



37th WAGGGS WORLD
CONFERENCE
UGANDA
2020

WORLD ASSOCIATION OF GIRL GUIDES AND GIRL SCOUTS
37th WORLD CONFERENCE

**CALL FOR PROPOSED
MOTIONS**

DECEMBER 2019



WORLD ASSOCIATION
OF GIRL GUIDES
AND GIRL SCOUTS

BACKGROUND INFORMATION AND GUIDANCE ON WORLD CONFERENCE MOTIONS

In accordance with the World Conference Rules of Procedure, Member Organisations (MOs) can propose motions for discussion and voting at the World Conference. Proposed Motions should be submitted by 23.59pm (UTC) on 13th January 2020 for Proposed Motions that affect the WAGGGS Constitution and Bye-Laws, or 23.59pm (UTC) on 13th March 2020 for any other Proposed Motions. The World Board, in consultation with the Conference Chair and Procedural Team Coordinator, will then consider whether they are relevant and suitable for presentation to Conference.

Proposed Motions should be clear in intent and outcome, concerned with and related to the Mission of WAGGGS, or an issue on which the proposer considers WAGGGS should express an opinion. Proposed Motions should also be clear and concise, and, where possible, indicate future ways of action.

A Proposed Motion that does not meet the criteria stated or that is not clear enough in its wording to be voted on can be rejected. Before the start of the Conference, this decision is made by the World Board or the Procedural Team, acting on the behalf of the World Board. The Proposer will be informed if their Proposed Motion has been approved or not. Proposed Motions submitted and not approved will not be circulated to Member Organisations.

The Proposer may be required to work with the Procedural Team:

- To make such changes in the wording of a Proposed Motion to ensure clarity and a clear presentation;
- To work with another proposer to develop or agree to a composite Motion if two or more Proposed Motions on the same or similar topics are submitted.
- If no composite Motion is agreed upon, then all proposed Motions on the same or similar topics will be considered by the World Board to determine if they are suitable for presentation to Conference.

Proposed Motions affecting the Constitution and Bye-Laws will be circulated to all Member Organisations no later than 120 days before the official opening day of the World Conference. Proposed Motions that do not affect the Constitution and Bye-Laws will be circulated to all Member Organisations no later than 60 days before the official opening day of the World Conference.

Member Organisations will be able to submit Proposed Amendments which clarify, strengthen or weaken the original motion, in writing at the start of the Conference. New Proposed Motions can also be submitted at the Conference with the approval of the Conference Chair and Procedural Team Coordinator. Such motions (also known as tabled motions) cannot be amended during the Conference. The specific deadline for Proposed Amendments and new Proposed Motions will be included on the Conference Programme and will also be announced by the Conference Chair at the beginning of the Conference. The deadline will ensure sufficient time for the Member Organisations to prepare themselves for voting.

The following motions, if submitted during the Conference, will not be considered: Motions that relate to issues concerning policy and standards¹; Triennial policy; Membership; WAGGGS Constitution and Bye-Laws; an action which would be unlawful to the Association, general financial policy or which require significant research will not be considered. The term policy includes the financial plan for the triennium. Motions that have a significant budgetary effect are therefore considered to relate to policy. Such motions should therefore instead be submitted at the latest by the 13th March 2020 deadline.

Please find below guidelines prepared by the Governance Committee to assist Member Organisations when submitting Proposed Motions or Proposed Amendments. These guidelines explain the purpose of World Conference Motions, guidance on which Motions should/could be taken when to a World Conference and guidance on how to write a Motion.

A) PURPOSE AND SCOPE OF PROPOSED MOTIONS

1. Proposed Motions are proposals that are open for discussion by MOs at the Conference and then moved and voted upon. Proposed Motions should be of interest, direct concern and relevance to WAGGGS as a global organisation; and for decision or consideration by the Members of the global movement. That means that the proposals should address something that the proposer thinks are of interest for WAGGGS at large or a majority of MOs within WAGGGS.
2. A Proposed Motion must be concerned with, and related to WAGGGS' Mission, or an issue on which the proposer considers that WAGGGS should express an opinion. A Proposed Motion that does not comply with this requirement will not be submitted to the conference.
3. A Proposed Motion should be clear and concise, and where possible, should indicate future ways of action and the expected resources (human, financial etc) which may be required. The Proposed Motion consists of two parts: the proposal and a short explanation (rationale) on why the proposer suggests the Conference vote "yes" to the Proposed Motion. If it is unclear what the proposer suggests, the Procedural Team will contact the proposer to discuss clarifications. If a proposer is contacted by the Procedural Team, this is to offer support. If a Proposed Motion is unclear, and no agreement is reached on rephrasing such Motion, it will not be submitted to the Conference. What is stated in this paragraph, also applies to Proposed Amendments to Motions.
4. Proposed Motions submitted after 13th March 2020 relating to policy, or which require significant research will not be considered. Proposed Motions submitted after 13th March 2020 could, for example, cover suggested ways to work or suggested forms of support to the MOs for the upcoming triennium, as long as this has no significant budget effect or changes the overall priorities – the Policies – for WAGGGS. The term policy includes the triennial work plan and the financial plan for the triennium. Motions that have a significant budgetary effect are considered to relate to policy. The term "require significant research" refers to suggestions that would either significantly affect the budget to research or that would require

1. Policy refers to the process of making important Organisational decisions, including the identification of different alternatives such as strategy or spending priorities, and choosing among them on the basis of the impact they will have.

significant volunteer/staff time to research. The reason that motions regarding these matters cannot be considered after 13th March 2020 is to ensure that all MOs can properly discuss and reflect upon these motions, that might effect WAGGGS' most fundamental work.

