

# Our Next Ride May Save a Life. Will Yours?

Version 1.9.8 July 2017



## CONSTITUTION

### 1. Name

The name of the charity is registered as 'North West Blood Vehicles Lancs & Lakes' herein after called the 'Group'.

### 2. Objects

The object of the Charity is:

To relieve sickness and protect health by the provision of transport of urgently needed blood, drugs, human tissues, breast milk and other medical requirements between hospitals and blood transfusion banks primarily but not exclusively in Lancashire and The Lake District. To also help the local NHS funded (\*) Health Care providers to save money which could be better spent on patient care. (\* See notes on page 10 of document)

### 3. Constitution

- A. The Group shall consist of the members and a controlling body elected from its members known as the Committee.
- B. Three or Four Trustees will form the Executive Committee and be elected by the Committee.
- C. All members are subject to the overall jurisdiction of the Committee and the Committee's interpretation of these rules.
- D. A Group General Meeting is the ultimate authority of the Group. The Committee must uphold the decisions of the Group General Meeting. In cases where difficulties arise and any change cannot wait until the next AGM then the Committee or the Executive Committee will call an Extraordinary General Meeting.

### 4. Membership

- A. Membership shall be inferred by any person completing the induction process, and becoming actively involved in the Group's administration, and/or activities.
- B. Individual members shall enjoy equal rights and status within the Group irrespective of age, race, religion, sex, marital status, or other distinction.
- C. Members shall be entitled and expected to:
  - I. Receive a copy of the current member's handbook or view it through the website.
  - II. Receive a copy of the induction briefing documents.
  - III. Receive notice of, attend, and vote at any general meeting of the Group.
  - IV. Receive notification of change in Group rules.
  - V. Be eligible for election to office, or membership of the Committee of the Group upon completion of 12 months membership of Group except where barred under Rule 11.
  - VI. Any privileges resulting from affiliation of the Group to any other organization.

**"Volunteers Who Care"**

**NWBB-Lancs & Lakes, Willowbank House, The Clough, Clayton-le-Woods, Chorley. PR6 7DG  
Registered Charity 1147282**

- VII. To display on their vehicles and/or clothing the badge of the Group.
- VIII. To take part in the sporting and social activities of the Group.

**5. Riding/Driving On Behalf of the Group:**

**A. A member wishing to ride his/her own vehicle for the group:**

- I. Must have the permission from their Insurance Company.
- II. Have at least 12 months riding/driving experience following a riding/driving, test pass.
- III. Have passed a Riding assessment on their own vehicle (irrespective of its type), by someone suitably qualified and elected by the Committee.
- IV. The vehicle must be suitable/acceptable for the job. (Some Cruisers and Sports vehicles may not be suitable, and their ability to be used for NWBLL purposes must go before the Committee)
- V. The words “BLOOD” & “Emergency BLOOD” must only be used on the vehicle when the vehicle is being used for NWBLL business and removed when the vehicle is being used as private transport.

**B. A member wishing to ride one of the Groups liveried vehicles or drive one of the Groups vehicle(s) (If owned or loaned to the Group) must:**

- I. Use their own vehicle, irrespective of Advanced qualification, for a period determined by their Area Manager, to show commitment to the charity prior to riding a fleet (liveried) vehicle.
- II. Be at least 25 years of age.
- III. Have passed a Riding assessment by someone suitably qualified and elected by the Committee, **and** hold a current advanced Riding qualification passed or re-assessed within the last 3 years. Suitable qualifications will be decided by the Committee.
- IV. Have no more than three penalty points (which must be noted) on their driving licence. Any change to this situation should be notified in writing to the Group Chairman as soon as practical. The final decision over the number and type of penalty points that will be acceptable is subject to acceptance by the Group’s insurance company.
- V. If personal transport is used for charity purposes the Insurance must be correct for its use, for purposes authorised by the duty Controller or by any Committee member.
- VI. Always ride in a manner that reflects their individual advanced riding skills and the Group’s aims.
- VII. Only wear the Groups Hi Viz when on duty or business for the Group or on a liveried vehicle, when it **MUST** be worn. ID and Hi Viz remain the property of NWBB Lancs & Lakes and must be returned when membership lapses.
- VIII. Be assessed by a person approved by the Committee to perform the assessment on behalf of the Group, on a regular basis OR re-take an advanced qualification. The period between advanced assessments/re-qualification will be every 3 years, in line with the advanced authorities such as RoSPA, DIAMOND and M.I.A. If the required standard is not met, the rider will not be permitted to ride a liveried vehicle on behalf of the Group until a satisfactory assessment has been achieved and the matter will be reported to the Committee for their decision on how best to resolve the situation. Options may include, but are not limited to:

- ❖ Reassessment.
- ❖ Retaking an advanced riding qualification or remedial training from a body approved by the Committee.
- ❖ Removal from the list of approved liveried vehicle or vehicle riders.

