



# **Annual Report 2018**

### Agenda for Annual Conference Southport 2019



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# Welcome **Steve Edwards, CEO**

I am delighted to present this review of the year, covering the period from 1st July 2018 to 30th June 2019.

The past 12 months mark a significant period in our history as we reach our 100-year anniversary. This is an important milestone for the organisation and great effort has been made, quite rightly, to ensure we recognise and celebrate this great achievement.

We enter into our centenary year in a very strong position. Our membership continues to increase and we now serve over 91,400 retired police officers, police widows and widowers. We are now the largest public sector pensioner organisation in the country.

NARPO owes a lot to the tireless contributions made by its local branch members, who are all volunteers and give up their own time to make sure that their members, particularly those who may be vulnerable through illness or loneliness, are still part of the 'police family', and are not just forgotten and cast aside. Local branch social events ensure that members have the opportunity to socialise and stay in touch with former colleagues. Local branches and their committees are the lifeblood of the association, ensuring that members are kept informed of recent developments in all aspects of police pensions and older people's issues whilst also offering help and support to members on a wide range of matters.

The role of a branch official is varied and includes things such as; organising social events, providing welfare advice and managing membership enquiries and finance issues. I thank all our branch officials for their work.

We have a small team of staff based at NARPO HQ who provide invaluable assistance to our branches, as well as to all our members. The core functions of NARPO HQ include membership services, finance, marketing and IT. We also run a number of events throughout the year, including training courses for branch officials and, of course, our annual conference.

As I reported last year my sincere thanks go to all the staff at NARPO HQ who all work tirelessly and as a team to ensure that we deliver the best service possible to our members.

Alan Lees, Deputy Chief Executive, continues to provide invaluable advice and information to both members and branches, particularly on the subject of police pensions, whilst deputising for the Chief Executive in his absence and providing advice and support to the CEO on a wide range of matters.

Helen Morgan our, Financial Controller, continues to be the 'financial watchdog' for the organisation and continues to provide the NEC with sound financial acumen and advice to ensure the organisations finances are in order.

Angela Calvert has continued with her part-time role throughout most of the period but I am extremely pleased to report that as from the 3rd June Angela has now recommenced full time work for NARPO. I continue to be very grateful for all her hard work in arranging all aspects of our annual conference and her work in developing Super Sleuth, our membership database. Angela is the longest serving member of staff and as such is the 'go to' person on any legacy issues and her knowledge of NARPO is extremely valuable.

Helen Ketton is responsible for Business Support and Communications and I am sure you will agree she has been the driving force behind our change of corporate image and refreshing of all our social media platforms, website and communications. Helen has developed our 'New Horizons' e-newsletter which is distributed guarterly in between NARPO News editions. Helen was instrumental in our Centenary logo and developing our new letterheads etc. to match our new image.

Unfortunately, I have to report that due to family commitments Helen will be leaving us in July to live overseas with her family in support of her husband's career. She will be sorely missed by both HQ and myself personally and I wish her all the best in her future life abroad.

During the year, Dawn Sheard left the organisation to be replaced by Clare Marsden-Eastburn, who has settled in extremely well and both her and Julia Mullan continue to provide an excellent service to all those contacting the office for whatever reason. They work extremely well together and provide a wide range of administrative support to the organisation. We also employed a new member of staff Rachel Stairmand who acts as our Accounts Administrator and provides excellent support to our Financial Controller as well as answering general gueries from members and branches alike. Rachel is a welcome addition to the NARPO team and has settled in really well.

Steve Edwards CEO



# **Celebrating 100 Years**

We have good reason to celebrate this year. Not only have we reached a significant milestone in our history as NARPO turns 100 years old, but we have also achieved considerable growth in our membership.

At a time when many organisations are facing declining membership numbers, NARPO continues to buck this trend and go from strength to strength. We now provide support to over 91,400 retired police officers of all ranks and police widows and widowers from all forces across England and Wales.

Raising awareness of NARPO amongst both serving and retired police officers is key to our ongoing recruitment of new members. We have had a presence at targeted events throughout the year, such as the Police Superintendents' Annual Conference and the Police Resettlement Expo. which provide excellent opportunities to highlight the benefits of NARPO membership to potential members. Our local branches also work very hard to recruit new members, attending preretirement courses as well as other local events.

In addition to the above activities, we have also recently added another strand to our recruitment strategy, which has proven to be very effective. Last year, we learnt that there are over 150,000 police pensions in payment in England and Wales. Given that our membership stands at 91,400 there is clearly some considerable scope for increasing our numbers from existing police pensioners.

With this in mind, we have embarked on a campaign to work with pension providers to raise awareness of NARPO amongst their members. This activity is being rolled-out across the country and, to date, has helped to significantly increase our membership as more police pensioners are made aware of the benefits of joining NARPO. This activity will continue over the coming months.

We are constantly looking for more innovative ideas on how we can encourage former officers to join the Association and we would be very happy to consider any views on this topic, either through your regional representative or direct with NARPO House.

Membership to NARPO offers access to a range of member services, including health, travel and car insurance, as well as free advice services. Many of the insurance products or services have been specifically designed or tailored to meet the needs of NARPO members, and offer highly competitive rates. We have partnered with a selection of legal and financial management companies to give our members access to specialised advice on issues such as wills, trusts and probate.

We are here to help members and their dependants with useful advice on life and wellbeing. With just one phone call, members can have access to up to date advice and support in relation to police

We continue to receive regular calls from members about all aspects of injury award reviews and more. We advise individual members on all aspects of injury awards as and when we receive enquiries via telephone and email. The NARPO website at www.narpo.org is regularly updated on recent developments.

We also continue to work with a number of commercial partners to offer our members a great range of products and services and leisure opportunities. NARPO members have also enjoyed free access to properties on Lake Lugano in Italy and in Vienna, Austria. It is important that our members have the opportunity to enjoy their leisure time after retirement.



In 2019, NARPO reached a significant milestone in our history as we reached our 100-year anniversary. This is a remarkable achievement of which we should all be proud.

We were particularly honoured when Her Royal Highness, The Princess Royal, agreed to be our Patron during our Centenary vear.

At a national level, we hosted a special dinner at the Tower of London which was attended by HRH, The Princess Royal and other dignitaries including Baroness Harris, the Commissioner of the City of London Police and the Deputy Commissioner of the Met Police along with our friends from other associations.

Over 500 members joined the celebrations, representing almost all NARPO branches across the country. The event was held in the Pavilion at The Tower of London with the highlights including a wonderful speech by The Princess Royal in which she praised our local NARPO volunteers, the NARPO logo projected onto the Tower walls and most of all the excellent company and camaraderie throughout the evening where friends old and new were seen to be having a great time.

A video of the highlights of the centenary dinner can viewed from the NARPO website.

NARPO branches have celebrated the centenary by hosting events at a local level, supported by a donation equal to 10% of the precept payable by that Branch. This was a one-off donation agreed by the NEC to ensure all members have an opportunity to celebrate our centenary year.



Much has been achieved by NARPO over the past 100 years so we were delighted to have our key events and milestones documented in a commemorative booklet. 'A Century of Service' which was put together by Angela Buckley. The booklet recounts our history through the decades from the first meeting of retired police officers in London in 1919 to becoming the largest public sector pensioner organisations in the country. The booklet was sent out to all our members alongside the May issue of NARPO News. It provides a fascinating insight into the key moments that have helped to shape NARPO into the organisation we are today. Other commemorative items have been produced to mark the centenary, giving our members the opportunity to purchase anniversary mementos. A special boxed gold commemorative coin, ties and scarves and mugs, all featuring the NARPO centenary logo, are available on the NARPO website.