5. We encourage Member Organisations to engage with each other before and during the World Conference, and within this it is allowable for an MO to ask and/or answer any reasonable questions of clarification about Proposed Motions. However, following the principles of Guiding, we discourage the active campaigning or attempts to influence the voting of fellow MOs outside of the official process. For example, we discourage the unauthorised distribution of lobbying materials, and/or the giving of gifts in return for support of a Motion.

B) HOW TO WRITE A MOTION

What is most important to think of when writing a Proposed Motion?

A motion should be easy to understand, logically argued and well presented. It should contain two parts: the actual proposal and the rationale. As far as is possible the motion should be brief. It is always a good idea to have someone that is not familiar with your proposed motion read it through before you submit it, to make sure that it is easy to understand and that you have managed to convey what you wanted to convey.

What features will reduce the chances of other MOs voting “yes” to a proposed motion at the Conference?

A motion's chances of being carried will be reduced if it is unnecessarily long, uses too many words to convey its message, is incoherent or unclear in parts; or if it presents no new information, restates existing policy, is on an area of policy which has recently been fully debated by conference or is about to be subject of a policy paper debate.

How should we go about deciding what our motion should say?

Generally, motions should be drafted around the three Ps:

- *the Problem(s) which need to be solved (part of the rationale)*
- *the Principle(s) which underlie the solution (part of the rationale); and*
- *the Proposals which must be the heart of the motion (what is the actual suggested decision).*

C) PROPOSED AMENDMENTS TO PROPOSED MOTIONS

A Proposed Amendment is a suggested change to a Motion. When the proposed motions have been circulated to the Member Organisations of WAGGGS, any Member Organisation may submit a proposed amendment, in writing at the beginning of the Conference, provided the Proposed Amendment is relevant to the Motion, and is submitted within the time limit specified.

A Proposed Amendment will alter the text of a Proposed Motion by addition or deletion of words, but it must not contradict the central purpose of the Proposed Motion, or it will produce a proposed counter motion (a proposed counter motion is a motion which addresses the same issue as a proposed motion, but which is basically opposed to the purpose of the proposed motion). If a Member Organisation does not agree with a Proposed Motion, it should demonstrate its disagreement by debating and voting against the motion at the conference.

D) EVALUATING PROPOSED MOTIONS

There is a lot to consider with regard to voting on Proposed Motions. The following list highlights a few criteria MOs should think through in relation to each motion:

- Is the purpose of the Proposed Motion clear?
- Is it aligned with WAGGGS vision, mission and values?
- What is the impact of the Motion?
- What would happen if the Proposed Motion is not adopted?
- Will it benefit the Movement?
- What are the resource implications – financial, people, other?
- What are the advantages/disadvantages?
- How will it be funded?
- Is the Motion compliant with WAGGGS governance, policies & procedures?
- Do you have enough information to cast your vote?

E) NEXT STEPS

If you would like to propose a motion for discussion at the 37th World Conference, please complete the attached form and return it by **23.59pm (UTC) on 13th January 2020** for Proposed Motions that affect the WAGGGS Constitution and Bye-Laws, or **23.59pm (UTC) on 13th March 2020** for any other Proposed Motions to:

Email: proceduralteam@waggs.org

Post: Procedural Team, WAGGGS, Olave Centre, 12c Lyndhurst Road, London, NW3 5PQ, England.

APPENDIX 1 - SAMPLE MOTION

PROPOSED MOTION

The World Conference tasks the World Board to

- create a sustainability policy
- to consider the environment effect at every function or meeting within WAGGGS and
- encourage all guides and scouts to be a voice for environmental care and sustainable living within their local communities

PROPOSER

MO XXXX

RATIONALE

Recognising WAGGGS as the leading organisation of girls and young women, acknowledging the fact that the World Board encourages young women to step forward to make their voices heard,

Continuing the work of the previous triennium on the 17 sustainable development goals (SDGs) to transform our world as decided on by United Nations,

Aiming specifically at goal 3, Good Health and Well-being; Goal 11 Sustainable Cities and Communities; Goal 12: Responsible Consumption and Production and Goal 13: Climate Action,

Taking note that WAGGGS is an Organisation working both globally, regionally and locally and thus sustaining challenges when organising meetings, activities,

Recognising that WAGGGS has done splendid work in offering many different ways to work together when people are scattered around the globe,

And with respect to the challenges an organiser meets when trying to balance efficiency and quality in the necessary and important work that WAGGGS do on one hand against the financial costs and the effect that activities have on the environment

PROPOSED MOTION

We ask the Conference to task the World Board to

- create a sustainability policy
- to consider the environment effect at every function or meeting within WAGGGS and
- encourage all Girl Guides and Girl Scouts to be a voice for environmental care and sustainable living within their local communities

APPENDIX 2

