

Edinburgh EIS Local Association

Annual General Meeting

2nd March 2022 5pm

Quick Guide

The LA AGM is the main forum for governing the work of the Local Association. Certain procedural things must happen (reports from the President and Secretary, approval of accounts, setting of subscriptions etc). However, for most members, the most important business is the debating of motions, as motions that are carried set our priorities.

- Motions can relate to local issues, or national ones.
- National ones relate to things like SQA, or pay, or actions by Scottish Government, whereas local ones relate specifically to Edinburgh.
- If the LA AGM passes national motions, those then get passed on to HQ and, if they are deemed competent, they will be debated at the national AMG in June.
- Motions can be submitted by individuals or a branch.

Submitting as an individual

Any member can submit a motion in their own name. However, this means you must attend the AGM to propose the motion. If you cannot do this, it automatically falls. You also need to have another member who is going to be there and who is willing to second the motion (this person can give a short supporting speech or can second "formally").

Submitting as a branch

Motions can also be submitted from a branch. This means any member of the branch can propose the motion – the branch would also be expected to have a seconder. Branches need to have a formal meeting to discuss and vote on motions, and when submitting the motions to the office, they need to give a list of names of members who were at the meeting, and also the numbers voting for and against each motion.

- Writing motions can be "tricky". It is also the case that some things fall outside the scope of things on which the EIS can act. There is an official guide to writing motions, produced by HQ, here <https://www.eis.org.uk/Content/Edinburgh/images/motsguidance.pdf>.
- Anyone who wants a bit of informal advice can contact the LA office and we will try to help.
- **All motions need to be sent to edinburghla@eis.org.uk by 5pm on Friday 11th February.** This is a tight deadline, but it is to allow the President's committee time to consider if they are competent, and then to circulate them to all members. Amendments to motions can be submitted up to 3pm on the day of the AGM (we will circulate advice about this when we send out the motions).

- It goes without saying that the AGM will be virtual. We will send out joining instructions nearer the time. We'll also send out an agenda, and a quick guide to things like how long you have to speak when proposing a motion, what we will do if running short of time etc.

Example of a "good" motion:

1. *That this AGM calls on Council to investigate and report on the proportion of Flexible Route probationers (across all sectors) who successfully complete probation using this route. Use this to:*
 - a. *identify issues and potential barriers affecting members choosing the flexible route option, and*
 - b. *inform guidance to members and local associations.*

Tom Britton, Redhall Special School

Proposed: Tom Britton

Seconded: Matt Davies