

September 2011

Dear Member

**UKHCA Limited Annual General Meeting – Thursday 27th October 2011
Hilton Birmingham Metropole Hotel, National Exhibition Centre, Pendigo
Way, Birmingham B40 1PP at 10.00am**

We are pleased to send the formal documents for the 2011 Annual General Meeting which consist of

- [Formal Notice of Annual General Meeting](#)
- Nominations received and statements for Board members – Band 1 England
- Proxy voting papers for Board election
- Proxy voting papers for Motion

You can also view the [Impact Statement](#) for the period from March 2010 to April 2011, which includes the Annual Accounts and the Minutes of the 2010 Annual General Meeting, although not forming part of the formal documents for the AGM.

UKHCA BOARD

Band 1 England

Two Board Members from Band 1 England are standing down by rotation as laid down in Section 43,43.1 of the revised Memorandum & Articles. We have received 7 nominations from eligible Full members (between 1 – 3 branches and a head office in England) for the two available places and an election will be held. This will form part of the business to be transacted during the AGM. The nominations are from

- Virginia Ekwueme, Divinecall Care Ltd, Manchester
- Jan Heath, HFH Homecare, London
- Steve Allen, Prime Care Community Services Ltd, Seaford
- Peter King, Kemble Care LLP, Hereford
- Joseph Wey, Country Court Homecare Services, Peterborough
- Steve Secrette, Ladybird Community Care Ltd, Cramlington
- Mike Padgham, Spirit Care Ltd, Wolverhampton

All candidates have submitted a [statement with their reason for nomination](#).

Eligible Full members may vote for up to two candidates either in person at the AGM or by proxy. To vote by proxy, you must use the [proxy voting papers](#). These voting papers are only available to Band 1 members whose head office is based in England.

Northern Ireland

The Board Member from Northern Ireland is standing down by rotation as laid down in Section 43,43.1 of the revised Memorandum & Articles. We have received one nomination for the available position and Lesley McGarity, Domestic Care Services, Newtonards is elected, unopposed.

MOTION TO BE DISCUSSED

“To receive the special resolution that: The existing Memorandum and Articles of Association be amended to reflect the requirements of the Board’s Agreed Strategy Statement (2011-2016). That the revised Articles of Association are approved and adopted in substitution for and to the exclusion of all the existing Memorandum and Articles of Association”

Overview

In general terms, the Articles are less prescriptive than before to allow for the rapid pace of change in the sector which might have an impact on the membership and to reflect the requirements of the Board’s agreed Strategy Statement (2011 – 2016)

This [motion](#) is submitted and endorsed by the Board. A copy of the revised [Articles of Association](#) is available for members. To vote by proxy on this motion, members need to use the [proxy voting form](#).

Proxy Postal Voting

Please ensure that, if you are unable to attend the Annual General Meeting, your proxy vote for the election of the Board (if eligible to vote) and the Motion counts. Please complete EITHER a Special proxy OR a General proxy (**BUT NOT BOTH**) and please remember to sign the document. Your proxy vote must be received at the UKHCA office before 5.00pm on Tuesday 25th October 2011.

ANNUAL GENERAL MEETING

This year the Annual General Meeting will be held in Birmingham. There is no charge for attendance at the AGM but, for Health & Safety purposes we would appreciate notification if it is your intention to attend the AGM. Please email jane.taylor-medhurst@ukhca.co.uk

We look forward to seeing you in Birmingham on Thursday 27th October 2011 at 10.00am.

Yours sincerely

Bridget Warr
Chief Executive & Company Secretary
On behalf of UKHCA Board