



PROTECTING THE PROTECTORS

The reality of policing

Annual Conference 22 - 23 May
Birmingham International Convention Centre

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CONFERENCE PROCEDURES

PART 'A' REGULATIONS

1. POLICE FEDERATION CONFERENCE

The Police Federation of England and Wales shall annually hold a Conference at such time as agreed with the Secretary of State and lasting no more than two days or with the consent of the Secretary of State three days. The Conference will consist of topical forums.

The forums will consist of presentations and debates on policing matters that are considered by the Chairman in conjunction with the Interim National Board (INB), to be of topical concern or interest to the membership, the public and Branch Boards.

2. ANNUAL PUBLIC VALUE REPORT

Conference will be presented with the Annual Public Value Report.

3. DELEGATES NAMES

Branch Boards must submit names of the Conference delegates to the General Secretary c/o The Secretariat Department, by such dates as deemed necessary. Changes must be notified immediately.

4. ROLL OF DELEGATES

A list of the accredited delegates to the Conference shall be prepared by the Secretariat Department and the list shall be available for use by the Stewards each time the Conference assembles.

5. ATTENDANCE OF THE INTERIM NATIONAL BOARD

Members of the Interim National Board shall attend Conference as additional delegates.

6. ATTENDANCE OF THE INTERIM NATIONAL COUNCIL

Members of the Interim National Council shall attend conference as additional delegates.

7. ATTENDANCE OF NATIONAL FUND TRUSTEES

Trustees of the National Funds shall attend Conference as additional delegates.

8. ATTENDANCE OF DELEGATES

Each delegate shall notify their Chief Officer of their attendance to Conference in duty time.

9. CHAIRMAN AND SECRETARY

The Chairman, Secretary, Vice-Chairman and Deputy Secretary of the Interim National Board (INB) shall be the Chairman, Secretary, Vice-Chairman and Deputy Secretary of the Conference Forums.

10. SCRUTINEERS

Scrutineers shall be appointed, if required, to assist the Chairman.



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11. ADOPTION OF STANDING ORDERS

The Conference will adopt Standing Orders at the commencement of Conference. These Orders will be published.

12. BALLOTS

The National Board will have made the decision prior to Conference to hold ballots using either electronic voting equipment or paper.

13. REPORT OF THE INTERIM NATIONAL BOARD – Annual Public Value Report

The Interim National Board shall present a report of its work for the year.

It would be appreciated if prior notice could be given to the General Secretary if Branch Boards intend to raise a question, so that the necessary research may be undertaken.

14. CHAIRMAN'S RULING

If the Chairman calls a member to order, or speaks for any other purpose connected with the proceedings, the member speaking shall resume their seat, and no other member shall speak until the Chair indicates otherwise. The ruling of the Chairman on any question under Standing Orders or on points of order shall be final.

15. MISCONDUCT

If any member interrupts another while addressing the Conference or uses abusive or profane language, or causes any disturbance, and refuses to obey the Chairman when called to order, they will be named by the Chairman. They shall be expelled from the Conference and shall not be allowed to enter again until an apology is given to Conference.

16. ABSENCE WITHOUT LEAVE OF THE CHAIR

No member shall leave the Conference before the conclusion without the permission of the Chairman.

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PART 'B' **STANDING ORDERS**

1. CONFERENCE BUSINESS

The Conference will proceed in accordance with the published timetable. Where, at the Forum, a presentation or debate takes place on topical issues, arrangements for speakers and the method of presentation shall be decided by the Chairman, in conjunction with the Interim National Board. The Chairman may invite contributions from speakers who are not delegates to Conference.

During or at the conclusion of the presentation, a reasonable period of time should be allowed for delegates to ask questions or to make a contribution to the debate. No delegate should speak for more than 5 minutes, except with the permission of the Chairman.

2. SELECTION OF SPEAKERS

Every member shall stand when speaking and shall address the Chairman as 'Mr. Chairman' or 'Madam Chairman'. When more than one member rises to speak, the first to rise shall be given precedence, the decision resting with the Chairman.

3. SPEECHES

No member shall be allowed to speak more than once on any topic except by permission of the Chairman, no member shall speak for more than five minutes at one time. Members wishing to raise points of order must first obtain the permission of the Chairman and must raise it immediately the alleged breach has occurred.

4. SUSPENSION OF STANDING ORDERS

In the event of any matter of urgency the Chairman may accept a request for the suspension of Standing Orders. The member asking for such a suspension must clearly state the nature and urgency of their business, the number of the Standing Order affected, and the length of time (not exceeding 30 minutes) they desire such suspension to last. With the permission of Conference a further extension may be allowed, but no suspension shall take place except by a majority vote of the delegates present.

Yours sincerely



ANDY FITTES
General Secretary