



Information Management

Freedom Of Information

PO BOX 9
Laburnum Road
Wakefield
WF1 3QP

Tel: 01924 296006

Email: foi@westyorkshire.pnn.police.uk

Website: www.westyorkshire.police.uk

Our ref: 005625/18

Date: 03/01/2019

Dear Mr Scott,

Thank you for your request for information, received by West Yorkshire Police on 13/11/2018.

You requested the following information:

What is your policy on officers who have resigned from your service and wish to re-join as an officer?

Please see the attached document.

COMPLAINT RIGHTS

If you are not satisfied with how this request has been handled or with the information provided, please read the advice notice attached to this letter. If you do wish to take up your right of complaint, please remember to quote the reference number above, in any future correspondence.

Yours sincerely,

Kirsti Kaye
Disclosure Officer.

COMPLAINT RIGHTS

1. Are you unhappy with how your request has been handled or you think the decision is incorrect?

You have the right to request that West Yorkshire Police review their decision. Prior to lodging a formal complaint, we encouraged that you discuss the decision with the case officer that has dealt with your request.

2. Ask to have the decision looked at again

The quickest and easiest way to have the decision looked at again, is to telephone the case officer that is nominated at the end of your decision letter. That person will be able to discuss the decision, explain any issues and assist with any problems.

3. Complaint

If you are dissatisfied with the handling procedures or the decision of West Yorkshire Police, made under the Freedom of Information Act 2000 regarding access to information, you can lodge a written complaint to have the decision internally reviewed.

A West Yorkshire Police internal review of your decision, will be carried out by a senior member of staff who is fully trained in interpreting Freedom of Information legislation. The review will be independent conducted, regardless to the original decision made.

Complaints will only be treated as valid, if they are received by West Yorkshire Police within a 60 day timeframe from the date of the decision letter. They must include the original FOI Reference Number and can only be submitted in writing, by using the following contact details:

foi@westyorkshire.pnn.police.uk

or

West Yorkshire Police
FOI Internal Reviews
PO Box 9
Laburnum Road
Wakefield
WF1 3QP

In all possible circumstances, West Yorkshire Police will aim to complete and respond to your internal review within 20 working days. However this date may be extended in exceptional circumstances, by another 20 working days.

4. The Information Commissioner

If you are still dissatisfied with the internal review decision, made by West Yorkshire Police. You can then make an application to the Information Commissioner, for a decision on whether the request for information has been dealt with in accordance with the requirements of the Act.

For information on how to make application to the Information Commissioner please visit their website at www.ico.gov.uk

Alternatively, you can phone their helpline or write to them at:

