



Candidate Information Pack

Transferees and Re-joiner

Constable

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Section One

Eligibility

Essential Eligibility Criteria

- Substantive in rank of Constable (or above)
- Not subject to probationary period as a Student Officer
- Currently serving in a Home Office force, or have served in a Home Office force within the previous two years
- Must not have any findings of guilt for complaints or discipline
- Must not currently be subject to an unsatisfactory performance review or action plan
- All mandatory training must be up to date
- Any other eligibility criteria listed within the role-specific Job Description

You will not be eligible to apply if you have an existing CCJ or IVA outstanding against you.

Applicants who have been registered bankrupt will not be considered. Failure to disclose any of the above will lead to your application being rejected.

Applicants with a criminal record will be reviewed on a case by case basis, but can be rejected from the process dependent on the date and nature of the conviction. Applicants are encouraged to email recruitmentteam@btp.pnn.police.uk if they have any queries on previous convictions.

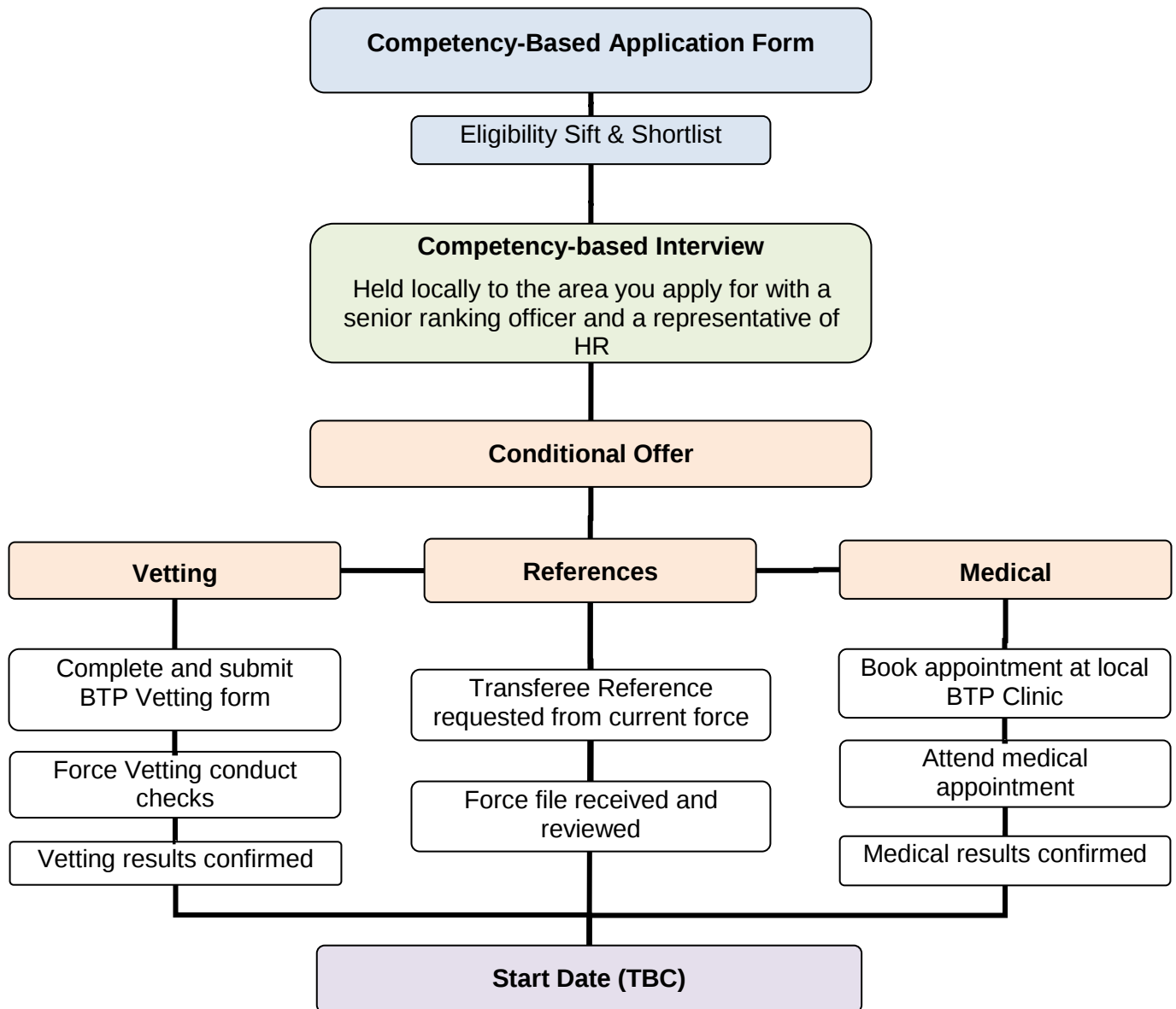


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Section Two

The Recruitment Process

The Recruitment Process

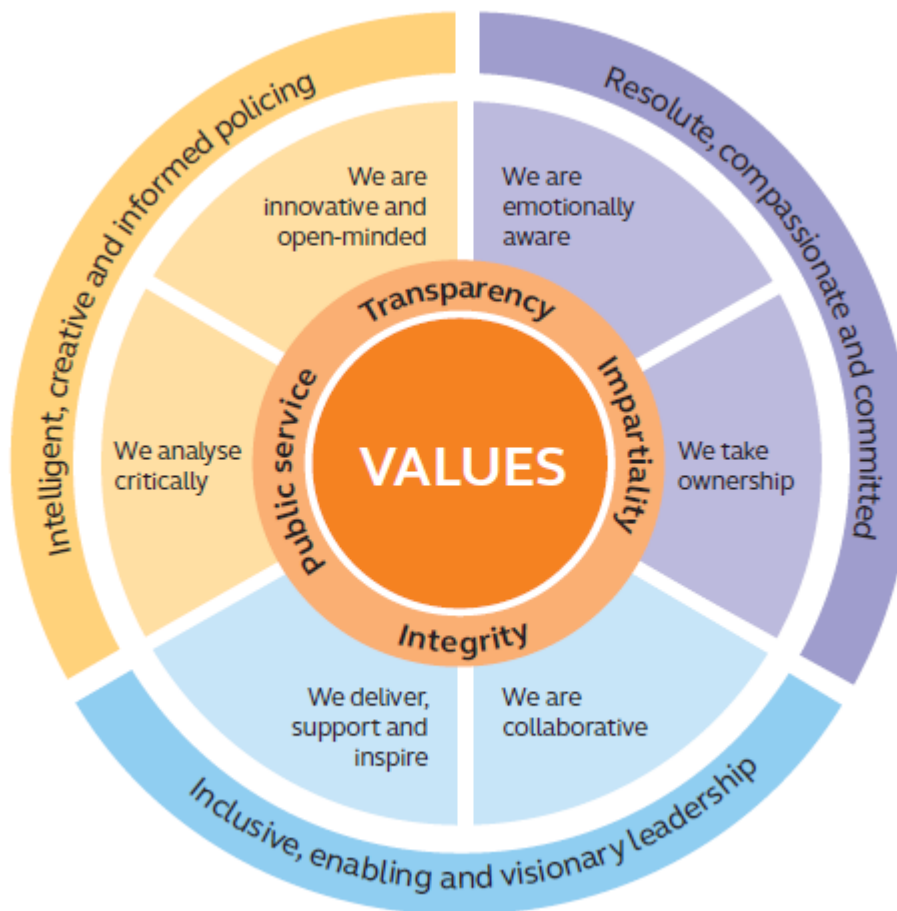


Competency-based Application and Interview

All BTP Firearms Officers are Police Officers first, and all Firearms Officers perform to exactly the same competencies as any other BTP officer.

The recruitment process for the Firearms unit therefore measures your competence as an officer against the competencies and values listed in the Competencies and Values Framework (CVF). By judging you against the CVF, we can not only judge your current performance as an officer, but also your potential as a Firearms Officer.

Further information regarding the CVF can be found on the [College of Policing website](#).



Section Three

Salary & Pension Information

Salary & Allowances

BTP operates on the same Windsor Salary Scale as Home Office forces. As such, your basic salary, including your increment date, will be maintained on transfer as follows:

For officers in service before 1st April 2013:

Pay point	Basic Salary
4	£32,230.27
5	£33,264.36
6	Removed
7	Removed
8	Removed
9	Removed
10	£39,150.49

For officers who commenced service on or after 1st April 2013:

Pay Point	Basic Salary
2	£26,801.28
3	£25,729.36
4	£26,801.28
5	£28,945.13
6	£33,264.36
7	£39,150.49

BTP employees are paid every four weeks in arrears. Your basic pay earned in any four-weekly period will be paid within seven days of the expiry of each such period. Any enhancements or other monies due will normally be paid at the same time.

Please note that candidates retiring and re-joining will be placed on to Pay Point 0 due to the break in continuous service.

Pensions

Introduction