#### A snapshot of the local events taking place include:

- Suffolk NARPO held a number of events including and hired the Brick Lane Music Hall exclusively for members to enjoy an afternoon tea and show
- Birmingham NARPO hosted a summer lunch for its members featuring entertainment from Comedian Alfie Moore and the Canoldir Male Choir
- NARPO branches across North Wales came together for a centenary charity concert at the Rhyl Pavilion Theatre



# Communicating with our members

As a membership organisation we continually strive to ensure we reflect and meet the needs of our members. The recent changes to our branding and our focus on Life, Work, Leisure after the police have given us a modern approach and widened our appeal to younger members of NARPO, many of whom are many years away from 'official' retirement age. We continue to ensure that all our marketing and communications embrace this fresher look, giving us greater brand consistency.

We are very fortunate at NARPO to have a highly engaged membership. For example, we regularly receive feedback and comments from members, and response rates to NARPO surveys are always higher than industry averages. To maintain high levels of engagement with members it is important that we have effective communications in place. We have a number of established channels in place which enable us to engage directly with members, ensuring they remain informed and up to date on the issues that matter.

NARPO News continues to be our primary communication channel for our members and branches and, over the past year, we have focused on refreshing the magazine to ensure it delivers for our members.

With this in mind, we issued a short survey to all members seeking views and comments on the magazine. The response was overwhelming and the feedback was largely positive. Many members told us that the magazine provided useful updates on important issues such as pensions and benefits; and was an interesting read. We also took on board suggestions for new editorial ideas and a desire to see shorter snippets of news. The new-look NARPO News was launched in August 2018, with a fresh design in line with our branding. We continue to work to ensure NARPO News remains an interesting and informative read. As a member publication we welcome contributions from members and branches.

In addition to NARPO News, we also offer members the opportunity to receive our new quarterly e-newsletter 'New Horizons'. This is sent out to all members who have consented to receive electronic communications from NARPO HQ as well as a further 6,000 individuals who have signed up via our website to receive the newsletter.

Members also have the option to sign up to receive emails direct from NARPO HQ. This is a very useful way to communicate to our members about important and often timely issues so we would encourage all members to sign up for this service. We can reassure members that all data is stored securely and we never pass personal details to a third party.

NARPO branches all do excellent work in ensuring members keep up to date with relevant national and local information via emails and Branch newsletters. Branches work closely with staff at NARPO HQ, who are responsible for sending out the newsletters on their behalf.



# I support #PensionsForLife for nolice widows and widowers in Campaigning on behalf of our members

NARPO provides an important voice to retired police officers across England and Wales. We build relationships with politicians at a national and local level to raise awareness of the issues affecting NARPO members.

Our work continues in an effort to secure pensions for life for widows, widowers and civil partners of police officers in England and Wales regardless of future relationship status.

All police widows and widowers have the right to be treated the same regardless of their personal relationship status. In England, Wales and Scotland, the unfair approach towards survivors' pensions puts many in an extremely difficult position, forced to make a choice between financial security or isolation.

NARPO is calling for a UK-wide policy on survivors' pensions which would see those who remarry or cohabit after the loss of their spouse retain their pension entitlement in full regardless of how their spouse died. This is the current model in Northern Ireland and is the UK-wide policy for widows, widowers and civil partners of Armed Forces personnel.

We have spoken to many of our members who have been directly affected by this policy through either cohabiting with a new partner or remarrying.

We are asking the Government to finally put this matter right and give the victims what they rightly deserve.

### Our campaigning work on widows pensions includes:

Seeking support from parliamentarians by hosting a parliamentary drop in at the House of Commons. At this event we urged MPs and peers to sign an Early Day Motion and to table parliamentary questions in order to press the Government on the need for change. We also encouraged them to write to the Home Secretary regarding survivor pension inequality and discuss the issue informally with front bench colleagues.

To date, over 40 MPs and peers have backed our campaign and Holly Lynch MP, has tabled an Early Day Motion.

**Encouraging NARPO members to write to their local MP** asking for their support and urging them to take up the call to act on this matter in Parliament.

Securing Legal Advice. As a result of repeated Government inaction on this issue, NARPO have reluctantly sought legal advice from a leading Human Rights Barrister in an effort to get justice for those women, men and children who are victims of this archaic and unfair regulation, which severely restricts their life choices.

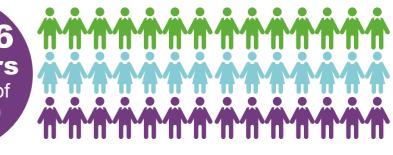
We have now received positive legal advice that indicates we have a sound case to pursue this matter under the Human Rights Act and in particular the right to fair proceedings under Article 6, the protection of property under Article 1 Protocol 1 and the Right to Respect for Private and Family Life under Article 8.



# Later Life Ambitions (LLA)

# **NARPO in Numbers**

**′91,406**` Members at the end of June 2019



Under the banner of Later Life Ambitions, we continue to work with our colleagues in the Civil Service Pensioners Alliance (CSPA) and the National Federation of Occupational Pensioners (NFOP) to highlight to Parliamentarians the main issues continuing to affect older people

When taken together our three organisations represent in excess of 250,000 members. The Later Life Ambitions manifesto covers a wide range of issues including universal pensioner benefits, pensions, housing, care and transport.

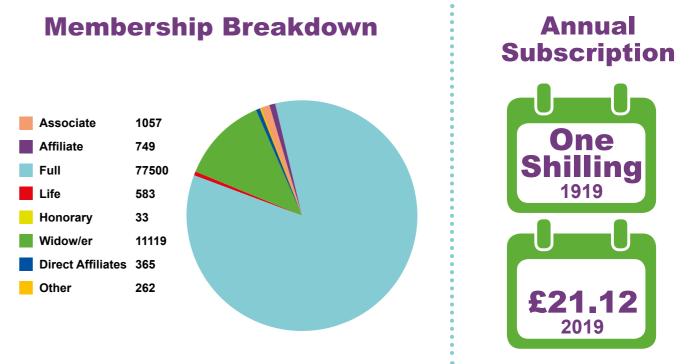


#### Over the past 12 months we have:

• responded to the BBC's consultation on the future of the Government-funded TV licencing scheme, which entitles all households with people over 75 are entitled to a free TV licence. NARPO, alongside our Later Life Ambition partners, has written to the Secretary of State for Digital, Culture, Media and Sport to urge the government to continue funding the TV licence concession for over-75s.

• responded to the Treasury Select Committee Inquiry into consumers' Access to Financial Services. The inquiry, launched late last year, will examine the interaction between vulnerable consumers and financial services firms. As part of a number of recommendations, Later Life Ambitions has called for businesses to have a comprehensive vulnerable client policy and procedure in place, which sets out a company's approach to supporting vulnerable clients to access the services that they require.

• continued to demand that adult social care receives the attention it deserves and comprehensive long-term strategy is found following the news that the Government has again delayed the publication of the Social Care Green Paper.