**Note: There will be a grace period of 2 months.**

**C. Personally Purchased Liveried vehicles equipped with Blues & Twos:**

- I. The V5C document must display the “registered Keeper” as NWBB Lancs & Lakes at the registered charity address with the vehicle remaining continually insured under the charities fleet policy with the owner paying a substantial percentage towards the cost. The vehicle must be made available for the use of advanced group riders, however the owner retains discretion as to which of those members are permitted to use the vehicle.
- II. The vehicle must be solely used for Blood Vehicle Duty/Business, as per the Road Traffic Regulation Act, permitting the use of Blue Light equipped vehicles.
- III. Ideally, a qualified mechanic should service the vehicle, however it is accepted that the owner will do some maintenance, but it must be maintained to the manufactures recommended schedule. In both cases a safety check or M.o.T. must be done by a qualified VAT registered mechanic every 6 months.”
- IV. Details of M.o.T./safety check, and maintenance must be sent to the Group’s Fleet Manager, to ensure that the vehicle remains legal.
- V. Must always ride in a way that will not bring the charity (NWBB Lancs & Lakes) into disrepute.
- VI. If the member leaves the charity the said member must provide a written undertaking that the vehicle will be stripped of all emergency equipment, hi viz and decals appertaining to the carriage of “BLOOD” and NNWBB Lancs & Lakes. The vehicle will be taken off the Fleet Insurance and must then be re-registered in the owner’s name.

**D. The use of private/personal vehicles, i.e. Bikes/Cars/Vans/4x4’s for Blood Vehicle Duty:**

- I. The use of own cars/vans/4x4’s in inclement weather or during the night when traffic is light is left to the Riders own discretion.
- II. However; the vehicles must be completely road legal, i.e. M.o.T’d, Insured correctly and taxed, and the driver must be a named driver on the Insurance policy and have a full driving licence for this class of vehicle.
- III. The words “Emergency Blood” and together with the charity’s own logo maybe displayed on or within the vehicle ONLY when on duty for North West Blood Vehicles.
- IV. Emergency equipment, i.e. Blue lights and sirens, **MUST NOT** be used under any circumstances on private vehicles, (that is any road going vehicle).

- V. Livery, such as orange and yellow battenberg **MUST NOT** be used in conjunction with any Blood, Emergency Blood, or NWBB Lancs & Lakes Logos at any time. Only authorised charity registered vehicles are entitled to be fully liveried.

## **6. Enrolments**

- A. Upon applying for, or renewing their membership, members shall submit a completed annual declaration form to the Membership Secretary. If applying to ride on behalf of the Group, members should also submit a passport style photograph, photocopy of their driving licence together with proof of a current advanced riding qualification, if any.
- B. Now that paper counterparts to driving licences are no longer valid, the rider must get proof of no endorsements, or current endorsements and produce them to the Membership Secretary. This can be done by visiting <https://www.gov.uk/view-driving-licence>
- C. A membership/ID card shall be issued to all approved applicants together with the applicant being directed to where the Constitution can be viewed or downloaded. (Web)
- D. If applying to ride on behalf of the Group members must complete an induction process as defined from time to time by the Committee.
- E. The Committee or Executive Committee (Trustees) shall have the power to refuse or revoke any Group membership. Any Person denied renewal of membership would have the right of appeal to the next General Meeting of the Group.
- F. If a Member is absent without prior notice to their Area Manager for more than 6 months, then access to the Rota will be withheld and must be reapplied for when the said Member is able to commit to regular duties.

