



North West Police Benevolent Fund

Cheshire Constabulary, Greater Manchester Police, Lancashire Constabulary & Merseyside Police

President: Peter Fahy QPM, MA, Chief Constable GMP
Progress House, Broadstone Hall Road South, Reddish, Stockport, SK5 7DE

Fax: 0161 355 4410

thebenfund.co.uk

Tel: 0161 355 4420

The North West Police Benevolent Fund is an unincorporated association, registered as a charity governed by the rules approved by the Charity Commissioners and accords to their Statement of Recommended Practice (S.O.R.P.)

1. NAME

The name of the Fund shall be the North West Police Benevolent Fund.

2. OBJECTS

To relieve North West Police Benevolent Fund members of Cheshire Constabulary, Greater Manchester Police, Merseyside Police, Lancashire Constabulary, National Crime Agency, Cumbria Constabulary and previous police forces amalgamated with the constituent forces, together with their dependants, who are in a condition of need and hardship. To provide for the relief of sickness or injury through the provision of facilities for convalescence and rehabilitation. The fund will also consider applications from former officers of the above forces at the discretion of the Trustees.

3. MEMBERSHIP

Members of the fund shall be donating Police Officers and Law Enforcement Officers of the constituent Organisations or retired members who previously donated to the Fund. Any member serving or retired making application for any North West Police Benevolent Fund services will normally have been donating for a minimum period of 12 months.

- a) Members include those officers in the first 12 months of their probationary period.
- b) Retired means in receipt of a pension from the relevant constituent organisation.
- c) 'Retired members' are those who were donating at the point of their retirement who donated for the majority of their service.
- d) Members also include those retired members making a donation whose previous membership or donating history cannot be verified.
- e) Membership of the Fund is at the absolute discretion of the Trustees

Membership Withdrawal

(THE NORTH WEST POLICE BENEVOLENT FUND IS A REGISTERED CHARITY – NO. 503045)

Membership can be withdrawn by the Management Committee for the following reasons:-

- 1) If a member is Dismissed from the constituent organisation
- 2) If a member is required to resign or resigns following an investigation for Misconduct / Gross Misconduct or Stage 3 Unsatisfactory Performance Procedures (UPP)
- 3) If a member resigns
- 4) If a member or their representative is rude or aggressive towards a representative or agent of the Fund.
- 5) If a member or their representative's behaviour is unreasonable

Appeal Process

Where a membership is withdrawn a letter will be sent to the member informing them within 7 working days of the meeting which made the decision. They will be informed of their right to appeal within 14 days of the date of that letter. It is the Secretary's responsibility to ensure the necessary adjustments with payroll.

The appeal will be in writing and should be forwarded to the Secretary.

The appeal will be considered by three Trustees who were not present at that initial decision making process.

The decision of the 'Appeal Committee' will be final. The chair will write to the former member and the Secretary of the NWPBF within 7 working days of their meeting informing them of their decision.

4. MANAGEMENT

- a) A Chief Constable of one of the constituent forces may be appointed as a representative to be a trustee of the Management Committee.
- b) The Superintendents Association of one of the constituent forces may appoint one representative to be their trustee of the Management Committee.
- c) The Police Federation of each constituent force may appoint one representative to be their trustee of the Management Committee.
- d) The members of the NARPO of any of the constituent forces may appoint a maximum of two representatives to be their trustees of the Management Committee.
- e) The members of the NCA may appoint one representative to be their trustee of the Management Committee.

- f) Each of the constituent forces may nominate a Welfare Advisor who will be a co-opted member of the Management Committee without the right to vote.
- i) Five Trustees shall form a quorum.
- j) The appointed Management Committee shall appoint executive positions, namely, Chair (Chief Officer), Secretary and a Treasurer.

The appointed Management Committee shall also appoint a deputy position, namely, Vice Chair

The executive appointments will be at the first meeting following an Annual General Meeting and they will remain in post for a period of 3 years, irrespective of any position held on the individuals Staff Association.

Vacancies arising during the year will be appointed at the next Management Committee meeting.

- l) Each Trustee (excepting Executive positions – see point (j)) shall remain in post whilst a serving member of the appointing body
- m) Removal of Trustee – A trustee is entitled to resign before the end of their set term and this should be put in writing and sent to the Secretary of the Fund.
Vote of 'No Confidence' in a Trustee – A vote of no confidence can be taken in relation to the removal of a Trustee who is not acting in the best interest of the Charity or conduct that could damage the reputation of the Charity.
- n) Voting is based on a majority vote and all Trustees are entitled to vote

5. CONDUCT OF BUSINESS

All payments from the fund must be authorised by the Management Committee.

If an urgent need arises any two Trustees of the Management Committee shall have the power to authorise emergency payments (refer to Policy), details of which must be reported to the next meeting of the Management Committee.

The financial year of the Fund shall end of the 31st December.

The Management Committee shall meet monthly on agreed dates to transact its business.

An Annual General Meeting shall be held normally in May each year and in any event within 15 months of the last AGM. For the purposes of the Annual General Meeting five Trustees shall form a quorum.

An Extraordinary General Meeting may be called by the Management Committee, or when 30 or more members in writing request such a meeting. Any request shall include the reason for the meeting. Members of the fund shall be informed of any such meeting called at least twenty one (21) days before the selected date.

Any application for consideration for a grant or loan from the Fund shall be sent to the Secretary of the Fund.

The Finance Committee shall meet 3 times a year to review finances and the Charities governing document making any recommendations for change for consideration by the full Management Committee.

The Committee shall consider the annual purchase of professional indemnity insurance for all members of the Committee at the Annual General Meeting.

The Committee shall consider on an annual basis a honoraria payment for the work carried out by the Secretary of the Fund.

Trustees of property held for the purposes of the Charity may be appointed or discharged by resolution of a meeting of the Management Committee

6. CONTRIBUTIONS

The contributions to be paid to the Fund by serving officers shall be determined by the Management Committee.

All contributions to the Fund will be made by the payroll sections of the constituent force by deduction from the officers' pay.

There shall be no refund on cessation of contributions.

7. DEATH GRANT

In the event of the death of a subscribing serving Police Officer/SOCA Officer a death grant will be given at the discretion of the Management Committee to the officer's next of kin/dependants.

8. INVESTMENT POLICY

The Committee is empowered to appoint as an Investment Manager, a person or organisation regulated under the Financial Services Act 1986, who is reasonably believed by the Management Committee to be qualified in their ability, and in practical experience of financial matters, to implement its investment policy.

The Management Committee will regularly monitor the progress of the investments, having regard to their need for diversification and to ensure that they are appropriate and suitable to the Fund.

9. ALTERATION OF RULES

The rules of the fund shall be endorsed at each Annual General Meeting.

A written proposal duly seconded to be considered by an Emergency General Meeting which at least 10 Trustees are present. One month's written notification of any proposed amendment or alteration of the rules must be submitted to the Secretary prior to an Emergency General Meeting.

Chief Constable Andy Rhodes
Chairman

PC Jackie Smithies
Secretary