NARPO President, Brian Burdus, welcomes HRH The Princess Royal to the NARPO centenary dinner at the Tower of London

### Members of the National Executive Committee and Sub Committee Appointments 2019/2020

Chairman of the NEC and President of NARPO Brian Burdus

Vice Chairman of the NEC and Vice President of NARPO Richard Critchley

Chief Executive Steve Edwards (Appointed)

Deputy Chief Executive Alan Lees (Appointed)

Financial Controller Helen Morgan (Appointed)

**Conference Arrangements Sub-Committee** 

Nick Burrows, Eric Evans MVO, QPM, Phil Hopkins, Ahmed Ramiz, Kate Rowley QPM & Norman Robertson

Pension and Welfare Reform Sub-Committee Keith Bowman, Jackie Cole, Richard Critchley & David Jeans

Age UK: Representative Brian Burdus

The Chairman, Chief Executive and Deputy Chief Executive are ex-officio members of all sub-committees and working parties

#### **Pensioners Forum Wales:**

Phil Hopkins & Eric Evans MVO, QPM

#### **Training Sub-Committee**

Keith Bowman, Jackie Cole, Richard Critchley, Pat Gates BEM, BSc (*Training Officer*) & Sandie Wilde MA

#### **Strategic Planning Group**

Nick Burrows, Jackie Cole, Richard Critchley, Pat Gates BEM, BSc, Ahmed Ramiz & Sandie Wilde MA

#### **Secretariat Sub-Committee**

Richard Critchley, Mark Judson, Bob Mabbutt, Ahmed Ramiz, & Norman Robertson

#### **Rules Revision Sub-Committee**

Richard Critchley, Eric Evans MVO, QPM, Mark Judson, Bob Mabbutt, Ahmed Ramiz & Norman Robertson

#### **Finance Sub-Committee**

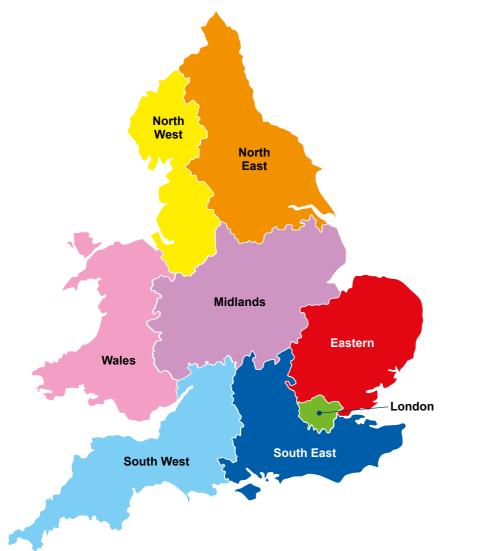
Nick Burrows, Richard Critchley, Ahmed Ramiz & Financial Controller ex-officio

#### **Public Service Pensioners Council**

(External Appointment) Treasurer Steve Edwards Council Members Brian Burdus & Steve Edwards

#### Age Platform Europe Council Member Steve Edwards

### **NEC Members** 2019/2020



#### **Office Expires**

### No 1 Region - North West Sandie Wilde MA - Manchester

Sandie Wilde MA - Manchester Kate Rowley QPM - Cumbria	2019 2020	Keith Bowman - Ea Ahmed Ramiz - No
No 2 Region - North East Richard Critchley - Wakefield	2019	No 6 Region Pat Gates BEM, B
Bob Watson - Northumbria	2020	Norman Robertsor
No 3 Region - Midlands		No 7 Region
Mark Judson - Staffordshire	2019	Eric Evans MVO, (
David Jeans - Birmingham	2020	Phil Hopkins - Dyfe
No 4 Region - Eastern		No 8 Region
Bob Mabbutt - Northamptonshire Brian Burdus - Nottinghamshire	2019 2020	Nick Burrows - Lor Jackie Cole - Lond

### **Office Expires**

2019 2020	No 5 Region - South East Keith Bowman - Eastbourne Ahmed Ramiz - North Sussex	2019 2020
2019	No 6 Region - South West Pat Gates BEM, BSc - Bristol	2019
2020	Norman Robertson - Dorset	2020
	No 7 Region - Wales	
2019	Eric Evans MVO, QPM - Gwynedd	2019
2020	Phil Hopkins - Dyfed Powys	2020
	No 8 Region - London	
2019	Nick Burrows - London	2019
2020	Jackie Cole - London	2020

# Life Memberships July 2018 to June 2019

Branch		Branch	
Birmimgham	Mrs Debbie Menzel	Keighley & District	Mr Anthony Joseph Hennigan
Bolton	Mr Eric Holliday	London	Mr Tim Potts
	Mr Phil Waring	Macclesfield	Mr Allen GH (Geoff)
	Mr Jack Oxley	Norfolk	Mr Stanley Watkinson
Bristol Avon	Mr Keight Blight	Northamptonshire	Mr Robert Spicer
	Mr Robin Hobbs		Miss Christine Carr
	Mr John Vickery MBE	North Sussex	Mr Roger Buttle
	Mr Michael Massey	Northumbria	Mr Bob Stephenson
Bury	Mrs Anne Forsahw		Mr Ken Watson
Cambridgeshire	Mr Lawrence Michael Simpson		Mr Bob Watson
	Mr John MacCallum		Mr Tom Archibald
Chichester	Mr Ken Whitfield	Plymouth	Mr William Mallett
Crewe	Mr Michael Holmes	Staffordshire	Mr John Anthony Cooper
	Mr John Horrocks	Staffordshire	Mr Roger Edward Jones
Cumbria	Mr Adrian Mason	Suffolk	Mr David John Wood
	Mr Martin Pickering	TVP Buckinghamshire	Mrs Barbara Marchant
Dudley & District	Mr Albert Mifsud	Warrington & Halton Branch	Mrs Sarah Thistlethwaite
	Mr Dennis Morgan	Warrington & Halton Branch	Mr Peter Wroe
Durham	Mr Alan Watson	Wolverhampton	Mr Paul Anthony Snape
	Mr Barry Crawford	Wigan & Leigh	Mr Frank Woolley
Glamorgan	Mr Allan Crocombe	Wigan & Leigh	Mr David Woods
Gloucestershire	Mrs Constance Hilda Evans	Wigan & Leigh	Mr John Clifford Grass
	Mr Brian Page	Worthing & District	Mr Peter Stevens



### **Financial Statements**

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### **Financial Review**

The Financial Statements for the year ended 31st December 2018 are found later in the following pages of this report and give full detail of the financial position of the organisation at the Balance Sheet date. The financial statements were audited by our accountants, Paylings, show that the association's funds continue in a healthy state and we recorded a surplus of £195,624 (2017: £249,162) for the financial year.

The overall income for the year was £1,159,058 (2017: £1,076,820) showing an increase of £82,238.

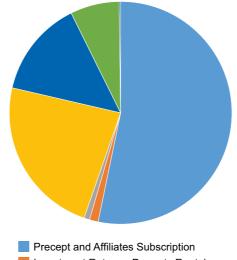
Total expenditure increased on the previous year by £135,776 to £963,434 (2017: £827,658).

The value of our investments at the year-end 31st December 2018 amounted to £1,364,321 (2017: £1,316,375). Our total accumulated fund at the 31st December 2018 was £3,346,240 (2017: £3,150,616).

The Financial Controller has prepared budgets for the period ending 31st December 2020, based on the expected financial impact of decisions and strategic plans. These budgets were reviewed and endorsed by the NEC at their meeting on the 9th May 2019 and in turn circulated to Branches and are contained in the Financial Statements later in the report.

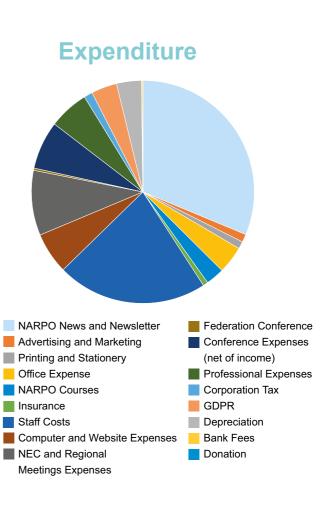
Helen Morgan Financial Controller

### Income



- Investment Returns: Property Rental
- Sale of Stock and Diaries
- Commission and Royalties
- Advertising
- Investment Returns: Dividends, Interest etc





### Statement of National **Executive Committee Responsibilities**

We are required under the constitution of the Association to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Association and of the excess of income over expenditure for that year. In preparing those financial statements we are required to:

- · select suitable accounting policies and then apply them consistently making judgements and estimates that are prudent and reasonable;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Association will continue in business.
- We are also responsible for:
- keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Association;
- · safeguarding the Association's assets;
- taking reasonable steps for the prevention and detection of fraud and other irregularities.

By Order of the National Executive Committee

B Burdus

Brian Burdus President

### **Report of the Independent** Auditors to the **Association's Members** of The National Association of Retired Police Officers

#### We have audited the financial statements of the National Association of Retired Police Officers for the year ended 31st December 2018.

