

Urgent Care 24
Unit 3-4 Tipton Way
Wavertree Business Village
Liverpool
L13 1DA

Tel: 0151 254 2553
Fax: 0151 230 5555

www.urgentcare24.co.uk

14th February 2012

Dear Member

**Notice of Annual Members' Meeting
22 September 1-3pm LACE Conference Centre, Sefton Park**

The Annual Members' Meeting, which was adjourned in September in order to allow time for consultation on revision of the constitution and preparation of amendments to the rules of Urgent Care 24 Ltd, is to be reconvened on **Thursday 15th March 2012 at 12noon at The Gateway Centre, 71 London Road, Liverpool, L3 8HY. (Please refer to attachments for map/direction/car parking information).** Lunch will be available at 1:00pm.

The single item on the agenda will be the adoption of the revised rules and a full text will be circulated at least one week prior to the meeting to those requesting it when indicating their attendance at the meeting. The full text will also be available on the internet.

The principle changes agreed by the Board, which will be reflected in the text are:

1. Continued operation as a Community Benefit Society, but with greater clarity of structures
2. Updated values of the organisation set out in the Rules
3. New mechanisms for accountability which including replacing the Board of Governors and the changes in 4 and 5 below.
4. The need to demonstrate accountability and to balance Community, Partners in delivery of Healthcare and Staff input, which will include the establishment of a forum for each group
5. The establishment of a small over-arching group with some independence to oversee the Annual Members Meeting and the appointment of the Chair
6. Setting out the appointment processes, terms of office, eligibility for appointment, termination of appointment and appraisal processed for all non-executive directors, including the Chair

We look forward to the meeting and hope that as many members as possible will attend to follow up the process which we began in September.

Yours faithfully

Margaret Swinson
Company Secretary

nhsalliance

Out of Hours Quality Award
Winners 2009

