|  |  |
| --- | --- |
| Our ref: :  Your ref: :  When telephoning please ask for: Suzanne Tipping | UNISONSouthEast  Suite 14/15, Christchurch House  Beaufort Court  Sir Thomas Longley Road  Strood, Kent, ME2 4FX |
| **To: Regional Disabled Members’ Committee/ Regional Disabled Members’ Group/ Branch Secretaries/ Branch Disabled Members’ Officer/ Branch Equality Officers/ Chairs and Convenors SOGs and YMs** |
| *Regional Telephone No. 08000857857* |
|  |
| www.unison.org.uk/south-east |
|  |  |
| 13 October 2017 |  |

Dear Colleagues

**REGIONAL DISABLED MEMBERS’ AGM**

**Tuesday 28 November – 11am to 1pm**

**UNISON Centre, 130 Euston Road, London NW1 2AY**

You are invited to attend the Regional Disabled Members’ Annual General Meeting (AGM) which will take place on Tuesday 28 November. Buffet lunch and refreshments will be provided. If you would like to attend the AGM, then please return the enclosed application form to Suzanne Tipping in the Strood office by **Friday 10 November 2017**. AGM papers will be despatched two weeks before the meeting, and spare copies will be available on the day.

**REGIONAL DISABLED MEMBERS’ COMMITTEE ELECTION - NOMINATIONS**

Applications are invited to join the Regional Disabled Members’ Committee for the coming year, there are 20 seats available. If you would like to join the committee, then please complete the enclosed nomination form (green). This should be returned to Suzanne Tipping by Friday 24 November 2017.

Being a member of the disabled members’ committee means making a commitment to playing an active role in progressing issues of inequality at a local, regional or national level. For more information about the committee and what’s involved please contact me.

Job sharing a seat on the Committee is welcomed as it can give members the opportunity to become involved in UNISON activities. To enable the election to proceed democratically, anyone wishing to job share must indicate on the enclosed nomination form (i) that you wish to job share and (ii) the name of the person you wish to job share with. Additionally, you will need to ensure that the person you are job sharing with has signed the same nomination form.

**NOMINATIONS FOR SEATS ON OTHER COMMITTEES**

Immediately following the election of members to the Committee, elections will be held for seats on other regional and national committees, Service Groups, UNISON National Disabled Members’ Conference, SERTUC Disabled Workers’ Network, and UNISON Labour Link.

For nominations to represent the Disabled Members’ Committee on these regional and national bodies, please see the attached (yellow) nomination form pages 1 and 2 for a list of the vacant seats. To nominate yourself to one or more of these positions, please complete and return the form to Suzanne Tipping by the deadline of **5pm Friday 24 November**. If you would like to nominate someone else please ensure that they wish to be nominated before submitting the form. If you would like more information about any of the seats on the nomination form please contact me.

At the Disabled Members’ AGM candidates can be nominated to seats on the Regional Council (pages 3 and 4 on the yellow nomination form), elections for these seats will take place at Regional Council AGM. Our South East Regional Council AGM takes place on Saturday 24 February 2018, at The Hilton Doubletree in Woking.

**MOTIONS AND RULE CHANGES**

Any proposed changes to the South East Region Disabled Members’ Committee Constitution (enclosed) should be submitted to me in writing by **5pm Friday 10 November 2017**.

Motions to Disabled Members’ Committee AGM will need to be submitted 28 days before the meeting (31 October).

Please ensure that you have received agreement from your Branch to attend the AGM, as you will need to claim travel expenses/subsistence from your Branch.

A buffet lunch will be provided at 1pm, and a short meeting of the elected Committee members will follow at 2pm.

Yours sincerely

signature.tif

Suzanne Tipping

Area Organiser

**Encs**. AGM Agenda

AGM Application Form

Regional Disabled Members’ Committee Nomination Form (green)

Additional Nomination Form (yellow)

Regional Disabled Members’ Committee Constitution

Regional Democracy Leaflet

Map and directions to UNISON Centre

**Timetable**

|  |  |  |
| --- | --- | --- |
| Deadline for submission of motions | 5pm | 31 October |
| Deadline for submission of rule changes | 5pm | 10 November |
| Deadline for application to attend AGM | 5pm | 10 November |
| Agenda despatched |  | 13 November |
| Deadline for application to join the Committee  Green form | 5pm | 24 November |
| Deadline for application to Committee posts and/or reserved seats | 5pm | 24 November |
| Regional Council AGM |  | 24 February 2018 |