

PUBLIC TRANSPORT CONCESSION

Executive Summary

Residents of and visitors to the West Midlands should be able to enjoy travel within the area which is both a safe and enjoyable experience. The Designated Transport Operators aim to increase the presence of identifiable Police Officers, Police Special Constables and Police Community Support Officers (PCSOs) on public transport. This has been identified as a key factor in providing reassurance to communities and improving perceptions of safety.

Interventions by Police Officers and Police Special Constables witnessed by members of the community travelling on public transport will offer reassurance and make those members of the community feel safe.

This policy covers guidance on concessionary travel for Police Officers, Police Special Constables and PCSOs for West Midlands Police (WMP) only. It does not provide guidance for any other partner agency or individuals.

A concession is a preferential allowance or rate given by an organisation. In the terms of this policy it is free travel.

OBJECTIVES:

- To identify which Designated Transport Operators form part of the policy.
- This policy will show the jurisdiction to which the concessionary travel applies.
- This policy will highlight the restrictions imposed by individual Designated Transport Operators.
- This policy will highlight the conditions imposed on Police Officers, Police Special Constables, and PCSOs when using this concession.

Authorised Professional Practice (APP):

- This policy has been checked against APP and there is none in relation to the subject matter of this policy.

Policy Statements:

- **Concessionary travel in the terms of this policy does NOT apply to any police staff member.**
- **Concessionary travel only applies for Special Constables when they are Independent Patrol Status (IPS) and booked onto pre-arranged duties for WMP – for travel to/from pre-arranged duties please refer to the Special Constabulary expenses policy.**
- **It does NOT include travel to/from a Special Constable's place of employment outside of WMP.**
- **This policy does not apply in the event of Officers using public transport responding to an emergency or incident in progress.**
- The concession only applies on travel using the designated transport operators and in circumstances listed in the table contained in the procedural guidance "Designated Transport Operators" attached to this policy.
- All the Designated Transport Operators have agreed to provide some level of concessionary travel but with certain specified conditions.
- The conditions are specified in the table contained in the "Designated Transport Operators" procedural guidance.

- You must check the allowances, restrictions and boundaries contained within the “Designated Transport Operators” procedural guidance prior to travelling.
- Officers, Special Constables must identify themselves both on demand and where practicable, in advance of boarding through the production of their warrant card.
- Where Officers are not in possession of their Police Warrant card they must purchase a travel pass or ticket to travel.
- Police Officers and Police Special Constables who use the concessionary travel do so on the understanding that they will lose anonymity if they intervene or act if they witness a crime.
- Police Officers and Police Special Constables utilising the concessionary travel will be obliged to assist and are expected to actively intervene to address incidents of crime and disorder.
- Such interventions may be self-initiated or at the specific request of:
 - A member of the public
 - British Transport Police Officers
 - A member of staff associated to the transport network (bus, rail or tram)
- Officers must make a dynamic risk assessment of the situation and identify the most appropriate method of resolution.
- The procedural guidance “Intervention Reporting Process” must be followed for all incidents.
- This policy does not imply, in any way, that Officers will/must travel with their personal protective equipment when travelling to/from work.
- When an Officer intervenes or assists it does not automatically mean they are on duty. Advice must be sought from a supervisor at the earliest opportunity as the Officer may be entitled to claim overtime.
- Officers who have consumed alcohol prior to commuting home must purchase a travel pass or ticket and must NOT use concessionary travel.
- Officers seconded to West Midlands Police (including Regional Task Forces, Force CID, Regional Organised Crime Unit (ROCU)) from Warwickshire, Staffordshire & West Mercia will be issued with a WMP Gateway card. This will enable them to utilise concessionary travel within the terms and boundaries of this policy only.
- Police Officers and Police Special Constables that are subject to medical restrictions and work-based restrictions must dynamically risk assess the situation.
- Depending on the nature of the restriction it may be the Officer acts as an observer whilst requesting assistance.
- When travelling on the train, tram or bus, Officers **MUST** give up their seat if no seats are available for paying passengers.
- When travelling on the train, Officers must **NEVER** seat themselves in the first-class compartment, even if invited to by the train manager.



- This offer of concession will be withdrawn if the terms of the offer are abused or misused and staff may be liable to disciplinary action

Procedural Guidance Documents List:

**INTERVENTION REPORTING PROCESS
DESIGNATED TRANSPORT OPERATORS & RESTRICTIONS**

Publication Instructions:

- Suitable for publication to public

Policy Ref: OPS/07

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Review Date: 25/01/2025

Policy Author: Insp Rachel Crump /Sgt Shaun Hickenbottom

Any enquiries in relation to this policy should be made directly with the policy author shown above.

Force Executive Approval:

CHIEF CONSTABLE

Monitoring and Review

Version	Date Reviewed	No change / Minor Changes / Major Changes (<i>detail</i>)	Amended / Agreed by	New review date
1.1	25/01/2023	Minor Inclusion of regional taskforces/FCID within secondments	Insp Rachel Crump Shaun Hickinbottom	25/01/2025