

ANNUAL REPRESENTATIVE CONFERENCE 2023

CRITERIA FOR ACCEPTANCE OF MOTIONS AND DISCUSSION ITEMS

1. An ARC motion is a form of words formally proposing an action or policy to the CSP Council. Motions are debated and voted on at ARC. As part of its responsibility for determining ARC business, the Agenda Committee considers any motions proposed by CSP representative groups, in line with the ARC constitution.
2. Proposed ARC motions are assessed against these criteria, to ensure they are clear, consistent and fit for purpose.
3. Motions must relate to the CSP's remit as a professional body and trade union. The Agenda Committee will aim to set a relevant and engaging agenda with a realistic number of motions. Motions may include issues:
 - a. specific to physiotherapy;
 - b. relating to the wider political and health care environment; and
 - c. concerning CSP members as moral and ethical agents outside of their professional responsibilities.
4. Motions will be declared in order if:
 - a. they are expressed in the form of a motion (i.e. they are not written as a statement or question);
 - b. they are requesting something new or a change to existing policy;
 - c. they are unambiguous;
 - d. they ask the CSP to do something which is possible and legally permissible (e.g. taking action within our powers), and within realistic financial costs;
5. Motions will be declared out of order if:
 - a. they address staffing issues relating to the CSP as an employer, which will be dealt with by CSP internal procedures; or
 - b. they are drafted in a way that is improperly critical of CSP members and/or staff.
6. Issues identified in proposed motions may be considered by the Agenda Committee and used to form the basis of alternative sessions.

These sessions would enable members to discuss and influence the CSP's work in the area and Agenda Committee will consider the most appropriate format, which could include an open discussion session, a panel debate, a fringe meeting or a motion.

7. In addition, dependant on the number of motions, the Agenda Committee may also allow discussion items to be raised at ARC. A discussion item is one where a group wishes to speak on a particular matter, and to hear the contributions of other delegates, but where the group is not requesting that CSP take any new actions, or to change policy. The approval of discussion

items will be at the discretion of the Agenda Committee and any submitted must also meet the criteria set out in paragraphs 3 and 5 above.

8. The Agenda Committee will notify all proposing groups of motions and discussion items declared out of order or rejected under the criteria and will inform them of their right to appeal against the decision.
9. In some cases, where the content of the motion is in order, but there is a need for some rewriting for clarity, Agenda Committee may request the proposing group to redraft and resubmit the motion and may offer advice to the group regarding more suitable wording.
10. All motions that are accepted will be placed on the ARC Agenda; the proposing groups will be informed of the ARC Agenda Committee's decision and approved motions will be published on the website.
11. The Agenda Committee has a responsibility to exercise its discretion to ensure that ARC provides a meaningful debating forum for the benefit of the CSP and its members.