This report is made solely to the association's members, as a body, in accordance with rules of the association. Our audit work has been undertaken so that we might state to the association's members those matters we are required to state to them in a Report of the Auditors and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the association and the association's members as a body, for our audit work, for this report, or for the opinions we have formed.

#### **Respective responsibilities of National Executive Committee and Auditors**

The Association's National Executive Committee is responsible for the preparation of financial statements and for being satisfied that they give a true and fair view. Our responsibility is to audit and express and opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

#### Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatements, whether caused by fraud or error. This includes an assessment of; whether the accounting policies are appropriate to the association's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the National Executive Committee; and the overall presentation of the financial statements.

#### Opinion on the financial statements

- In our opinion the financial statements:
- give a true and fair view of the state of the association's affairs as at 31st December 2018 and of its excess of income over expenditure.
- · have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the rules of the association.

#### Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the rules of the association requires us to report to you if, in our opinion:

- · adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- · we have not received all the information explanations we require for our audit.

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David Harrison (Senior Statutory Auditor) For and on behalf of Paylings Registered Auditors 7 The Office Campus, Paragon Business Village, Red Hall Court. Wakefield. West Yorkshire. WF1 2UY

# Notes to the Financial Statements

For the year ended 31st December 2018

### **Accounting Policies**

#### **Basis of Accounting**

The financial statements have been prepared under the requirements of the Association Rules and Regulations. The Association has not adopted the 'Financial Reporting Standard 102' "The Financial Reporting Standard applicable in the UK and Republic of Ireland" (FRS102).

Adoption of FRS102 would require the Association to state all investments at market value and the Executive Committee believe the costs out way the benefits at this stage.

#### **Accounting Convention**

The financial statements have been prepared under historic cost convention.

#### Depreciation

Assets costing £500 or more are capitalised as tangible fixed assets, items costing less than £500 are charged against income and expenditure in the year the cost was incurred.

Depreciation of fixed assets is calculated to write off their cost or valuation less any residual value of their estimated useful lives as follows:

Office furniture, IT assets and equipment 33.3% straight line

Buildings are not depreciated, as in the opinion of the National Executive Committee, the residual value of the property will exceed its cost.

#### **Investment Income**

Dividends and interest on investments are recognised on a receivable basis and are shown gross of any related tax credit. Tax suffered on investment income is shown as part of the corporation tax charge. Rental income is credited net of related expenditure.

#### Income

Income represents the amount derived from subscriptions precepted from branches, income from investments and services provided which fall within the Association's ordinary activities, entirely within the United Kingdom. The income and excess of income over expenditure comprise the continuing activities of the Association.

#### Taxation

Corporation tax charged on taxable income and capital gains

2018	2017
£ 11,947	£ 7,694

APB Ethical Standards - Provisions Available for Small Entities

In common with many other associations of our size and nature we use our auditors to prepare and submit returns to the tax authorities and assist with the preparation of the financial statements.

# **Balance Sheet**

As at 31st December 2018

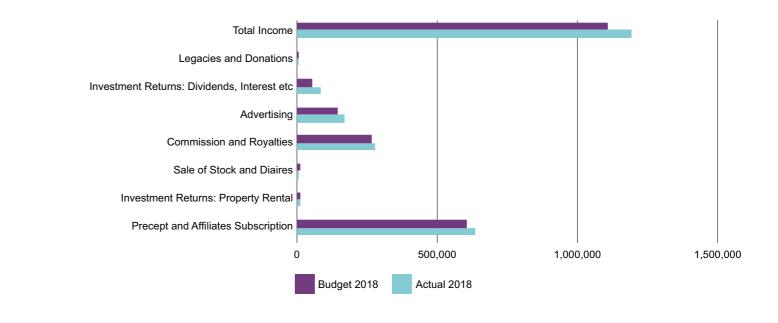
	2	018	20	17
Fixed Assets				
NARPO House		128,474		128,474
Building Adds B/fwd	2,224		2,823	
Additions	0		860	
Less: Depreciation	-1,722	502	-1,459	2,224
Furniture, IT & Equipment B/fwd	72 077		15,603	
Additions	72,077			
	12,143	E4 404	73,062	70 077
Less : Depreciation	-33,039	51,181	-16,588	72,077
Coat of Arms		7,200		7,200
Ceremonial Chains of Office		5,877		5,877
Investment at Cost				
Hawkridge House (Property)	287,176		287,176	
Aviva Investment	27,423		26,236	
Brewin Dolphin	260,402		257,778	
Tilney Bestinvest	789,320	1,364,321	745,185	1,316,375
Current Acceto				
Current Assets	0.007		0.054	
Stocks for Resale	3,307		2,051	
Sundry Debtors and Prepayments	268,931		157,676	
Current and Deposit Accounts	604,470		511,194	
NARPO Paypal	13,619		3,041	
Close Bros Fixed Term Investments	1,030,624		1,019,073	
Cash in Hand	157		261	
	1,921,108		1,693,296	
Current Liabilities				
Sundry Creditors and Accruals	116,120		61,939	
VAT	4,361		5,188	
Corporation Tax	11,942		7,780	
	132,423		74,907	
Net Current Assets		1,788,685		1,618,389
		3,346,240		3,150,616
		0,040,240		3,100,010
Accumulated Fund				
Balance as at 1 January		3,150,616		2,901,454
Surplus for the year		195,624		249,162
		2 246 240		3 150 646
		3,346,240		3,150,616

# Income and Expenditure For the year ended 31st December 2018

# Budget Variance For the year ended 31st December 2018

Income	2018	3	201	7
Income Precept (40%) Affilates Subscription Hawkridge House Net Rent Sale of Supplies Less: Cost of Sales Sale of Diaries Commissions/Royalties Advertising Taxed Dividends (Gross) Aviva Interest Bank & Close Bros Interest THIG Schemes Tilney Bestinvest (Sale of Investments) Legacies NARPO Donation	1,432 -968	604,451 12,681 14,703 464 8,971 189,992 162,904 50,961 75,000 31,565 2,366 5,000	2,965 -2,147 26,034 1,125 17,224	574,408 13,570 13,617 818 10,450 177,471 142,882 44,383 80,808 12,363 1,050 5,000
	1,1	159,058		1,076,820
Expenditure NARPO News Printing NARPO News/Newsletter Distribution National Advertising Campaign 2019 Centenary Costs Printing and Stationery Postage and Telephone Office Expense Access to Support Course Branch Officers Training GDPR Training General & Water Rates Insurance Salary Costs (Gross) N.I. Contributions Pension Contributions Staff Recruit/Consultancy/Train Computer Expenses NEC Expenditure/Regional Meetings Federation Conference Conference Expenses (net of income) Audit Parliamentary Professional Expenses Corporation Tax Depreciation Repairs to Property Bank Fees Bad Debt Donation	180,645 13,478 16,209 2	70,195 230,905 11,127 0 10,201 11,772 19,719 12,262 13,510 35,937 6,926 7,023 210,332 0 57,761 90,840 3,152 67,268 6,000 24,585 25,297 11,947 34,761 0 1,814 0 100	168,420 13,242 13,112	74,413 $174,992$ $6,278$ $0$ $52,572$ $8,784$ $16,579$ $9,435$ $0$ $0$ $7,622$ $6,456$ $194,774$ $1,486$ $40,709$ $86,775$ $1,784$ $68,385$ $6,000$ $21,851$ $21,720$ $7,694$ $18,047$ $207$ $995$ $0$ $100$
	ç	963,434		827,658
Excess of income over expenditure	1	195,624		249,162

	Actual 2018
Income Precept Affiliates Subs Rental Income Hawkridge House Net Sales Sale of Diaries Commissions/Royalties Advertising Taxed Dividends (Gross) Aviva Interest Bank/Close Bros Interest THIG Schemes Tilney Bestinvest (Realisation) Legacies NARPO Contact	604,451 12,681 14,703 464 8,971 189,992 162,904 29,056 1,187 20,718 75,000 31,565 2,366 5,000
	1,159,058





