



Supervisor Review Guidance Template

Supervisors to ensure compliance with Incident and Occurrence Management Policy and VCOP

R - Reasonable Lines of Enquiry (RLOE)	Review the initial response and what lines of enquiry have been conducted, considering the Golden Hour principles and the 5 Building Blocks of an Investigation. Make sure the OIC understands what enquiries need to be completed to ensure a focused and proportionate investigation – Reasonable Lines of Enquiry could include (but not exclusive to) victim management, witness identification and management, searches, CCTV and House to House enquiries, forensics, digital media, Comms data, intelligence, third party material and suspect management. Identify what is outstanding, endorsing the OEL using the SR01 template within NICHE. With Focus on VCOP and the Occurrence Management Policy.
E - Evidential Assessment	Is the investigation going to meet the evidential test and public interest test? Identify the <u>points to prove</u> for the investigation and any further lines of enquiry required and specific areas where additional material may be needed to support a realistic prospect of conviction. Consider if the investigation would be suitable for early consultation with the CPS (EIA). Your evidential assessment should comment on admissibility of evidence, reliability and credibility of witnesses, and any undermining material. In every case ensure additional offences identified are recorded or negated in line with crime recording standards.
V - Victim Vulnerability	Op AMDDIFFYN and AWARE principles have been included in the supervisor review with focus on: Professional Curiosity – Supervisors are not processed led and support investigators by being objective and taking a holistic view to see the ‘bigger picture’ to support and safeguard victims. Victim Blaming Language – Supervisors are not using any bias or language that places blame on victims and evidence’s if investigators have used such bias or language, and that it has been addressed. Voice of the Victim (Victim Centred) – Supervisors have given staff time to capture the victims voice, the AWARE principles have been adopted and investigators have recorded this information accurately with correct referrals for support and safeguarding. Ensure Victim Focus Referrals have been considered. Data Accuracy - Supervisors have reviewed the data contained within referrals and occurrences and have endorsed their findings on the Occurrence Investigation log. Any discrepancies are addressed and rectified to ensure data is accurately recorded to aid the investigation and ensure current safeguarding and support is correct. A Trauma-Informed approach - Has been adopted from the outset to understand the <i>impact</i> of any criminality and/or police contact upon the victim. To reduce and mitigate threat, risk, harm or re-traumatising victims, safeguarding has been actioned, and where appropriate referrals to partner agencies have been completed and submitted correctly. Victims Needs Assessment - Has been completed and the Vulnerability Assessment Framework used. Ensure the CARE principles and Rights under the Victims Code of Practice are adhered to, to ensure the victim is being regularly updated. Assess the quality of victim contact and updates also considering Victim Update (VU) Codes.
I - Identify and manage suspects	Ensure there is a robust and clear suspect management plan in place. This will include decisions to arrest or not arrest and the timeliness of these decision. Consider whether it is appropriate to circulate the suspect as wanted and/or add to briefing items. An arrest strategy is to be documented on the OEL with clear ownership and grip. Suspect interviews should also be well planned for in advance by the OIC, with supervisory support. Assess grounds for a threshold test or whether a full code test is likely to be necessary. Review whether the current status is appropriate i.e. Bail or RUI and ensure the Suspect Status on Police Systems is accurate. Suspect Focus: What action has been considered and actioned to disrupt the actions of the suspect(s) and to safeguard victims / others.
E - Evaluate Resources	Provide direction to the OIC on the prioritisation of the investigation within their overall workload. Decide whether the OIC is still best placed to retain ownership of the investigation depending on circumstances and complexity etc. Identify if any further Police resources would be required to support the investigation.
W - Working Together	Assess if any partnerships are in existence or are required to work together on the investigation. This could include partner agencies such as social care, education, probation, youth offending, ISVA or IDVA service and what are each of these agency’s responsibilities/contribution. Identify if there could be relevant third-party material in existence that needs to be reviewed under CPIA. Investigations may also be subject to parallel proceedings (for example family court) and disclosure which must be prioritised
S - Set actions to include time parameters	Set realistic time parameters for the OIC to complete various actions such as MLOE, forensic submissions or other submissions such as CPS Early Investigative Advice etc. Also ensure it is clear when the next review of the investigation is due and conduct this in person where possible and document the outcome of the review on the Occurrence Investigation Log.

