

- 1.** The National Criminal Justice Arts Alliance (NCJAA) network is open to any individual or organisation working, or with an interest in, the arts in criminal justice, based upon the following criteria:
  - They are either an individual, or, if an organisation, a registered charity, not-for-profit or public sector organisation
  - Interested in, or delivering, arts-based activities within the criminal justice system
  - Their activities do not conflict with the aims of the NCJAA or Clinks, and is not likely to bring the reputation of either body into disrepute.
  
- 2.** All applications to join the network have to be approved by the Steering Group (SG). The NCJAA will remotely circulate all applications for approval on a monthly basis. If it receives no objections, then the application is deemed to be successful.
  
- 3.** Should any SG member object to an application then the SG (as per the Terms of Reference between the NCJAA and Clinks) will be required to vote and acceptance will require a two-thirds majority of those present at an SG meeting and/or voting remotely. This decision can be appealed to the Chair of the SG (or the Vice Chair if the Chair is unable to hear the appeal).
  
- 4.** The SG may for good reason remove anyone from the network provided that the individual or organisation concerned shall have the right to be heard by the Steering Group before a final decision is made.
  
- 5.** The SG has the power to remove any individual or organisation from the network. Actions which may cause membership to be revoked include:
  - Bringing the NCJAA or Clinks into disrepute
  - Using the NCJAA name or branding inappropriately (for example, to give the impression that the individual or organisation speaks on behalf of the NCJAA when they don't)
  - Breaking the NCJAA network membership or these Terms of Reference as they apply to that individual or organisation.

Available sanctions would include:

- Issuing a warning
- Removal of any individual, company employee or director from the NCJAA SG or any NCJAA working group
- Expulsion of individual or organisation from the network.

This could result in a written warning or ejection from the NCJAA. Individuals or organisations can appeal against any decision to the NCJAA and Clinks Liaison Group.

- 6.** Any website content, news or events will be approved by the NCJAA manager.