

 West Mercia POLICE		POLICY
Security Classification	OFFICIAL	
Disclosable under Freedom of Information Act 2000	Yes	

POLICY TITLE	Operation Snap
REFERENCE NUMBER	WMP217
Version	1.0

POLICY OWNERSHIP	
DIRECTORATE	LOCAL POLICNG
BUSINESS AREA	OPERATIONS

INITIAL IMPLEMENTATION DATE	August 2023
NEXT REVIEW DATE:	August 2026
RISK RATING	LOW
EQUALITY ANALYSIS	LOW

West Mercia Police welcome comments and suggestions from the public and staff about the contents and implementation of this policy.
Please e-mail policiesandprocedures@westmercia.police.uk

(Document view should be changed to suit individual needs – click Design, Page Colour, Choose page background colour).

POLICY OUTLINE

In line with National Guidance, West Mercia Police has adopted Operation Snap, the initiative whereby members of the public can submit digital footage of potential driving offences. This policy aims to outline the procedure, legislation and guidance in relation to Operation Snap. This will ensure;

- Force compliance with Code of Practice on MOPI and digital image submission
- Enhanced evidence capture for court evidence
- Securing 'best evidence' to secure a higher number of successful court prosecutions
- Meeting delivery of Local Policing Community Charter and addressing community concerns

Operation Snap is complementary to, but does not replace, conventional forms of road traffic offence evidence gathering means or prosecutions. Its use however, in line with this Policy, will greatly assist in protecting people from harm on our roads. It demonstrates for Force's commitment to maximising the use of new and current technology in order to address road safety issues.

2.0 PURPOSE OF POLICY

This Policy outlines the remit and requirements needed for Operation Snap together with legislative information governing its use and emerging national guidance on best practice.

The standards and service set out within this policy follow the priorities, vision and values of the Force;

- Protection People from harm
- Keeping communities safe
- Delivering an excellent service.

It also meets the needs of the Local Policing Charter and the OPCC's Safer West Mercia Plan 2025, promoting public reassurance.

Operation Snap reflects the Safe Systems approach to Road Safety and Roads Policing as outlined in the Road Safety and Roads Policing Strategy 2025, addressing the need for 'Safe Road Use'.

3.0 IMPLICATIONS of the POLICY

Officer's use of Operation Snap must be consistent and in line with the standards of behaviour expected in the Code of Ethics, to avoid public confidence in the Police being adversely affected.

Management of Police Information (MOPI), Freedom of Information and Data Protection Act set out common standards that must be adhered to in order to be compliant and are identified in the procedure and training area. The use of a three yearly evidence review procedure will provide compliance.

There are no identified Risks or Health and Safety considerations due to this being an online reporting portal.

Consideration must be given by users to European Convention on Human Rights (ECHR). In particular Article 6 (Right to a Fair Trial), all images from Operation Snap have the potential to be used in court proceedings and Article 8 (right to respect for private and family life). We will not hold any footage beyond what is absolutely necessary for policing purposes.

The processing of digital imaging and evidential statements from Operation Snap has already had a positive impact on efficiencies within the Police and partner agencies dealing with reported road safety matters.

Financial implications to West Mercia Police at this time is the commitment to provide one full time Police Officer. This officer is supported by an additional officer for one day a week (within the Road Safety Team) with the potential to look at additional administrative support in the future. The role is supported and managed through one of the Road Safety Team Engagement & Campaigns Managers. Training of future users is conducted within force as required with an additional course around calculation of speed provided externally. Funding is all within West Mercia Police Road Safety Team.

4.0 PROCEDURE

On receipt of footage from the secure online portal (operated nationally by Nextbase) a dedicated police officer will review the footage and accompanying statement. The reviewing officer will be an experienced road traffic officer who is of warranted rank for decision making purposes and trained in its processes, they will adhere fully to the Code of Ethics. The officer will make a decision based on their experience and the footage submitted and the following action will be made;

- No Further Action (NFA)
- Advice letter
- Notice of intended prosecution
- Court

For the latter two a file will be prepared and forwarded to West Mercia Traffic Processing Unit for action. The Operation Snap officer will deal with those that are NFA or an advice letter. The submitter will be updated on the outcome.

The use of a police officer is vital in the review process as, together with the Traffic Processing Unit, this will ensure total legitimacy of the assessment for any prosecution. This is in line with current force position and procedures for overall reviewing of road traffic related matters.

Please see separate procedure document; [Operation Snap Operational Procedures Flowchart](#).

5.0 CONSULTATION

<i>Business Lead/ Chief Officer Consulted</i>	<i>Date Consulted</i>
Supt Steph Brighton/ ACC Jones	July 2023/ August 2023

Consultation has taken place with LPA and Departmental Heads concerned with roads policing matters, the IT department, Legal Services and the Critical Friends group.

6.0 DOCUMENT HISTORY/RELATED DOCUMENTS

The history and rationale for change to policy will be recorded using the below chart:

Date	Author / Reviewer	Amendment(s) & Rationale	Date of Approval / Adoption
01/07/23	V. Bristow/ S. Price	New WMP Policy	JNCC Exec Board 15/08/2023

Related documents include;

National Witness Charter

[The Witness Charter: standards of care for witnesses in the criminal justice system - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/672222/witness_charter_standards_of_care_for_witnesses_in_the_criminal_justice_system.pdf)

MOPI

[Management of police information | College of Policing](https://www.collegeofpolicing.org.uk/management-of-police-information)

European Convention of Human Rights Act

https://www.echr.coe.int/documents/d/echr/convention_en

CPS Charging Decisions

[The CPS: How we make our decisions](https://www.cps.gov.uk/charging-decisions)

Operation Snap process flowchart

Operation Snap Risk Assessment

7.0 ASSESSMENT AND ANALYSIS

The Equality Analysis (EA), Health & Safety Assessment (HAS) and Risk Assessment (RA) associated with this document are available on request.

8.0 MONITORING / EVALUATION

The monitoring and review of this policy is the responsibility of the policy owner.

9.0 DATA PROTECTION IMPACT ASSESSMENT

- Is a DPIA required? – **Yes**, as agreed by Audit, Risk & Compliance 08/08/2023, policy writer to complete form and liaise with ARC.