## **7. Executive Committee /Committee/Officers of the Group**

- A. The administration of the Group and its operations shall be under the general jurisdiction of the Committee (except when a Committee cannot be formed in which case the Chairman and/or Vice Chairman of the Group will administer the Group with the main objective of forming a new Committee).
- B. The Committee shall consist of at least a Chairman, Vice Chairman, Secretary and Treasurer. In line with the Charities Commission rules, all members of the Committee will be elected/re-elected every 12 months. The Chairman, Vice Chairman, Secretary, and Treasurer and Founders may also be Trustees of the Charity.
- C. There must be at least three Trustees. These Trustees will be known as the Executive Committee and if not Committee members will be invited to all Committee meetings.
- D. The elected members shall retire at the next Annual General Meeting (AGM) of the Group. A retiring member shall be eligible for re-election if still a Group member.
- E. If any vacancy within the Committee cannot be filled at the Annual General Meeting or a vacancy shall otherwise occur, the vacancy may be filled by the Committee or Executive Committee appointing a person thereto, but any person so appointed shall retire at the next Annual General Meeting and be eligible for re-election if still a Group member.
- F. Nominations for the election to the Committee, or its Officers, may be made by any Member, subject to the willingness of the nominated person.

- G. In the event of there being more candidates for election than there are vacancies, the election shall be determined by ballot conducted by the Group's Secretary at the Annual General Meeting or Extraordinary General Meeting.
- H. A member elected to a position on the Committee shall retain all rights of Group membership while in office. If the Group membership of a Committee Member lapses for any reason that member's position on the Committee will be terminated.
- I. Should a member of the Committee be unable to complete their year of office for an unavoidable reason, such prior notice of resignation should be given to allow time for a successor to be advertised for and appointed.
- J. Members of the Committee shall declare to the Executive Committee any significant financial or other transaction between themselves and/or any one they represent, and the Group.
- K. Committee members shall declare their membership of any organisation whose aims may conflict with those of the Group.
- L. By accepting office, there is an implied agreement by each member of the Committee that they will uphold the Rules of the Group.

## **8. Powers and Proceedings of the Committee**

- A. The Committee shall have the power to co-opt other members if necessary to carry out its responsibilities (co-opted members will not be eligible to vote at Committee meetings). The Committee shall also have the power to terminate the duties of any elected Officer, who in the opinion of the Committee or Executive Committee is not fulfilling their responsibilities. It shall also have the power to repossess Group property. Notwithstanding that the Officer who has had his service terminated must stand down immediately, any such Officer will have the right of appeal to be heard at the next General Meeting.
- B. The Committee or Executive Committee shall have the power to appoint sub-committees from Group members and shall clearly define the terms of reference of such sub-committees and lay down their rules of procedure.
- C. Each sub-committee should be attended by a member of the Committee, who will report back on its activities.
- D. The Committee shall meet at such times as may be necessary or convenient but in any case not less than once in any three months.
- E. The quorum necessary for conducting the business of the Committee shall be not less than four of its elected Officers. Not less than seven days notice shall be given of each meeting except when a matter of urgency makes this impossible.
- F. In the event of the elected Chairman or Vice-Chairman being absent, the Committee shall elect one of its members to act as Chairman for that meeting or until such time as the elected Chairman is present.
- G. Questions arising at any meeting shall be decided by a majority of votes. In the case of equality of votes, the Chairman shall have the casting vote.
- H. A record of the proceedings of each meeting will be agreed and circulated to members of the Committee. Copies will be made available to Group members via the website.

However, items, which the Committee agree are confidential, may be redacted from the copies circulated via the website yet still viewed in total by the Committee and Executive Committee. The proceedings will show where this has occurred.

- I. No officer may enter a formal agreement or contract, which extends beyond the current financial period, on behalf of the Group without prior authority and agreement of the Committee and Executive Committee. All such agreements and/or contracts must be signed on behalf of the Group by the originator and one other of the following officers: Chairman, Vice Chairman, Treasurer, or Secretary of the Group.
- J. Any unplanned item of expenditure in excess of £1,000 not previously budgeted for, must be put before the Committee and Trustees for approval.

