



ICPA WA

Isolated Children's Parents' Association Western Australia Inc.



Assistance with Motion Writing for WA State Conference

A motion is a proposal put to the conference for discussion, often recommending or requesting that WA State Council takes a particular course of action. If a motion is carried, the outcome forms the basis for actions and decisions by Council to carry out the business of the organisation.

A motion should ask State Council to lobby a particular entity or Minister and seek a particular outcome. It is important that a motion is worded in a way that clearly reflects the Branch's intention.

Motion Template

****Please write the Motion in Calibri size 11 font as below****

(Branch Name) Branch

"That ICPA WA lobby....."

Explanation:

.....

.....

.....

Motion approved at branch meeting held on (insert date)

Example of a Motion (taken from 2016 Motion Agenda)

XYZ Branch

"That ICPA WA lobby the Minister for Education for an annual increase to the Boarding Away from Home Allowance (BAHA)."

Explanation:

The Boarding Away from Home Allowance (BAHA) has decreased from \$2105 in 2017 and will reduce to \$1320 in 2022. Families will have to pay an extra \$785 per child per year for boarding fees after that period. We request that ICPA WA lobbies the State Government to increase the BAHA inline with the CPI annually, to lessen the financial strain on parents from rural and remote areas.

Approved at branch meeting held (INSERT DATE) OR Approved via email (INSERT DATE)

Types of Motions

Agenda Motions need to be submitted to the State Secretary at least 6 weeks prior to conference & Supplementary Motions at least one week prior to conference; only Western Australian related issues should be presented at the State Conference. Explanations are especially important - please remember to include them when you send your Motion to WASecretary@icpa.com.au.

Supplementary Motions are designed to address an issue that has arisen since the Agenda Motion cut-off date. Supplementary Motions will only be accepted onto the agenda if they pertain to an issue **not** already covered in the main agenda. Please contact the State Secretary WASecretary@icpa.com.au for more information.

Floor Motions generally come about as a result of discussion and debate during conference. Occasionally they cover issues that have arisen since the closing date for Supplementary Motions. Floor Motions can only be accepted for debate with the consent of delegates, after the Motion has been read to the conference by the Chair. Please contact the State Secretary WASecretary@icpa.com.au for more information.

- **Motions should be approved by the branch and submitted after a majority decision.**
- **Explanations should be sent with your motions for printing in the booklet.**
- **WA State Council are happy to provide assistance with motion wording.**