

You are warmly invited to Auckland Disability Law Incorporated’s

**Annual General Meeting**

**Date: Tuesday 25th February 10:30 (Registration opened from 10:00)**

**Time: 10:30am – 12:30pm**

**Venue: Manukau City Baptist Church 9 Lambie Drive, Manukau City**

**Guest Speaker: Francis Joychild**

***Frances will share her recent experiences in significant discrimination case in the Court of Appeal representing Atkinson in the Family Caregivers Case where the government policy that excluded family members from payment for providing various disability support services to their disabled children was found to be unjustified discrimination. There will be time for questions at the end of her presentation.***

We will also be taking the opportunity to thank Nicola Owen for her many years of hard work and service as Manager of ADL.

Come along to hear about Auckland Disability Law, if you are a member you can vote for members on the steering committee. You can also stand for the committee. We hope to see you there for a 10:30am start.

The venue is wheelchair accessible. We will be meeting in the upstairs hall and there is a lift and if needed NZSL interpreters will be booked. Please let us know if you need them or if you have other access requirements.

Please let us know by 20th February, for catering purposes and if you have any dietary requirements. Agenda, minutes, financial report will be sent out on 21st, reports can be sent out to those who are interested but are unable to attend the meeting.

RSVP: russell.vickery@adl.org.nz or info@adl.org.nz or (09) 257-5140



**AGENDA**

**Annual General Meeting**

**Tuesday 25th February 2014**

1. **Welcome and introductions**
2. **Minutes from last meeting and matters arising**
3. **Annual report and Financial report**
4. **Election for Steering Group positions**
5. **Auditor for 2012 – 2013 accounts**
6. **General business**
7. **Guest Speaker**
8. **Presentation to Nicola Owen**
9. **Close of meeting**
10. **Light Lunch**



# Membership form – it is free to join.

Auckland Disability Law is a free community legal service in the Auckland region.  We specialise in disability law and can also help with the following:

* For disabled people and their whanau, access to legal information, advice and assistance.
* For disability groups, workshops on legal issues and help with law reform.
* For legal professionals, disability information and training.

We want the work of our organisation to be driven by the community we serve, and in particular by disabled people. If you would like to support the work of Auckland Disability Law by becoming a member, please fill in your details below and return this form to us. If you are already a member, you can also use this form to update your details with us.

As a member of Auckland Disability Law you will be entitled to become a member of our Steering Group and to vote at our Annual General Meeting. You will also be advised of new publications or general issues of concern at regular intervals. To keep our members informed of news and current events we will send you our quarterly newsletter.

Name…………………………………………………………………...........................................................

Address………………………………………………………………...........................................................

Occupation…………………………………………………………….................................................

Organisation (if applicable)………………………………………………………............................

Phone: …………………………………….......... Fax: ……………………...............................

Text: ....................................................................

Email: ……………………………………...........................

I identify as a disabled person\*  **yes / no**

\*You do not have to answer this question, but we are keen to ensure that disabled people are properly represented within our membership.

Return to Auckland Disability Law by

Email: info@adl.org.nz, Fax: 09 275 4693, Post: PO Box 43 201, Mangere Town Centre, Auckland 2153



**Call for Steering Group members:**

Auckland Disability Law Incorporated seeks nominations for **three** vacant positions on the Steering Group. You need to be a member to nominate someone or to be nominated, so please remember to fill out all the forms. **Don’t forget you can also self nominate for a position on the steering group.** The group usually meets every third Tuesday of the month.

Forms **must be returned to Auckland Disability Law by 20th February 2014**

Phone:       09 257 5140

Email:         info@adl.org.nz

Text:           027 457 5140

Please note that there are **three** forms to be completed – a nomination form, an information form, and a Charity Officer form. If you are not already a member of Auckland Disability Law, you must also fill out the **membership form**.

Auckland Disability Law Incorporated seeks nominations for **three** vacant positions on the Steering Group.

**Details of the Position**

The Steering Group is made up of between 6 and 9 members, who are appointed at the AGM to carry out the aims and exercise the functions of Auckland Disability Law.

A person elected to the Steering Group can stand in that position for a three-year term, though you can decide to resign before the end of this term.

**Role of Steering Group**

The role of the Steering Group is to provide guidance in the areas of strategic development and sustainability of Auckland Disability Law’s service.

