon” was the most impressive. They were clearly experienced and well versed with the PIP process and everyone looked to them for legal guidance.

Feedback from members of staff who have been through the PIP process

Police Staff 1

“Following a pursuit I was requested to log off and was told I would be taken to a PIP suite and was advised not to speak to anyone. I was met at the PIP Suite by UNISON and they immediately put my mind at rest. They ensured that I had eaten and drunk something and checked how long I’d been on duty and asked if I wanted to make any phone calls home. The Post Incident Manager explained the process and UNISON contacted Thompsons Solicitors on my behalf. UNISON then attended with me, along with the Solicitor to record my full statement. UNISON kept me up to date on the investigation and checked on my welfare regularly”.

Police Staff 2

“My colleague and I were involved in an incident which was really upsetting and we cannot thank the UNISON Rep who attended enough for everything they did. We were very emotional and they organised everything and looked after us for a number of months afterwards”.

“I often think back to being called to the PIP Suite and wonder what I would have done if I hadn’t have been a UNISON Member? We always tend to think that these things are for Police Officers only and it’s important that Police Staff are aware that they can be called to a PIP too”.

Glossary of commonly used terms

Conferring

You should be given a conferring reminder prior to making a statement. There is nothing to prevent officers relaying operational and safety critical information to others involved in the ongoing management of the incident or operation. A record should be kept of what you have passed on. It is important that your own evidence is accurate and that your accounts are YOUR accounts.

Anonymity

You may be advised to compile your accounts with the addition of a pseudonym. This is to initially protect the identity of those involved and may not always be retained at any future stages or legal/misconduct proceedings. You should make efforts to reduce your own profile, especially if using a pseudonym and be mindful of any social media accounts or interactions that could identify you or others involved.

Separation

There may be discussions about separation and keeping you or colleagues apart during the PIP. Separation should only take place after consultation with the PIM. If separation does take place, you may then be considered a suspect. It does not necessarily mean you will be arrested, however a Misconduct or PACE (1984) interview may follow.

Post PIP events

Depending on the type of incident an Inquest or Court proceedings may take place. Following any PIP, the relevant Independent Investigation Agency (generally the IOPC) will compile a report. Proceedings may take a long time to conclude and will affect those involved to varying degrees. You should be updated on a regular basis and kept informed about the incident. It may mean that you are not kept operational and posted to other duties.

Notes

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Contact us:

Find your local Federation

Rep at www.polfed.org/northwales/about-us/meet-the-team/

Federation Office: Tel: **01492 805400**

Email: fedadmin@northwales.police.uk

Facebook: [@NWalesPoliceFed](https://www.facebook.com/NWalesPoliceFed)

Twitter: [@NWalesPoliceFed](https://twitter.com/NWalesPoliceFed)

Find your local UNISON Rep at <https://northwalespoliceandjustice.unison.site/>

UNISON Office: Tel: **01492 804139**

Email: **UNISON All Reps**

Email: elizabeth.mitchell@northwales.police.uk

Sources:

PFOA Post Incident Procedures & the Role of the Federation Representatives
(part Two) SPH& MJB February 2018

PFEW Advice to officers involved in an Post Incident Procedure (PIP)
revised February 2019