The information in this leaflet is given on a “without prejudice basis” and does not form any part of your contractual entitlements. It does not confer any rights to benefits from the Fund other than those provided by the Fund Rules.

The benefits payable from the British Transport Police Superannuation Fund are set out in the Rules of the Fund and a full guide for members will be included within your welcome pack when you join.

All Officers under the age of 58 (63 for Superintendents and more senior ranks) will be entered into the BTP Superannuation Fund on the day they start work.

BTP operate a Pension Salary Sacrifice Scheme (PensionPlus). You will automatically be enrolled into PensionPlus and your Reference Salary will be reduced, in accordance with the PensionPlus Scheme rules, by an amount equivalent to the level of pension contributions.

On 1 April 2015, the British Transport Police Authority introduced a new ‘CARE’ section of the British Transport Police Force Superannuation Fund (BTPFSF) for new entrants training to become Police Officers, for transferee Police Officers who have no protection in a Home Office force pension scheme, and for re-joining Officers who have had a break in service.

The term CARE stands for ‘Career Average Revalued Earnings’. This means that on retirement the pension earned by the Officers will be the sum of the benefits accrued each year uplifted in following years by the consumer price index plus 1.25% per annum over the period of membership in the Fund.

Officers transferring from another force into the BTP whose pensions are protected in the Home Office may retain a form of protection on transfer, subject to confirmation from your current force regarding your current pension arrangements and subject to the approval of the British Transport Police Authority. It is your responsibility to ensure that the Recruitment team is aware of any level of protection that you may have.

Those currently in protected 30 or 35-year final-salary schemes in their host force may be offered the terms and benefits of BTP’s 2007, 35-year pension scheme. Those who are protected in a 35-year final-salary scheme in their host force, either in permanent or tapered protection, may retain their protection as per their current arrangement. Those currently enrolled in the CARE scheme in their host force, or those who have left service and are therefore no longer an active member of a Home Office pension, will receive the terms and benefits offered by the BTPFSF CARE scheme.

Transferring pension benefits

The fund can usually accept a transfer of benefits from your previous pension scheme if it is approved by the Her Majesty’s Revenue and Customs (HMRC). The rules of the Fund allow transfers-in of past membership in from Home Office forces. However, such transfers need to be on a basis agreed between the Home Office and BTPA, set out in a ‘bilateral transfer agreement’. There is currently no bilateral transfer agreement in place for the BTPFSF CARE Section, so it is currently not possible for transfers to be processed or for transfer quotations to be provided.

To discuss this further, please contact the HR Business Centre on 0121 634 5630