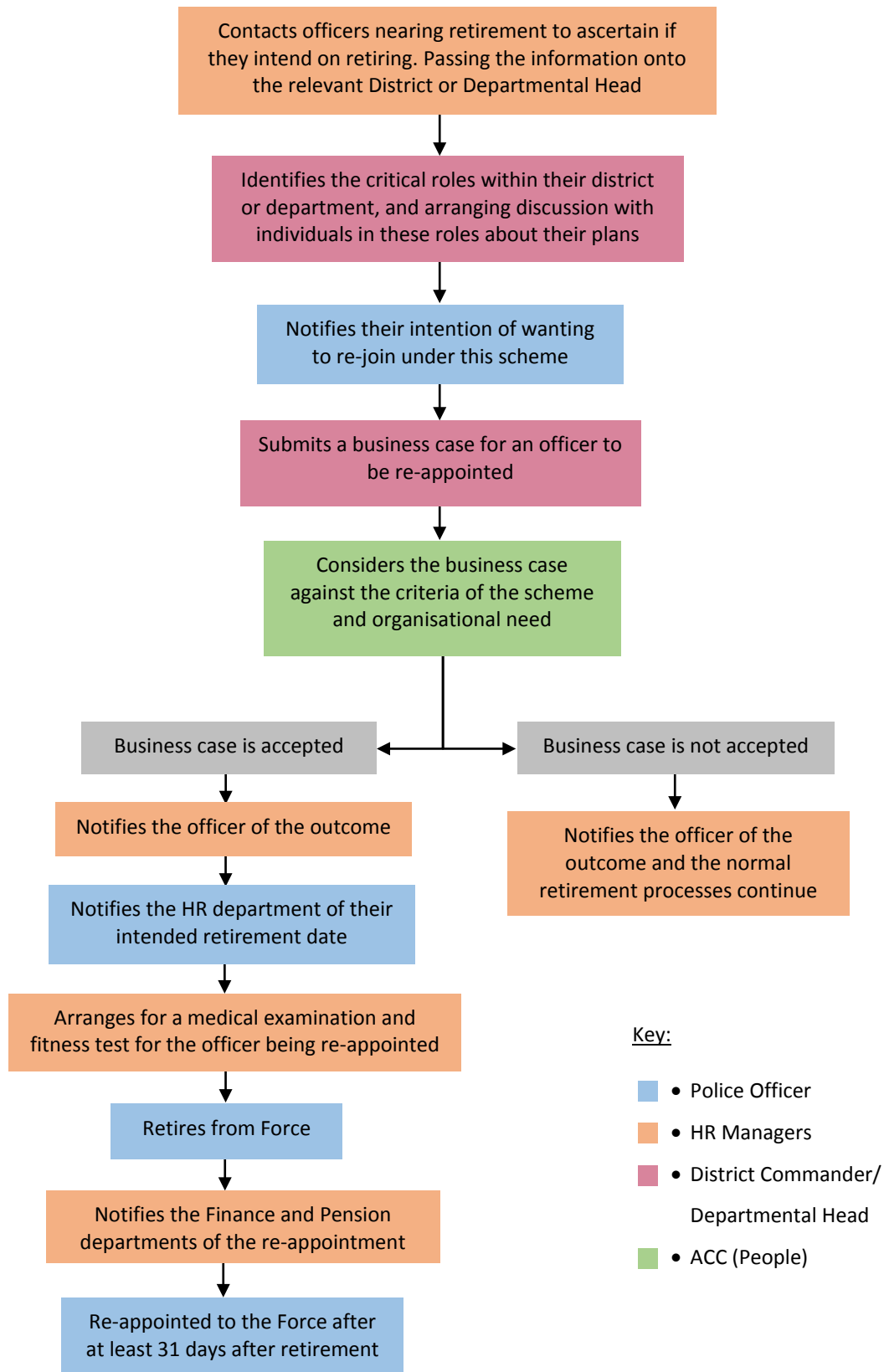
Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF
FOI Help Line: 0303 1231113

Police Officer Re-Joiners Scheme

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Flowchart – Police Officers Re-Joiners Scheme



Policy Statement

Summary

There may be occasions where there is a specific organisational or national need or requirement to maintain resilience in operational policing areas where critical skills or experience is required to ensure the continued safety of West Yorkshire Communities.

This policy establishes a fair and consistent process for those officers interested in re-joining West Yorkshire Police (WYP) as a police officer after retirement.

Scope

This policy procedure applies to officers up to the rank of Chief Inspector.

Principles

Force Undertaking

To achieve this the Force will:

- Identify roles where there is the potential for serious risk, threat or harm to the public if those roles could not be filled by suitably experienced or qualified officers, e.g. Firearms Officers (Specialist Firearms Officers (SFOS), Authorised Firearms Officers (AFOs), Counter Terrorism Firearms Officers (CTFSOs) or Trainers, etc.), Tactical Flying Officers (TFOs)(NPAS);
 - Introduce a policy to offer officers who meet specific criteria and who have, or are intending to retire, from the Force the opportunity to be re-appointed in the same role and access their commutation lump sum;
 - Re-appoint officers at the same rank and pay scale as they were at the time they retired; and
 - Monitor and review roles as Force operational circumstances change to ensure that only the required number of officers are re-appointed.
-

General

- The policy aims are to ensure that the Force has options to maintain operational effectiveness through retaining officers with the critical skills and experience where necessary.
- This policy outlines the process for re-appointing officers who express an interest in re-joining the Force immediately after retiring and accessing their pension benefits.
- Only roles where there are extreme skills shortages that are critical to policing, or that are difficult to fill, or have lengthy and costly training requirements and is not intended to be replace effective succession planning.
- The policy is not intended to be used for officers in roles that the Force can easily fill, e.g. general investigative roles, such as District detectives posts

