POLICE SCOTLAND
Keeping people safe

Policing Scotland's Roads
Guidance Document

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1. INTRODUCTION

1.1 This document is the first version of the manual of guidance for Policing Scotland's Roads. It replaces ACPOS Practice advice on the Policing of Scotland's Roads.

1.2 The main aims of this manual are to:

- Raise awareness of the opportunities to tackle criminality, including road crime, on the road network;
- Raise awareness of the opportunities to reduce and deter the use of the road network by criminals;
- Identify safe working practices to reduce the significant risks to road users, police officers and partner staff while operating on the road;
- Improve the way in which incidents are dealt with and reduce disruption on the road network;
- Provide a basis for instructing and training police officers;
- Provide staff with a single point of reference detailing how the policing of roads should be undertaken with links to all relevant Standard Operating Procedures (SOPs)

1.3 This manual contains nationally identified good practice and provides the basis for how the police should operate on the road network. It is intended to provide consistency, compatibility and collaboration across Police Scotland and partner agencies.

2. ROLES AND RESPONSIBILITIES

2.1 POLICE

2.1.1 The key police functions at an incident are to:

- Preserve the life of those present
- Co-ordinate the emergency response with the other emergency services and support agencies
- Secure, protect and preserve the scene, maintain control and ensure the integrity of the scene for any subsequent investigation
- Investigate the incident – this includes obtaining and securing evidence in conjunction with other investigatory bodies (where applicable)
- Act as the agent for the Procurator Fiscal
- Carry out family liaison duties

2.1.2 The Civil Contingencies Act 2004 is intended to enhance the resilience of the United Kingdom to major disruptive incidents. It creates a framework for improving the planning process at a local level, building better contacts between agencies and strengthening links between local areas and central government.

2.1.3 Local contingency plans, created using the statutory framework for civil protection outlined in Part 1 of the Civil Contingencies Act 2004, should be adhered to. This applies both to localised incidents and catastrophic emergencies.

2.1.4 The Act sets out the roles and responsibilities of responders, ensuring consistency in civil protection activity and enhancing performance. This ensures that the front line can deal with the full range of emergencies – from localised major incidents through to catastrophic emergencies.

2.1.5 The Civil Contingencies Act defines an emergency as:

- An event or situation which threatens serious damage to human welfare in a place in the United Kingdom
- An event or situation which threatens serious damage to the environment of a place in the United Kingdom
- War, or terrorism, which threatens serious damage to the security of the United Kingdom

2.2 TRANSPORT SCOTLAND

2.2.1 Transport Scotland is Scotland's national transport agency. On behalf of the Scottish Government, they are responsible for managing, maintaining and operating Scotland's motorway and trunk road network.

2.2.2 The strategic road network is considered by the Scottish Government to be central to the national economy and it is therefore essential that this network keeps moving and is safe for those that use it.

2.2.3 Scotland's strategic road network consists of 3,500 kilometres of roads and is vital because it connects our cities, rural communities and the ports that serve the islands. The strategic road network in Scotland is hugely diverse – from the 10 lane M8 Motorway in the centre of Glasgow to single carriageways in the West Highlands. Although it represents just over 6% of Scottish roads, it carries 37% of all traffic and 62% of large goods vehicles.

2.2.4 It is therefore crucial to keep traffic moving and Transport Scotland aims to keep drivers safe and informed through the use of Intelligent Transport Systems equipment. Some examples of these systems are as follows:

- Overhead motorway signal controls and speed signals
- Automatic queue detection systems
- Real-time traffic information for drivers via roadside variable message signs (VMS)
- Journey time information systems

2.2.5 Improved driver information can help to alleviate congestion and live information about road conditions is provided by Traffic Scotland on behalf of Transport Scotland. From their Control Centre at South Queensferry, they:

- Monitor the trunk road network using CCTV, weather station cameras and emergency telephones.
- Gather information and liaise with other agencies such as Operating Companies, local authorities and the media.
- Implement diversion routes when required and sign for warnings for adverse weather and high winds.
- Provide live information through radio broadcasts, social media and the Traffic Scotland website.

2.2.6 Traffic Scotland is in regular contact with Police Area Control Rooms (ACRs) regarding ongoing incidents and they can provide valuable support and assistance to uniformed patrol officers who are dealing with incidents on the network. Strategic traffic information is also passed to the broadcast media and regularly updated on the Traffic Scotland website, www.trafficscotland.org.

2.3 OPERATING COMPANIES

2.3.1 Trunk Road Operating Companies (OC's) and DBFO (Design, Build, Finance and Operate) Contractors manage, maintain and operate the trunk road network on behalf of Transport Scotland. They carry out day-to-day inspection, roadworks, improvements and repairs to the trunk road network.

2.3.2 The Scottish trunk road network is divided into four areas, each of which is managed under a separate contract with DBFO contactors having responsibility for certain roads such as the M77 and M80. The four areas are:

- North West Unit
- North East Unit
- South East Unit
- South West Unit

2.3.3 The Operating Companies thereafter undertake responsibility for:

- Routine and cyclic maintenance
- Emergency response
- Winter maintenance
- Traffic management
- Design and supervision of infrastructure projects
- Maintenance of bridges and structures
- Routine management of the network
- Street lighting and traffic signals
- Structural pavement maintenance
- Road safety schemes

- Road markings
- Safety fence repairs
- Overseeing of works carried out by contractors and utility companies

2.3.4 The Operating Companies work on behalf of Transport Scotland to deliver a safe, efficient, reliable and environmentally acceptable Scottish trunk road network that meets current and future needs.

2.4 INTER-PARTNER OPERATIONAL LIAISON

2.4.1 The operational links between Police Scotland and Transport Scotland are vital in continuing to operate a safe and efficient motorway and trunk road network. This is achieved through working in partnership in a variety of different ways and can include on site collaboration with the relevant Operating Companies (OC) during an incident or through regular liaison between the ACR and the Traffic Scotland Control Centre. With regard to the latter, information can be shared regarding incidents on the network (or those on local authority roads which may have an impact on the trunk road network) and assistance can be sought in setting overhead gantry signals to restrict or prohibit traffic on a particular route or to broadcast information to the public to keep them informed and updated. This co-ordinated method of operation ensures that the police and Traffic Scotland provide a robust operation to ensure the efficient and effective operation of the network.

2.4.2 This point is further demonstrated when dealing with incidents where the police request on-site assistance from the OC in respect of implementing Standard Incident Diversion routes. This ensures that the incident is managed in a co-ordinated manner and the police have the necessary assistance so they can focus on resolution of the incident. By adopting this joint approach, and keeping people updated and informed, this should minimise disruption to road users and reduce congestion on the network. Regular liaison between the ACR and Traffic Scotland will ensure that accurate information from operational partners is being shared and the public can then be advised when an incident is cleared via the channels available.

2.4.3 This operational liaison is not only important when managing an incident but also during periods of severe weather. Whilst the Traffic Scotland infrastructure, including weather monitoring stations, is vast and continuously developing, not all of the network is covered by these stations or CCTV. Hence, the operational liaison and reporting of localised conditions can be a valuable tool in managing the impacts of severe weather. All patrol officers are therefore encouraged to advise their ACR of the effect of severe weather conditions on the trunk road network, and also areas of local authority roads which may impact on it, so that this information can be passed on to the Traffic Scotland Control Centre. This will allow Traffic Scotland to circulate this information to road users allowing them to make alternative plans if necessary, thus reducing the impact of further incidents on police resources when trying to clear incidents.

2.5 TRUNK ROAD INCIDENT SUPPORT SERVICE

2.5.1 Operating Companies provide Incident Support Units (ISU) on the motorway and trunk road network. Their remit includes assisting police and the other emergency services at serious incidents on the network and they are invaluable when dealing with the aftermath of an incident.

2.5.2 In certain areas, there are also dedicated Trunk Road Incident Support Service (TRISS) vehicles. These units use fully liveried vans and operate an early and late shift pattern seven days a week. The aim of the service is to provide a presence on the network and assist with minor incidents to reduce delays, they can also support with major events when there is congestion expected on the network. This frees up Police resources allowing them to deal with other incidents resulting in a quicker and more coordinated response. Each van also carries equipment to deal with spillages and to deploy emergency traffic management measures. The vans are also equipped with roof mounted variable message signs to update motorists.

2.5.3 The TRISS units actively patrol their allocated area of the trunk road network and proactively deal with incidents as they come across them. These include:

- Clearance of debris from traffic lanes and hard shoulders
- Offering assistance to broken down vehicles
- Assisting with the removal of broken down vehicles to safe locations
- Offering fuel to drivers of broken down vehicles where required
- Advising their control centre of broken down or abandoned vehicles

2.6 FIRE AND RESCUE SERVICE

2.6.1 The role of the Fire and Rescue Service in relation to road traffic collisions is:

- The rescue of persons trapped by fire, wreckage or debris
- To endeavour to prevent further escalation of the incident by controlling or extinguishing fires
- As deemed appropriate to assist with released chemicals or other contaminants
- Assist the Ambulance Service with casualty handling
- Taking the lead on health and safety during the service's operations and within its cordon(s)

2.6.2 Within the context of the road network, this enables full participation in the integrated command of an incident. It also ensures that the Fire and Rescue Service work proactively with the police and other agencies with the aim to prevent harm to road users by using their specialist expertise. The Fire (Scotland) Act 2005 gives, in certain circumstances, fire officers powers to:

- Enter premises or a place, (by force if necessary)
- Move a vehicle without the consent of its owner
- Force open and enter a lock fast vehicle

- Close a road
- Stop and regulate traffic
- Restrict the access of persons to premises or a place

2.7 AMBULANCE SERVICE

2.7.1 The Scottish Ambulance Service is the frontline representative of the NHS in Scotland and acts as the practitioner link for casualty care and effective treatment.

2.7.2 The role of the Ambulance Service is to optimise the clinical care and safety of patients before they arrive at the hospital. This requires close liaison between the Police, Fire and Rescue Service and any medical practitioners in attendance.

2.7.3 The overall priority of the Ambulance Service and NHS is the complete clinical assessment of all casualties, followed by the suitable prioritisation for patient care. In critical and major incidents this will include effective triage and transportation arrangements for casualties so that the potential survival rate for patients is maximised. For further information refer to section 12 Major Incidents and Emergencies.

2.8 OTHER GOVERNMENT AGENCIES

2.8.1 There are many other government agencies employed in the disruption of criminal activity, and their duties may involve them using the road network. Officers need to be aware of the needs of these agencies and how they can be supported. Where their actions are likely to cause disruption to the strategic road network, the relevant authority needs to be advised so that they can deal with the matter accordingly.

2.8.2 Pre-planned operations should be notified to the police when there is a likelihood of police assistance being needed. Spontaneous incidents requiring a police response should be treated as urgent.

2.8.3 The following agencies may need to operate on the roads and patrols must avoid disrupting operations, and, if applicable, assist them:

- DVSA (See Section 8.8)
- HM Revenue and Customs

2.9 DRIVER AND VEHICLE LICENSING AGENCY (DVLA)

2.9.1 DVLA holds data on drivers and vehicles for the whole of the United Kingdom. Much of this data is fed to the Police National Computer (PNC) which in turn updates details held by DVLA such as lost/stolen reports and disqualified drivers. DVLA has a police liaison department and a police enquiry unit. Each division has its own nominated DVLA liaison officers. Joint operations between the police and DVLA which targets untaxed vehicles have proved successful, and have the potential to detect many other offences during the operations. DVLA is able to provide other services to the Police Service through a direct police liaison telephone number. These other services include:

- Examination of suspected forged driver or vehicle documents
- Enforcement of unlicensed vehicles
- Procedural and operational queries
- INTERPOL stolen vehicle database
- Provision of databases and hot lists for Automatic Number plate Recognition (ANPR)
- Sharing intelligence through a dedicated intelligence unit
- Administration of the misrepresented numbers scheme
- Administration of the Register of Number Plate Suppliers (RNPS)
- Central point for all data in respect of the National Driver Improvement Scheme
- Access to the European Car Information System (EUCARIS)

2.9.2 DVLA has enforcement teams who operate on the road network, clamping untaxed vehicles.

2.10 SCOTTISH ENVIRONMENT PROTECTION AGENCY (SEPA)

2.10.1 SEPA is the Scottish Government's principal regulator and adviser on the environment, providing advice on managing air, water and land, and responding to climate change. Where an incident occurs on the road network that could affect the environment, for example, a spillage affecting the water course, the ACR should contact SEPA who will provide advice and, where necessary, attend the scene.

2.10.2 The Fire and Rescue Service operates as a partner of SEPA for the protection of the environment, and, as such, carries first-aid pollution prevention and containment equipment.

2.10.3 See Appendix 'B' for contact details.

2.11 MILITARY

2.11.1 It is unusual for the military to be involved in the response to incidents on the road network. Their involvement is more likely to focus on large scale Chemical, Biological, Radiological and Nuclear (CBRN) incidents, ordnance disposal activity and support in resolving a major incident.

2.11.2 Military personnel are unlikely to be trained to operate in the roads environment; they will, therefore, need to be given the appropriate health and safety advice by the police, depending on the risks identified in any risk assessment.

2.12 BORDER AND IMMIGRATION AGENCY

2.12.1 Police officers operating on the road network are likely to come across incidents involving suspected immigration crime. This could be, for example, people trafficking, illegal entry or overstaying.

2.12.2 Officers may take steps to verify the immigration status of people they deal with where it is practicable, necessary, proportionate and reasonable to do so. Information should be sought to confirm whether individuals are wanted, suspected, in breach of bail conditions, missing or illegally in the country. All action taken must comply with the Human Rights Act 1998.

2.12.3 See Appendix 'B' for contact details.

2.13 LIAISON BETWEEN AGENCIES

2.13.1 For the various agencies to work together efficiently, it is essential that each understands the others' roles and how each agency can contribute towards complementary aims and objectives.

2.13.2 Links need to be maintained at strategic, tactical and operational levels to ensure an integrated approach to long-term goals and to the management of incidents. All the relevant partner agencies should be involved in the planning and preparation for dealing with major incidents and emergencies as well as the wider delivery of services to road users.

3. SKILLS, TRAINING AND COMPETENCIES

3.1 Probationer/student officer training should be in line with the Probationer Training Programme. This includes collision scene management and a basic understanding of road policing issues commensurate with the role they will be expected to perform.

3.2 All staff operating on the road network should have received appropriate training before undertaking duties. No member of staff should be deployed on the roads without proper equipment or training. Officers who will be expected to patrol and respond to incidents on high-risk roads receive specific training on dealing with incidents on these types of roads. See Probationary Training Manual 3, Unit 5, Police Action at the Scene of Road Traffic Crashes and Motorway and Fast Road Training Manual.

3.3 Police officers are frequently the first to respond to incidents involving trauma. They, therefore, need to be trained accordingly. All Scottish officers are provided with Scottish Police Emergency Life Support (SPELS) Training. Re-certification for this training is on an annual basis.

3.4 Supervisors must consider their own ability and that of their staff to cope with the rigours of working and driving in the hazardous environment of road policing. They must be alert to the particular circumstances their staff are working under to ensure they detect early signs of fatigue. Staff welfare must be a consideration within the patrol strategy and for the acute management phase of any incident.

3.5 Staff working in road policing are susceptible to the long-term health and welfare issues associated with activities that require prolonged, high levels of concentration and exposure to trauma. Supervisors must be aware of this and where appropriate liaise with Occupational Health to supply addition support. Supervisors must seek to reduce the impact of these events and, in particular, identify opportunities to manage the length of time staff spend driving. Fatigue can be fatal for any driver, but the risk is magnified for emergency service personnel.

3.6 The provision of welfare and support to staff following a traumatic incident ranges from the daily routine needs of individuals to carry out tasks and procedures, to identifying and dealing with emotional distress which may be triggered by the nature of the incident. Welfare needs must be identified as soon as possible and procedures and practices put in place to meet the requirements of reducing the potential damage to an individual. These procedures should apply to all fatal collision investigations, regardless of their complexity. Where any potential welfare issues are identified, support, advice and guidance from Occupational Health should be requested at the earliest opportunity. (See Trauma Risk Management SOP)

4. HEALTH AND SAFETY

4.1 SAFETY

4.1.1 The road network is a hazardous environment for those who work there or within its immediate surroundings. Transport Scotland has assumed greater responsibility in the network management role.

4.1.2 Many of the duties previously carried out by the police on motorways and all-purpose trunk roads are increasingly becoming the prime responsibility of the operating companies. There is still, however, a requirement for the Police Service and its staff to operate safely in these environments.

4.1.3 There are a number of general health and safety hazards that prevail at all times. These must be brought to the attention of all police officers and police staff working on the roads, and are dealt with specifically in this section. Safety while working on the roads depends on being alert and in good health.

