Website: www.policy.je
Email: info@policy.je

CONSTITUTION OF THE POLICY CENTRE JERSEY

ADOPTED ON 28 March 2023, AMENDED on 19 November 2024

1 Name

The name of the association is Policy Centre Jersey (the "Centre").

2 Objects

The objects of the Centre shall be as follows:

To advance the education of the public and in particular for the public benefit research and the dissemination of its useful results of public policy, which includes the economic and social implications of government policy and the operation of the markets, in particular in relation to the performance and management of the economy, the provision of public services and the structure and size of the government both in Jersey and elsewhere.

3 Powers

In order to achieve its objects the Centre may:

(a) Raise money

(b) Open bank accounts

(c) Take out insurance

(d) Employ staff

(e) Enter into contracts

(f) Lease or acquire and manage buildings

(g) Organise courses and events

(h) Work with other organisations and exchange information

(i) Do anything that is lawful which will help it to fulfil its objects

(j) Have any other object purely ancillary or incidental to the above

4 Membership

(a) Membership of the Centre shall be open to any person or any organisation who is interested in helping the Centre to achieve its objects, willing to abide by the rules of the Centre and willing to pay any subscription agreed by the Management Committee.

(b) Membership shall be available to anyone without regard to gender, race, nationality, disability, sexual preference, religion or belief.

(c) Every individual member and each organisation shall have one vote at General Meetings.

(d) The membership of any member may be terminated for good reason by the Management Committee but the member has a right to be heard by the Management Committee before a final decision is made.

(e) Each member may appoint a representative to attend meetings of the Centre.

5 Management

(a) The Centre shall be administered by a Management Committee comprising the Governors and not more than five other members each elected for a term of three years (but shall be eligible for re-election) at the Centre's Annual General Meeting (AGM). Until the first A.G.M. the members of the Management Committee shall be the persons listed at the end of this constitution and any persons appointed under paragraph (h). No person may serve on the Management Committee for more than nine years continually.

(b) The Governors of the Centre shall be: the Chair, the Treasurer and the Secretary.

(c) The Management Committee shall meet at least four times a year.

(d) The Chair shall Chair all meetings of the Centre.

(e) The quorum for Management Committee meetings shall be three members.

(f) Voting at Management Committee meetings shall be by show of hands. If there is a tied vote then the Chair shall have a second vote.

(g) The Management Committee may by a two-thirds majority vote and for a good and proper reason remove any Management Committee member, provided that person has the right to be heard before a final decision is made.

(h) The Management Committee may appoint another member of the Centre as a Management Committee member to fill a vacancy provided the maximum number is not exceeded. A person appointed in this way shall retire at the next A.G.M. and be eligible for election.

(i) The Management Committee may appoint an Advisory Council, comprising suitably experienced people willing to support the work of the Centre. The Committee may appoint a Chair of the Council (who shall be a member of the Management Committee) and a Vice Chair.

6 Duties of the Governors

(a) The duties of the Chair are to:

- chair meetings of the Management Committee and the Centre
- represent the Centre at functions/meetings that the Centre has been invited to
- act as spokesperson for the Centre when necessary

(b) The duties of the Secretary are to:

- take and keep minutes of meetings
- prepare the agenda for meetings of the Management Committee and the Centre in consultation with the Chair
- maintain the membership list
- deal with correspondence

- collect and circulate any relevant information within the Centre

(c) The duties of the Treasurer are to:

- supervise the financial affairs of the Centre
- keep proper accounts that show the income and expenditure collected and paid out by the Centre during a given period
- record the total amount of the value of the money and valued assets held by the Centre at the beginning and the end of the given period
- list any other assets, or classes of assets, held by the Centre

7 Finance

(a) Any money obtained by the Centre shall be used only for the Centre.

(b) Any bank accounts opened for the Centre shall be in the name of the Centre.

(c) Any payments shall be approved by the Treasurer and one other nominated official.

8 Annual General Meeting

(a) The Centre shall hold an Annual General Meeting (A.G.M.) within six months of the end of its financial year.

(b) All members shall be given at least fourteen days' notice of the A.G.M. and shall be entitled to attend and vote. The quorum for an AGM shall be five members.

(c) The business of the A.G.M. shall include:

I. receiving a report from the Chair on the Centre's activities over the year

II. receiving a report from the Treasurer on the finances of the Centre

III. approving the Centre's annual charity return

IV. electing new Governors, members of the Management Committee, the Advisory Council Chair and Advisory Council Vice Chair(s)

V. considering any other matter as may be decided.

9 Special General Meeting

A Special General Meeting may be called by the Management Committee or by any ten members to discuss an urgent matter. The Secretary shall give all members fourteen days' notice of any Special General Meeting together with notice of the business to be discussed. All members shall be entitled to attend and vote.

10 Alterations to the Constitution

Any changes to this Constitution must be agreed by at least two-thirds of those members present and voting at any General Meeting.

11 Dissolution

The Centre may be wound up at any time if agreed by two-thirds of those members present and voting at any General Meeting. In the event of winding up, any assets remaining after all debts have been paid shall be given to another organisation registered as a Jersey charity with similar objects.

Alan Merry	Chair
Phil Romeril	Secretary
Phillip Callow	Treasurer