## **9. Duties and Responsibilities of the Committee**

- A. The Committee shall:-
  - I. Be responsible for the effective day-to-day running of the Group's operational activities.
  - II. Be responsible for enabling communication between the Members and keeping all Members informed of Group activities.
  - III. Be responsible for maintaining a complete register of all members of the Group.
  - IV. Be responsible for administering the finances of the Group and keep adequate records of all transactions and present audited accounts of the finances of the Group to the Annual General Meeting.
  - V. Be responsible for forming the policy of the Group for approval by a General Meeting.
  - VI. Ensure, as far as possible, that all Riders are fit and well to carry out their duties.
- B. The Committee or Executive Committee may affiliate the Group to any other organisation whose objectives are consistent with those of the Group subject to the approval of a General Meeting of the Group:
- C. The Committee is to ensure there are competent Managers for the following roles, and assist those Managers whenever called upon:
  - I. Area Managers: To be responsible for the liveried vehicles and to assist all members in the area of such manager. To ensure any vehicle problems are reported immediately to the Fleet Manager or Deputy. "Rally the Troops" when shortfalls are evident on the rota.
  - II. Membership Secretary and Recruitment Manager: To deal with all new applications, taking each one through the joining process and arranging all paperwork, to & fro, and arrange the volunteers ID.
  - III. Rota Manager: To organise the Rota of Duty online.
  - IV. Controller/Communications Manager: To train new Call Handlers/Controllers and assist all with difficulties and ensure that correct procedures are followed.
  - V. Event Managers: To direct and arrange all events agreed by the Committee and liaise with the Manager in whose area the "Event" is requested.
  - VI. Talks Manager: To liaise with the Events Manager and with the Manager in whose area the "Talk" is requested.



## **10. The Finances of the Group**

- A. An independent person must formally examine all funds and assets under the direct control of the Committee and any Sub-Committee annually.
- B. The examiner shall be appointed by the Committee, but must not be, a member of the Committee or Executive Committee.
- C. The Accountant's report must be presented to the Annual General Meeting of the Group in its entirety.
- D. All bank accounts held by the Charity must have a minimum of two signatories, whose signatures must appear on any cheque. Withdrawal from the accounts, must be agreed by more than one Committee member. This will usually be the Treasurer and at least one other.
- E. All signatories must be members of the Committee or Executive Committee and be ratified annually at a meeting of the Committee and the details recorded in the minutes. Members of the same household may be signatories, but may not sign together on the same cheque.
- F. Persons selected to be signatories are empowered only to represent the Group and its Members and must assume no personal rights beyond those deemed by the Committee to be in the Group's interest or requirements.
- G. The Committee shall have the power to remove any signatory whom they consider to be abusing his/her position.
- H. Any member of the Committee or any Sub-Committee with access to substantial numbers of incoming cheques remitted to accounts under the direct control of the Committee shall not at the same time be a signatory upon any account held by a Branch of the Group unless specifically approved by the Committee.
- I. No Member of the Group or the Committee shall open or cause to be opened any account at a bank or other financial institution in the Group's name except following a minuted agreement at a meeting of the Committee.
- J. A copy set of accounts agreed at the Annual General Meeting shall be forwarded to the Charities Commission in accordance with their regulations.
- K. Any member shall, upon request, be granted access to inspect the accounts.

## **11. Infraction of Rules and Prejudicial Conduct**

- A. Application for and admission to membership of the Group shall be deemed acceptance of and willingness to abide by the Rules of the Group. No member shall be absolved from the effects of these Rules on the allegation or plea that the member has not received a copy.
- B. A "Declaration" stating that the applicant has no previous history, which could bring the group into disrepute, MUST be signed by the applicant, at the time of application.
- C. Actions outside these rules resulting in conduct prejudicial to the Group or its individual members shall be dealt with as detailed below.

- D. Any infraction of the rules of the Group or of any breach of the regulations laid down from time to time shall be brought to the notice of the Committee and Executive Committee, who shall thereupon inquire into and adjudicate upon the complaint.
- E. The Committee in writing shall inform any member who is alleged to have committed any infraction or breach as above. They are entitled to make representation, either in person or by writing, with regard thereto. They may tender, and the Committee may call for, any evidence relevant to the matter.
- F. In the event of an immediate and serious incident (real or alleged) the member may be suspended immediately pending the outcome of any investigation into the alleged or real incident.
- G. If, in the judgment of the Committee, the infraction or breach was direct and wilful, or prejudicial to the good name of the Group, the Committee may expel the member from the group if they think fit.
- H. Where a member believes that the Committee may have acted in breach of the Group rules, then that member may apply to the Secretary in writing at least 14 days prior to a General Meeting of the Group to allow the issue to be included as an agenda item. The item will appear and be discussed before any re-election of officers.
- I. Where a member believes that the Committee may have acted in SERIOUS breach of the Group rules, then that member may discuss it with the Executive Committee first and then call for an Extraordinary General Meeting, provided that the Annual General Meeting is more than three months away. The member must apply in writing to the Chairman or Secretary and with the written support of at least ten members of the Group.