4.1.4 There are a number of general risks to consider:

- Exposure to inclement weather conditions for long periods of time;
- Risk of collisions when dealing with incidents;
- Fatigue, drowsiness and lack of driver concentration from long hours of duty and driving. Further guidance can be found in the Department for Transport/Health and Safety Executive (HSE) (2003) Driving at work: Managing work-related road safety;
- High stress levels from attendance at traumatic incidents;
- Manual handling issues at scenes and debris incidents. Further guidance can be found in Health and Safety Executive (2004) Getting to Grips with Manual Handling: A short guide. More detailed guidance can be obtained in HSE (2002) Manual Handling Operations Regulations 1992, Amended 2002 and HSE (2004) Guidance on Regulations L23, Third Edition.

4.1.5 The following risk control measures should be implemented:

- Adequate training to enable officers to work effectively and safely;
- Provision of clothing and/or equipment to the required standard and instruction for staff on its correct use, see section 13 Personal Equipment;
- Routine debriefing;
- Confidential stress counselling available after traumatic incidents.

4.1.6 Supervisors should ensure staff are properly trained, briefed and equipped, and that procedures are followed.

4.1.7 All staff need to be aware of regulations relating to health and safety, and risk assessment, as outlined in The Management of Health and Safety at Work Regulations 1999. This legislation provides the framework for controlling workers' exposure to hazards arising from work activities.

4.1.8 The main requirement of the regulations is that risk assessments are undertaken for all work activities to determine the measures that should be taken to comply with relevant legislation and good practice.

4.1.9. For risk management to be effective within each organisation, it is essential that ownership of the risk management process and responsibility for ensuring the control measures is clearly established.

4.2 RISK ASSESSMENTS

4.2.1 Officers undertaking a task must constantly assess the risks they face. Immediately before carrying out an activity or task they must consider the unique circumstances involved. Only then can the appropriate control measures be adopted.

4.2.2 Section 8.1 outlines a suggested list of criteria to consider when conducting a dynamic risk assessment.

4.2.3 Courses of action identified by a dynamic risk assessment should depart from agreed working practices only in exceptional circumstances. Exceptional circumstances are those where unusual and unexpected factors make adherence to normal procedures clearly inappropriate. Any departures from existing standard operating procedures as a result of a dynamic risk assessment should be recorded. This can then be reviewed and any necessary amendments made to the generic risk assessments

4.3 LEARNING FROM INCIDENTS AND NEAR MISSES

4.3.1 Policies and procedures need to be in place to capture all potential learning from incidents where anyone was harmed or likely to have been harmed. This provides an opportunity to learn from a wider range of occurrences than those required to be reported to the Health and Safety Executive (HSE) under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 as amended (RIDDOR). Divisional Health and Safety Advisors monitor SCoPE for any reportable incidents and notify the Health and Safety Executive where appropriate.

4.3.2 For guidance on the RIDDOR requirements, particularly in relation to dangerous occurrences and the category of near misses refer to, HSE A Guide to the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations. Road traffic collisions are not usually reportable under RIDDOR.

4.3.3 Learning from incidents, whether required to be reported under RIDDOR or not, should be shared within and the force and with other partners.

4.3.4 See Health and Safety SOP for further guidance for recording accidents, injuries or near misses at work.

4.4 VEHICLE USE

4.4.1 Vehicles in use throughout Scotland include marked beat vehicles, response vehicles, road policing vehicles, motor cycles, vans and surveillance vehicles. The diverse nature of policing means that different types of vehicles are used depending on their role and the environment in which they operate.

4.4.2 The force is part of the National Framework agreed between the Government Procurement Services (GPS) and the National Association of Police Fleet Managers. Within this agreement police vehicles are placed into different categories:

- Low performance vehicle
- Intermediate performance vehicle
- High performance vehicle
- Utility vehicle 4x4
- Low performance motor cycle
- High performance motor cycle
- Panel van, laden capacity 3,500 kgs

- Light commercial vehicle 3,500 kgs to 7,500 kgs
- Personnel carrier, including Police Support Unit (PSU)
- Large goods vehicle

4.4.3 Vehicles should be fit for and used only by those staff who have had suitable training in their use. The allocation of call-signs to vehicles must reflect both the capabilities of the vehicle and the driver, e.g. where a non-road policing officer is using a road policing vehicle, this should not be given a road policing call sign. This can lead to confusion in the ACRs and the wrong vehicle being assigned to an incident which the driver or crew is not trained to deal with.

4.4.4 To help identify vehicles from the air, consider should be given to the use of thermal roof markings on those vehicles already fitted with roof markings; these replace conventional roof markings. For further information on thermal roof markings, see Home Office Scientific Development Branch (HOSDB) publication 43/04.

4.4.5 Road policing vehicles would normally fall under the National Framework heading of high performance vehicles. These vehicles would be expected to patrol motorways and trunk roads and, except in cases where vehicles need to remain unmarked, should be fitted with high conspicuity livery as recommended in HOSDB publication 14/04. Road policing vehicles should be fitted with a light bar that meets the National Association of Police Fleet Managers and GPS minimum standards. These vehicles should carry sufficient, well-maintained equipment, suitable for dealing with incidents on the types of roads they are patrolling.

4.4.6 Beat and response vehicles would normally fall under the National Framework heading of low and intermediate performance vehicles. These vehicles should be suitably equipped for the purpose they are being used for and the incidents they are expected to attend during that use. Beat and response vehicles should be fitted with high conspicuity livery as recommended in HOSDB publication 14/04. As well as giving a high degree of conspicuity, this livery promotes high visibility policing, public reassurance and a professional, corporate image. Beat/response vehicles should be fitted with emergency lighting which meets the National Association of Police Fleet Managers and GPS minimum standards.

4.4.7 Drivers of unmarked police vehicles should give consideration to the following when operating on the road network.

- Regardless of the stopping technique drivers of unmarked police vehicles must be aware of the need to identify their vehicle as a police car to other drivers. Misinterpretation of signals from an unmarked vehicle can cause unnecessary pursuits or distress to drivers. Vehicles should be fitted with covert lighting and, preferably, matrix signs that can be used to make the vehicle easily recognisable.
- Officers in an unmarked vehicle should be aware that the driver of the vehicle being stopped could reasonably expect proof of identity to be produced.
- Officers need to follow the guidelines on the use of unmarked vehicles in pursuit situations

4.4.8 Officers using unmarked vehicles for enforcement need to wear high-visibility safety clothing when outside the vehicle.

4.4.9 Other Marked police vehicles such as motor cycles, vans and 4x4 vehicles that are expected to deal with incidents on the roads should be fitted with high conspicuity markings as recommended by HOSDB. Whenever practical, emergency lighting should also be fitted to these vehicles. Staff must be aware that such vehicles may not be equipped with sufficient safety equipment or have high conspicuity marking or lighting fitted. In such cases staff should carry out a dynamic risk assessment and consider additional control measures. They should also try to obtain the assistance of more appropriate resources.

4.4.10 For further information on motor cycle livery, see HOSDB High Conspicuity Livery for Police Motor cycles publication 47/06.

4.5 EMERGENCY REPAIRS

4.5.1 Officers should not attempt emergency repairs on motor vehicles because of the safety risks involved.

4.5.2 Wheel changing on police and other vehicles is potentially extremely hazardous and it will usually be safer to have the police vehicle moved off the carriageway before completing this task.

4.5.3 Changing a wheel for a member of the public is not recommended; they should be advised to have this undertaken by a breakdown or recovery service.

4.6 EMERGENCY TOWING

4.6.1 Towing of another vehicle by a police vehicle should only be undertaken when safety or operational needs dictate. Only officers in suitable vehicles should attempt this task. Manual handling of vehicles must not be attempted except in life threatening circumstances.

5. POLICING PRIORITIES ON THE ROAD NETWORK

5.1 By using an intelligence-led approach divisions can target those key routes within their area that are used for criminality. This provides the greatest opportunity for police to disrupt, deter and detect criminal activity at all levels.

5.2 Effective leadership of road policing resources in this environment can significantly impact on the efforts to deny criminals the use of the road network.

5.3 There should be a coherent plan incorporating the Road Policing Strategy and area objectives to ensure that these strategic aims are translated into meaningful, tactical team plans.

5.4 Such planning and leadership requirements exist regardless of the style of delivery of policing on the specific road involved. The systems to co-ordinate such delivery

will differ depending on the provision of policing resources. For further information see Crime Investigation SOP and The National Intelligence Model 2006.

6. STOPPING OF VEHICLES

6.1 Officers should carry out a dynamic risk assessment prior to stopping a vehicle.

6.2 The necessity of this action must be considered, taking into account the circumstances, particularly traffic volume, speed of passing vehicles, and weather conditions. Officers should ensure that when stopping a vehicle, it is stopped in a position that gives approaching traffic sufficient warning, and will not present a hazard to other road users.

6.3 On motorways and dual carriageways, where possible and practicable, vehicles should be taken off the carriageway and stopped at the next junction, or service area.

6.4 STOPPING OF VEHICLES FROM THE REAR

6.4.1 Before stopping vehicles from the rear attention should be given to the following:

- The officer must ensure that the vehicle has a safe place to stop
- A sufficient gap should always be left between the vehicles during the stopping manoeuvre to give the driver and/or other motorists time to react. This may be the first time the motorist has been stopped by the police
- A laden large goods vehicle will obviously take more time to stop safely than smaller lighter vehicles
- The use of headlights and other emergency equipment should be considered to attract the motorist's attention
- When the vehicle has stopped, all steps should be taken to improve the safety of the officer(s) and the motorist.
- The police vehicle should be positioned in such a way as to make the best use of emergency lighting and conspicuity markings, see Section 9.1 Positioning of Vehicle. It may be necessary under certain circumstances to ask the motorist to move to a safer location
- Consideration should always be given to the necessity of stopping a laden Passenger Carrying Vehicle (PCV). Road conditions and passenger safety should be taken into account.

6.4.2 Motorway specific considerations:

- Once a vehicle has been stopped on the motorway hard shoulder officers must leave a distance of at least 25 metres between the police vehicle and the subject vehicle. This principle and practice also applies when attending a broken down vehicle on the hard shoulder. For further information on incidents on the hard shoulder see section 9.2.5 Hard Shoulder
- Debris from the hard shoulder may be thrown into the path of the police vehicle

6.5 STOPPING OF VEHICLES FROM THE FRONT

6.5.1 It is always preferable to stop vehicles from the rear. Should this not be possible, the following points should be considered when stopping vehicles from the front:

- There must be sufficient space available for both vehicles to stop in a safe manner and to later rejoin the carriageway safely
- A laden Large Goods Vehicle will require a longer distance than other vehicles to rejoin the carriageway safely, particularly on an incline
- Large Goods Vehicles also offer some protection to the driver and anything in front if hit from behind
- Where fitted, the police vehicle's rear matrix should be used to direct the vehicle to a suitable and safe location and stopped.
- Other drivers' reactions need to be monitored in case they believe any instruction to stop applies to them
- Officers must ensure that the vehicle in question has stopped before bringing the police vehicle to a stop

6.5.2 Motorway specific considerations:

- Once a vehicle has been stopped on the motorway hard shoulder officers must leave a distance of at least 25 metres between the police vehicle and the subject vehicle

6.5.3 Having been stopped on the hard shoulder the motorist must be instructed how to rejoin the main carriageway safely. The advice should include:

- Building up speed on the hard shoulder to match the speed of the traffic in lane
- Signalling prior to moving into an available gap
- Ensuring that motorists from another lane are not also about to move into the same space
- Officers need to be confident that the advice has been understood.

7. MANAGEMENT OF INCIDENTS

7.1 Immediately a message is received by an ACR, it is essential that the appropriate decisions are taken to resolve the incident.

7.2 Police personnel should no longer see themselves as the sole participants in the management of incidents, and early consideration should be given to other partner agencies and the deployment of their staff and specialist equipment.

7.3 All parties must recognise and drive the need to work together collectively in order to minimise the impact of road closures, whilst recognising individual objectives.

COLLISION	-	Collisions and other incidents can close carriageway lanes which adversely affects the economy
LEAD	-	Effective leadership needs to be established to co-ordinate the incident response
EVALUATE	-	Understanding the scale of the incident ensures a proportionate response
ACT	-	All incident responders act in partnership, recognising and Respecting differing organisational priorities
RE-OPEN	-	Carriageway lanes are re-opened ASAP to reduce the impact of incident closures on road users and the economy

7.4 TRIGGERS

7.4.1 The main triggers which alert the police and other agencies to incidents on the roads are:

- Mobile phone calls on the '999' system
- Police patrol detecting an incident on the road
- CCTV operator

7.4.2 In the case of motorways and some all purpose trunk roads:

- Emergency roadside telephones (ERTs)
- TRISS patrol finding an incident
- Other partner agencies contacting the ACR

7.4.3 Whichever way the original call is received, the informant should be fully questioned and the details recorded. Accurate details obtained quickly allow the specific risks to be identified promptly and an assessment to be made of the type and quantity of resources required.

7.5 COMMUNICATION

7.5.1 **Officers can be put at risk if they are unable to obtain assistance because of poor or ineffective radio communications**. The roads policing environment is a noisy workplace and earpieces should be used to maintain communication. Communication links with partner agencies need to be effective and easy to secure. For further guidance on use of Airwave refer to the Airwave SOP.

7.6 CALL HANDLING

7.6.1 Operators working in ACR's must be suitably trained to carry out this role. It is essential that operators can process calls expediently, while also collating as much relevant information from the caller as possible. Operators should obtain landmark or marker post details from callers whenever possible. This will enable attending patrols to pre-plan their actions while en route to the incident.

7.6.2 Effective risk assessment is only possible when call takers obtain accurate and sufficient information. Their training should, therefore, include specific guidance on the information that needs to be collected and what safety advice must be given to the caller.

7.7 INCIDENT GRADING

7.7.1 At present calls are graded according to a national policy. The prioritisation or grading of an incident must be based on an assessment of risk and vulnerability. Operators should be aware of the guidance in relation to call grading available via the Incident Prioritisation and Response SOP.

7.8 MEDIA

7.8.1 For guidance in relation to the media refer to section 9.10.

8. INCIDENT RESPONSE

8.1 DYNAMIC RISK ASSESSMENTS

8.1.2 Officers must conduct a dynamic risk assessment when attending incidents on roads. These assessments should consider:

Location

- Position/visibility – is the carriageway position dangerous, e.g., in lane three or on a bend?
- Characteristics – is the location on an elevated or narrow section
- Traffic flow – is the volume and/or speed of passing traffic an issue?
- Signs – are signs close and correctly set to assist?
- Communication – is it effective and are any special arrangements needed between agencies?
- Constraints – do any physical constraints of the locality make safe working difficult?

Vehicles

- number and type involved
- suspicion – is there anything suspicious about the vehicle or contents?
- crime/intelligence – has the vehicle been involved in any reported criminal activity?
- condition – damage and extent and is any part of the vehicle or load obviously dangerous?
- hazards in the vehicle or load
- other hazards

- owner/driver – is the owner/driver present?
- occupants – how many/are all accounted for?
- lighting – is the vehicle unlit during the hours of darkness?
- any special recovery requirements?

People

- number involved
- demeanour
- condition – e.g., are they trapped or injured and how badly? are they sober, drunk, suffering illness?
- comprehension – are they able to understand instructions or guidance given?
- crime – has a criminal record PNC check been completed, if so what is the result and are there any warning markers?

Localised Factors

- what has happened – is it likely to happen again?
- environmental factors
- security/impact issues
- equipment – what is available or needed?

8.2 ACE CARD

8.2.1 Each feature of **ACE CARD** must be considered in sequence, but each one may not necessarily be implemented on every occasion. Advance warning of the scene is critical to the safety of those present, and takes precedence over all other action at the initial stage.

8.2.2 The **ACE CARD** mnemonic reminds responders of the steps they need to consider when dealing with road incidents. The following paragraphs define the mnemonic.

8.2.3 A – Approach

Whenever possible, all incidents on motorways and dual carriageway roads should be approached from the rear. Where a major incident occurs, specialist circumstances may apply and the ACR will inform officers on how to approach the scene. On single carriageway roads officers should consider the most appropriate approach to the incident, taking into account local issues such as traffic congestion and the quickest route.

If patrols are not able to approach from the rear on motorways and dual carriageways then a system of reverse flow may be implemented (see Section 9.6.1). Officers should obtain as much information as possible regarding the nature of the incident they have been assigned to. They should resist rushing straight to the scene and becoming involved without implementing the necessary safety measures.

The initial actions of the attending unit are critical. They are expected to put in the immediate safety measures, control the incident and be responsible for the overall management of the scene until relieved by a more suitable Incident Control Officer, if required.

The police vehicle is an integral tool in dealing with incidents and is used to give advance warning of the scene. TRISS units, where available, and other partners, will provide invaluable assistance in making the scene safer and mitigating the effect on the roads network.