Published Budget	Variance Budget
$595,000 \\ 14,000 \\ 14,000 \\ 300 \\ 9,000 \\ 120,000 \\ 135,000 \\ 135,000 \\ 1,200 \\ 21,000 \\ 75,000 \\ 0 \\ 0 \\ 5,000 \\ 0 \\ 5,000 \\ 0 \\ 0 \\ 5,000 \\ 0 \\ 0 \\ 0 \\ 0 \\ 5,000 \\ 0 \\ 0 \\ 0 \\ 0 \\ 0 \\ 0 \\ 0 \\ 0 \\ 0$	$\begin{array}{r} 9,451\\-1,319\\703\\703\\-29\\69,992\\27,904\\14,056\\-13\\-282\\0\\31,565\\2,366\\0\end{array}$
1,004,500	154,558

# **Budget Variance** For the year ended 31st December 2018

# Proposed Budgets for 2020 For the year ended 31st December 2018

	Actual 2018	Published Budget	Variance Budget
Expenditure			
NARPO News Printing	70,195	74,000	3,805
NARPO News & Newsletter Dist	230,905	170,000	-60,905
Advertising and Marketing	11,127	12,500	1,373
2019 Centenary Costs	0	10,000	10,000
Printing and Stationery	10,201	45,000	34,799
Postage and Telephone	11,772	13,500	1,728
General Office	19,719	15,000	-4,719
Access to Support Course	12,262	14,000	1,738
NARPO Officers Training Seminars	13,510	15,000	1,490
Staff Training	0	500	500
General & Water Rates	6,926	8,900	1,974
Insurance	7,023	7,000	-23
Gross Salary Costs	180,644	180,000	-23
NI Contributions	13,478	15,000	1,522
Pensions	16,209	17,000	791
Staff Recruit/Consultancy	0	0	0
Computer/Website Expenses	57,761	12,000	-45,761
NEC Expenditure/Regional Meetings	90,841	75,000	-15,841
Federation Conference	3,152	9,500	6,348
NARPO Conference (net of income)	67,268	65,000	-2,268
Audit	6,000	6,000	0
Parliamentary	24,585	18,500	-6,085
Professional Expenses	25,297	10,000	-15,297
Corporation Tax	11,947	8,000	-3,947
GDPR Training	35,937	0	-35,937
Rules Revision	00,007	0	-55,557
Depreciation	34,761	16,000	0
Building Maint	0	2,000	2,000
Bank Fees	1,814	1,500	-314
Bad Debt	0	0	-314
Donation	100	0	-100
	963,434	820,900	-142,534
Excess of Income over expenditure	195,624	183,600	12,024

	Budget 2018	Actual 2018	Budgets Published 2019	Budgeted Proposed 2020
Income				
Precept	595,000	604,451	595,000	646,000
Affilates Subscriptions	14,000	12,681	12,000	7,400
Rental Income Hawkridge House	14,000	14,703	14,000	14,000
Net Sales	300	464	1,000	400
Sale of Diaries	9,000	8,971	10,000	4,000
Commissions/Royalties	120,000	189,992	150,000	150,000
Advertising	135,000	162,904	140,000	150,000
Gross Dividends (Brewin/Tilney)	15,000	29,056	17,500	17,500
Aviva Interest (Shares)	1,200	1,187	1,200	1,200
Bank & Close Bros Interest	21,000	20,718	20,000	1,500
THIG Scheme (Net of Vat)	75,000	75,000	75,000	75,000
Tilney Bestinvest (Realisations)	0	31,565	0	(
Legacies	0 0	2,366	0	(
NARPO Donation	5,000	5,000	0	
	1,004,500	1,159,058	1,035,700	1,067,000
Expenditure				
NARPO News Printing	74,000	70,195	76,000	76,00
NARPO News & Newsletter Distribution		70,195	178,000	248,00
Advertising and Marketing	12,500	11,127	20,000	20,00
2019 Centenary Costs	10,000	0	347,000	
Printing and Stationery	45,000	10,201	55,000	11,00
Postage and Telephone	13,500	11,772	11,500	14,00
General Office	15,000	19,719	17,500	20,00
Access to Support Course	14,000	12,262	14,000	14,00
NARPO Officers Training Seminars	15,000	13,510	15,000	30,00
Staff Training	500	0	500	50
General & Water Rates	8,900	6,926	8,900	20,00
Insurance	7,000	7,023	9,500	10,50
Gross Salary Costs	180,000	180,644	190,000	200,00
NI Contributions	15,000	13,478	17,000	17,00
Pensions	17,000	16,209	17,000	20,00
Staff Recruitment	0	0	0	444.00
Computer/Website Expenses	12,000	57,761	32,000	114,00
NEC Meetings/Regional Meetings	75,000	90,841	85,000	92,2
Federation Conf	9,500	3,152	9,500	9,50
Conference (Net of income) Audit	65,000	67,268	68,000	101,00
	6,000 18,500	6,000 24 585	6,000 21 500	8,00
Parliamentary Professional Expenses	10,000	24,585 25,297	21,500 15,000	26,00 26,00
Corporation Tax	8,000	25,297 11,947	15,000 8,000	20,00
GDPR	8,000 0	35,937	8,000 0	8,00
Rules Revision	0	55,957 0	0	
Depreciation	16,000	34,761	19,000	40,00
Building and Premises	2,000	0	35,000	50,00
Credit Card/Foreign Transfer Fee	1,500	1,814	1,500	3,30
Bad Debts repaid	0	0	0	5,00
Donation	0	100	0	
Total Expenditure	820,900	963,434	1,276,900	1,179,0
	183,600	195,624	-241,200	-112,0
	Budgeted	Actual	Budgeted	Budgete
	Surplus	Surplus	Deficit	Defic



### **Annual Conference 2019**

Friday 6th September 2019

### Contents

- Page 25 **Conference Notes**
- **Elected Members of the NEC** Page 26
- Page 26 **Elected Reserves of the NEC**
- Agenda and Timetable Page 27
- Page 30 **Conference Motions**
- Page 42 **Standing Orders**

### **Conference Notes**

Delegates will exchange a Regional Identity badge for an electronic palmlet. The Regional Identity badge should be completed in advance of registration to enable the Stewards to issue the electronic palmlet

#### The Regions are identified as: -

Yellow	North West
Lilac	Midlands
Orange	North East
Red	Eastern
Light Blue	South West
Pink	Wales
Dark Blue	South East
Green	London
Any changes in Delegates	or Branch Represe

Any changes in Delegates or Branch Representatives must be notified to the Chief Executive or Stewards at Conference unless previous notification has been given.

### **Other Events**

#### Thursday 5th September 2019

A pre-conference Dinner for delegates and observers will be held at the Southport Theatre, Southport, commencing at 7.30pm. The dinner will be preceded at 6.45pm with a drinks reception.

#### Friday 6th September 2019

The NARPO stall for the sale of NARPO goods will be open outside the Conference Hall during the hours of Conference. Other Membership Services Stalls will also be displaying items of interest. A break for coffee will be provided about 11.15am.

It should be noted that on Friday 6th September there will be a distribution of previously ordered packed lunches otherwise members are asked to make their own lunch arrangements.

A post conference supper will be provided for those with previously purchased tickets. Followed by a social evening including a comedian, to be held in the Southport Theatre, Southport.

PLEASE NOTE THERE WILL BE NO SEATING PLAN FOR THIS EVENING.

Doors open 7pm - supper from 7.30pm.



