

ONE VOICE:ACTION FOR DISABILITY CONSTITUTION

1 Name

The name of the organisation will be 'One Voice', with the byline 'Action for Disability'.

2 Geographical Area of Benefit

The geographical area of benefit (hereinafter to be referred to as 'the area'), will be Wolverhampton and the surrounding areas.

3 Aims of the Organisation

The organisation has been set up to benefit people with disabilities living in the area, whatever their age, sex, race, sexual orientation, political, religious, or other opinions, but in particular to:

- i) bring together people with disabilities as one voice, with the aim of extending their rights and meeting their needs.
- ii) provide information, advice, and representation, and to raise awareness and campaign on issues concerned with disability.
- iii) provide other practical services that may be required by people with disabilities.
- iv) engage in anything else which may be applicable.

4 Powers (Things we are allowed to do)

- i To bring together people, organisations, and agencies to help meet the aims of One Voice.
- ii To arrange seminars, exhibitions and other meetings, and to carry out appropriate research.
- iii To provide and publish literature and other information on matters concerned with the aims of One Voice in relevant formats.
- iv To rent, buy, or hire property and/or equipment for the work of the organisation.
- v To raise money and accept gifts for the organisation.
- vi To employ the necessary disabled staff to carry out the work of the organisation.
- vii To do any other lawful things necessary within the aims of One Voice.

5 Membership

Applications for membership of One Voice will be decided by the Management Committee; there are four types of membership:

- i Individual membership will be open to the following people, in three categories:
 - a) all self-defined people with disabilities aged 18 years or over, and living in the area, who will be **Full Individual Voting Members**
 - b) all people over 18 years of age without a self-defined disability, living in the area, who will be **Associate Individual Non-Voting Members**
 - c) all self-defined people with disabilities under 18 years of age and living in the area, who will be **Individual Non-Voting Junior Members**
-These members will not have the right to vote at members' meetings, but they may elect 2 representatives to the Management Committee from amongst themselves, who will each have the right to vote as though they were full members.
- ii **Associate Group Membership** with no voting rights, will be open to any voluntary, public, or private body operating in the area, who support the

interests of One Voice.

iii **Ending of Membership** for good reasons will be decided by the Management Committee, though subject to the individual or group member having the right to be heard by the committee before any decision is made.

6 Subscriptions

All full, associate, and junior members will pay any subscriptions to be decided by the Management Committee.

7 General Meetings

(a) The first Annual General Meeting (AGM) of One Voice will be held not later than October 1994, with the future AGM's held not more than 15 months following the preceding AGM. At least 20 days notice of meetings will be given by the Secretary to all members.

The business of the AGM will include:-

Elections of the Management Committee and officials

Receiving the annual reports of the Chairperson, Treasurer, and Secretary.

Appointment of Auditors

Receiving the annual accounts of One Voice

Consideration of any resolutions to amend the constitution

(b) **A Special General Meeting** (SGM) of One Voice may be called by the Secretary, at 14 days notice. The SGM must be at the request of 10 or more members, or at the request of the Management Committee. The Secretary will send out details of the business to be transacted, along with notification of the meeting.

(c) **The Quorum** for all general meetings will be not less than 20% of the members of One Voice entitled to vote. However, if within one half hour of the start of the meeting, a quorum is not present, the members present will be a quorum, subject to a minimum of 10 members.

(d) **Voting** at all general meetings will be by a simple majority on a show of hands, or by ballot, as the meeting decided. In the event of an equality of votes, the chairperson will have a second or casting vote.

8 Committees

Subject to limitations set out in the Constitution, the policy and general management of the work of One Voice will be directed by a Management Committee meeting not less than 6 times a year.

(a) Membership of the Management Committee will be as follows:

10 representatives of full members, as defined under clause 5a, to be elected from among and by themselves at the AGM. Where the membership of the AGM fail to elect 10 candidates, the new management group is authorised to co-opt suitable disabled people at its subsequent meetings.

[The honorary officers of One Voice, who will include the Chairperson, Vice-chairperson, Treasurer, and Secretary, will be elected by the whole membership present at the AGM. As a last resort, if the members at the AGM are unable to elect all the officers of the management group, they will authorise the management group to elect the officers from among themselves and those disabled people who have been co-opted onto the management group.

The Management Committee of One Voice may elect an assistant treasurer if they think they need one.]

2 representatives of junior members elected in line with clause 5c

Up to 2 co-opted members with full voting rights to be drawn only from full individual members as defined in clause 5a, to be decided by the Management Committee.

Up to 3 observers invited by the Management Committee, able to contribute particular skills and experience, but without voting rights.

(b) Casual vacancies arising may be filled by the decision of the Management Committee alone, but any such members will retire at the following AGM.

(c) Management Committee members will retire annually, but they will be eligible for re-election.

(d) Sub-Committees and/or working parties may be appointed by the Management Committee, who will decide its membership and powers.

(e) Ending of the membership of any members of committees will be decided by the Management Committee for any good reason, providing that the member will always have the right to be heard by the Management Committee before any final decision is made.

(f) Invalidation of the Management Committee will not be caused by any failure to appoint or any fault in the appointment, election, or qualification of any member.

(g) The quorum for all meetings of Management Committee will be 4 members with full voting rights.

(h) Voting will be by simple majority on a show of hands or by ballot, as the committee decides. In the event of an equal number of votes, the Chairperson shall have a second or casting vote.

9 Finance

An account will be opened by the Treasurer in the name of One Voice at a bank or building society to be decided from time to time by the Management Committee.

The Management Committee will authorise in writing the Honorary Officers: Chairperson, Vice-Chairperson, Treasurer and Secretary to sign cheques on behalf of One Voice. All cheques must be signed by two of the authorised signatories, one of whom should normally be the Treasurer.

The Treasurer will keep accurate accounts of the financial transactions of One Voice, and arrange for their auditing in preparation for the AGM.

The income and property of One Voice will be applied solely towards developing its aims as set out in its constitution. No part of it can be paid directly or indirectly as profit to any member of One Voice, provided that nothing will prevent the payment in good faith of out-of-pocket expenses.

10 Trustees

One Voice may appoint and determine the appointment of not less than 3 persons to act as Trustees for the purpose of holding monies and/or property belonging to the organisation.

11 Indemnity

One Voice will indemnify its honorary officers, members, and employees from and against all claims, demands, actions, and proceedings made or brought against it in connection with its activities, the actions of its officers, members and employees, or in connection with property and equipment.

12 Alterations to the Constitution, and/or Dissolution.

One Voice may be dissolved or these rules may be altered or amended by a resolution passed by 2/3 majority of those present and voting at a General or Special Meeting.

In the event of dissolution of One Voice, the Trustees will have the power to dispose of any of its assets, providing that after satisfaction of all debts and liabilities, no income or property owned by the organisation will be paid or distributed among its members, but will be given or transferred to other voluntary organisations having aims similar to some or all of the aims of One Voice.