On motorways and dual carriageways, patrols may pass the incident on the opposing carriageway on the way to the incident. They should take this opportunity to begin the assessment process and start deciding on their tactics, e.g. put on a rolling road block, from the next junction for a minor collision (see section 9.6.3 Rolling Roadblocks). Great care should be taken when carrying out rolling blocks on dual carriageways, as vehicles may emerge from small turnings, such as farm tracks, ahead of the rolling block. Rolling roadblocks should only be undertaken by those who have received specific training in this procedure.

On motorways, if the carriageway with the incident on it has come to a halt and traffic is tailed-back, the officers may decide to use the hard shoulder for access to the incident. Officers should obey the rules on hard shoulder running (see section 9.2.5 Hard Shoulder) and exit the hard shoulder in time to be able to position their vehicle 50 metres from the incident.

On single carriageway roads care must be taken on the approach to incidents as they may be just beyond a blind bend. Officers should also be mindful of any following vehicles that will not be aware of the incident ahead and, therefore, will not expect the police vehicle to stop suddenly.

8.2.4 C – Caution Signs

Early advanced warning of incidents ensures a safer scene for attending units.

ACRs/Traffic Scotland should display the speed limit and/or lane closures required on matrix or variable message signs (VMS) (where available). The early notification to road users through a range of mediums, e.g., social media should be considered.

The incident commander should encourage partner agencies to update and/or remove any emergency traffic management measures in a timely manner. (See section 10.5 Positioning of Vehicles)

When out of vehicles, officers must (unless the policing purpose is frustrated): wear high-visibility safety clothing deal with motorists from the safest side of the vehicle.

Police officers should be trained to place signs and cones correctly.

Signing

When attending an incident consider:

- Is it necessary to close the lane(s), given the prevailing conditions?

- The Fire and Rescue Service requires an exclusion zone of 2 metres around any scene. If the scene reaches the outside edge of any lane the next lane will need to be closed to ensure the integrity of this exclusion zone.
- Ensure all signs and other equipment are undamaged and in a serviceable condition.
- Carry out a risk assessment prior to erecting equipment, paying particular attention to weather conditions.
- Be aware that in bad weather (e.g. strong winds, heavy rain etc) equipment may move and cause obstruction/hazard on a live carriageway. In such cases alternatives, such as closing the road, may be appropriate.
- Consider the necessity for a full 'rolling road' closure on approach to the scene prior to placing signs/cones. See Section 8.5.3 Rolling Roadblocks.
- Where available and practical, use matrix and VMS for speed restrictions or closures, before starting to cone. These can be set by ACRs/Traffic Scotland prior to the officers arriving at the scene, either on receipt of the initial call or at the request of the officers attending. If there are none in the immediate vicinity the nearest available signs should be used to give advanced warning. Note: If the patrolling officers do not use available signalling and an incident occurs as a result of this, they may be held to be liable.
- If no such technologies are in place on the road in question, the patrols will have to use the police signs in the patrol vehicle. Officers must consider the sight lines of approaching vehicles when placing signs.
- On motorways, signs will normally only be placed on the hard shoulder. Where there is no matrix or VMS, officers should consider the benefits, practicalities and risks of placing warning signs on the central reservation. In such cases a rolling block should be implemented before the signs are placed or removed. A dynamic risk assessment must be carried out before signs are placed on the central reservation.
- 'Police Slow' signs should be placed as per Figure 1.
- The distances are recommended minimums and officers should take into account local conditions when placing signs.
- Whenever possible signs should be placed to give a clear view of at least 100 metres to the first sign.
- On single carriageway roads warning signs should be placed on both approaches to the scene.

Figure 1 When locating signs, the following minimum distances should be observed:

Speed limit	Distance from the start of the cone taper		
70 mph (inc. motorways)	300 metres	600 metres	900 metres
50 mph – 60 mph	300 metres	600 metres	900 metres*
40 mph – 50 mph	200 metres	400 metres	
30 mph or less	50 metres		

* Consideration should be given to placing signage at 900 metres to further enhance safety . **Always watch the approaching traffic.**

Coning (Motorways and Dual Carriageways):

- The length of cone tapers will depend on the speed limit of the road but as a minimum, the distance in Figure 2 should be used (for each closed lane), with one police vehicle in each closed lane, where possible. The object of the exercise is to cause traffic to change lanes gradually before reaching the obstruction. If the taper is too severe, further collisions could occur through vehicles being forced into the path of traffic using adjoining lanes.
- Always cone a complete lane, never part of a lane.
- Never make an island with the cones, i.e. do not isolate yourself between two lanes of live traffic.
- Coning should start at the point of the taper. In stationary traffic it may be necessary to work back from the police car clearing the coned area of vehicles in the process.
- Where it is available, it is preferable to leave the hard shoulder open to allow the emergency services access into the scene.
- Only the rearmost police vehicle in each lane closed should display full emergency rear facing lighting. Crews should consider the purpose of this vulnerable police car and view it as a 'line of defence'. When parking in the 'fend off', the police car must be angled in the same direction as the cone taper.
- Use direction arrow signs to reinforce the cones.
- If available, additional lighting should be considered particularly in reduced visibility. Note: Those emitting an intermittent blue light must be placed at least 450 mms above the road surface.
- The excessive and inappropriate use of emergency warning lights at the scene of an incident can have an adverse effect on the traffic. Only the rearmost vehicles, protecting the scene and any control vehicles, should display blue warning lights to the traffic on the affected carriageway only.
- When placing cones officers should ensure a lateral safety clearance between the edge of the working space and that part of the carriageway being used by traffic. For roads with a speed limit of 50 miles per hour or above this clearance should be a minimum of 1.2 metres. Below 50 miles per hour the clearance should be a minimum of 0.5 metres.
- When cones, lamps and signs etc are being set out, it is essential that all persons involved should wear high visibility garments. The operation should be performed facing oncoming traffic and any available footway or verge should be used when collecting or transporting equipment on foot.
- All other vehicles at the incident must stop ahead of the rearmost police vehicles. They will be parked in line with upper and lower red flashing lights only when delineating the closed area otherwise all emergency lights should be turned off, if fitted.

- The police vehicle should be placed at the relevant minimum distance from the obstruction based on the speed limit of the road, see figure 2. The police vehicle should be positioned in such a way as to give maximum warning to approaching traffic.
- Officers should assess the location and be prepared to extend the distances to maximise their conspicuity if sight lines (horizontal or vertical) are restricted.
- The removal of signs and cones at the conclusion of an incident can also be a time of vulnerability for officers and extreme care must be taken. Once it has been confirmed that the carriageway is unobstructed and safe for traffic the signs and cones should be removed in a linear operation, working from the incident towards the advance warning signs. Officers should work facing oncoming traffic and within the coned area as far as practicable. The advance warning signs should be removed as soon as practicable in order not to mislead drivers.
- Figure 3 shows a typical single lane closure on a dual carriageway subject to a speed limit in excess of 50 miles per hour. Distances are a minimum and should always take into account the sight lines of approaching vehicles.

Figure 2 Speed Dependent Distance

Speed Limit (mph)	Stopping Distance	Cone from rear of Police Vehicle	Police Vehicle from scene	
30	75 ft = 23 m	50 m	15 m	See Figures 3 & 6
40	120 ft = 36 m	100 m	50 m	See Figures 4 & 7
50	175 ft = 53 m	100 m	50 m	See Figures 5 & 8
60	240 ft = 73 m	100 m	50 m	See Figures 5 & 8
70	315 ft = 96 m	100 m	50 m	See Figures 5 & 8

Figure 3

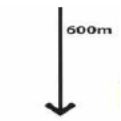
Figure 4

Figure 5

Figure 6

Figure 7

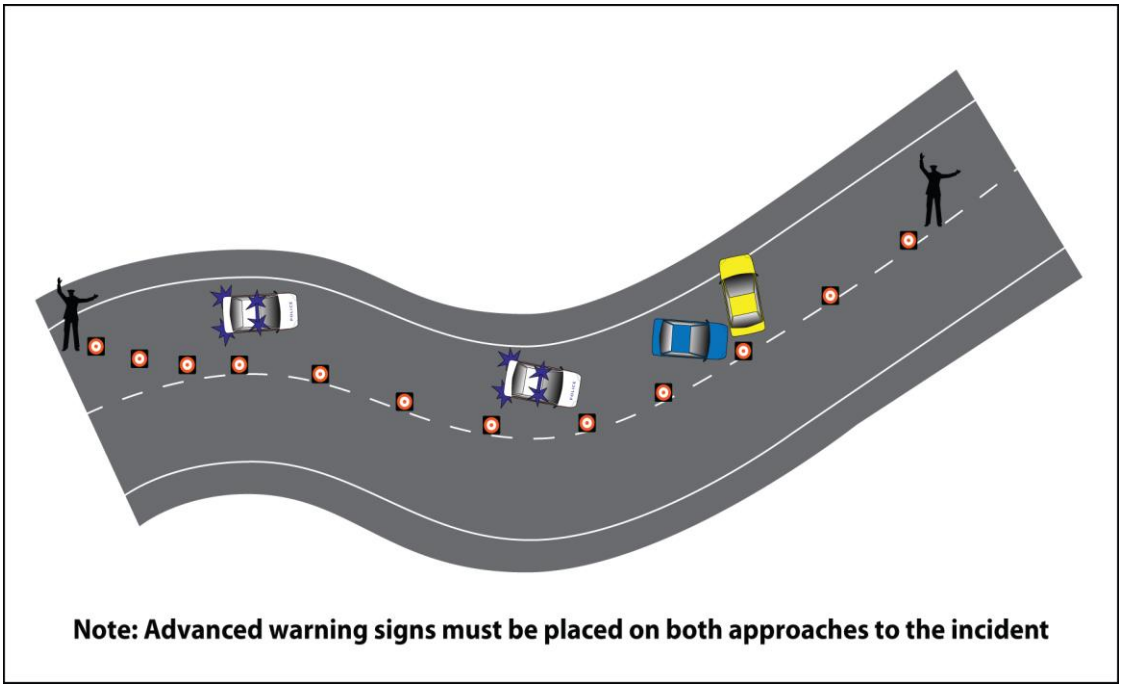
Figure 8



In addition two further Police Slow signs are to be placed at 900m

Figure 9 gives an example of coning on a stretch of road where advanced visibility is restricted due to a bend. In this case, effective communication between officers is vital in the operation of traffic control. Additional resources would be necessary to effectively manage the scene and deal with the incident.

Figure 9



Note: Advanced warning signs must be placed on both approaches to the incident

For further information on coning and signing, see Department of Transport (2006) Traffic Signs Manual Chapter 8. This document is split into two parts and is available at www.dft.gov.uk .

8.2.5 E – Examine the Scene

After providing sufficient advance warning, the scene should be examined to determine whether further assistance is required. Requests for additional assistance should be made via the ACR and radio contact must be maintained at all times. Normally, the first officer at the scene acts as the communication link, and liaises with partner agencies to prevent duplicating requests.

In examining the scene, the mnemonic METHANE (See section 12 Major Incidents) should be used to consider the key points systematically. This assessment should be repeated at regular intervals when new information becomes available.

The following should be considered when deciding what further actions need to be taken:

- The likelihood of further collisions. What caused the original collision and have steps been taken to mitigate that danger?
- The extent of the obstruction of both carriageways and the possible impact on traffic flows
- The need for carriageway closures

- The need for further police and partner agency resources
- The possibility of hazardous materials being involved
- The numbers and severity of casualties
- The presence and likelihood of fire and the need for special equipment carried by the Fire and Rescue Service
- The visibility and road surface conditions at the scene
- The need for equipment to remove disabled vehicles
- The attendance of expert collision investigators
- The need to inform the media and public

8.2.6 C – Casualties

Police patrols will normally be first on the scene of any incident. The scene must be protected with advance warning to make the environment safer before any attempt at first aid is made.

An early check should be made to ensure that all casualties have been located. Consideration should be given to using other resources, e.g., an air support unit or police search dog units to assist in the search for casualties or the deceased. For further guidance refer to the Road Death Investigation Manual (RDIM).

Details of casualties should be obtained before they are removed from the scene where possible. If the injuries are considered life threatening or life changing, it may be necessary to deploy a Senior Investigating Officer (SIO) and a Road Death/Serious Injury Investigation Log should be started.

8.2.7 A – Ambulance, Fire and Rescue and other Partnership Agencies

The cooperation of all emergency services and other partners is required to maintain free passage to and from the scene, and to keep traffic moving at a safe speed. In a multi-agency response that requires police attendance, coordination and scene management rests with the police. They must inform the other partners of any special road conditions at the scene at the earliest opportunity.

All services must share information relevant to the safety of personnel at the scene and the command of the incident.

8.2.8 R – Remove the Obstructions

The police are responsible for securing evidence at the scene of an incident on the road. No vehicle should be removed from the scene until the SIO is satisfied.

The recovery operator's should be contacted as soon as possible to allow them to plan a suitable response. Considerations:

- staff should not manually handle vehicles unless there is a risk to life
- ACRs should use authorised, nominated recovery operators
- staff outside of vehicles (see C – Caution signs).

8.2.9 D – Detailed Investigation

Detailed investigation is the system of investigating and reporting collisions within the Force.

When investigating serious collisions refer to the Road Death Investigation Manual (RDIM)

9. MOTORWAYS

9.1 This section defines the main features of a motorway and issues which are specific to motorway policing.

9.2 DESCRIPTION OF THE MOTORWAY ENVIRONMENT

9.2.1 There are many parts to a motorway, some of which are particular to this type of road. It is essential that anyone who works on the motorway is aware of the regulations and the way in which they apply to them and others operating on or using motorways.

9.2.2 Maintenance of motorways is the responsibility of Transport Scotland and their operating companies and any damage or other potential problems in the motorway area must be reported to them at the earliest opportunity.

9.2.3 **Motorway**

This is described as '… any road or part of a road to which these Regulations [Motorways Traffic (Scotland) Regulations 1995] apply by virtue of Regulation 3'

9.2.4 **Carriageway**

The regulations describe this as '…. That part of a motorway which is provided for the regular passage of vehicular motor traffic along the motorway'. The lanes of each carriageway are referred numerically, with lane 1 being adjacent to the hard shoulder and the subsequent lanes 2, 3 and so on towards the central reservation. The terms slow lane or fast lane should be avoided. In general the standard lane width is 3.5 metres to 3.65 metres but can be less where additional lanes have been added.

9.2.5 **Hard Shoulder**

The regulations describe this as '……a part of the motorway which is adjacent to and situated on the left hand side of the carriageway when facing the direction in which vehicles may be driven in accordance with Regulation 5, and which is designed to take the weight of a vehicle'. The hard shoulder may be used by emergency vehicles to gain access to incidents. It may also be used by traffic during roadworks. It is usually 3.0 to 3.5 metres wide but can be less when additional lanes have been added.

The hard shoulder is not a safe place and extreme caution should be exercised when using it. The following should be taken into account when using this area of road:

- Driving on the hard shoulder (hard shoulder running) should be kept to a minimum
- Keep to an appropriate speed on the hard shoulder
- Officers should not drive behind large vehicles which give them a limited view
- Motorists may veer onto the hard shoulder if they hear sirens or see emergency lights
- The hard shoulder may be unsafe because it does not have the same grip as the rest of the carriageway and may have dirt and debris on it
- Debris on the hard shoulder causes a large number of punctures and it is, therefore, best to avoid it
- If attending a stationary vehicle, especially in darkness, the driver or another vehicle occupant may be walking on the hard shoulder
- A lane 1 closure should be considered when carrying out any procedures on the hard shoulder to ensure an adequate safety zone

9.2.6 **Central Reservation**

This is described as '….that part of a motorway which separates the carriageway to be used by vehicles travelling in one direction from the carriageway to be used by vehicles travelling in the opposite direction.'
Cables and service pipes are often located under the central reservation.

9.2.7 **Slip Roads**

Slip roads form part of the motorway and all motorway regulations apply.

9.2.8 **Emergency Lay-bys**

This is described as '….a part of the motorway which is designed to take the weight of a vehicle and is adjacent to and situated on the left hand side of the carriageway, when facing in the direction in which the vehicles may be driven, and which is marked.

9.2.9 **Verge**

This is described as '….any part of a motorway which is not a carriageway, a hard shoulder, an emergency lay-by or a central reservation.

The verge adjacent to the carriageway often carries communication cables and pipelines, and should not be driven on or parked on. Damage to these services can cause serious repercussions such as failure of emergency telephones.

The way in which the services are laid in or on the surface of the verge present a trip hazard to persons walking on it.

9.2.10 **Marginal (Rumble) Strip**

Where a hard shoulder exists, the nearside edge of the carriageway is marked with a continuous white line, known as the marginal strip. This is usually constructed to generate noise and vibration and is often referred to as a rumble strip or rib line.