## **12. General Meeting (GM)**

- A. Meetings shall be held regularly, usually tri-monthly but at least once every six months, at a time and place decided at the previous meeting.
- B. Minutes shall be taken and posted by the Secretary to members prior to the next meeting. Where ever possible email shall be used for all communications in order to minimise the cost of postage.
- C. Any member at a meeting has the right to propose or second a motion and to vote on any motion brought in front of the meeting.
- D. No business shall be transacted at any meeting unless a quorum of members is present as follows: At least four of the elected Committee members, plus sufficient other members entitled to vote and present in person, as long as this number is in excess of the Committee members present.
- E. A financial statement shall be presented at each General meeting.

## **13. Annual General Meeting (AGM)**

- A. The Group shall in each year hold an Annual General Meeting. Not more than fifteen months shall elapse between the date of one Annual General Meeting and the next.
- B. Additional General Meetings may be called as required.



- C. Not less than twenty-one day's notice shall be given of any General Meeting. Non-receipt of notice shall not invalidate the proceedings of such a meeting.
- D. No business shall be transacted at any meeting unless a quorum of members is present as follows: At least four of the elected Committee members, plus sufficient other members entitled to vote and present in person, as long as this number is in excess of the Committee members present.
- E. The Chairman or Vice Chairman of the Group shall preside as Chairman at every General Meeting. If no such Chairman shall be present within fifteen minutes after the time appointed for the opening of the meeting or shall be unwilling to act, the General Meeting shall appoint one of its members eligible to vote, to act as Chairman for that meeting.
- F. Any General Meeting may, with the consent of the meeting, be adjourned.
- G. Each member present, entitled to vote, shall have one vote on any questions or resolutions. In the event of an equality of votes the Chairman shall have the casting vote.
- H. Notice of proposals, nominations, and items for inclusion on the agenda of the Annual General Meeting must be received by the secretary no later than one month before the date of the meeting.
- I. The Chairman, Secretary and Treasurer together with any other member of the Committee who wishes to, should present a report.

#### **14. Member's Addresses**

- A. All members of the Group shall ensure that their current address and contact telephone numbers are submitted to the Membership Secretary and a regularly updated list must be accessible to all members of the Committee. All notices sent or posted to such address shall be considered as duly delivered.
- B. All requests for Members addresses and, or details must be made via the Group Secretary.
- C. The approval of the Committee and the members concerned must be obtained where the details are to be passed to persons outside of the Group. This should only be approved in exceptional circumstances.

#### **15. Dissolution of the Group**

- A. Should the Group be dissolved or cease to exist, its assets shall be transferred to charities with similar aims and objectives as may be deemed by the Committee at that time subject to any necessary statutory approval that may be required.

#### **16. Alterations to Rules**

- A. These Rules may be added to, abrogated, altered, and varied in any manner at any time by the Committee, but must be brought to the attention of the Group at the next AGM to seek approval of the changes. The Executive Committee (Trustees) will then accept or preclude any changes to the Constitution, if they feel that is not in the interest of the Group, and only with due consideration to the Members and Legal aspects.

- B. Likewise, the content of the Constitution shall be deemed to be ended unless extended by a majority decision of the General Meeting.
- C. No amendment may be made to this constitution, which will cause the charity to cease to be charitable in law.

All new members to complete the emailed form, shown below, whenever emailed and either return via email to [membership@nwbb-lancs.org](mailto:membership@nwbb-lancs.org) or post to:

Mrs C. Dunstan, NWBB Lancs & Lakes, Membership Secretary  
5 Sizergh Road, Morecambe, LA4 6TL

Notes:

**(\*) NHS Funded means “30% funded by the NHS”.**

## Declaration

Name:

I wish to become a member of the North West Blood Vehicles Lancs & Lakes. I agree to have my address, telephone numbers, and email address kept on a 'Restricted' Data Base.

*"The reputation of the charity (namely: North West Blood Vehicles Lancs & Lakes) is paramount. If you have any history, which may conflict or interfere with this reputation please contact the Chairman (07710 951159) in confidence to discuss before completing the application form".*

By signing this form: I \_\_\_\_\_ declare that I have no issues, or history, which could affect the reputation or workings of North West Blood Vehicles Lancs & Lakes.