### **Future Conference**

**5th September 2020 – Pavilions, Plymouth** 

### National Executive **Committee Report** to Conference

Following decisions reached at a meeting held on Thursday 13th June 2019 the NEC made the following recommendations to Conference: -

### **Conference Timetable** and Agenda

We recommend that:

- a) The Conference Timetable and Agenda be combined.
- b) A letter is sent to H.M. The Queen, conveying the Loyal Greetings of the Association in order that a reply could be conveyed to Conference at its opening.
- c) Time should be made available for an address by our invited guests and an open debate on "Wellbeing"

#### Scrutineers/Stewards

We recommend that:

- a) The Scrutineers will be introduced at 9.25am before any matter for decision is taken.
- b) The Chairman will note those elected from each region.
- c) The Scrutineers should appoint a Chief Scrutineer from amongst their number and Mr Keith Bowman is appointed as NEC liaison officer.
- d) When a vote is to be taken The Chairman will announce that the doors to Conference will be closed. The Scrutineers will ensure that the Stewards cover the doors.
- e) Mr Ahmed Ramiz is the appointed NEC liaison officer for the Stewards.

#### **Exhibitors**

The following organisations are exhibiting at the conference: PMAS • Towergate • Affinity Resolutions • Linder Myers • Harvey Howell • Langleys • Met Friendly • PPHA • COPS • Police Roll of Honour • National Police Memorial Day Trust/ Police Chaplaincy • Fred Olsen • Police Treatment Centre • BAWP • NWPBF • Police Arboretum Memorial Trust • Hansons Wealth Management • Police Care UK and Disability Rights.

### **Elected Members of the NEC**

Post Conference 2019 to Conference 2021 Inclusive

# **Agenda and Timetable**

Friday 6th September 2019

Regi	on		Branch	Office Expires
No 1	North West	Kate Rowley QPM	Cumbria	2020
		Sandie Wilde MA	Manchester	2021
No 2	North East	Bob Watson	Northumbria	2020
		Richard Critchley	Wakefield	2021
No 3	Midlands	David Jeans	Birmingham	2020
		Mark Judson	Staffordshire	2021
No 4	Eastern	Brian Burdus	Nottinghamshire	2020
		Bob Mabbutt	Northamptonshire	2021
No 5	South East	Ahmed Ramiz	North Sussex	2020
		Keith Bowman	Eastbourne	2021
No 6	South West	Norman Robertson	Dorset	2020
		Brian Hayley	Wiltshire	2021
No 7	Wales	Phil Hopkins	Dyfed Powys	2020
		Robert Jones	Denbigh	2021
No 8	London	Jackie Cole	London	2020
		Nick Burrows	London	2021

# **Elected Reserves of the NEC**

Post Conference 2019 to Conference 2021 Inclusive

Regi	on		Branch	Office Expires	
No 1	North West	Andrew Edwards	Preston & District	2020	
		Steve Lloyd	Salford	2021	
No 2	North East	Stewart Richardson	Humberside	2020	
		Graham Cassidy	Doncaster	2021	
No 3	Midlands	Tony Gooch	Warwickshire	2020	
		Steve Groves	Walsall	2021	
No 4	Eastern	Chris Morgan	Lincolnshire	2020	
		Martin Gregory	Cambridgeshire	2021	
No 5	South East	Dickie Bird	Colchester NE Essex	2020	
		Norman Liggins	East Kent	2021	
No 6	South West	Allen Orchard	Dorset	2020	
		Nick Wyer	Dorset	2021	
No 7	Wales	Sandra Evans	Gwent	2020	
		Helen Lloyd-Jones	Denbigh	2021	
No 8	London	Phil Van Tromp	London	2020	
		Bruce Wilson	London	2021	

9.10	Del	egates take their	place in the Co
	All a	ttendance forms shoul	d have been hande
9.15	Retir Loya Depa	ening of Conferen ed Police Officers – Mr B I Greetings arted Colleagues some Guests and introdu	Brian Burdus
9.25		note the elected s	
	RE	GION	NAME
	1 2 3 4 5 6 7 8 7	North West North East Midlands Eastern South West South West Wales London	Julian Dearde Alan Woodho Gordon Mere Sean Murphy Colin Moules Dave Frampt Philip Taylor Bruce Wilson
	Adop	tion of Standing Orders	

Adoption of Standing Orders Conference to approve the use of electronic palmlets

9.30

Adoption of NEC reports to Conference and Timetable



#### **Conference Hall**

#### ed to the Stewards and an electronic palmlet obtained.

esident of the National Association of

oers

#### **BRANCH**

den nouse redith ۱y es oton on

Merseyside Cleveland Coventry Derbyshire North Sussex Wiltshire Swansea London

Mr Ahmed Ramiz - Stewards Mr Keith Bowman - Scrutineers

# Agenda and Timetable Friday 6th September 2019

Agenda and T	ïm
Friday 6th September 2019	

9.35	Composite Motions 1 and 2: Dorset Branch Amendment to Motion 1 - Nottinghamshire Branch Amendment to Motion 2 - Nottinghamshire Branch Rule Changes Regional Representation	1.35	Widows Pension for Life Presentation Chief Executive - Steve Edwards Holly Lynch MP Beth Sidwell - Connect PA
10.05	Motion 3: York North Riding Amendment to Motion 3 - London Branch Rule Change Membership	2.15	Announcement of Elected Reserves
10.20	Motion 4: Humberside Branch Relocation of NARPO HQ	2.20	Wellbeing Debate
10.35	Motion 5: Cambridgeshire Branch Rule Change Life Membership		Dr Annette Crisp BA, MSc, SFHEA and Georgie Hugh Chief Constable Andy Rhodes - National Police Wellb Emma Shakespeare and Helen Blackshaw - Police M
10.50	Motion 6: Southampton Branch Rule Change Financial Year	3.30	Tea/Coffee Break
11.15	Tea/Coffee Break	3.45	Misconduct and Retired Officers – C
11.30	Income and Expenditure 2018 Balance Sheet 2018		Paul Aspinall – Police Federation Dave Walker – NARPO Member
	Budgets 2019	4.30	Any other urgent and non-controver
	Three reports presented by Mrs Helen Morgan the Financial Controller - to be approved		Goodbye to Branch Officials for the
12.00	Review of the Year - Presented by the Chief Executive - Steve Edwards		<b>NEC Farewells:</b> Ms Pat Gates BEM, BSc and Mr F Welcome to NEC Newcomers: Mr Brian (Bill) Hale
12.15	Lunchtime Adjournment		Thanks to the Stewards and Scrutineers from Sou who contributed to the running of this conference
		5.00	Finish – Subject to closure of business
1.30	Conference Resumes		



ation: Audio/Visual presentation

es to the NEC: to run until conference 2021

ughes - De Montfort University ellbeing Programme Mutual

#### CAN THIS HAPPEN TO YOU? YES, IT CAN.

#### versial business

#### e past year - to note

Ir R Eric Evans MVO QPM aley and Mr Richard Jones

#### Southport Branch and those nce

### Notes

### **Motion 1: Dorset Branch**

This conference instructs the National Executive Committee to amend rule 24 (2) to read:

The NEC shall consist of sixteen members. Two members shall represent each of the eight Regions. Not more than one Full Member of a Branch may serve on the NEC at any one time (excluding the London Branch) unless there are no nominations from any other branch in the region; in that event two Full members from a Branch can be accepted. The new member will stand down at the next regional annual election provided there is a nomination from another Branch.

#### **Explanatory Note:**

With the difficulty that some regions have to find nominations for the NEC this would ensure that regions are not disadvantaged by having only one NEC representative. The proviso would be that the selected candidate would stand down the following year if there was a candidate nomination from another Branch within that region.

### **Amendment to Motion 1: Nottinghamshire Branch**

This conference instructs the National Executive Committee to amend rule 24 (2) by:

- 1. Inserting the word 'Full' after word Two in the second sentence.
- 2. Delete everything after the words eight Regions.

#### Amended Motion to read:

The NEC shall consist of sixteen members. Two Full members shall represent each of the eight Regions.