9.2.11 **Marker Posts**

Marker posts are positioned at 100 metre intervals at the side of both carriageways. They can pinpoint particular locations to within 100 metres and should be quoted when attending an incident. They display two sets of figures, one above the other. The number on top indicates the distance of that post from the start of the motorway or datum point in kilometres, to the nearest 100 metres. The number beneath indicates tenths of a kilometre. Marker posts also incident the direction of the nearest emergency roadside telephone with a telephone symbol and a direction arrow.

9.2.12 **Emergency Roadside Telephones**

Emergency roadside telephones (ERTs) are provided for use by the public in cases of breakdown, illness and other emergencies. Telephones are located at the side of each carriageway, usually opposite each other at intervals of approximately one mile. Carriageways or slip roads should never be crossed in order to use an ERT.

ERTs are numbered according to the nearest marker post. They also have the letter that indicates the carriageway, slip road or link road they are on.

9.2.13 **Junctions and Interchanges**

A junction is where a (non motorway) road joins a motorway. An interchange is where one motorway joins another. Each motorway junction and interchange has a number that is indicated on the bottom left hand corner of the junction or interchange sign.

9.2.14 **Bridges**

The height of bridges provides a minimum clearance of 5.03 metres (16 ft 6 ins). Bridge strikes are a fairly common occurrence and can cause significant damage to the structure. Such strikes should be reported to the relevant road or rail authority as a matter of urgency. A serious strike may mean that the bridge and relevant carriageway must be closed until it is made safe. Rail bridges have a railway identification number and an emergency contact number. All railway bridge strikes, irrespective of damage, must be reported to the ACR who will contact Network Rail.

9.2.15 **Observation Platforms**

There are observation platforms throughout the motorway network. These are designed to provide raised vantage points where police patrol vehicles can stop clear of the carriageway and hard shoulder. This makes the presence of the police more conspicuous to drivers using the motorway, improving the standard of driving and reducing the likelihood of collisions.

Great care should always be exercised when entering or exiting a police observation platform.

It is now becoming more common for the TRISS units to utilise the observation platforms during peak periods. They provide a high visibility presence on the road network and this facility allows them to respond quickly to incidents individually or in support of the Police.

9.2.16 **Service Areas**

Motorway service areas are operated by commercial organisations and are not covered by motorway regulations, but sections of other road traffic law still apply. Service areas are often used as meeting places by persons carrying out criminal acts along the motorway network. Service areas offer an opportunity to disrupt persons involved in these criminal activities while engaging with, and reassuring, the wider community.

9.2.17 **Pedestrian**

Motorways are designed solely for vehicles. A pedestrian on the motorway is vulnerable and their presence may contravene the motorway regulations. They should be removed from the motorway. It may be possible to direct them to an easily accessible alternative road. In remote areas they should not be directed across fields or similar land as they may return to the motorway once the officers have left.

It may be appropriate to drive them to the next junction or service area. In these circumstances officer must bear safety in mind and give consideration to the following points:

- PNC checks should be carried out before they are placed in the vehicle
- They should be informed that they are committing an offence and their full details obtained

9.2.18 **Motorway Emergency Crossing Point**

An emergency crossing point is a gap in the central reservation barrier. Very few of these remain on the motorway network, however, because of the significant risks associated with using them.

Emergency crossing points should only be used by the emergency services and only in extreme circumstances. The onus for carrying out such a manoeuvre safely is always on the driver, and all necessary care must be taken.

It may be considered inappropriate to use crossing points during normal traffic flows. A short cut may be used instead. A short cut is a link road provided to reduce the distance travelled by emergency services attending incidents.

Short cuts can provide easy access to the opposite carriageways on certain sections of the motorway between junctions.

9.3 EXCEPTIONS AND RELAXATIONS

9.3.1 The Motorways Traffic (Scotland) Regulations 1995, control the use of motorways. Regulation 14 provides exceptions and relaxations to the regulations. It is important for patrolling officers to be aware of these exceptions and be mindful of what partner organisations are permitted to do under these regulations. The exemptions include persons under the direction of a constable in uniform for the purpose of investigating a collision, or a person involved in maintaining and surveying the motorway.

9.4 MOTORWAY CLOSURES – FULL AND PARTIAL

9.4.1 Any closure on the motorway network will cause delays, economic loss and displaced traffic congestion, and an increased risk of collisions on the diversion routes. For these reasons, careful consideration should be given prior to any closure. Safety should not be compromised and if the closure is required, it should be implemented without delay. Once in place, it should be constantly monitored and promptly removed, once the danger is passed.
The media and key partners must be notified of any closure to allow the travelling public to be informed.

9.4.2 **Full Closures**
If the decision is taken to fully close a motorway, there must be sufficient resources to ensure that closure is implemented effectively. A Road Policing officer can make the initial decision that the motorway should be closed, but a supervisor and the appropriate Transport Scotland operating company should be notified at the earliest opportunity so the decision can be reviewed. This can, in the first instance, be implemented by using a number of police cars. If the closure is likely to be in place for some considerable time, the operating company will be asked to arrange for the initial closure to be replaced by a full closure in accordance with agreed protocols.

In the event of the police implementing a first stage full closure, the officers should take a co-ordinated approach. All main carriageways must be closed and the traffic diverted along pre-determined routes. All slip roads likely to affect the closure must also be closed. A visual check of the closed area must be completed by patrol car officers to ensure there are no broken-down vehicles or pedestrians present.

9.4.3 **Partial Closures**
There are two types of partial closure – individual lane closures and rolling road blocks, see Section 8.5.3. Rolling Roadblocks.

Police officers who work in a motorway environment must be trained in how to implement rolling roadblocks, and must also follow the guidance laid down in this manual. Individual lane closures must be completed in accordance with the guidance given on ACE-CARD, see Section 7.2 Incident Response (ACE-CARD).

9.5 MATRIX, VARIABLE MESSAGE SIGNS

9.5.1 There is a number of technology systems used on the motorway network. These include matrix signals and variable message signs (VMS). The purpose of these systems is to provide information or instructions to drivers so that they can respond to changing conditions, assist police in dealing with incidents, and support service providers in installing temporary traffic management and undertaking maintenance.

9.5.2 Early, concise and accurate information must be provided to drivers to enable them to respond appropriately and make informed decisions.

9.5.3 It is essential that officers are aware of the limitations of each type of signal and sign. It cannot be assumed that the approaching traffic has seen the sign or signal, or is complying with it. An officer making a request for signals to be set must give the ACR clear and accurate information including:

- Location of the incident
- The carriageway on which the restriction is required
- The lane(s) to be closed
- The number, direction and approximate distance of the nearest marker post
- The nature of any restriction required
- The reason for the restriction

9.5.4 The ACR should repeat these details to the officer to confirm that the signal they are setting is correct. If possible, officers should physically check the signals are correctly set.

9.5.5 Sign and signal settings should be monitored and changed if the risk or situation changes. They should not be left on once an incident has been cleared. (Inappropriate settings can reduce the confidence of road users in the accuracy of the messages displayed and lead them to ignoring them in the future).

9.5.6 Signals should not be used on a permanent basis to warn of roadworks or other long-term obstructions on the carriageway. Signals should be used to provide specific advice on incidents, emergencies or weather conditions which would not be readily apparent to the driver.

9.5.7 **Matrix Signs**

These signals are normally mounted on a post in the central reservation. They can display a variety of information including advisory speed limits and lane closures together with the messages ‘Fog’ and ‘End’, the latter indicating the end of a restriction. A variation of the standard matrix signal can also be mounted on gantries where they can display a red X; this is a mandatory signal indicating that the lane below the X is closed to traffic.

For further information refer to the brochure produced by the Highways Agency entitled A Guide to Variable Message Signs (VMS) and their use.

9.5.8 **Variable Message Signs (VMS)**

These signs allow messages to be displayed to drivers which, depending on the type of sign, can vary from twenty-four characters (two lines of twelve) up to fifty-four characters (three lines of eighteen). The newer signs can also show the information usually displayed on the matrix signal in isolation or alongside a message up to twenty-four characters long. VMS are normally erected on a gantry so that they overhang the carriageway and can be seen easily by drivers.
New signs can display information in a similar way to the matrix signals.
They can also display pictures (pictograms) to convey appropriate messages.
The format and content of the messages that can be set is fixed, and they should comply with A Guide to Variable Message Signs (VMS) and their use.

9.5.9 **Motorway Incident Detection and Automatic Signalling Systems (MIDAS)**
The MIDAS system uses loops set in the road surface at 500 metre intervals to monitor vehicle speeds and detect slow-moving or stationary traffic. It automatically sets advisory speed limits and appropriate messages on a VMS to warn drivers approaching the queue.

The purpose of the system is to improve road safety by reducing secondary incidents caused by queuing traffic.

9.6 INCIDENT MANAGEMENT

9.6.1 **Reverse flow**
Reverse flow refers to the action of emergency vehicles travelling the wrong way down the motorway. There will be occasions where approaching the incident from the rear is not possible. On these occasions officers will need to implement a system of reverse flow.

It may be necessary to carry out a reverse flow where the motorway is completely blocked in the correct direction or there is a hazardous material involved and the wind direction means an approach must be made from the opposite direction.

Reverse flow implementation needs to be carried out under strict guidance by fully trained specialists in motorway procedures, and only once the motorway is confirmed as fully shut in the normal direction of travel. This may be done by the units on the scene or by the appropriate ACR, if they have complete CCTV coverage of the area.

The method of achieving reverse flow is to turn the motorway beyond of the incident into a two-way street. The traffic entering and exiting will drive along their nearside. This type of closure should be reinforced with cones to prevent head-on traffic meeting. The traffic should follow a line of cones placed in lane 2 (or the offside lane on the motorway) and approach the scene at a slow speed.

A marshalling area should be established prior to this by the patrols at the scene, and traffic should not enter the marshalling area unless actively engaged in rescue or medical aid. The marshalling area should be a minimum of 100 metres from the scene to allow sufficient space for the number of fire and rescue appliances to enter and operate. At major incident scenes, this area may be extended as required.

Any of the emergency services not actively engaged at the scene should park in lane 2 facing in the direction of travel, and leaving sufficient space in between vehicles to allow them to pull out of their space and exit the area. The exiting traffic should make use of the hard shoulder and lane 1 to leave the scene.

All other emergency services and partner agencies must be told that this procedure is in operation. To minimise the risk of confusion it may be necessary to give explicit instructions to these units. This can be achieved by positioning an officer at the entry point to the carriageway which will be at the end of the slip road off.

9.6.2 **Rearward Relief**

When it is anticipated that a carriageway will be blocked for a lengthy period, consideration should be given to removing stationary traffic located to the rear or approach to the incident. This should be back to the point where the traffic is being diverted from the motorway. This function can only be performed by the police, and any potential witnesses or suspects must be identified and dealt with appropriately prior to commencing this. This procedure begins from the back of the queue of tail backed traffic. Before any closed section is used, it must be fully checked by police. Remember that a driver may restart a broken-down vehicle and drive it away unaware that the closure was in operation.

All stationary vehicles must be checked within any closed area.

As with reverse flow, the carriageway is treated as a two-way street. The rear of the queue must be constantly managed to prevent a mass, uncontrolled exodus. It may be that the police vehicle leads a manageable number of turned-around vehicles off the motorway. The patrols should decide whether it is best to release the traffic onto the on or off slip road.

Police officers must be aware of their geographical location. This is essential as rearward relief cannot operate at intersections. To do so would result in leading the traffic head-on into live traffic. In these circumstances, officers should liaise with the operating companies and consider the removal of the central reservation barrier. This procedure can only be implemented by the operating companies and never by the police alone. Police must inform and monitor any other agencies and ensure they know and understand that this procedure is being carried out. The ACR should also monitor this situation via the CCTV system, if applicable.

9.6.3 **Rolling Road Blocks**

The rolling road block is a fundamental and frequently used procedure. It is the main tactic available to the police to increase their own and colleagues' safety at any incident. A rolling road block should always be considered when responding to an incident on the motorway and officers should have received suitable training in how to carry out this procedure.

A rolling closure is a traffic control method which provides a means of gradually slowing traffic to create a gap in the traffic flow or, where necessary, of gradually bringing the traffic to a halt. It is implemented by the use of one or more patrol vehicles driving, as appropriate, alongside each other and thereby blocking the lanes, with all rear facing emergency lighting illuminated to prevent vehicles passing. Consideration should be given to using motorway signs to provide advance warning of any build-up of traffic.

The rolling road block is used to slow or stop traffic on the approach to incidents. Officers should always start the block early, for example, at the previous junction to avoid the traffic having to brake sharply. At the start of this manoeuvre, the speed of the patrol car will match that of the traffic and then gradually, and safely, reduce.

Vehicles should take up position in the centre of the carriageway (on motorways with four or more lanes, at least two police vehicles should be used), and then start to slow down gradually. It is important to watch carefully for vehicles trying to go past on either side, and this can be prevented by moving carefully into the affected lane. Once the lead vehicles in each lane are compliant and all the following traffic is slowing down, the block is implemented. Vigilance must be maintained as vehicles may still try to use the hard shoulder to pass the block.

Officers must be aware of the possibility that vehicles on the hard shoulder could re-enter the carriageway and, therefore, present a real danger to those at the incident.

Any officer on foot, ahead of the block, is advised to wait until they can see the police car and the block in place before stepping safely onto the carriageway. The officer must not turn their back on the traffic at any time, and should approach the hazard from the downstream side of the incident.

The ACR should reinforce the block with signals and information for the traffic on the VMS.

At complicated intersections, junctions or carriageways which have three or more lanes, it may be necessary to use more than one police vehicle to effect the rolling block.

Once the incident has been cleared, the vehicles at the head of the rolling block need to co-ordinate its removal. This can be achieved by the patrol car in the offside lane leaving first, then the one in the centre lane and lastly the nearside car. In order to facilitate a smooth return to normal traffic flows and speed, it is recommended that the block is lifted gradually with the blocking vehicles building up speed incrementally over a distance of 1 to 2 kilometres before turning off their emergency lighting and returning to other activities.

9.6.4 Vehicle Wrong Direction

Police vehicles must always remain on the correct carriageway for their direction of travel, and must never travel in the wrong direction to follow an offending vehicle. To drive in the wrong direction is a dangerous act. This is the case for police officers as well as the driver of the subject vehicle. Police officers are not exempt from the charge of dangerous driving. In addition, a police vehicle travelling with a subject vehicle on the wrong carriageway is just as likely to distract oncoming motorists as to warn them of the presence of the subject vehicle.

An offending vehicle must only be pursued from the correct carriageway.

Progress should be made with minimum emergency lights as this is likely to distract drivers on the opposite carriageway. An audible warning can also be used.

Officers involved in this type of incident must request low speed matrix in both directions and consider the use of a suitable message displayed on the variable message signs, if available.

If it is a feasible option consider closing the motorway ahead of the offending vehicle and directing traffic from the motorway. This will depend on the location of the patrol at the time of receiving the report. It may not be possible to do so.

If the offending vehicle is travelling towards the police vehicle, consider a rolling road block. If possible, bringing the speed of vehicles behind down to a low speed. Do not stop the traffic but drive on very slowly. If you stop the traffic completely, you run the risk of a motorist leaving their vehicle, to speak to you about the delay and placing himself or herself in danger. Activate all the forward facing emergency lights to attract the offender's attention and keep control informed of your location and all developments.

9.7 AMBULANCE/PARAMEDICS/PRIVATE AMBULANCES

9.7.1 Any vehicle being used for ambulance purposes at the relevant time can rely on the general exception under Regulation 14 of the Motorway Regulations. The primary purpose of such vehicles is for the preservation of life and it must be accepted by the police that this may, in exceptional circumstances, cause contamination at road traffic collision scenes. The police should direct ambulance crews where to park at motorway incidents, and be prepared to assist with any reasonable request made by them.

9.8 FIRE AND RESCUE SERVICES

9.8.1 The Fire and Rescue Service can also rely on the Regulation 14 exception. Police should work closely with the attending units to ensure that they adopt the correct parking position and should advise on the use of blue lights at the scene. As with the Ambulance Service, the priority for the Fire and Rescue Service is the immediate rescue of injured people and this might lead to contamination of the scene, but with co-operation this can be minimised. Police will inform the Fire and Rescue Service and any other partner of any known hazards present at incidents.

9.9 DRIVER AND VEHICLE SERVICES AGENCY (DVSA)

9.9.1 The Driver and Vehicle Services Agency (DVSA) has the power to stop goods and passenger vehicles in order to check for offences and unroadworthy vehicles. DVSA officers operate in distinctly liveried vehicles with yellow and black ‘Battenberg’ side markings, yellow and orange chevrons at the rear and a roof bar with amber lights and variable matrix signing.

9.9.2 When DVSA in Scotland sets up an operation on a motorway they may request police attendance. The police may wish to consider the services of DVSA when planning any pro-active work on the motorway. This is to use their skills of vehicle examination and powers to prohibit vehicles from being driven in relation to:

- Drivers’ hours offences

- Overweight vehicles
- Vehicle defects

9.9.3 There are also arrangements in place for police senior investigating officers (Road Policing) to call out a DVSA Inspector or Examiners to the scene of an incident where necessary.

