



**Kent
Police**

Benevolent Fund

FUND RULES

INTRODUCTION

1. The Fund shall be called the Kent Police Benevolent Fund.
2. The object of the Fund is to provide financial assistance to the persons designated in these Rules and their dependants.

Members dependents are defined as: Spouse, Civil Partner, Partner of long standing or a dependent child aged 18 years or younger. This definition may be extended at the discretion of the management committee.

3. The Fund shall be financed by voluntary subscriptions from its members, by income generated through investments and by gifts and bequests of a nature approved by the Chief Constable.
4. Each member of the Fund shall pay a contribution to the Fund and such contributions as set by the Management Committee shall be deducted at source by the paying authority and remitted to the Fund. On attaining the age of 65 years contributions from Police pensioner members will cease. Honorary Police Staff Pensioners will not be required to pay contributions.
5. The contribution rates and benefit levels under these Rules shall be determined by the Management Committee.

MEMBERSHIP

6. Membership of the Fund shall be restricted to serving and retired police officers and police staff members of Kent Police.
7. An officer or staff member who was a member of the fund at the time of their retirement and is immediately able to claim a pension is eligible to remain a pensioner member, provided that, at the time of retirement they had been a subscriber to the fund for a minimum of 2 years.

Any member who without the express authority of the Management Committee, fails to pay the required contributions, or who is dismissed for gross misconduct or resigns/retires from Kent Police prior to either criminal proceedings or a gross misconduct hearing shall cease to be a member.

In exceptional circumstances, the Management Committee may waive these preclusions on a case by case basis.

8. A person who did not join at the start of their service in Kent Police, or shortly thereafter, shall not be entitled to any benefits for a period of twelve months from his or her date of joining the Fund.

ADMINISTRATION

9. The general affairs of the Fund and the distribution of its moneys shall be under the control of a Management Committee which shall, except as provided by the Rules, make its own decisions and procedures for the proper conduct of its Annual General Meeting, the management of the business of the Fund and the interpretation of the Rules of the Fund.

10. The Chief Constable shall be invited to be President of the Fund and the Management Committee shall consist of Eighteen members chosen as follows:

One person of Chief Officer rank nominated by the Chief Constable.

Two members nominated by the Kent Branch of the Superintendents' Association.

Nine members from the Federated ranks, nominated by the Kent Police Federation Branch Council.

Two retired police officers nominated by the Kent Branches of NARPO.

Two members of Police staff nominated by the Deputy Chief Officer.

One member nominated by the Kent Branch of Unison

The Fund Secretary,

Of whom, at any meeting, Eight members shall form a quorum.

11. Committee members (other than the Fund secretary) will be elected to serve for Bi- annual periods, whereupon they may seek re-election from their respective bodies. Electoral periods will be staggered to ensure continuity of experience on the committee.

12. The Management Committee shall, at the commencement of each financial year, from its members, appoint a Chair and Vice-Chair, both of whom shall hold office for twelve months.

13. The Management Committee may invest any part of the capital or income of the Fund and may sell or realise any of the said investments.

14. The Management Committee may, at any time, delegate any of their duties or powers to one or more of the members of the Management Committee or other member of the Force, as they may decide.

15. In the event of a vacancy occurring on the Management Committee, the particular nominating body shall notify the Secretary forthwith as to the replacement.
16. The Management Committee shall cause proper records of the Fund to be kept.
17. The Management Committee shall, at least once in every year and in any event within three months preceding the Annual General Meeting of members submit the records for audit to a registered auditor appointed by the Committee.
18. An Annual General Meeting of all members of the Fund shall be held each year and, at this Annual General Meeting, the Management Committee shall produce the audited accounts for the foregoing financial year and shall give a general account of the running of the Fund.
19. A Special General Meeting of members shall be held whenever the Management Committee thinks fit or whenever at least thirty members shall so request in writing to the Secretary.
20. At least twenty-eight days clear notice shall be given of any General Meeting of members.
21. Every member present at such meetings shall have one vote and when the number of votes cast for and against are equal, the Chair of the meeting shall have a second or casting vote.
22. The Rules of the Fund may be amended at such meetings as is mentioned in Rules 18 and 19. The Secretary must receive notification of a proposal for a change in the Rules at least six weeks before the appropriate meeting. Any proposal to rescind, add to or amend the Rules may be approved by a simple majority of the members present at such a meeting.
23. The Fund shall not be dissolved except with the consent of three quarters of the membership.

In the event of there being a decision to dissolve the Fund, the Management Committee will forthwith convene a Special General Meeting in order to determine the disposition of the assets of the Fund.

BENEFITS

24. The Secretary will, on behalf of the Management Committee, make such payments as they shall authorise and within such limits as they may decide.
25. At least two members of the Management Committee, one of whom shall be the Chair, Vice-Chair, Secretary or Assistant Secretary of the Fund, may authorise an urgent payment within limits which shall be decided by the Management Committee, by way of a grant or loan. Such actions shall be reported to the Management Committee at the earliest opportunity.

DEATH GRANT

26. A member of the fund is entitled to a single death grant. The grant is payable upon the death of the member or, in the event that the members spouse, civil partner or partner of long-standing dies first, the member may choose to have his/her death grant paid at that time. The grant may also be paid upon the death of a members child aged 18 years or younger. Grants will generally be paid to the next of kin, or if appropriate, to the person having responsibility for discharging the funeral costs. In exceptional cases the committee may consider a second or subsequent grant under this section.

No benefit under this rule will be paid to retired Police Staff pensioners.

LOANS

28. The Management Committee may, on welfare grounds, grant loans upon such terms and conditions as seem fit.

REHABILITATION

29. The Management Committee will administer the contributions of all members to the Police Rehabilitation Centre.

The Management Committee may also pay a contribution towards the travelling expenses of any member and any other person they deem fit, attending any Police Treatment Centre.

MEDICAL SUPPORT

30. As a general rule the fund is not able to provide financial support towards the cost of any medical treatment, assessments or any form of exploratory tests or procedures that are funded privately. This rule may not apply in the following circumstances:

(a) The Management Committee may make a contribution towards the cost of a private medical consultation for any person eligible to apply for support under the fund rules, where it is considered that such a consultation is reasonably urgent AND not readily available under the National Health Service.

(b) The management committee may make a contribution towards the cost of a privately funded diagnostic scan to any person eligible to apply for support under the fund rules.

CHILDREN

31. The secretary on behalf of Management Committee will administer the contributions of all serving police officers to the Gurney Fund for Police Orphans.

32. Following the death of a member, or the death of a member's spouse/partner, the Management Committee may pay a grant each Christmas to any of their children under the age of 18.

GENERAL DISCRETIONARY GRANTS

33. The Management Committee may pay in addition to the foregoing benefits to all persons who are under these Rules eligible for benefit, such charitable or compassionate grants as may, in the absolute discretion of the Management Committee, appear necessary in order to alleviate hardship or distress.
34. The fund will not generally contribute towards the cost of any legal expenses.
35. The secretary on behalf of the Management Committee will administer the monthly donations to Police Care UK for all serving police officer members.
36. The Management Committee may contribute or make a grant to any other charitable institution, fund or Police related cause, as they, in their absolute discretion, shall think fit and in such circumstances as seem proper.
37. The Fund may pay any contribution or subscription in full or part, for members of the fund towards the cost of any member benefit as agreed by the Management Committee.