#### **Explanatory note:**

As within any organisation surely we have a duty to elect the best person(s) for the posts, Dorset motion puts too many restrictions on the post, and the second person elected would have the knowledge that at any time he/she could be ousted if a person from another Branch in the Region decided they wanted the post and this person may not fulfil the job criteria for the post.

### Notes

### **Motion 2: Dorset Branch**

This conference instructs the National Executive Committee to amend rule 24(3); to add the following to the last sentence:

'except where there are two NEC representatives from the one Branch, then the second nominated representative would stand down after one year if there was a candidate nomination from another Branch within that region.'

#### The Rule would then read:

A meeting of each Region shall be held prior to 31st May in each calendar year at which, subject to the restrictions in Rule 24.2, one Full Member shall be elected to serve on the NEC together with one Full Member as a Reserve for that post. In each case, those elected shall serve for two years, except where there are two NEC representatives from the one Branch, then the second nominated representative would stand down after one year if there was a candidate nomination from another Branch within that region.

#### Explanatory note:

Where the second elected representative to the NEC comes from the same Branch as the other NEC representative, then that second rep would stand down after one year if there was a candidate nominated from another Branch within that region. This would ensure that one Branch within that region would not maintain a monopoly representation on the NEC.

### **Amendment to Motion 2: Nottinghamshire Branch**

This conference instructs the National Executive Committee to amend rule 24(3) by deleting the following:

- 1. Delete the words, 'subject to the restrictions in Rule 24.2' in second line
- 2. Delete everything after words 'for two years'

#### Amended Motion to read:

A meeting of each Region shall be held prior to 31st May in each calendar year at which, one Full Member shall be elected to serve on the NEC together with one Full Member as a Reserve for that post. In each case, those elected shall serve for two years.

#### **Explanatory note:**

As within any organisation surely we have a duty to elect the best person(s) for the posts, Dorset motion puts too many restrictions on the post, and the second person elected would have the knowledge that at any time he/she could be ousted if a person from another Branch in the Region decided they wanted the post and this person may not fulfil the job criteria for the post.

### Notes

### **Motion 3: York North Riding**

That this Conference seeks an amendment as below to Rule 6.2 (General Membership)

Subject to Rule 6.1. Full Membership of the Association shall be open to former Police Officers who have served in a Police Force (Police Force) and who have met the minimum service, age or ill health requirements that would entitle them to a police pension (Police Pension).

#### **Explanatory Note:**

Having attended a branch officers course last October where in relation to terms of membership it was explained that an officer dismissed from the Police service or required to resign could not be a full member of a branch something I pretty much accepted at the time.

In December I read two news articles in different outlets which started me to question the validity of a life time ban in the circumstances outlined.

The first concerned an officer who had been jailed for 18 months after pleading guilty to causing death by dangerous driving, he was additionally banned from driving for three years and 9 months. At the subsequent disciplinary hearing the Chief Constable said he" had served the public in an exemplary fashion. In my view he should not be prevented from rebuilding his life having served his custodial sentence". A special case hearing found his actions amounted to gross misconduct and issued him with a final written warning. The force went on to say he would not be paid while he was in prison.

The second report concerned a Detective Inspector who was found to be having sex with a duty solicitor in a locked interview room at a police station. The Chief Constable ruled he was guilty of gross misconduct but let him off with a final written warning. The Officer had previously resigned but withdrew his resignation and kept his job.

Based on the fact in neither example the officer was dismissed or required to resign, when they retire they would be eligible to full membership to NARPO.

Since raising the subject within North Riding Branch other anomalies have come to my attention.

Based on rule 6.2 hypothetically a person dismissed for drink driving 20 years ago would be ineligible for life to NARPO membership, despite subsequently having had a successful business career or joining the priesthood for example! Additionally, I am now aware there are over 1000 warranted serving officers with criminal convictions some having a criminal conviction prior to their appointment to the Police.

I also wonder if a lifetime ban would be at the very least against the spirit of The Rehabilitation of Offenders Act which has been on the statute book for over 40 years. I also read the government is pushing for the 7-year rule in respect of this law to be reduced to 2 or 3 years in terms of spent convictions.

### **Amendment to Motion 3: London Branch**

Delete all words after "requirements" and replace them with "and are in receipt of a police pension (Police Pension)" so the Motion will read -

That this Conference seeks an amendment as below to Rule 6.2 (General Membership)

Subject to Rule 6.1. Full Membership of the Association shall be open to former Police Officers who have served in a Police Force (Police Force) and who have met the minimum service, age or ill health requirements AND ARE IN RECEIPT OF A POLICE PENSION [POLICE PENSION].

#### **Explanatory Note:**

We realise that our amendment would mean a change to the definition of 'Police Pension' within the Rules (1.20). By making the criteria for full membership, being in receipt of a Police Pension, this would not prevent former officers who are not in receipt of a police pension, or anybody else, applying and receiving NARPO benefits as an ordinary member. (Rule 6.3.1)

### Notes

### **Motion 4: Humberside Branch**

This Conference instructs the NEC to abandon its policy to move from the current NARPO Headquarters until such time as a full scoping exercise and cost benefit analysis has been carried out on all the options available including:

- Remaining at and modernising the current NARPO House building.
- Moving to smaller premises and encouraging more remote working in line with current Government policy and legislation.

#### **Explanatory note:**

This motion is intended to make the decision to move to a new HQ building more open and transparent to the membership and ensure that the membership are aware of the reasons for the decisions made and examine what amount of the Organisations funds can be spent without reference to the membership, through Conference or Regional Meetings.

In our view, it cannot be that the spending of over half a million pounds of members' money can be authorised without the general membership being aware of the reasons for and the requirements behind the decision or without due diligence to all aspects and reasons for spending that amount of funds being open and transparent.

Clearly, the old Headquarters building is listed and work outside of the premise has to be agreed by the relevant planning authorities. However, those authorities will need to recognise the need for office buildings to be compliant with current Equality Legislation. The building inside can be altered with the correct permissions and many things would be simple to achieve. Equally, our Partnership with the DRUK could quickly identify what is required to make the current building comply with current legislation.

The NEC's available minutes' state that the President reported on the opinion of the staff; it doesn't mention what their opinions were. There is no clarity as to why the decision was made to move to a new Headquarters as opposed to identifying any access or equality issues and altering the present building.

The membership should be satisfied that the purchase of a new Headquarters is the best use of funds and that any new Headquarters building is only considered after examining all aspects i.e. number of visitors, requirements of staff, member use and improvement of the current building to make it better than what we have now. It should take cognisance of the current and future working arrangements of staff and consider access to working methods that covers all areas within Equality legislation not just disability.

We have to remember, if we are building for the future, only our clerical staff are consistent in living locally. The CEO, Deputy CEO, Financial Controller and others could be from anywhere in the country and more modern working practices could and should be adopted to accommodate this fact.

### Notes

### **Motion 5: Cambridgeshire Branch**

This Conference instructs the National Executive Committee to amend Rule 12.1 of the Association by inserting 'life members' after widow members, so that when a member has been awarded Life Membership, in recognition of outstanding service, the Branch would no longer have to pay a Precept for that member.

The amended Rule 12.1 to read:

12.1 multiplying the total number of members of that Branch as at 31 December in the previous year by the Minimum Subscription and applying the precept percentage to the total of that figure. In this Rule, members will not include spouse and widow members, life members and those who are a Full Member of another Branch.

#### **Explanatory note:**

Life membership is a National award issued at Branch level for outstanding contribution by a member at Branch and / or National level and therefore should be free in recognition of that service.

Our Branch considers that it is therefore unfair that a Branch awarding this National recognition is then financially penalised for doing so by having to pay a Precept. It is our considered belief that Branches will continue to use this award in an appropriate way and not see it as an opportunity to reduce their annual precept payment.

Having looked at what other organisations do when awarding Life membership, it is clear that at the National level the award is seen as an appreciation of the contribution given and that person so awarded is then free from any membership payment in the future as is the members Branch.