9.10 MEDIA

9.10.1 The press must fully understand that their presence is a concession and they have no legal exception to any of the motorway regulations. Their presence is subject to police approval and must be sought on each occasion. Failure to observe the conditions may result in the facilities being withdrawn. Under NO circumstances will the police authorise the media to circumvent or disregard motorway signals.

9.10.2 There are no exceptions in the motorway regulations (Reg. 14) to allow the press to stop or park on any part of the motorway, except when authorised by the police. They should only be given permission to do so in exceptional circumstances and when their presence will neither hinder police operations nor cause any danger. Permission is not to be given in connection with ordinary, everyday, minor motorway collisions.

9.10.3 Should authorisation be given by the Senior Investigating Officer (SIO) they must work under police supervision and in appropriate cases the service of a Press Liaison Officer should be sought. Media representatives should wear high visibility jackets whilst at the scene.

9.10.4 The media should be encouraged to obtain the information they want as quickly as possible and early thought should be given to directing them to an over bridge near to the scene to avoid unnecessary vehicles entering the motorway.

9.10.5 Their equipment e.g. high powered lighting must not be allowed to cause danger to other traffic.

9.10.6 The police must recognise that there will be public interest in some motorway incidents. The press, if used correctly, could assist the police with tracing witnesses and raising the profile of road safety issues. They should therefore be viewed as useful partners with an important role to play in incident investigation and casualty reduction. Safety cannot be compromised to achieve this but with proper management all parties should be able to complete their respective tasks in harmony.

10. SCENE SAFETY

10.1 Officers being assigned to incidents on the roads should have received appropriate training, and have the appropriate equipment and vehicle to deal with the incident safely.

10.2 A continuous dynamic risk assessment (see section 7) must be carried out from the time officers are aware of the incident, until such time as they leave. Local knowledge and conditions may dictate the tactics and resources required prior to arrival on scene.

10.3 Officers at the scene should ensure that the signs, cones and lighting are placed out in the correct manner. They should be checked regularly to ensure they have not been moved by passing traffic or a gust of wind. Full use should be made of any variable message signs available.

10.4 Officers must ensure that all warning equipment is removed once the incident has been dealt with. Leaving these at the scene can send the wrong message to motorists and undermine their future use. In addition this equipment will not be available in the police vehicle for deployment at future incidents.

10.5 POSITIONING OF VEHICLE

10.5.1 The biggest hazard to any person working on the roads is the moving traffic. The police vehicle should be used to improve the safety of the environment by making use of lights and conspicuity markings.

10.5.2 The main methods of positioning the police vehicle in the carriageway are:

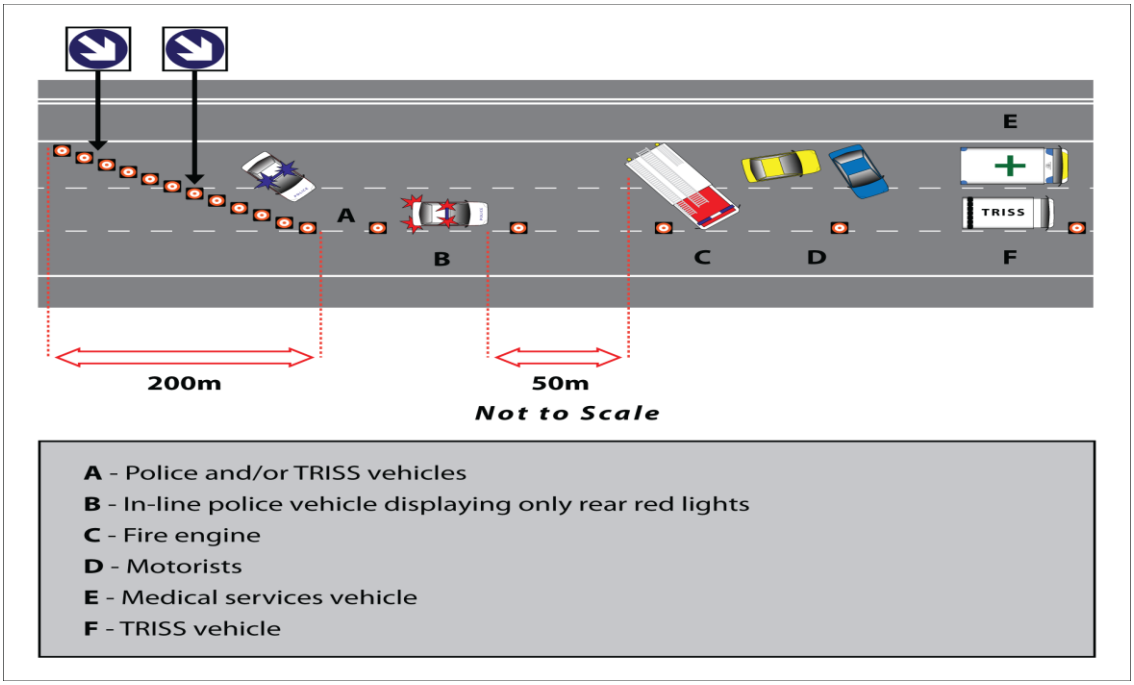
- 'In-line' – the police vehicle is parallel to the running lanes on the carriageway. This maximises rear facing lighting and rear vehicle markings. Patrols should be aware that to the approaching traffic the stationary 'in-line' vehicle could appear to be moving with the traffic. The police vehicle will not completely fill the carriageway and offers less defence than the other two methods. If the police vehicle is struck from the rear it will travel forward towards the safety zone.
- 'Fend-off' - the police vehicle is angled, pointing front end towards the carriageway in the direction the traffic should pass. This method will effectively fill the lane to be closed and act as a visual reinforcement of the cone taper. It will appear stationary to the approaching traffic but the effectiveness of rear facing lighting will be reduced. In the event of a rear end collision, the police vehicle is likely to be projected into a live carriageway.
- 'Fend-in' – the police vehicle is angled, pointing front end towards the nearside in the direction the traffic should pass. This method will effectively fill the lane to be closed and act as a visual reinforcement of the cone taper. Officers should be aware that the effectiveness of rear facing lighting on the police vehicle will be reduced and that their visibility of approaching traffic will be reduced. On roads fitted with a nearside crash barrier, there is a danger that in the event of the police vehicle being struck from behind, it will collide with the barrier and may continue to travel along the barrier into the safety zone. Where a nearside ditch or embankment is present, this may cause the police vehicle to overturn if struck.

10.5.3 After risk assessing the location and deciding which style of parking will work best for them the crew can then position the vehicle in relation to where and what the hazard is.

10.5.4 When providing advance warning of a scene where people are working, police vehicles should always be unoccupied.

10.5.5 On roads with a speed limit greater than 40 miles per hour, the police vehicle should come to a stop, 50 metres to the rear of any carriageway hazard. This provides a relatively safe working area and allows room for any partner agencies to park. This distance may be extended if circumstances warrant it, but should never be shortened, see Figure 10 for further information.

Figure 10 Positioning at the Scene



10.5.6 When dealing with broken-down vehicles or stopping a vehicle on motorways or dual carriageways, this distance will be reduced to 25 metres. This is to prevent the traffic in lane 1 turning into the gap between the police car and the stopped vehicle. This will decrease the likelihood of a collision occurring and prevents the car to be stopped misunderstanding the police intent and driving away.

10.5.7 A vehicle travelling at 70 miles per hour covers 31 metres per second. If a vehicle travelling at this speed hits the stationary police car, it does not offer much time for those at the scene to take avoiding action. No-one should be in between the police vehicle and any other vehicle or barrier.

10.6 OFFICERS OUTSIDE OF VEHICLE

10.6.1 Being out of a vehicle on a live carriageway is potentially dangerous and police officers should pay attention to the following precautionary advice:

- Always stop the police vehicle at an appropriate distance from the subject vehicle at a safe location, and display the appropriate lighting. See Section 5 Stopping Vehicles

- High visibility safety clothing that is clean and effective must be worn and properly zipped up at all times while an officer is out of the vehicle. (High visibility means fluorescent and reflective (BS EN471) to cover activity across the twenty-four hour period. BS EN471 High Visibility Warning Clothing is the current European Standard governing high visibility safety wear)
- Deal with motorists from the nearside of the vehicle
- Do not stand against the offside of a vehicle or allow others to do so
- Always be aware of the potential for vehicles to travel at very high speed
- Securely fasten or remove headgear
- Avoid standing between vehicles
- Always be in a position to monitor potential dangers by facing oncoming traffic wherever possible
- Police vehicles should be parked to provide additional warning of an incident or obstruction. If, however, the police vehicle is placed in a vulnerable position, such as a live carriageway, officers must not remain inside the vehicle

10.7 LOCATION ISSUES

10.7.1 These can be broken down into different categories, all of which will have an effect on how an incident is dealt with. These include:

- Road layout
- Speed limit
- Weather conditions
- Time of day
- Density of traffic
- Visibility

10.7.2 Risk levels at locations will vary depending on changeable conditions such as weather and time of day, however divisions should identify locations within their areas with specific 'threat levels' relating to hazards. Officers deployed to incidents on these roads should have specific training for operating in these environments. Forces should also identify a minimum standard level of equipment for vehicles likely to respond to incidents on these roads and should be commensurate with the risks likely to be encountered.
Only officers who have had the appropriate training and carrying the right equipment should be assigned to deal with incidents on these roads.

10.8 ROAD TYPES

10.8.1 **Motorways**
For further information on motorways see Section 9 Motorways.

10.8.2 **Dual Carriageways**

The Traffic Signs Regulations and General Directions 2016 defines a dual carriageway as 'a road which comprises a central reservation' and an all-purpose dual carriageway as a 'dual carriageway road which is not a motorway'.

- Unlike motorways, dual carriageway roads are not clearly regulated and difficult to define
- Dual carriageways can be subject to differing speed limits depending on local conditions
- Some sections of dual carriageway are not fitted with a central barrier thereby increasing visibility but reducing safety
- Dual carriageways, unlike motorways, have gaps in the central reservation for vehicles turning right or joining the carriageway
- Dual carriageways with 'natural' central reservations (such as hedges) may be subject to regular maintenance during the summer months leading to an increase in congestion.
- Slow moving vehicles such as tractors, as well as pedestrians and learner drivers, which are banned from motorways, have access to dual carriageways.

In respect of dealing with incidents on dual carriageways, many of the methods outlined in Section 8 Motorways should be considered. It should be noted however, that many dual carriageways do not have hard shoulders or variable message signs; this can significantly increase the risks to those stopping on the carriageway. Additional safety measures should be considered on these types of roads where traffic may be travelling at motorway speeds.

10.8.3 **Single Carriageway**

Single carriageway roads can be subject to a wide range of speed limits up to the national speed limit. These roads, particularly older ones, can also have a wide variation in road layout and features including curvature, visibility and junctions, which can make the management of incidents difficult.

For further information on dealing with incidents on these types of road see Section 8.2 **ACE-CARD**.

10.9 ACCESS RIGHTS AND RIGHTS OF WAY

10.9.1 Access rights are governed by the Land Reform (Scotland) Act 2003. Access rights apply to most land and inland water and are available to everyone, subject to responsible behaviour as defined in the 'Scottish Outdoor Access Code' (SOAC). Local Authorities and National Park Authorities have the lead role in implementing the Act, and have a specific duty to uphold access rights and related management powers. Scottish Natural Heritage has a specific role in publishing, promoting and reviewing the guidance within SOAC.
Access rights extend to walking, cycling, horse riding, climbing, canoeing etc., but exclude motorised use (except for special motor vehicles for people with a disability).

10.9.2 Public rights of way, established under common law, are unaffected by the new access arrangements, and continue to exist. They can provide access where access rights do not apply, such as through farmyards and close to buildings. Local authorities have a duty to "assert and protect, etc…." rights of way. A right of way at common law establishes a public right of passage through satisfying certain conditions. The main ones are that the route must have been used by the public for at least twenty years, it must connect two public places, and it must follow a more or less defined route. Records show that there are almost 7,000 rights of way in Scotland with a total length of 15,000 kilometres.

10.9.3 Although legislation in this area is very complex there is a range of powers in existence to tackle problems that occur on rights of way with mechanically propelled vehicles. These include:

10.9.4 Section 2 or 3 of the Road Traffic Act 1988 - The Road Traffic Act 1991 extended the scope of certain driving offences to include acts of dangerous driving and driving without due care and attention, or inconsiderate driving of a mechanically propelled vehicle in a public place. This enabled prosecutions to be brought for offences committed whilst driving vehicles in off-road areas to which the public have access.

10.9.5 Section 23(1) of the Road Traffic Act 1988 provides that not more than one person, in addition to the driver, may be carried on a motor cycle.

10.9.6 Section 33 of the Road Traffic Act 1988 provides that a person must not promote or take part in a trial of any description between motor vehicles on a footpath unless the holding of the trial has been authorised by the local authority.

10.9.7 Section 34(1) of the Road Traffic Act 1988 provides that anyone driving a mechanically propelled vehicle without lawful authority on land not forming part of a road or on a road that is a footpath, bridleway or restricted byway is guilty of an offence.

10.9.8 Section 126 of the Anti-Social Behaviour, etc (Scotland) Act 2004 states – Where a constable in uniform has reasonable grounds for believing that a motor vehicle is being (or has been) used in a manner which contravenes Section 3 or 34 of the Road Traffic Act 1988 (careless and inconsiderate driving and prohibition of off-road driving) and is causing, or is likely to cause, alarm, distress or annoyance to members of the public he may order the person driving to stop, and, if a warning has been given to that driver or relating to that vehicle within the previous 12 months he may seize and remove the vehicle.

10.10 OTHER HAZARDS AND CONSIDERATIONS

10.10.1 Collision Investigation – General

In collisions which result in little or no injury, it will normally be the role of the investigating officer to collect the evidence from the scene and prepare a report without the assistance of any specialist collision investigators.

In collisions which have fatalities, or are likely to prove fatal, the Senior Investigating Officer (SIO) will seek the assistance of specialist Road Policing Forensic Investigators to provide an unbiased and detailed report on the physical evidence found at the scene. This will include collecting and recording physical evidence found at the scene. The investigation involves the detailed examination of vehicles involved, the road and other surfaces to determine the cause and where fault, if any, rests.

The examination of the scene is a painstaking process and may take several hours depending on the complexities of the incident. This will usually involve the road being closed whilst this takes place and may well tie up resources at road closures during this time.

Consideration should be given to the benefits of Road Policing Forensic Investigators working closely with the traffic management function regarding longer term casualty reduction measures. This is particularly useful where issues, such as road layout, visibility, speed limits, and road surfaces have been contributory factors in collisions. Relevant information can be fed back to the authority responsible for the road so that the necessary improvements can be made.

10.10.2 Vehicle Hazard Information

Modern motor vehicles are by design safer than ever. However, in the event of a collision or fire they can pose significant dangers to any person working in or around the vehicle. To most road policing officers certain types of hazardous vehicles are obvious by their shape i.e. tankers. Officers should be aware of the less obvious, but many, dangers hidden in the simplest modern motor car.

Liquid Petroleum Gas (LPG): There are increasing numbers of vehicles being run on Liquefied Petroleum Gas (LPG). There is no legal requirement for these vehicles to be marked with any visible warnings.

There will be clues on the vehicle that may suggest it has a bi-fuel system i.e. a second filler cap, but if the vehicle is lying on that side officers won't immediately realise there is an added danger to consider. Advice must be taken from the Fire and Rescue Service Hazmat Advisor.

- When LPG tanks are compromised by fire the result may be highly explosive. For this reason a safety cordon area of at least 200 metres should be implemented. Early consideration should be given to utilising the operating companies or local authorities for this task.

- Officers attending incidents where LPG vehicles have been involved in a collision should proceed with caution as leakages from the tank may collect anywhere within the vehicle, although it is likely to be confined to the location of the LPG tank, usually in the boot. **It is important to note that inhalation of saturated vapours for a few minutes may be fatal.**
- Direct contact of the skin with the rapidly expanding gas or vaporising liquid may cause frostbite (cold burn) resulting in damage to the skin and eyes.

Supplementary Restraint Systems (SRS): All modern cars will be fitted with Supplementary Restraint Systems (SRS). These systems can have as many as thirteen separate airbags. Officers should be aware of these systems and the dangers posed by them. If there is any doubt at a scene advice should be taken from the Fire and Rescue Service.

In the majority of collisions the airbags should have already been deployed, but this will not always be the case. Officers must be aware that in collisions where the airbags have not been deployed, they may be on the point of doing so and great care should be taken and a proper assessment made prior to entering the vehicle. Nothing should be placed between the system and the casualty, nor should any object be placed near the airbags that could become a projectile, until the system has been disarmed.

Where are they found?