Members of the Steering Group will:

* participate in meetings and Steering Group activities;
* give advice on strategic issues in relation to the work of the service;
* contribute to decisions about hiring additional staff, annual reviews, and other matters from time to time;
* provide advice and guidance as requested by staff;
* offer support and encouragement to ADL staff;
* be professional in all dealings with ADL;
* maintain confidentiality about any aspect of Auckland Disability Law that may be private, sensitive or impact on relationships with sponsors, funders or other partners;
* represent wider stakeholder communities who may wish to contribute through the Steering Group;
* participate in the promotion of Auckland Disability Law;
* be good advocates for and act in the best interests of Auckland Disability Law.

**Skills and experience**

Steering group members should have at least two of the following attributes:

* knowledge or experience of disability;
* understanding of the social model of disability;
* knowledge of community law centre structure or similar community service;
* knowledge of disability law or disability legal advocacy;
* experience of governance role;
* experience of working with disabled people in a legal context
* legal training in a similar area, e.g. human rights.

The Steering Group meets each month and members may be required to attend subcommittee meetings or participate in decision making between monthly meetings.

Only members of Auckland Disability Law Incorporated may stand as or nominate Steering Group members. If you are not already a member, please ensure you also complete and send in your membership form with your nomination form.



## b) Steering Group Nomination form

I, (your name here)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ am a member of Auckland Disability Law Inc

I nominate \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

For the position of: **Steering Group Member**

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please sign and return to Auckland Disability Law by **Thursday 20th February 2014**

PO Box 43 201, Mangere, Manukau, Auckland

Phone : 09 257 5140

Fax : 09 275 4693

Text : 0274575140

Email : info@adl.org.nz

**NB: Please ensure that anyone you nominate for the Steering Group completes the attached forms, so that information about candidates can be made available to members prior to elections.**



## c) Steering Group Nominees: Information Form

Additional information to be provided by people nominated for the Steering Group – this information may be circulated to members prior to or at the AGM to enable them to elect Steering Group members.

Name:

Why are you interested in joining the Auckland Disability Law Steering Group?

Provide a brief overview of your experience:

Members must have at least two of the following attributes (please tick):

* knowledge or experience of disability;
* understanding of the social model of disability;
* knowledge of CLC structure or similar community service;
* knowledge of disability law or disability legal advocacy;
* experience of governance role;
* experience of working with disabled people in a legal context;
* legal training in a similar area, e.g. human rights.

Please indicate which of these skills you would bring to the Steering Group, and add any others you think would also be relevant:

What other representative roles have you held within the disability and/or legal sector?



## d) Charity Officer form

This information may be circulated to members prior to or at the AGM to enable them to elect Steering Group members.

Auckland Disability law is a registered charitable entity. Steering Group members are therefore also officers of the charity.

To qualify as an officer of a charity under the Charities Act, an officer must not be:

* An undischarged bankrupt
* Under the age of 16 years
* Convicted of a crime involving dishonesty (section 2(1) of the *Crimes Act 1961*) and sentenced within the last 7 years
* Prohibited from being a director or promoter of, or being concerned or taking part in the management of, an incorporated or unincorporated body under the *Companies Act 1993*, the *Securities Act 1978*, the *Securities Markets Act 1988*, or the *Takeovers Act 1993*
* Disqualified by the Charities Commission under section 31(4) of the *Charities Act 2005*
* Subject to a property order made under the *Protection of Personal and Property Rights Act 1988*, or have their property managed by a trustee corporation under section 32 of that Act *(this relates to people who are not fully able to manage their affairs)*
* A body corporate that is being wound up, is in liquidation or receivership, or is subject to statutory management under the *Corporations (Investigation and Management) Act 1989*
* Disqualified from being an officer under the rules of their charity.

If none of these factors apply to you, please sign here ............................................................

If one or more of these factors apply to you, and you would still like to be nominated for the Steering Group, please contact us to discuss this.



## e) Statistics

We want to ensure the Steering Group has a wide diversity of members. Providing the following information will help us do this, but you do not need to give us the information if you do not want to. This information will not be included in any material circulated at the AGM .[[1]](#footnote-1)

Do you identify as disabled? Yes / No

Age group: Under 25 25-65 Over 65

Gender:

Ethnicity:

**Contact us to return the form or to request additional information:**

Auckland Disability Law

PO Box 43-201

Mangere Town Centre

Phone: 09 257 5140, Fax: 09 275 4693, Email: info@adl.org.nz

Thank you for taking the time to complete this form. Please ensure we receive it by

**20th February 2014**

1. This information is collected in good faith for the purpose of assisting or advancing persons or groups of persons in accordance with section 73 of the Human Rights Act 1993. [↑](#footnote-ref-1)