We also would ask the NEC to consider the introduction of a number of other 'awards' for members whose service falls short of 'outstanding', but nonetheless should be rewarded with some recognition. Perhaps a 'President's Certificate', or 'Meritable Conduct' award? Our suggestion would be that the template document of the Life Member certificate could be adapted with changes to the wording for these other awards.

### Notes

### **Motion 6: Southampton Branch**

This conference instructs the N.E.C. to change rule 1.10 (*defining of Financial Year*) currently from 1st January to 31st December. (*This is the calendar year*) to 1st April to 31st March. (*commonly defined as fiscal year*)

Further adjustment required to Rule 12.1 (precept calculation) and Rule 18.2 (submission of accounts)

Rule would read:

1.10 Financial Year means the financial year of the Association being 1st April to 31st March.

#### **Explanatory note:**

Branch membership precept numbers have and are currently taken from the 'calendar year'. I have been unable to locate the original reason for this except that it was an arbitrary one or to align with hereditary calculations.

Branches collect their subscriptions in several ways. Some monthly from pension, others like my fellow Hampshire Branches, annually from pension. Alternatively, by payments not able to be deducted from pensions. i.e. Cheque, cash, BACS etc. In our case deductions are from pension are taken on 1st April. This means that we pay in arrears and advance for the 'year'. This is awkward should a member contest the payment. Also, those paying by alternate means have to pay at the start of the 'year'.

December is an awkward time of year for postal matters. Then, there is the matter that NARPO admin which closes for part of the festive season. Spikes in bereavements commonly occur during this period in the year. If this happens, we are unable to collect subscriptions from the pension payers, as although preceptable, it is uncollectable. (14.1) notwithstanding.

The branch treasurer, who has responsibility for the collection of other subscriptions and charges, according to the Narpo handbook, is disadvantaged at this time of year. Around the festive season there are several bank holidays. So together with the sending of 'demand' letters, if necessary, the task is compromised. Liaison, subsequently, to get the errant payers removed from membership, through the secretary *(invariably the Super Sleuth modifier)* is also made significantly more difficult. Also, Narpo HQ closes for reasons just mentioned.

In the case of monthly collections these matters are mitigated, but our pension provider is currently unwilling to do this. Other branches throughout the country would not be disadvantaged by the proposed change in our opinion.

The change would be of significant benefit in moving the organisation forward. It would also mean that 'accounts' would be more relevant, being submitted in a shorter time frame than at present (*up to five months, branch to HQ*) period. I commend this motion for debate.

### **Standing Orders** For the Regulation of Business of Annual Conference

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#### S.O.1 Order of business

The roll for attendance of delegates at Annual Conference shall be conducted in accordance with the Rules for the Conduct of Annual Conference. The quorum for conducting business at Conference is 200 delegates.

#### S.O.2 Business before the Conference

After the adoption of Standing Orders, and subject as may be otherwise agreed to the contrary, the Conference will proceed in accordance with the Agenda.

#### S.O.3 Motions, Amendments, etc.

(a) Motions shall be passed, rejected, or remitted to the National Executive Committee for further consideration.

(b) The first proposition on any subject shall be known as the original motion, and all succeeding propositions on that subject shall be called amendments. Each motion and amendment will be proposed and seconded, but no delegate will be allowed to propose or second more than once on the same motion. When the motion and all its amendments have been so presented to Conference, discussion will follow as per the numbering of the amendments on the Conference Agenda and in accordance with S.O.5 (Speeches).

The printing of the motion and amendment on the Conference Agenda is formal presentation and does not need to be repeated when proposing or seconding.

(c) Voting shall take place with the highest numbered amendment being taken first, then second highest, and so on. Any amendment which is carried becomes the substantive motion, as do any subsequent amendments that are carried. The final substantive motion shall then be voted upon for acceptance or rejection by Conference.

If a remit is requested on a motion that has been proposed and seconded, then a vote on the remit will be taken first. If the remit is lost, then the substantive motion remains open for debate.

After the vote on each succeeding amendment has been taken, the surviving proposition shall be put to the vote as the main guestion, and if carried shall then become a resolution of the Conference.

(d) Voting shall take place in accordance with Conference Regulations.

#### S.O.4 Selection of Speakers

Every delegate shall stand when speaking and shall address the Chairman and give their name and Branch. When more than one delegate rises to speak, the first to rise shall be given precedence, the decision resting with the Chairman, but the delegate who rose immediately after the first one shall have the right to speak at the close of such delegate's address.

#### S.O.5 Speeches

(a) No delegate shall be allowed to speak more than once upon any subject before Conference, or on a point of order, except the mover of the original motion. Any delegate may formally second any motion or amendment and reserve his or her speech until a later period in the debate. Except by permission of the Chairman, no delegate shall speak for more than five minutes at one time, other than the mover of the original motion who may speak for ten minutes.

(b) Delegates wishing to raise points of order must first obtain the permission of the Chairman, and must rise immediately the alleged breach occurs.



#### S.O.6 Right of Reply

The mover of the original motion shall, if no amendment is moved, have the right to reply at the close of the debate on such motion. The mover of an amendment shall have the right to reply at the close of the debate on that amendment, but shall introduce no new matter. In each case, the question shall then be put to the vote immediately, and under no circumstances shall any further discussions be allowed once the question has been put to the vote.

#### S.O.7 Acceptance of motions and amendments

No motion or amendment appearing on the Conference agenda, or otherwise, shall be accepted for debate unless it is formally proposed and seconded. No motion or amendment which has been accepted by the Chairman shall be withdrawn unless Conference agrees by a two-thirds majority.

#### S.O.8 Closing the debate

Motions for the previous question, next business or the closure, may be moved and seconded only by delegates who have not spoken at any time during the debate. No speeches shall be allowed on such motions. In the event of the closure being carried, the mover of the original motion shall have the right to reply in accordance with Standing Order 6 before the question is put. Should any one of the motions mentioned in this Standing Order be defeated, fifteen minutes shall elapse before it can be accepted again by the Chairman, unless he or she is of the opinion the circumstances have materially altered in the meantime.

#### S.O.9 Moving the Adjournment

Any delegate who has not already spoken during the debate may move the adjournment of the question under discussion, or of the Conference, but must confine his or her remarks to that question, and must not discuss any other matter. The mover of the motion on which the adjournment has been moved shall be allowed to reply on the question of the adjournment, but such reply shall not prejudice his or her right of reply on his own motion. In the event of the adjournment motion being lost it shall not be moved again except in accordance with Standing Order No. 8.

of order shall be final, unless challenged by not less than four members and not less than two thirds of the delegates vote to the contrary. S.O.11 Misconduct If any delegate interrupts another while addressing the Conference, or uses abusive or profane language, or causes disturbance, and refuses to obey the Chairman when called to order, he or she shall be named by the Chairman, and shall thereupon be expelled from the room and shall not be allowed to enter again until an apology satisfactory to the Conference is given. S.O.12 Suspension of Standing Orders In the event of any matter of urgency the Chairman may accept a motion for the suspension of Standing Orders. The delegate moving such a suspension must clearly state the nature of the urgency of his business, the numbers of Standing Orders



#### S.O.10 Chairman's Ruling

If the Chairman rises to call a delegate to order, or for any other reason connected with the proceedings, the delegate speaking shall thereupon resume his or her seat, and no other delegate shall rise until the Chair is resumed. The ruling of the Chairman on any guestion under Standing Orders or on points

affected, and the length of time (not exceeding thirty minutes) he desires the suspension to last. At the option of Conference, a further extension may be allowed, but no suspension shall take place unless sanctioned by votes in favour of not less than two thirds of the delegates present and voting.





NARPO House, 38 Bond Street, Wakefield, West Yorkshire WF1 2QP Tel: 01924 362166 Email: hq@narpo.org

www.narpo.org