- Steering wheel (driver's airbag)
- Dashboard (passenger airbag)
- Side of seat (thorax/side impact)
- Roof lining (curtain side impact)
- Lower dashboard (knee airbag)
- Back of front seat (passenger airbag)
- Front and rear door trim (side impact)

Developing technology means that this is not a definitive list. For example, supplementary restraint systems are now being fitted to some high-end motor cycles such as the Honda Goldwing, and some clothing manufacturers have developed systems which are fitted into motor cyclists' protective clothing.

How to identify that air bags are fitted?

Manufacturers will identify their systems in different ways but the most common are:

- SRS Supplementary Restraint System
- ITS Inflatable Tubular Systems
- SIPS Side Impact Protection System
- HPS Head Protection Systems
- IC Inflatable Curtains

Note: Some manufacturers do not identify their systems at all whilst others may discreetly label them.

Rollover Protection System (ROPS): Active rollover devices are generally only found in certain convertible vehicles. They operate with explosive force away from the bodywork of the vehicle. When these devices have not deployed, they present a serious risk of injury to emergency services personnel in close proximity to them. The dangers posed by a ROPS cannot be over-emphasised. ROPS deploy at very high speeds and with very high forces that can cause serious injury. The direction of deployment is not always apparent from outside the vehicle. There are two main types in production:

- Rotating Bar - These devices protect all the occupants and are generally stored behind and around the rear of the seats. The bar may be mistaken for part of the roof mechanism. An example of this can be found on the Mercedes SL.
- Pop-Up Roll Hoops - These devices are mounted behind each seat and protect the head of each occupant. They normally deploy at the same time as each other. Some devices are electric, others are spring-loaded and some are pyrotechnic. Sometimes the devices are visible as head restraint loops, and sometimes not. The BMW 3 Series convertible for example, has the visible type.

Hybrid Vehicles: Motor vehicle manufacturers are beginning to introduce hybrid vehicles into their ranges. These vehicles typically have a conventional petrol engine and an electrical motor powered by a high voltage battery pack located either under the bonnet, floor-pan (passenger compartment) or under the rear floor-pan in the boot. Examples of this type of vehicle are the Toyota Prius, Lexus RX400h and the Honda Insight. Under normal use these vehicles pose no more risk than conventional vehicles, but if they are involved in a collision, high voltage cables may become exposed. All high voltage circuits and plugs are marked, colour-coded orange and labelled with warnings. If handled properly at incidents, these vehicles pose no additional risks over conventional vehicles. Officers should seek advice from the Fire and Rescue Service before touching the vehicle. It should not be assumed that hybrid vehicles are immobilised simply because they are silent. In some vehicles the high voltage electrical system and the SRS remain live for several minutes after the ignition has been switched off.

10.11 FIRE - ON THE CARRIAGEWAY

10.11.1 A vehicle on fire can quickly become engulfed in flames and generate dense smoke that it is likely to be highly toxic. A fire in a large vehicle can rapidly become a critical incident. Fuel loads and the carriage of hazardous material further increase the risks. Fire and overheating can result in tyre explosions or failure, and this is especially dangerous in tyres on large vehicles. Such incidents have resulted in fatalities and serious injuries. Extreme caution must be observed in these situations.

10.11.2 If a vehicle battery is exposed to excessive heat or massive short circuit the battery may explode causing super heated sulphuric acid to spatter the surrounding area.

10.11.3 Gas struts may explode when subject to high temperatures. Provided that the ends are fixed then no projectile hazard remains as only the casing will split.

10.11.4 **Spring Brake Actuators**: Most large goods vehicles rely on compressed air to operate the braking system. Many use a failsafe system so that any loss of pressure will automatically apply the brakes, and this is achieved by the spring brake actuators. In normal use a powerful spring is kept compressed by the action of an air operated diaphragm. Any loss of air will allow the spring to extend and thus apply the brakes so the vehicle cannot be moved.
In a fire situation the actuator may deteriorate and the spring may be ejected at a dangerous rate, therefore the vehicle should always be approached from the front.

10.11.5 **Police officers should not become involved in fighting a fire**. Such intervention should be left to the Fire and Rescue Service. An attempt to fight a fire can be made when life is in imminent danger, e.g. a person or persons trapped in a burning vehicle.

10.11.6 When a vehicle is on fire the police should:

- Cone and sign the lane(s), having regard to their own safety, and create a sterile working area for the Fire and Rescue Service. If the Fire and Rescue Service is required in a particular position, sufficient space must be created
- Consider the need to increase the number of lanes closed and the method of coning required to achieve this, should the situation deteriorate
- Consider their own and the public's safety if smoke is present as it is likely to be highly toxic and can affect a wide area. Officers should try to remain upwind to avoid inhalation.
- Where available, set matrix signs to close the lane containing the burning vehicle and adjacent lanes
- On motorways, close lane 1 when the burning vehicle is on the hard shoulder so that the Fire and Rescue Service can carry out its duties

10.11.7 Following a vehicle fire, the intense heat generated may adversely affect certain synthetic rubber parts, such as fuel pipes and oil seals. This can cause chemical changes to occur within the synthetic rubber hydrofluoric acid to be created.
The dangers of hydrofluoric acid cannot be overstated. It remains dangerous for many years and if it comes into contact with the skin it cannot be effectively neutralised. If contamination is suspected, thoroughly irrigate the area with water, apply hydrofluoric acid antidote gel if available, and **seek immediate emergency treatment**. The only treatment may be the removal of the affected part to avoid a fatal outcome.

10.11.8 When dealing with any fire damaged vehicle or component, either at the roadside or during a later vehicle examination, officers must wear protective gloves. These must be disposed of safely after use.

10.11.9 Police officers are not trained in rescue techniques or the use of associated equipment. Rescue must therefore be left to appropriately trained personnel. The exception is where a life is in immediate danger. In these circumstances, officers may attempt a rescue but must consider the danger to themselves, the injured party and others present.

10.11.10 Fire and Rescue personnel may impose an inner cordon around an area, in addition to police cordons, while they carry out their work. This is a safety area and normally only essential persons with suitable protective clothing, e.g. safety helmets and eye protection, are permitted into this area. If police are within this area, they must be prepared to comply with the instructions of the Fire and Rescue officer in charge

10.11.11 Ambulance and Paramedic Services at the scene have responsibility for the care of any injured persons. Police have a duty to save life and if they are first on the scene they may have to perform first aid in order to do so. Before doing so, however, they must take the necessary action to ensure the safety of all at the scene.

10.12 CARRIAGEWAY AND ROAD SURFACE

10.12.1 **Infrastructure Damage**

It is inevitable that through either wear and tear or collisions, the road infrastructure will become damaged. Patrols should report any carriageway faults or damage such as potholes or collapsed areas so that repairs can be made. Sections of safety barrier that have been damaged do not offer any protection and must be reported. Cones placed near a damaged barrier indicate that the damage has been noted by the operating companies or local authorities and no further police action is required.

When dealing with a collision that involves damage to any street furniture, the precise location must be identified using any reference numbers found on the item. The vehicle that caused the damage and the location of the street furniture must be noted in any report. This will enable the operating company or local authority to correctly pursue a claim for the repair work, which is often expensive.

Police officers are not trained to assess infrastructure damage, such as damage to bridges or tunnels. The relevant owner should be informed as to the nature of the damage as soon as possible and any advice given should be acted upon. This may involve road closures and setting up of diversion routes and should seek the assistance of the owning authority. A media strategy may be required to inform the public.

10.12.2 **Roadworks**

Periodically, sections of the carriageway will be subject to repair or improvement works. These will be planned by the operating companies on the motorway and strategic trunk roads network and by the local authorities on other roads. This planning will be done in conjunction with other partner agencies.

The area of roadworks may have a compulsory reduced speed limit and the police should set a good example by observing the safety speed limits and by enforcing the law. Stopping any vehicle in an area of roadworks is dangerous and must be avoided if at all possible.

Coned-off areas, where people may be working, are not to be used by police vehicles except in cases of extreme emergency. These sites may not have another exit point further on and using them can be counter-productive.
These are workplaces and on health and safety grounds, site speed limits will be in force, e.g. 15 miles per hour. Sometimes contractors will mark out an emergency lane for police and other services, however, speed limits must still be observed. In the absence of such a lane, caution must be exercised as there may be hazards not immediately obvious.

10.12.3 **Closures and Diversions**

Planned closures should require little involvement of the police other than to monitor the traffic. Pre-planned diversion routes will be set up and signed by the appropriate authority. For unplanned closures on the motorways and strategic trunk roads network the operating companies have drawn up contingency plans for each section which requires to be closed. This has been carried out in conjunction with local authorities and the appropriate signs for diversion routes have been produced. Full use should be made of the signs and the media to inform the public. If not already involved, the roads authorities may request assistance from the police in the initial stages.

10.12.4 **Debris**

Debris left on the carriageway can be a hazard to other road users and can be the cause of a collision or injury to a pedestrian.
If officers find debris and decide to remove it, they must assess whether they are equipped and capable of doing so without taking excessive risks. Where available they should ensure that advanced warning signals are set.

When removing debris officers should:

- Not turn their backs on traffic
- Consider whether a temporary road closure is necessary
- On motorways and dual carriageways consider a rolling block (only if trained)
- Consider the use of personal protective equipment. Use gloves to prevent injury from sharp, corrosive or hot objects and infection from dead animals
- Implement lane closures and obtain assistance if the item is too large or heavy. Inappropriate manual handling is a major cause of injury and absence from work

There will be many factors which determine how the debris will be removed; these include weather conditions, time of day, speed of traffic and traffic flow.
Officers should carry out a dynamic risk assessment prior to taking any action

On motorways and dual carriageways there will, at times, be insufficient traffic to enable a rolling block to be used. In these circumstances, officers will have to stop on the hard shoulder or verge and clear the debris from the live carriageway. This can be dangerous and should be avoided if at all possible.

If unavoidable, officers should:

- Stop 50 metres before the debris
- Wait for a safe gap in the traffic, do not run into the carriageway to avoid traffic
- Walk out to the debris, retrieve it and return to the verge or hard shoulder

If the debris appears to be a hazardous material, officers must take extreme care and consider closure of the road. For motorway closures see Section 6 Motorways.

10.13 INCIDENTS CAUSED BY ENVIRONMENTAL CONDITIONS

10.13.1 Flooding

During inclement weather it is important to report to the operating companies or local roads authority, any areas of the road network affected by any adverse weather. Where available, matrix signs should be set to warn motorists and it may be necessary to close affected lanes.

10.13.2 Fog

Driving in fog can be very dangerous and is the cause of many collisions. Even a minor collision can quickly result in further collisions as drivers approach the scene, often too fast.

The Meteorological Office definition of ‘fog’ is when visibility varies between 50 and 200 metres and ‘dense fog’ when visibility is less than 50 metres.

The Scottish Roads Authorities have not yet implemented automatic monitoring of fog, although there are plans to do so. In the meantime, it is important that when fog is encountered patrolling officers inform their ACRs who, in turn, will contact the media and Traffic Scotland who will activate the variable message signs where applicable.

Do not assume that the Traffic Scotland operators can confirm that fog is present and will activate the variable message signs as the camera view can misrepresent the situation due to the height they are positioned at. It may look foggy at camera level when, in fact, the driver may have a clear view of the carriageway. You should also remember that Traffic Scotland and the media will rely on police officers informing them when the fog has cleared.

Officers should continue to patrol and as an example to others they should:

- Drive at a safe speed
- Switch on appropriate lighting; must use headlights and may use front or rear fog lights but must switch off fog lights when visibility improves.

Should the density of fog reduce visibility to such an extent that it precludes the continuance of patrols, crews will park in strategic locations.

The advice to be given to the general public in relation to fog is as follows:

- Watch out for fog – it drifts rapidly and is often patchy
- In foggy conditions, drive very slowly using dipped headlights
- Use fog lights if visibility is seriously reduced, but remember to switch them off when visibility improves
- Do not hang on to the tail-lights of the vehicle in front. This gives a false sense of security and means you may be driving too close
- Do not speed up suddenly, even if it seems to be clearing, you can suddenly find yourself back in thick fog

10.13.3 **Snow/Ice**

The roads authorities use sophisticated weather monitoring systems and plan gritting action accordingly. At times, however, freak conditions can result in snow or ice accumulating on ungritted surfaces without the roads authorities being aware. Officers must report situations when this may have occurred.

In extreme conditions it may be necessary to close certain roads. This decision will usually be taken by the operating companies or local roads authority. If the need is immediate, a police supervisor will authorise such action and liaise directly with the relevant agency for a supervisor to be informed.
Officers need to consider that many police vehicles have anti-lock brake systems (ABS) and these can make stopping distances longer if driving on snow.

10.13.4 **Extreme Temperatures**

Extreme temperatures present additional hazards for broken down motorists. Under normal circumstances patrols should always check on the welfare of all broken down motorists whether considered vulnerable or not, regardless of the weather conditions.

In high temperatures the elderly, young and particularly babies, can rapidly deteriorate and become seriously ill. In cold conditions almost everyone will eventually succumb to the conditions. Therefore it is important that checks are made on the welfare of all persons, and that recovery arrangements are in hand and appropriate. If there is any doubt, persons should be moved to a place of safety such as a service area or somewhere similar.

10.13.5 **High Winds**

High winds present particular dangers to high-sided vehicles. Some ACRs have remote monitoring of wind speeds at susceptible sites, e.g. bridges, high interchanges or flyovers. In the absence of ACR monitoring, patrols should report high winds so that appropriate matrix or other warnings can be given to drivers. It may be necessary to close the affected area.
Supervisors must ensure that consultation has taken place with the operating companies, or their contractors, to enable this to be implemented quickly if required. Suitable signs and alternative routes need to be agreed.

10.13.6 **Bright Sunlight**

Whilst not an obvious risk bright sunlight can be a hazard for patrolling officers, particularly in winter when the sun is low on the horizon. Officers out of their vehicles may be 'back lit' by the sun, with high visibility clothing being of little use. Despite emergency lighting police vehicles can become silhouettes. This situation can be further aggravated if the road surface is wet and shiny.

It is important that officers do not assume that drivers are able to see them.

Remember driving in adverse conditions is hazardous and requires full concentration.

10.14 SUICIDE

10.14.1 A person who appears to be intent on committing suicide is a danger not only to themselves but to others. They can also present an even greater danger to officers and other emergency service personnel.

- On approaching the scene turn off sirens. Other emergency vehicles attending should also be requested to do this.
- Consider the use of matrix signs to indicate a low speed on both carriageways to reduce the risk to motorists if a person jumps onto the carriageway.
- It is likely that traffic on both carriageways will have to be stopped.
- The Ambulance Service should be directed to attend and standby at a safe location. If the person is on a bridge over the road, it may be necessary to request two ambulances. This allows medical assistance to be available on the bridge and the carriageway below.
- Consider asking other police units to attend, including the Duty Inspector or other supervisor from the station, in whose area the bridge is.
- The first attendee may not be the best person to conduct a dialogue, but they may have to in the first instance. Always approach the person with extreme caution and maintain a safe distance. The person's judgement may have been distorted by taking drugs or alcohol. They may also have concealed weapons.
- Consider the help of expert negotiators, social services, medical personnel and other counsellors.
- Once removed from the road, the person should be dealt with in accordance with Force policy.

10.15 SUSPICIOUS OR SUDDEN DEATH

10.15.1 If any death appears suspicious then the area is a crime scene. Specialist police personnel will be required. Officers must avoid contaminating the scene as far as possible. This does not preclude officers or medical personnel from checking for signs of life or attempting emergency life support on the person. Road closures may be necessary so that a proper investigation can begin, and to ensure the safety of those involved.

10.15.2 To secure and preserve the scene, consideration should be given to the entry and exit points to the scene which need to be controlled in order to limit disturbance of any evidence. The area should be cordoned off, starting with a widely defined area to allow the senior investigating officer the best chance of securing all available evidence. Officers should be aware that by entering a scene to preserve visible evidence, there is a danger that damage will be done to invisible evidence. Under certain circumstances it may be better to do nothing, therefore if there is any likelihood of evidence being disturbed, officers should seek the advice of a crime scene investigator.

10.15.3 A scene log and a record of actions should be kept. These should include details of any persons attending. Access should be restricted to those persons who need to enter the scene. The officer who takes over should be given the log by the person they are taking over from. This action must also be recorded in the log.
Scene preservation is essential. If the weather becomes inclement it may be necessary to cover all or part of the scene in order to preserve evidence prior to the arrival of a forensic practitioner.

10.15.4 Other persons in attendance, such as undertakers, should be briefed by the police. Officers should take steps to adequately ensure their safety.

10.16 ROAD DEATHS AND POTENTIAL ROAD DEATHS

10.16.1 Road deaths and potential road deaths must be investigated to establish their cause. They should be treated in the same way as an unlawful killing until proven otherwise. The scene, as far as possible, should not be disturbed as it is a potential crime scene. The desire to preserve the scene must not impede the work of the Ambulance and Fire Services in their efforts to save life.

