

# WILTSHIRE POLICE



Via Email



## Police Headquarters

London Road

DEVIZES

Wiltshire

SN10 2DN

[disclosure@wiltshire.police.uk](mailto:disclosure@wiltshire.police.uk)

Date 10/10/2023

Your ref: FOI

**Our ref: FOI 2023/935**

Reply contact name is:

Dear,

I write in connection with your request for information dated 27/09/2023 concerning communications and press releases in relation to RTC's.

I am required by the Freedom of Information Act 2000 to handle all requests in a manner that is blind as to the identity and motives of the requestor. Any information released as a response to a request is regarded as being published and therefore in the public domain without caveat.

Your request for information has now been considered and I am not obliged to supply the information you have requested.

You wrote:

1. Any guidelines or standards your force uses when communicating about road traffic collisions. These guidelines may relate to the language used when staff write press releases, or speak about traffic crashes to the press and public, defining any terms to avoid or to include when doing so. Please include such guidelines or standards in your reply.

2. Whether use of these guidelines is mandatory in communications, say, with the public and press. If not, please explain on what basis they are applied.

Response:

The information requested is exempt – Please see below:

Section 21: Information accessible to applicant by other means.

(1) Information which is reasonably accessible to the applicant otherwise than under section 1 is exempt information.

(2) For the purposes of subsection (1)—

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(a) information may be reasonably accessible to the applicant even though it is accessible only on payment, and

(b) information is to be taken to be reasonably accessible to the applicant if it is information which the public authority or any other person is obliged by or under any enactment to communicate (otherwise than by making the information available for inspection) to members of the public on request, whether free of charge or on payment.

Wiltshire police always refer to the guidance from the College of Policing relating to media communication – which is in the public domain.

The guidelines and standards relate to communications about RTCs as well as other incidents.

The guidance offers a framework to assist those in the police service who engage with the media to do so in an open, accessible and professional way. It is possible and important for police forces to be open and transparent with the media while also respecting their duties of confidentiality and individuals' rights to privacy.

The following link will take you to the college of policing website:

[Media relations | College of Policing](#)

Mentioned within this page is a direction that all police forces should have a publication scheme – The link to Wiltshire Police's publication scheme is as follows:

[The Publication Scheme | Wiltshire Police](#)

Section 17 of the Freedom of Information Act 2000 requires Wiltshire Police, when refusing to provide information (because the information is exempt) to provide you the applicant with a notice which: (a) states that fact, (b) specifies the exemption in question and (c) states (if that would not otherwise be apparent) why the exemption applies. In accordance with the Freedom of Information Act 2000 this letter acts as a Refusal Notice for those aspects of your request.

Exemptions applied:

Section 21: Information accessible to applicant by other means.

Please contact me if you would like to discuss the withheld information.

Yours sincerely

**Force Disclosure Decision Maker**

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The Wiltshire Police offers a re-examination of your case under its review procedure.



### **Force Disclosure Unit**

Wiltshire Police HQ, London Road, Devizes, Wiltshire SN10 2DN

## **Freedom of Information Request Appeals Procedure**

### **1. Who Can Ask for a Review**

Any person who has requested information from Wiltshire Police, which has been dealt with under the Freedom of Information Act, is entitled to complain and request an internal review, if they are dissatisfied with the response they received.

### **2. How to Request a Review**

Requests for review of a Freedom of Information request must be made in writing to the:  
Force Disclosure Unit  
Wiltshire Police Headquarters,  
London Road, Devizes,  
Wiltshire,  
SN10 2DN

Email at [disclosure@wiltshire.police.uk](mailto:disclosure@wiltshire.police.uk).

The reference number, date of the request and details of why the review is being requested must be included. Requests for review should be brought to the attention of the Force Disclosure Unit within 20 working days of the Force's response to the original FoI request.

### **3. Review Procedure**

Receipt of a request for review will be acknowledged in writing to include confirmation of the reasons for the review. The review will be conducted by another Decision Maker, who is independent from the original Decision Maker. The Force Disclosure Unit will set a target date for a response. The response will be made as soon as is practicable with the intention to complete the review within twenty working days. In more complex cases the review may take up to 40 working days.

The Independent Decision Maker will conduct a review of the handling of the request for information and of decisions taken, including decisions taken about where the public interest lies in respect of exempt information where applicable. The review enables a re-evaluation of the case, taking into account the matters raised by the complaint.

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#### **4. Conclusion of the Appeal**

On completion of the review the Independent Decision Maker will reply to the complainant with the result of the review. If the complainant is still dissatisfied following the review they should contact the Information Commissioner to make an appeal. The Information Commissioner can be contacted via the following details:

Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF  
Tel: 01625 545 700  
Fax: 01625 524 510  
Email: [mail@ico.gsi.gov.uk](mailto:mail@ico.gsi.gov.uk)

**Please note that the ICO's offices will be closed for the foreseeable future and are therefore unable to receive correspondence via post.**

**If you should wish you contact them, please visit <https://ico.org.uk/global/contact-us/>**