**Overview**

Motions for debate are an essential part of the business of the IASW AGM and critical to the development of the IASW, its policy and priorities.

A Motion is a way to bring forward matters of policy or issues of concern to the AGM for debate by the wider membership. An Amendment is a proposal to change IASW’s governing documents (Constitution, Byelaws and Regulations). These documents outline the rules for how the organisation operates.

**AGM Motions Committee**

A Motions Committee will form part of the Elections, Nominations & Motions (ENM) Committee. See Terms of Reference for the ENM Committee

**Role and Duties of Motions Committee**

The AGM Motions Committee shall consider all motions duly submitted by members and determine:

1. Whether the motion should be put to the meeting

2. At what session of the meeting the motion will be debated

3. Whether a motion should be ruled out of order Additionally the Motions Committee may:

4. Determine if motions on the same topic may become a composite motion and the Motions Committee may develop such a motion reflecting the overall view of the submitted motions on the topic.

5. Limit the number of motions that may be accepted from individual proposers/seconders if time pressure at the AGM sessions is a consideration.

In making any determination concerning a motion, and whether a motion should be put to members or ruled out of order the Motions Committee shall consider the following:

a) The legality of such motion and also whether it is compliant with either existing legislation or the rules of the Organisation.

b) If the committee determine that a motion is Ruled Out of Order the Motions Committee shall communicate with the proposers and provide them with the reason for the decision.

d) The decisions of the committee are deemed to be final.

A members of the committee is available to give advice on the drafting and submission of Motions to the IASW.

Consultation will take place with proposers of Motions and Proposals where appropriate in order to clarify text and ensure that a Motion or Proposal is not eliminated on technical grounds.

**Who May Propose Motions**

Motions may be proposed by any two members of the Organisation (one of whom will be the seconder)

**Debating Motions at the AGM**

Once accepted for debate all motions will be published on the IASW website in advance of the AGM giving details of motion, proposers/seconders, session, and time at which motion is to be debated.

Where motions are proposed and seconded by individual members such individuals should ensure they are present at the time designated for the debate of such motions. The absence of the proposer may result in such motions not being taken and the motion will fall.

Motions listed for debate but not debated at the AGM, due to time pressure, will be referred to the IASW Board of Directors.

**How do I table a Motion or Amendment?**

You will need to complete the Motion / Amendment(s) Proposal Template form (no more than one Motion / Amendment on each form).

* The Motion / Amendment Text must clearly state the proposed change.
* The Motion / Amendment Text must be supported by a clear explanation and rationale of no more than 200 words for the proposed change.
* All draft Motions / Amendment(s) must be proposed and seconded to include names and membership number of both the Proposer and the Seconder.
* The Proposer (or in their absence, the Seconder) must attend the AGM in person in order to speak to the motion

**Voting on Motions and Amendments**

Except as otherwise indicated in the Constitution, Byelaws or the Standing Orders, a simple majority on a show of hands / count of proxies and online votes shall be deemed sufficient to carry a vote in respect of a Motion.

An electronic voting system will be utilised to facilitate voting by Members who are viewing the AGM online.

**Will my Motion or Amendment be accepted automatically?**

All proposals for Motions or Amendments will first be considered by the committee. The Panel will work with proposers to help clarify anything in the Motions or Amendments that is unclear or ambiguous and produce composite Motions where there is more than one submission in the same area. The aim is to ensure that the Motions and/or Amendments are clearly communicated to Members of IASW and that there is a clear issue to vote on.

**Are there any circumstances in which my Motion or Amendment may not be put forward to an AGM?**

It is possible that a Motion/Amendment may not be tabled at an AGM. A Motion may be found to represent a breach of the IASW constitution – in which case, an Amendment would need to be proposed instead. In other cases, a Motion/Amendment may represent a breach of company, competition, or other law and/or expose the directors of the IASW to legal or criminal liability.

Motions/Amendments in relation to subscriptions/member fees also cannot be tabled at an AGM. Under the constitution of the IASW, the sole power to set and maintain subscriptions/member fees is reserved to the IASW Board of Directors. This power cannot be delegated to the Membership for decision at an AGM.

**If a Motion or Amendment is carried at the AGM, what are the next steps?**

When a Motion is carried at the AGM, the Board will carry out an assessment of its viability for implementation. The Board will act to implement viable motions and communicate any action taken to Members.

Under some circumstances, following further assessment, a carried Motion/Amendment may not be implemented. Motion/Amendment may be found to be a breach of company, competition, or other law and/or expose the directors of the IASW to legal or criminal liability. The Board is legally bound by Section 228 (1)(a) of the Companies Act 2014, which states that a director "shall act in good faith in what the director considers to be the interests of the company".

**Are there other means of raising issues of concern?**

There are many ways to raise issues of concern within the IASW. You can contact the Board of Directors or the staff. Your issue can be raised in confidence, and we will help you to find the best route to raise your concerns.

We also have a number of committees, which Members are free to contact if they wish. If you wish to raise a concern/question for the attention of all Members attending the AGM, but you cannot attend in person, you can submit your concern/question in advance of the meeting to: [officemanager@iasw.ie](mailto:officemanager@iasw.ie)

The AGM is an annual event so we do not view this as the only forum through which issues of concern can be raised. We would encourage our members to contact us in the first instance if you are unsure which channel to use.