10.16.2 It is easy to lose witnesses in the early stages of the incident. Some motorists may not use the road again, therefore witness boards and local appeals will not reach them later. Full details of witnesses or people able to give information on the incident must be recorded.

10.16.3 A Road Policing SIO should attend the scene and ensure that the incident is properly managed, and that the necessary additional resources, i.e. photographers, undertakers, garage recovery vehicles, are called in a timely manner to avoid unnecessary delay. A full log of decisions and actions should be made.

10.16.4 The investigation will follow the guidelines in the Road Death Investigation Manual (RDIM)

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10.16.5 It will usually be necessary to close the road so that resources can be effectively deployed and work carried out safely. Full use of the partner agencies e.g. TRISS Units and local roads authorities, can be made to reduce the impact of such events on police resources. On motorways and all purpose trunk roads, the operating companies are responsible for managing the congestion caused as a result of such an incident.

10.16.6 In the aftermath of a road death the relatives and friends of the deceased may wish to visit the scene. It may be possible for this to be done but due to the environment this should be a 'one off' event and this should be communicated to the relatives. It may be acceptable subject to agreement of the local roads authority to place flowers on the verge away from traffic, as long as this does not cause distraction to drivers. The placing of shrines or other memorials is not practical in a motorway environment. It should be explained to relatives that police cannot accept responsibility for their safety.

10.17 VULNERABLE PEOPLE

10.17.1 It is difficult to assess vulnerability of persons involved in any incident on the roads. Almost anyone can become vulnerable and some groups will be considered more vulnerable than others, e.g.

- Children
- Older persons
- Those with a disability

10.17.2 Officers should consider the needs of anyone likely to have difficulties with communication, such as the following:

- Foreign nationals
- Hearing impaired
- Members of minority communities whose first language is not English

10.17.3 On motorways, police should inform the ACR of any broken down vehicles on the hard shoulder so that action can be taken to give assistance to the occupants. This may require the attendance of TRISS Units to give direct assistance where the occupants are believed to be vulnerable. On roads without hard shoulders police should carry out a dynamic risk assessment and deal with the vehicle and occupants accordingly.

10.17.4 Some people find this a very distressing situation and can present a danger to themselves and others. Persons assessed as vulnerable may require the attendance of police e.g. a person suffering from a mental health issue that may require police intervention.

10.17.5 The police response will depend on the result of the specific risk assessment undertaken but will focus on the safety of the persons assessed as vulnerable.

10.18 CASUALTIES

10.18.1 The preservation of life is a primary concern for police officers and it is vital that officers make any incident scene as safe as possible, before considering individual casualties.

10.18.2 Incidents on the roads often have multiple casualties. Police officers must therefore assess the whole incident and manage the scene accordingly ensuring that the appropriate resources attend. This is likely to save more lives than being occupied with a single casualty.

10.18.3 If there are many casualties, their details and the hospital to which they have been taken should be recorded. When a casualty in a critical condition is moved from the scene to the hospital, the identity of the Ambulance crew and details of the hospital should be established. Ideally an officer should travel to the hospital with the victim to provide continuity and to co-ordinate any investigative actions at the hospital.

10.18.4 If it is not possible to send an officer from the scene, an officer should attend the hospital at the earliest opportunity. This will assist the Pathologist with identification and provide continuity of evidence.

10.19 VICTIMS

10.19.1 A road death may have other casualties, for example, those who have witnessed a traumatic scene. These witnesses should be identified as soon as possible. Older people and the young can be particularly vulnerable. There are a number of support services available for victims, and the police should liaise with these organisations to ensure that secondary victims are cared for and assisted in an appropriate manner. Victim support should also be offered to those who are seriously injured as a result of another person driving a vehicle.

10.20 SAFETY ADVICE TO DRIVERS

10.20.1 Stationary vehicles on the hard shoulder have been shown to be at high risk of collision involvement. In the event of an unavoidable stop on the motorway, where possible evacuate all passengers onto the embankment or cutting until assistance arrives. Children should be closely supervised. Pets should remain in the vehicle. Lone female drivers who feel threatened should leave the front passenger door open and re-enter the car if another vehicle stops. All doors should be locked and conversation held through a narrowly opened window until the threat has passed. The risk of a collision on the hard shoulder is far greater than that of an attack. Always use the motorway emergency roadside phones even if a mobile is available. The police need to be aware of all broken-down vehicles on the hard shoulder and emergency phones aid quick locations of breakdowns.

10.20.2 For further information see www.rospa.co.uk and The Highway Code.

10.21 ANIMALS

10.21.1 Animals are unpredictable; they may be injured and can pose a danger to road users.

10.21.2 Collisions involving cattle, a horse, ass, mule, sheep, pig, goat or dog are reportable incidents under the Road Traffic Act 1988.

10.21.3 In Scotland, the police are primarily responsible for dealing with animals which stray onto roads, however assistance can be provided by TRISS Units, where available, on the motorways and trunk roads network. If immediate action is necessary, officers should consider the following:

- Rolling road block on both carriageways
- Request signals on both carriageways, usually for a reduced speed limit

10.21.4 The operating companies have the responsibility for clearing animal carcasses from the motorway and trunk roads. Local authorities have this responsibility on locally owned roads.

10.22 PROTESTS

10.22.1 Protesters can and do cause significant disruption to the traffic on the roads network. In recent times Scottish Police have dealt with protests on the roads in relation to fuel prices and during the G8 Summit. It is likely that Police Scotland will be faced with similar protests in the future a consistent and co-ordinated approach to the policing of further protests is necessary.

10.22.2 The intention is to avoid unnecessary confrontation where possible, whilst ensuring that any protest does not endanger road safety, cause unacceptable traffic disruption or does not escalate into a public order conflict. To achieve this, the Police Service will use their powers to impose conditions upon organised processions or protests and employ strategic tactics including diverting convoys and the creation of sterile zones on motorways or strategic trunk roads.
In addition to the need to deal with the consequences of any protest, it is important to secure evidence of any offences and the identity of the offenders. Video equipped cars and air support can provide an excellent evidence recording capability.

10.22.3 **On Carriageway**
The public has a right to protest, but it is uncommon for protests to involve the road network. Such action can be dangerous, may contravene the law, and could cause unacceptable inconvenience to larger sections of the public.

10.22.4 **Static**
A static protest, whether by persons or vehicles, could rapidly cause serious congestion. Police must ensure the safety of both the protesters and the public. In these circumstances additional police resources and/or Police Support Units may be required. It may be necessary to close the road to deal with larger protests and experience suggests that a ‘divert around’ policy should be adopted, rather than attempt a mass removal of the vehicles involved.

The press has often been informed by the protesters of their intentions. Therefore members of the press may be present form the outset of the demonstration.
Any static protest on a road will involve the commission of offences. If resources permit, early intervention can be an effective tactic in reducing the disruption and dangers caused by the protest.

10.22.5 **Mobile**

Protesters may use vehicles of differing sizes, usually travelling slowly to cause disruption. If this is the case the ACR will need to be informed in order that the protesters can be monitored. It is unlikely that officers working independently will have an impact on the protest and it is advisable that supervisors provide tactical advice.

Section 12 of the Public Order Act 1986 empowers the police to impose conditions upon a procession. The permitted conditions on a motorway are:

- Vehicles will at all times comply with the Road Traffic Act and Motorway Regulations
- No vehicle of a prohibited class will be permitted to use the offside lane of the motorways or hard shoulder
- Vehicles will travel at the speed of prevailing traffic and not less than 30 miles per hour
- Any vehicle that cannot maintain normal road speed should, where conditions allow, be removed from the convoy at the nearest point of relief. If the vehicle has developed a mechanical fault it should be removed to the hard shoulder as soon as possible
- Consultation at an appropriate level should be carried out with the Scottish Government/Traffic Scotland to identify motorway structures that are 'weight sensitive' due to structural fatigue or maintenance. These sites would be vulnerable if a large concentration of heavy vehicles were permitted to stop

The permitted conditions on other roads are:

- Vehicles will at all times obey traffic regulations, and in particular will not be permitted to contravene automatic traffic signals
- Vehicles should travel at the speed of prevailing traffic
- Any vehicle that cannot maintain the speed of the convoy should, where practicable, be removed from the convoy. If the vehicle has developed a mechanical fault, it should be removed to a place of safety

In either case the police should impose restrictions on the time of day and routes on which a protest may be permitted to occur.

10.22.6 **Travelling Between Protests**

Police may have information concerning groups of persons who intend to go to a protest site or between sites. Officers need to monitor their numbers, progress and behaviour and report these to the ACR.

10.22.7 **On Structures**

Protesters who climb onto buildings or other structures to highlight their cause are increasingly common. Such structures have included bridges and gantries above the road. Initially such protests may appear to be potential suicide attempts. Once identified as a protest and once a risk assessment has been carried out, it may be safe to allow traffic to flow past the incident, a supervisor will take this decision.

In the interests of safety, only trained and suitably equipped officers should attempt to climb any structure. Any intervention must be proportionate, legal and necessary as outlined by the Human Rights Act 1998.

10.22.8 **Powers to Intervene**

Powers are granted by several Acts including:

- Sections 19,25,26,35 of the Road Traffic Act 1988 in relation to causing danger on a road
- Section 103 of the Road Vehicles (Construction and Use) Regulations 1986 in relation to obstruction
- Public Order Act 1986, in relation to processions and assemblies
- Trade Union and Labour Relations (Consolidation) Act 1992, in relation to pickets
- The Criminal Justice and Public Order Act 1994, in restrictions on persons travelling to relevant gatherings
- The Roads (Scotland) Act 1984 in relation to damaging or placing objects on or over the road
- Common law powers in relation to Breach of the Peace, mobbing and rioting etc

In respect of motorways:

- Motorways Traffic (Scotland) Regulations 1995 in relation to excluded traffic (pedestrians) and stopping a vehicle

10.23 SEARCHES ON OR NEXT TO ROAD

10.23.1 The road network is a unique and dangerous environment to search, particularly when traffic is moving. The operating companies are assuming greater responsibilities in the traffic management role of motorways and some 'A' class roads, however, police officers will still be required to search within this environment for a number of reasons. Road Policing Units and/or roads authorities should always be consulted for advice and guidance prior to a search operation on roads, with their assistance always being sought for any road or lane closure.

10.23.2 **Pre Search Considerations (Health and Safety)**

Officers must be aware of the dangers involved in searching roadways and roadside furniture. These include:

- Moving vehicles in both directions, including emergency vehicles when the road is closed
- Debris thrown from moving vehicles, e.g. stones or part of the load
- Associated bio-hazards with the load
- Confined spaces including culverts and tunnels
- Tall or deep structures including bridges and gantries
- Steep embankments

- Roadside furniture containing high-voltage electricity or gas
- Uneven and unstable surfaces, e.g. areas of deep ballast

10.23.3 **Pre Search Considerations (Other)**

There are a number of considerations that must be identified and resolved prior to any search taking place. Those listed below, whilst not exhaustive, should be borne in mind when planning the search:

- Legal authority (land adjacent to road)
- Evidence recovery
- Weather
- Security

The security of search vehicles and equipment, especially when left unattended during searches should also be considered.
A number of search exercises have been conducted across the United Kingdom involving Police Search Advisors (PolSAs) and Road Policing officers as part of contingency planning particularly in relation to motorway search. Experience has shown that it is possible to safely search the embankments without closing roads, providing full safety measures are implemented.

10.23.4 **Terrorist Activities**

The motorway system has been a terrorist target in the past. Major economic disruption and general traffic chaos can be caused by the placing of an explosive device or making a bomb threat call with, or without, an actual device being present. The placing of a device in a busy service station cannot be ruled out.

PolSAs are well versed in the terrorist method of attacks relative to motorways and the search considerations to be used as a result of such activity. Should these circumstances apply, the advice and guidance of a PolSA should always be sought when dealing with this threat.

For further information see Practice Advice on Search Management and Procedures (2006)

10.24 AIR SUPPORT

10.24.1 Police air support units have been recognised as a key resource to support the work of officers undertaking specialist tasks that are often impossible from the ground. Examples of where air support is used in road policing include:

- Vehicle pursuits
- Locating stolen vehicles
- Missing person searches
- Containment
- High-risk prisoner movements
- Suspect searches

- Casualty evacuation
- Policing of large events

10.24.2 The involvement of air support can free police officers from what would otherwise be a far more time-consuming and labour-intensive task. The speed at which they can carry out tasks, and the advantage of an aerial view can, and does, catch criminals and save lives.

10.25 HELICOPTERS

10.25.1 Sometimes helicopters have to land on the carriageway. This is usually to evacuate a casualty. The pilot is responsible for the safe operation of the aircraft and, where possible, should land away from the carriageway. If police do not have radio contact with the helicopter, communication may be possible via the Ambulance Service. Police should ensure the following actions are taken prior to any helicopter landing on a carriageway:

- Stop traffic on both carriageways during landing and take off
- Ensure the safety of the helicopter once it has landed
- Liaise with the pilot and position a police vehicle and cones to protect the rotors. If it is possible, park the helicopter in such a position to enable a lane of traffic to pass safely

10.25.2 The helicopter may disturb evidence at the scene. This is undesirable but care for the injured must take precedence.

10.25.3 For their own safety police officers should consider the following:

- As the helicopter will be very noisy preventing officers from hearing their radio, they should remain alert
- Beware of rotor downwash throwing debris around, and remove hats

10.25.4 If you are summoned to approach the helicopter you must always approach from the front, between the 10 o'clock and the 2 o'clock position and only when the pilot gives the thumbs up or, at night, flashes the landing light. The helicopters nose is at the 12 o'clock position.

10.25.5 **Never go near the tail rotor even when the helicopter is shut down as you cannot be seen from the pilot's position**.

10.25.6 For further information on helicopter safety see Civil Aviation Authority (2005), Police Air Operations Manual: Part One, Consolidated Edition

10.26 CARRIAGE OF DANGEROUS GOODS

10.26.1 Chemicals and other hazardous material can and do kill.

- All staff involved in the command and control of incidents possibly involving hazardous material should receive training in how to perform their role. This is particularly important for ACR call takers

- All Road Policing officers should receive training in hazardous material to enable them to identify the dangers involved
- All Road Policing vehicles should carry dangerous goods identification guides
- If possible the scene of an incident should be approached upwind and from a down gradient. The wind should be blowing on the officer's backs whilst facing the incident
- All suspect vehicles should be approached with great caution; if there is any doubt officers should await the arrival of the Fire and Rescue Service
- The Fire and Rescue Service should be informed of all suspected incidents involving dangerous goods
- Police officers should not get involved in rescue as they are not equipped to deal with chemicals
- The scene must be controlled by the police and the area kept clear of onlookers and bystanders
- All unknown loads or substances must be treated as hazardous until it is known that they are safe
- If officers suspect hazardous chemicals, the carriageway should be closed and cleared for a considerable distance. It will usually be necessary to close the opposite carriageway unless they are separated by a considerable distance
- The maintenance of effective cordon distances is essential to preserve life. Officers who rush in to such an incident do so at their own peril

11. VEHICLE ESCORTS

11.1 EXTREME RISK PRISONERS

11.1.1 Since 2004 the transfer of prisoners between police custody units, the courts and prisons has been removed from the Police Service and contracted out to a private service provider and include;

- Prison to prison transfers
- Hospital and other medical appointments
- Funeral escorts
- Police enquiries (identification parades, DNA samples)
- Home leave escorts

11.1.2 Patrolling officers will not normally become involved in the escort of extreme risk prisoners (formerly category 'A' prisoners) unless there is specific intelligence and they are directed to do so.

11.1.3 In the event of a breakdown of a vehicle carrying prisoners the relevant ACR will be contacted and police assistance requested. The police officers, on attendance, should remain at the scene until the vehicle is repaired or the prisoners have been transferred to a replacement vehicle.

11.2 ARMED ESCORTS

11.2.1 Patrolling officers will not normally be informed that such an escort will pass through their area.

11.2.2 Officers should not become involved with the escort unless specifically directed to do so. In the event of a breakdown, participating in the escort may be required and this should be carried out under the direction of the escorting police officers.

11.2.3 Division in which the escort begins will usually provide the escorting officers. Occasionally one division will provide both the outward and return escort.

11.3 SENSITIVE LOADS

11.3.1 Some loads transported on the road network, e.g. nuclear products, may be considered sensitive and conveyed covertly or with an escort. The police forces affected will be informed of any such movements.

11.3.2 The Civil Nuclear Constabulary (CNC) is a specialised armed force whose role is the protection of nuclear sites and has responsibility for the security of nuclear material. In the event of a collision, the policing response should not be altered as the amounts of material conveyed are very small and the chances of any leakage of hazardous material are very remote. CNC officers will place a cordon around the vehicle(s). If a vehicle breaks down, further police attendance should only be supplied if requested by the CNC.