- The Assistant Chief Constable (ACC) (People), in consultation with Chief Officer colleagues, will be responsible for deciding which specific roles are appropriate for re-appointment under the Scheme.
 - Officers re-joining under this policy are required to have a minimum 31 days break between retirement and re-appointment to avoid potential HMRC taxation issues.
 - Officers re-appointed under this policy will have their monthly pension benefits abated once re-appointed to the Force.
 - Officers re-appointed to WYP under this policy will re-commence at the same rank as they were at the time of their retirement.
 - Officers reappointed under this policy will be subject to the same UPP and Conduct Regulations and policy procedures as other officers.
 - Officers who are retained for their specific skills and who, for any reason, are unable to continue in that role will be posted to any other role in the Force area as organisational needs require.
 - The policy does not replace Regulations governing:
 - The appointment of Police Officers;
 - Police Conduct or Performance; and
 - Police Pension Regulations.
 - The policy is not intended to enable officers who would not have normally retired to access their commutation lump sum but is an option for the Force to decide how to manage otherwise identified risks.
 - As there is no officer application process there is no requirement for an appeal process for this policy.
 - This policy will be reviewed annual to ensure it is still necessary and fit for purpose.
-

Eligibility Criteria

- The policy only applies to police officers in the federated ranks.
 - Only officers who are eligible to retire and access their pension benefits are eligible to re-join under this policy.
 - Officers must meet the Force Attendance Standard at the time they retire to be eligible to re-join.
 - Officers must have a PDR rating of at least 'Successful Performer' to be eligible to re-join.
 - Officers who wish to be re-appointed under this policy guidance will be required to undergo a medical examination with the Force OHU to ensure they are fit for full operational duties.
 - Officers will be required to undertake and pass the Force fitness test prior to re-appointment.
 - Officers subject to Unsatisfactory Performance Procedure (UPP) or Conduct procedures are not eligible to apply under this policy.
-

Responsibilities

Police Officers

- Responsibilities** Police officers are responsible for:
- Notifying their SLT formally, that they would wish to re-join and therefore be considered for re-appointment after retirement in line with this policy. This must be done no later than 2 months prior to their actual intended retirement date; and
 - Notifying HR of their intended retirement date, if re-appointment has been agreed.
-

HR Managers

- Responsibilities** HR Managers are responsible for:
- Contacting officers nearing their retirement date to ascertain if they intend on retiring;
 - Providing the relevant SLT with the names and roles of officers who nearing their retirement date and intend retiring so that they can consider if the officer is in a critical role;
 - Notifying the officer of the outcome as per the ACC's decision;
 - Arranging for a medical examination and fitness test where it is agreed by the ACC (People) that an officer can be re-appointed under this policy; and
 - Notifying the Finance department and Pensions department of the officer's re-appointment.
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District Commanders and Departmental Heads

- Responsibilities** District Commanders and Departmental Heads are responsible for:
- Identifying critical roles within their business areas that carry a substantial risk to the Force if they were unable to maintain officer numbers in those posts;
 - Having informal discussions with officers who are in critical roles to ascertain their future career intentions;
 - Ascertaining whether these officers in critical roles, wish to be re-appointed under the principles of this policy; and
 - Submitting, where necessary, a business case to ACC (People) requesting consideration for an officer to be allowed to be re-appointed where they are in an identified critical role.
- The business case must be based on threat, harm and risk to the Force or local communities and not on an individual officer's circumstances.

Assistant Chief Constable (People)

- Responsibilities** The ACC (People) is responsible for:
- Considering if the business case submitted by the District Commander, or Departmental Head, meets the necessary criteria and organisational needs, and based on that will make the decision on whether the officer can be re-appointed after retirement from the Force; and
 - Notifying the relevant HR Manager of their decision.
-

Additional Information

Compliance

This policy complies with the following legislation and policy:

- Attendance Management policy
 - Police Regulations 2003
 - Police (Conduct) Regulations 2012
 - Police (Performance) Regulations 2012
 - Unsatisfactory Performance Procedure (UPP)
-

Policy Database Administration

Item	Details
Document title:	Police Officers Re-Joiners Scheme
Owner:	Human Resources
Author / Reviewer:	
Date of last review:	
Date of next review:	
The Equality and Human Rights Assessment for this policy is held on Force Registry which can be accessed via this link .	

