



Reporting a Close Pass

What is the process?



Take aways

- 1) When to report
- 2) Information needed
- 3) Where to report
- 4) The 5 “vetting” questions
- 5) Reporting guidance and tips
- 6) What to expect after reporting



Can it wait?



- NO, not if
 - Someone is hurt
 - There is any suggestion of
 - violence,
 - intimidation,
 - threatening behaviour
 - or escalation.
 - Call 999



The Incident Info you'll Need To Note



- Exactly where is it?
 - Perhaps use Google maps to save the location?
- When is it?
- Vehicle details
 - In case the number isn't clear on the footage
 - I check the number with DVLA tax check tool
- Who are you with?
 - Good to quote contact details of the other riders
 - They aren't independent but better than nothing
 - Non-club/friend third parties **ARE** Independent



Where to report it?

How can we help you?

Report Tell us about Apply or register Request Thanks and complaints Your area

Report a road traffic incident

Is it an emergency?

If a crime is happening now or someone is in immediate danger, call **999** now.

If you have a hearing or speech impairment, use our textphone service 18000 or text us on 999 if you've pre-registered with the [emergency 999 service](#).

If you've been involved in a road traffic collision, or think you might have witnessed an offence on the roads, find out how to report it using our simple online tool. Just answer the quick questions below to make sure we give you the right advice and gather all of the relevant details.

Where did the incident take place?

Use the search box below to find an address or location, then drag the pin on the map to mark the exact place on the road where the incident happened, or as close as you can get to it.

eg E14 1SE

Map Satellite

Is this location correct?

No, start again Yes

- I started by googling
- “Herts Police Report A Close Pass”
- The page is for any traffic incident in fact



Location

Step 1

Where did the incident take place?

Use the search box below to find an address or location, then drag the pin on the map to mark the exact place on the road where the incident happened, or as close as you can get to it.

The Green Man, 31 High St, Sandridge, St Albans AL4 9DD, UK

Map Satellite

Green Man

High St

House Ln

Village Voi

The Rose and Crown

Google

Keyboard shortcuts Map data ©2022 5 m Terms of Use Report a map error

Is this location correct?

No, start again Yes

- Find it on their mapping tool
- Start with the post code if you know it
- Keep clicking on the location to zoom in
- Eventually a pin appears on the map when sufficiently tightly identified



Accident or Something else?

< Back **Step 2** Step 2

Did at least one vehicle collide with something or someone?

Yes

No

< Back **Step 3** Step 3

What would you like to report?

A possible driving offence
eg careless driving, using a mobile phone

Dangerous road conditions
eg broken traffic lights, flooded roads, potholes

Someone behaving in an aggressive or threatening way

A stolen vehicle or something stolen from a vehicle

A parking problem

An abandoned vehicle

A vehicle that doesn't have road tax

Damage to my vehicle
eg while it was parked or vandalism

- You'll need to confirm if a collision took place
- Confirm the nature of the incident
 - I categorised my Close Passes as
 - "A Possible Driving Offence"



Will it be valid for follow up?

< Back **Step 4** Step 4

When did the incident happen?

Less than 10 days ago

More than 10 days ago

< Back **Step 5** Step 5

Do you have any evidence?
Video must cover a minute before and after. Photos are only useful if the vehicle wasn't moving when the offence happened

Yes

No

- Confirm it was less than 10 ago
 - Simply to allow time for the NIPS process to happen with the 14 days allowed
- Confirm you have photo/video evidence
 - This must cover 1 minute before and after

NOTE: You will not need to send your video evidence until asked to do so by email



Guidance for reporting

< Back Complete

Report a road traffic offence with evidence

How to report

You must complete the form in one go. You cannot save your progress and come back later. You have up to two hours to complete each page of the form before it times out.

- Before you go into the reporting system proper you'll get guidance on what you'll need to do.
- Be aware – you must agree to go to court if requested or they won't follow up.
- Online Guidance document



Making It Easy For Them



- Be sure to state how far into the clip the incidents(s) are
- Don't send overly long clips
 - The incident plus at least 2 minutes either side
 - Long clips may be rejected
- Give the files meaningful names
 - I use this filename protocol ClosePass_FrontCam_221117a-1
 - What it is
 - Which view
 - The date
 - Incident a to zzz (2 is my record on a single ride)
 - Incident file 1 to 999 (the 1 min may span 2 files)



Herts Constabulary Comments

- Submissions rejected for the following reasons.
 - No vehicle registration number.
 - Over 10 days old.
 - Notice of prosecution must be served within 14 days
 - No video evidence.
 - Other options to report without video evidence
 - The reporting person does not wish to attend court.
- The reporting person should own the footage



After Reporting

You will receive 2 emails

1) Confirmation of your report from **Stardash**

- Stardash stardash@bch.police.uk

2) A request to share evidence from **Axon**

- Axon noreply@evidence.com
- Contains a link where you place your video clips
- Can be slow to upload but improved recently



Success?



If the Police are going to act,
you'll get an email from **Stardash**

This states action will be taken; one of:-

- Warning letter
- Course offer
- Points and fine
- Court



Worth Doing This?



- Bearing in mind that you've agreed to appear in court at some later date.
 - At the end of the reporting process
 - use the option to save the incident details in a pdf file
 - Make sure you save it and give it a name that will help you identify it
- Example of incident file
 - Report of a road traffic offence with evidence



My View

- In this respect Herts Police are
 - Somewhat reluctant
 - Behind the curve
 - Catching up
- I suggest that we
 - Make it as easy as we can for them to improve cycling in our area
 - Establish/ maintain dialogue with them

