

**CONSTITUTION OF THE NATIONAL ASSOCIATION OF POLICE, FIRE AND CRIME PANELS**

**FUNDAMENTALS**

1. The organisation by Constitution established and governed shall be styled “the National Association of Police, Fire and Crime Panels” (‘the Association’).
2. The Association shall maintain its recognition by the Local Government Association (“the LGA”) as a special interest group of the LGA under clause 15 of the LGA Constitution.
3. Membership of the Association shall be open to each and every Police and Crime Panel (constituted under the Police Reform and Social Responsibility Act 2011) whether or not such a Panel has been constituted as a Police, Fire and Crime Panel under the Policing and Crime Act 2017. In any case of doubt whether an applicant is eligible for membership of the Association, it shall comply with the determination of the LGA Leadership Board.
4. In the functioning of the Association no distinction shall be made between Police, Fire and Crime Panels and Police and Crime Panels.
5. In these Rules references to:
  - 5.1. “PCCs” includes both Police and Crime Commissioners and Police, Fire and Crime Commissioners;
  - 5.2. “PCPs” includes both Police and Crime Panels and Police, Fire and Crime Panels; and
  - 5.3. “constituent panels” refers to those PCPs which are paid-up members of the Association.
6. The Association shall operate wholly within its terms of reference as approved from time to time at the Annual General Meeting of the Association (“AGM”).

**ADMINISTRATION**

7. The day-to-day business of the Association shall be carried on by the Officers of the Association comprising:
  - 7.1. a Chairman;
  - 7.2. not more than two Vice-Chairmen; and
  - 7.3. a Treasurer;
 who together with six additional members shall form an Executive Committee to be elected annually at the AGM from among the duly nominated representatives of the constituent panels.
8. In the event of a vacancy among the Officers of the Association or of the members of the Executive Committee, that Committee shall have the power to co-opt an eligible person to fill that vacancy until the next following AGM.
9. The Executive Committee may also appoint sub-committees to which it may remit any matter for examination and review and shall set the date by which each sub-committee shall report back and otherwise direct the scope and operations of the same.
10. At each AGM, the Chairman shall present (with the prior agreement of the Executive Committee) an Annual Report on the activities of the Association in the preceding year and of the Association’s future work programme. Upon the same being adopted by the AGM, it shall be forwarded to the LGA.
11. The first AGM shall be held in November 2018 and subsequently annually thereafter.

12. At the AGM, each constituent panel shall have one vote. That vote shall be exercised by a member of the panel in question or of its support staff as designated by such panel.
13. Any expenditure on behalf of the Association of a sum exceeding £500 shall require the prior approval of the Executive Committee. All other expenditures shall require the prior approval of any two of the Officers of the Association.
14. Constituent panels wishing to withdraw from membership of the Association shall give written notice of such intention to the Chairman by 31<sup>st</sup> December in any year and such notice shall take effect on the 31<sup>st</sup> March following.
15. The quorum for the AGM or for the Executive Committee or a sub-committee thereof shall be the attendance of 30% of the constituent panels or members, as the case may be.
16. Decisions shall be reached at AGMs and at meetings of the Executive Committee or of sub-committees thereof by the majority vote of those attending and entitled to vote.
17. The accidental omission or failure to give due notice of any AGM, or of the meetings of the Executive Committee or any sub-committee thereof, to a constituent panel or member, as the case may be, shall not invalidate the proceedings of such meeting.
18. These Rules shall be adopted at the first AGM and may thereafter be amended at an AGM with the concurrence of a majority of the constituent panels.