

## SPECIAL CONSTABULARY DRIVING PROCEDURES

### **This procedure should be read in conjunction with the Safe Driving Policy and Associated Risk Assessments**

Special Constables will not drive under response conditions under any circumstances.

Officers of the Special Constabulary who hold a full driving licence may be authorised to drive police vehicles if the following criteria are met and in the following circumstances:

- ✳️ The officer has successfully completed their Personal Development Portfolio, is recommended by his/her supervisor and authorised by a Special Constabulary Superintendent.
- ✳️ Application is to be forwarded through the Divisional HR Manager who will prioritise applications.
- ✳️ The officer will undertake 'Staying Alive' training followed by a Neighbourhood Policing Patrol Authorisation (NPPA)

If a Special Officer has already undertaken a Driving Advisory Course (DAC) they will be authorised to drive category 2 vehicles under NON-RESPONSE conditions. This authorisation will allow them to:

- ✳️ Attend an incident.
- ✳️ Stop at the scene of a road collision/incident.
- ✳️ Routinely patrol an area of specific concern as directed by their supervisor.
- ✳️ Convey detained persons as a driver of a police vehicle (if trained to drive that vehicle)

However, the officer must complete the 'Vehicle Stopping' element of the NPPA in order to stop vehicles. This request must be made via their Divisional HR Manager who will prioritise applications.

Following the Staying Alive input and NPPA course, Special Constables will be able to:

- ✳️ Attend an incident.
- ✳️ Stop at the scene of a road collision/incident.
- ✳️ Routinely patrol an area of specific concern as directed by their supervisor.
- ✳️ Convey detained persons as a driver of a police vehicle (if trained to drive that vehicle).
- ✳️ Stop vehicles safely.

**Click here** for the training progression for these courses.

Special Constables may drive police vehicles (if trained to drive that category of vehicle) to carry out a specific function at the direction of the Divisional Command Team, or supervisor.

Special Constables will not follow a vehicle which fails to stop as they will not be trained in Initial Phase Pursuit; they must terminate use of emergency equipment, appraising FIR of the incident in accordance with the pursuit policy P44/06.

Lighting equipment may be used when a vehicle is stationary at the scene of an incident to protect the officer and members of the public.

### **Further Courses**

Special Constables who identify a training need for a specific type of vehicle may apply to their Command Team for support in their application for instruction. Requests should be forwarded on Form TS2 via the Divisional HR Manager for their prioritisation. Examples might include:

- ✳️ 4x4 NON-RESPONSE vehicle familiarisation.
- ✳️ Personnel carrier NON-RESPONSE training for the transportation of personnel or detained persons.
- ✳️ Mobile police offices.

Officers of the Special Constabulary will comply with all road traffic legislation and recommendations of the Highway Code and it must be emphasised they will comply with all speed limits, traffic lights and road signs.

With the introduction of the Road Safety Act 2006, staff members are reminded that they may not only face disciplinary action, but may also commit offences. Utilising emergency equipment whilst exceeding speed limits without authority/training will be an offence. Any transgressions will be robustly dealt with.

Failure to comply with any condition above will lead to the removal of the officer's authority to drive vehicles and/or prosecution.

### **Neighbourhood Policing Patrol Authorisation (1 day) (Special Constables)**

The Neighbourhood Policing Patrol Authorisation is designed to equip the staff member to undertake all relevant aspects of their role with adequate training to safely perform those functions. The system of basic driving authority does not allow a staff member to undertake certain vital aspects and further driver training was required. This course provides adequate training for all basic requirements

This course equips staff with skills sufficient to undertake their role without recourse to further training, unless or until such time as they are tasked with a specialist role (e.g., response officer, road policing etc.)

This course represents a significant departure from historic course allocation. It provides training which is based on need.

Prior to the course each student **must** receive a 'Staying Alive' input. No knowledge check will be required as every person will already have undertaken a DVLA Highway Code test and will be expected to have a working knowledge of the Highway Code.

The NPPA consists of:

Introductory input	Eyesight/licence check	Vehicle and equipment familiarisation
Safe stopping at incidents and roadside	Safe vehicle stopping	Driving assessment (1 hour with guidance and tuition)
	Safety awareness on patrol	

Special Constables who have already completed a Driving Advisory Course (DAC i.e. a basic authorisation for Special Constables) may apply to undertake the 'Safe Vehicle Stopping' element of the NPPA. Special Constables have the powers of a police Constable and are empowered to stop vehicles. This element will be provided separately and will enable special constables to safely stop vehicles. In effect the DAC permit will be converted to an NPPA permit.

Special Constables who are required to drive and have not undertaken a DAC should undertake the NPPA – see below for special constable driving.

On successful completion of the Staying Alive input and NPPA, the member of staff may drive category 2 under non-response conditions.

### **Other Types/Categories of Vehicle**

Any other type of vehicle, (including personnel carriers) may only be driven after successful completion of the appropriate course or assessment has been successfully completed. E.g. no trailer may be towed until the police driver is authorised (a 'trailer assessment' is required).

Special Constables may be trained to drive other types of vehicles having only completed an NPPA, This training must be needs based and on recommendation from the HR Manager. Other staff can be trained as appropriate to their role on recommendation from their HR Manager.

### **LGV and PCV Removal**

The removal of LGV and PCV's will not normally be undertaken by police officers, Transport Services are able to undertake this function. The use of officers for this task has been rationalised since the introduction of the Road Safety Act 2006 and the 'DIGITACH' system. Therefore, only officers authorised to drive these classes of vehicles will do so, unless an extreme emergency exists which requires the immediate removal of the vehicle from the road to a nearby place of safety.

### **Seat Belts - Wearing/Liability Etc**

#### **Exemptions affecting Police Officers**

Essex Police policy is that a seat belt should be worn at all times by the driver and all passengers unless to do so would hinder the officer in the performance of their duties. For example this will allow the non-wearing of seat belts when escorting a prisoner or on surveillance, but would require them to be worn under normal circumstances.

Members of staff who drive police vehicles or their own vehicles on duty, or are passengers in such vehicles, and obtain from their own doctor a medical exemption certificate from wearing a seat belt must report this fact through Divisional/Departmental Commanders to the Collision Reduction Unit.

In all cases where a seat belt is not worn a dynamic risk assessment must be conducted by the member of staff making such a decision.