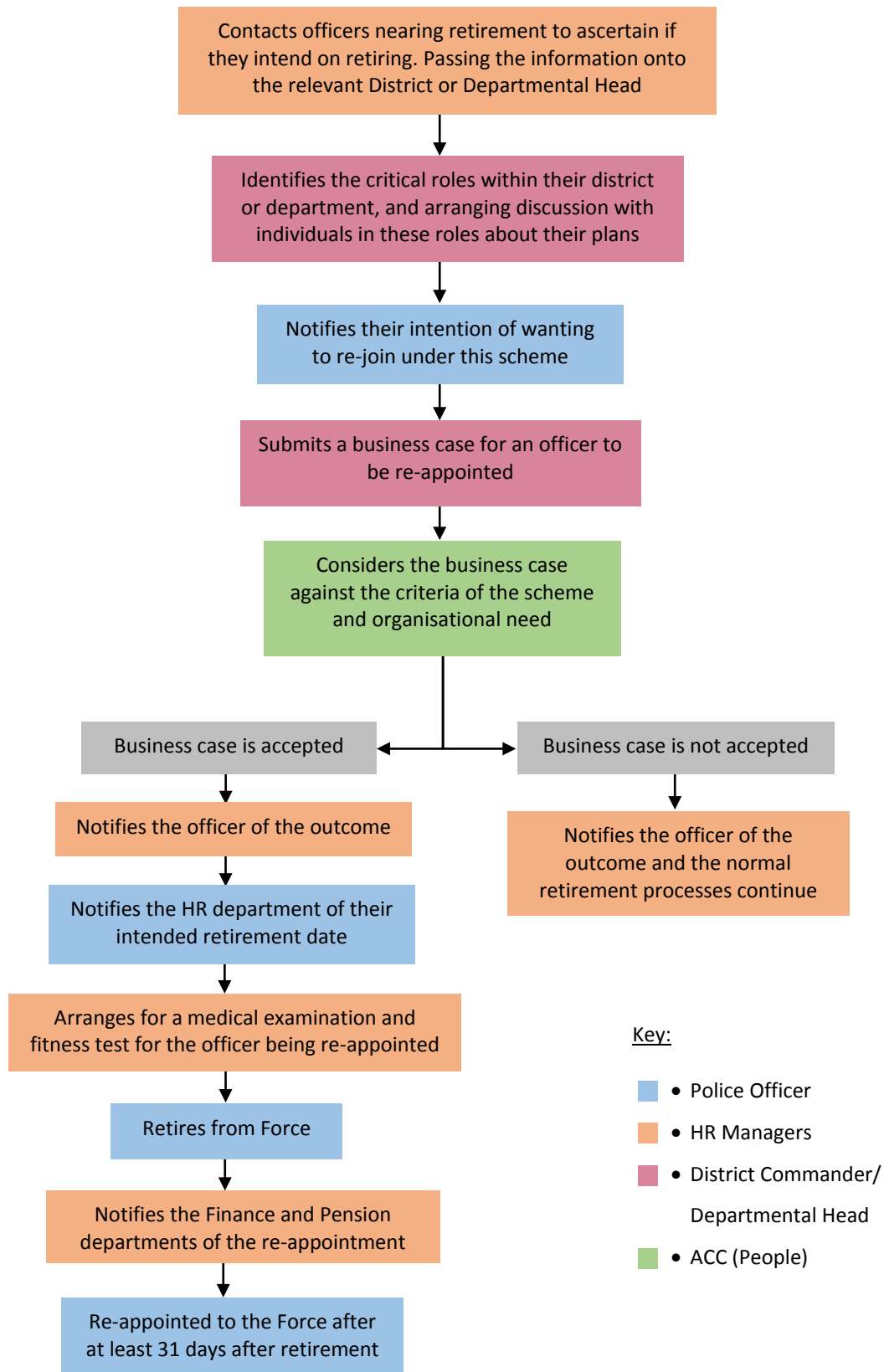
The table below details revision information relating to this document:	
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