Dated: / /

Signed: \_\_\_\_\_ (note: Electronic signatures are accepted)"

The use of Blue Lights and Sirens euphemistically known as Blues & Twos (B&T's) is for Very Urgent or Emergency transport of Human Tissue between hospitals or specialist services within the NHS, e.g. National Health Service Blood and Transplant (NHSBT).

Trained and authorised riders **only** are permitted to use these on behalf of the charity North West Blood Vehicles Lancs & Lakes (NWBBLL).

I must stress that the use of B&T's is potentially dangerous and should only be used when necessary. Any authorised rider using them must understand that if by using them a collision occurs, whether our rider is involved or not, or the rider becomes subject of a complaint, it is the Rider's own responsibility to justify their use and not the charity's. The onus is on them.

**Note:** *A B&T's authorised rider is one who has been trained by persons with training experience of the use of B&T's and appointed by the Committee or any outside Agency trainer appointed by the Committee.*

The majority of items we carry are classed by the hospitals as "Urgent" and occasionally that term is upgraded to "Very Urgent" either as a result of a conversation between the hospital contact, e.g. Switchboard, Path Lab, etc., and our Controller or by a similar conversation between the hospital contact and our Rider when he/she gets to the collection point.

If a Controller deems the ride "Very Urgent" following the conversation with the hospital contact, then she/he will contact Lancashire Constabulary, or Cumbria if from Westmorland General Hospital (and Lancashire if travelling into Lancashire from Cumbria) to inform them of the need for B&T's and the Rider will be notified. At this stage the rider is authorised to use B&T's, even from home to the collection point as well as the collection to delivery run, **BUT must only use them when necessary and justifiable. The ONUS is on the rider.**

An authorised rider may also upgrade to use B&T's if he/she deems it necessary on an "Urgent" run when, e.g. Traffic is congested to such a degree that it would cause unnecessary and possibly serious consequences for the patient or serious complications for the hospital dispatching the; samples/blood/pharmacy, etc., but again this is a matter for the rider and he/she MUST be able to justify their use.

Normally the Controller would be informed at the time the Rider sets off, but if this happens en-route, the Rider MUST inform the Controller of the use of B&T's upon delivery and the Controller will make a note on the dispatch log.

Paul Brooks JP

Chairman & Trustee

North West Blood Vehicles Lancs & Lakes.

## Policy Document for NWBB Lancs & Lakes

### Liveried and privately owned vehicles

#### **Liveried vehicles owned and insured by NWBB L&L & privately owned**

These vehicles are certified for use on Emergency & Very Urgent calls from the hospitals and equipped with Emergency warning devices [blue lights & sirens]

Only authorised riders are allowed to use them and only authorised B&T's riders are allowed to use the Emergency warning devices.

Privately owned liveried vehicles equipped with Emergency warning devices must be insured as part of the fleet, therefore they must be registered by V5 to the fleet as keeper, and insured under the fleet policy. The owners must allow their use by other suitably qualified riders, but may have a say as to who can ride them.

The only exceptions to this are two ex fleet vehicles, which were sold privately to suitably qualified riders and authorised by the Committee and which are used primarily for NWBB L&L.

All Area Managers with NWBB L&L liveried vehicles in their care must report to the Fleet Manager on a monthly basis regarding mileage and general state of the vehicle. The Fleet manager MUST also be informed when necessary work is required and undertaken on the vehicle to keep it in tip-top condition.

**All owners of privately owned liveried vehicles must report to the Fleet Manager, when servicing, repairs etc., are done, or the vehicles is M.o.T'd and servicing must be done to the Manufacturers standard.**

#### **Private vehicles**

Must be kept roadworthy [taxed, insured and M.o.T'd.] and suitable for use, i.e. carrying items for the hospital.

Owners may livery their vehicles to a degree of safety and hi visibility, but must not be liveried to resemble a blood vehicles if used for private use as well as for duty.

Emergency warning devices MUST NOT be fitted under any circumstances, and the word "BLOOD" may only be used when on duty. If the vehicles are used privately then the word "BLOOD" MUST be removed.

Note: Although all rider members are assessed when joining, we are all subject to making mistakes whilst riding, and if on a vehicles which resembles a NWBB L&L liveried vehicles it only takes one complaint regarding the manner in which a vehicles is being ridden to ruin the Charity's reputation and what we do, hence the reason for this policy document, which will hopefully keep complaints to a minimum.