

CONSULTATION PROCEDURE

We believe that it is good practice as well as a courtesy to discuss the possibility of setting up a new U3A in Nottinghamshire with neighbouring U3As. We are advised that it is not a requirement. This is the suggested process to be followed:

- A request for a new U3A can come from a member of the public via National Office, a local U3A or a Regional Volunteer. The Regional Trustee should be notified and details forwarded to National Office.
- An email sent from the Support Officer to neighbouring U3As will inform them of a possible new U3A in their area and gather initial feedback.
- Local meeting: to be held *if* neighbouring U3A members call for it. The Support Officer to organise a date and venue for a meeting. The Meeting should be arranged at a no-cost venue with attending members paying for their own refreshments.
- A note of the meeting should be taken and circulated to participating U3As and reported by the Support Officer at the next available Network meeting.
- Once agreement has been reached the Regional Trustee will allocate a Regional Volunteer (RV) to the project. The Support Officer with the RV would contact the surrounding U3As asking for assistance in finding a suitable venue, publicity and arranging pre-launch meetings.
- The Support Officer will inform National Office, if they are not already aware, of the request to launch a new U3A in Nottinghamshire.