11.3.3 In the event of any other type of incident, advice will be available from CNC escorting officers and through RADSAFE and National Agreements for Incidents involving Radioactivity (NAIR) schemes: see http://www.radsafe.org.uk and http://www.hpa.org.uk/radiation/

11.3.4 Unescorted lower sensitivity loads will display placarding and marking as set out in the European Agreement Concerning International Carriage of Dangerous Goods by Road 2003 (ADR). These will be dealt with according to the normal ADR regulations.

11.4 HIGH VALUE LOADS

11.4.1 High value loads such as currency, precious metals and tobacco may have special transportation arrangements. Drivers of such loads should have been briefed on the risks of theft of the load. This should have included the fact that offenders have impersonated police officers to carry out thefts and that drivers need to be wary of persons purporting to be from the emergency services.

11.5 VULNERABLE LOAD SCHEME

11.5.1 The Drinks Industry Project Scotland (commonly known as DIPS) is a unique partnership between a number of Scottish based alcoholic spirit producers and associated hauliers and freight forwarders.

11.5.2 Amongst the crime concerns which the DIPS members face is the hijacking of loads whilst the alcoholic spirit is in transit. A modus operandi used by criminals intent on perpetrating such crimes is to imitate police or DVSA officers and their vehicles (either marked or unmarked) and carry out bogus vehicle stops. This could result in hijackers gaining access to the driver's cab at the location of the stop. The potential also exists for the bogus official to direct the driver to a quieter location and thereafter force entry to the cab. In any event the driver's safety can be compromised and the high value load stolen.

11.5.3 To prevent such incidents occurring, DIPS, with Police and DVSA support, has introduced the Vulnerable Load Scheme. The basis of the scheme is to issue Vulnerable Load Cards to member hauliers who will then issue them to their drivers.

11.5.4 In the event of a police officer or DVSA officer stopping a DIPS haulier who is operating this scheme:

STEP 1	The driver will 'find a safe place to stop'
STEP 2	The driver will 'lock cab doors and windows' and 'apply the handbrake and keep the engine running
STEP 3	The driver will 'call their supervisor and not hang up' and 'report the location'
STEP 4	The driver will 'display the Vulnerable Load Card and ask for I.D.' The Vulnerable Load Card will contain the following statement: "I AM UNDER INSTRUCTIONS NOT TO OPEN MY VEHICLE UNTIL YOUR IDENTITY HAS BEEN CONFIRMED. I NEED YOUR NAME, NUMBER AND STATION SO CONFIRMATION CAN BE MADE. I HAVE REPORTED THAT MY VEHICLE HAS BEEN STOPPED."
STEP 5	The police or DVSA officer will display their identification (warrant card) at the window. The driver will 'check the officer's ID'. Only after the identity of the officer is verified, the driver will comply with the directions of the officer. Verification will be carried out by the supervisor contacting the appropriate police force.
STEP 6	The driver will 'when satisfied tell the supervisor they will call back'

11.5.5 Following any examination carried out by the officer the driver will inform their supervisor when they are allowed to proceed on their journey. Although the point of origin of this project lies within Scotland it is proposed that the scheme can be equally applied in England and Wales and perhaps beyond.

11.6 INSECURE LOADS

11.6.1 Dealing with insecure loads may require the use of specialised equipment such as a crane or forklift truck. It may not be practical to do this on or next to a live carriageway.

11.6.2 If a patrol sees an insecure load on a vehicle, they must assess whether it is necessary to stop the vehicle immediately or escort it to a safer area for further investigation.

11.6.3 Officers should be wary of opening curtain-sided vehicles if they have bulges. Curtain-sides are generally there to provide weather protection, not to secure the load.

11.7 ABNORMAL LOADS

11.7.1 Transport Scotland co-ordinates the movement of abnormal loads throughout Scotland's trunk and non-trunk road network, ensuring that the requirements of industry are met, while minimising the risk to road safety and delays to other road users, and also safeguarding bridges from damage by overweight or over-height vehicles. For further guidance refer to the Abnormal Loads SOP.

12. MAJOR INCIDENTS

12.1 Traditionally Major Incidents and Emergencies occurring on the road network have been managed with minimal resourcing. These incidents should, however, be commanded by harnessing the same principles as contained in the Police Scotland Major Incidents – Initial Response, Roles and Structures SOP.

12.2 Such incidents on the road should be treated in the same way as those that occur within other environments. Access to the full range of assets available should be secured at the earliest opportunity. This will aid the prompt resolution of an incident.

12.3 The Senior Investigating Officer (SIO) should assess the impact of the incident directly on the road network and should assess and decide on the resources required to deal with the incident.

13. PERSONAL PROTECTIVE EQUIPMENT

13.1 The purpose of this section is to outline safety advice in relation to the issue and use of personal equipment for the roads policing environment. Further information on police equipment can be found in the 'Manual of Road Policing Equipment' issued by the Home Office Scientific Development Branch (HOSDB).

13.2 In HSE (1992) A Short Guide to the Personal Protective Equipment at Work Regulations, guidance is given on personal protective equipment (PPE). The regulations state that employers and, in the case of the police, chief officers, have a duty to provide suitable PPE to any employees who may be exposed to risks to their health and safety while at work, except where the risks can be adequately controlled by other means which are equally or more effective.

13.3 Supervisors should ensure that appropriate PPE is used or worn by the staff they supervise.

13.4 The regulations define PPE as all equipment designed to be worn or held to protect against a risk to health and safety. For officers working on the roads, this includes most types of protective clothing and equipment including high visibility clothing, protective gloves and foul weather clothing.

13.5 All officers who are involved in road policing must have access to a personal radio terminal but should first have received full training in its use.

13.6 To be suitable any PPE must:

- Be appropriate to the risks, workplace conditions and for the period for which it is worn
- Be capable of fitting the wearer correctly and be comfortable if worn for long periods
- Take into account ergonomic considerations and the state of health of the person wearing it
- Be effective in preventing or controlling risks as far as is reasonably practicable
- Be compatible with other types of PPE
- Be compliant with the relevant European Standard BS EN471:2003, which dictates the optical performance requirements of high-visibility warning clothing.

13.7 Supervisors and other individuals using the equipment are responsible for its correct use and for reporting any loss and defects.

13.8 Officers must wear high-visibility safety clothing at all times while out of the vehicle. The clothing must be properly fastened and kept clean.

13.9 Officers should note the following advice;

- You can be seen three times further away if you are moving as opposed to stationary
- You may be able to see the approaching driver but this does not guarantee that they can see you and stop
- Think about where you can go if the vehicle does not stop
- Report incidents and near misses as this will be used to prevent repeat incidents

13.10 For full information regarding the relevant health and safety legislation refer to the Personal Protective Equipment at Work Regulations 1992, taking particular note of Regulations 10(1) and 10(2) which outline the legal obligation officers and their supervisors are under to wear PPE and to ensure that others wear it.

14. VEHICLE EQUIPMENT

14.1 The purpose of this section is to outline safety advice in relation to the issue and use of vehicle equipment for the roads policing environment. Further information on police equipment can be found in the 'Manual of Road Policing Equipment' issued by the Home Office Scientific Development Branch (HOSDB).

14.2 MARKINGS (CONSPICUITY)

14.2.1 Except in cases where vehicles need to remain unmarked, the common minimum standard applied to all police vehicles intended for dealing with incidents on the roads should be either full battenburg or half battenburg, as recommended by HOSDB publication 14/04. See also Section 3.2 Vehicle Use.

14.2.2 A marked vehicle's livery is a fundamental safety feature and needs to be kept clean to work effectively.

14.2.3 For further information refer to the HOSDB (2004) High Conspicuity Livery for Police Vehicles, Publication 14/2004.

14.2.4 Battenburg is specifically designed to be a corporate high-conspicuity livery. Recommendations relating to officer conspicuity suggest that "corporate appearance should be a secondary measure where safety is concerned". Battenburg livery is the minimum level of conspicuity required.

14.3 CONTROLS

14.3.1 Officers should be fully familiar with the vehicle's controls; this is especially true during the hours of darkness.

14.4 VEHICLE LIGHTING

14.4.1 Vehicles used to deal with incidents on the roads should be equipped with suitable lighting. The lighting requirements for vehicles depend on the situation.

14.4.2 Police vehicle stationary in carriageway:

- Rear flashing blue and red lights
- If the vehicle is fitted with a messaging system, set appropriate message

14.4.3 Whilst driving in emergency situations:

- Flashing headlamps
- Front blue grille lights
- Front light bar displaying blue lights
- Also consider the use of sirens
- During hours of darkness flashing headlamps are not to be used and consider cancelling the use of sirens

- Consider 360 degree lights at intersections

14.4.4 Police vehicle stationary on hard shoulder:

- Rear upper and lower flashing red lights

14.4.5 Police vehicle driving on hard shoulder – non emergency situation:

- Rear upper and lower flashing red lights

14.4.6 Rolling block:

- Rear flashing blue and red lights
- If the vehicle is fitted with a messaging system, set appropriate message

14.4.7 Divisions should ensure they adhere to the guidance provided by the CAST so that use of emergency lighting is consistent to maximise safety.

14.5 ANPR

14.5.1 ANPR is a proactive policing tool, which aims to prevent criminality by denying criminals the use of the roads. Officers should ensure they use the equipment to best effect by following the training given. For further guidance refer to the ANPR SOP.

14.6 IN-CAR VIDEO AND SPEED DETECTION DEVICES

14.6.1 In-car video and speed detection devices must be operated within the guidelines and officers must be fully trained in the use of these systems. There must also be an audit trail of the use and storage of evidential video tapes, in line with protocols.

14.6.2 Officers must ensure that they are aware of their force policy in relation to the required use of video devices in police vehicles, and that they operate the equipment within the manufacturer's guidelines.

14.6.3 Use of covert or overt in-car video must be properly authorised to comply with current legislation.

14.6.4 Due to the complexity of these technical systems, police vehicles using such equipment should be double-crewed, allowing the observer to operate the systems.

14.6.5 However, there will be occasions when this is not possible and in those circumstances the following advice is given:

- The video camera and recording system should be switched to 'record' mode before initially setting off and then left recording during the tour of duty
- The camera setting should not be altered whilst the vehicle is in motion. If the vehicle is single crewed the camera should be fixed in straight-ahead position with a suitable zoom setting.

14.6.6 Measured miles are accurately measured distances along the edges of some roads at specific locations, which will be found in local guidance. They will be clearly marked and are used for calibrating police equipment.

14.6.7 For further information on use and guidelines in relation to in-car video and speed equipment, officers should refer to their specific instruction manual.

14.7 INCIDENT DATA RECORDER (IDR)

14.7.1 IDRs are fitted to some vehicles including police vehicles that will be used on the road network. They generally record 30 seconds prior to and 15 seconds after a collision and capture a large amount of data that can later be used in an investigation. Staff should be aware of procedures in relation to this type of equipment. In the event of an incident IDR data must be preserved for removal by an authorised officer only.

14.8 GLOBAL POSITIONING SYSTEMS (GPS)

14.8.1 The primary function of these units is to enable ACRs to identify the locations of all resources. They also provide maps and route guidance for drivers.

14.8.2 For further information refer to force policy and to the specific equipment manual for full technical guidance.

14.9 RADIO AND COMMUNICATION TERMINAL

14.9.1 Officers should be fully trained in the use of personal radio terminals. For further guidance refer to the Airwave SOP.

14.10 VEHICLE MATRIX

14.10.1 A number of road policing vehicles are fitted with a messaging system, i.e. a matrix positioned at the rear of a vehicle that enables the driver to display information without the need to stop and/or exit the vehicle. A variety of messages can be displayed to suit a number of different situations, and officers must familiarise themselves with the equipment.

14.11 SCENE SAFETY EQUIPMENT

14.11.1 Officers need instruction in the use of their vehicle's safety equipment. They should check all equipment is present and in serviceable condition prior to commencing patrol and ensure it is stored correctly after use. To ensure the correct signs are used they should be appropriated labelled.

14.11.2 To comply with The Health and Safety (First Aid) Regulations 1981, patrol vehicles must be fitted with first aid kits.

14.11.3 Vehicle load limits are specified in the manufacturer's handbook and must not be exceeded.

14.12 ADDITIONAL EQUIPMENT REQUIRED AT INCIDENTS

14.12.1 At times, due to the limited storage capacity of police vehicles, there will be a need for additional equipment at the scene of incidents on the roads. In these circumstances prompt request of additional police equipment and/or the assistance of Roads Authority or other partner agencies should be made.

APPENDIX 'A'

ROAD POLICING STANDARD OPERATING PROCEDURES

Abnormal Loads

- Administration functions
- Types of Escorts
- Duties of Police
- Escort Criteria

Attendance at Incidents on the Roads Network

- Duty of Police
- Incidents on Motorway and dual carriageways
- Abandoned Vehicles on Motorways
- Pedestrians on Motorways
- Patrolling in the Snow

Conditional Offer of Fixed Penalty Scheme - Traffic Offences

- Circumstances where COFPN will not be issued
- Careless Driving COFPN Criteria
- New Drivers details
- Cross Border
- Foreign Drivers

Drink, Drugs Driving

- Roadside procedures
- Section 4 procedure
- Power of Entry
- Station Procedure
- Blood/urine sample procedures
- Hospital Procedures
- Pedal Cycle procedures
- Solvent abuse
- Diplomats
- Vehicle Forfeiture
- Railway, Marine and Aviation procedures

Driver and Vehicle Licensing

- Driver Record Requests – who to contact
- Custody reports
- People who have two driver records
- Medical Conditions
- Vehicle Record Requests
- Police Notification to update licence records
- Excise queries

Driver Improvement Scheme

- When to Suggest a referral
- Reporting Timescales
- Additional Offences

Driver Training and Standards - Vehicle Safety Checks

- Driver Training Standards
- Driving Authorisation
- Probationary Constables
- Police Staff
- Levels of Authorisation – Basic / Standard / Advanced
- High-Speed Driving Re-assessment
- Suspension of Authorisation
- Statutory Exemptions
- Fitness to Drive
- Medical Conditions
- Long Journeys
- Vehicle Safety Checks
- Timing of Servicing of Vehicles

Hollow Spike Tyre Deflation System

- Types of Devices
- Limitations
- Availability
- Deployment

HORT Procedure

- Process / Procedure
- HO/RT1 (Driver Process) – HO/RT2 (Station process)
- Electronic Insurance Certificates
- Fixed Penalty Notices and HO/RT1 – England / Wales only
- Trade Policies of Insurance

Prohibitions

- Mechanical Prohibitions (PG9)
- Removal of Prohibitions
- Overweight vehicles (PG170)
- Driver Hours Prohibitions (PG170)
- Carriage of Dangerous Goods
- Check Forms (10-500)

Road Traffic Collisions

- Attendance Criteria
- Non-Attendance Recording
- Attending Officers – Initial Actions – Damage only / Slight Injury
- Recording Procedures (Officers attending)
- RTC involving Security Vehicles
- Fatal / Likely to Prove
    - Full Investigation
    - SIO Policy File
    - Scene Management
    - Family Contact Officers

Scottish Safety Camera Partnerships

- Objectives
- Site Selection
- Back office Procedures
- Emergency Vehicles Activations

Seizure of Vehicles

- CVRS
- ACR Procedures
- Categories of vehicle seizure

- Forfeitures
- Lawful property in the possession of persons taken into custody
- Unlawful property in the possession of persons taken into custody
- Retention and disposal of seized vehicles
- Dealing with complaints
- Charges
- Property within Vehicles

Speeding

- Procedures
  - Calibrated Speedometer
  - In-car Distance/Time systems (VASCAR)
  - Hand-Held Devices
- Training
- Operational Use
- Enforcement Criteria
- Enforcement of 20mph limits

Tachographs

- Vehicles requiring Tachographs
- Types of Tachographs
- Calibration
- Records
- Seizure of Records
- Digital Data Recovery
- Collisions

Tinted Window Offences and Use of Tintman Photopic Window Tintmeter

- Windows and windscreens
- Motorcycle Visors
- Prohibitions
- Testing Method
- Preparation for Use
- Method of Calibration
- Blank Check

Tracker - Stolen Vehicle Tracking System

- Purpose
- Procedures of Use
- Contact Details

Vehicle Defect Rectification Scheme

- Purpose
- Application of Scheme and type of vehicles
- Procedure with Form
- Exceptions on Scottish Islands or where testing stations are not available

Vehicle Pursuits

- Definition
- Armed Pursuits
- Responsibilities
- Pursuit Tactical Advisor
- Recording of Pursuits

APPENDIX 'B'

SEPA CONTACT DETAILS

SEPA can be contacted on 0800 807060 or for general enquiries via their website address: http://www.sepa.org.uk

UK BORDERS AGENCY CONTACT DETAILS

UK Borders Agency can be contacted at their command and control centre, which operated 24/7, on [redacted].