

SUBMITTING A MOTION OR AMENDMENT

(1) WHO MAY SUBMIT A MOTION OR AMENDMENT?

Motions for the Regional Conference, and amendments to motions, may be submitted by

- two voting members of Regional Conference
- Local Parties
- Specified Associated Organisations of the Liberal Democrats
- recognised Council Groups on principal local authorities in the East of England
- or by the Regional Executive or the Regional Policy Committee.

(2) WHAT IS THE DEADLINE FOR MOTIONS AND AMENDMENTS?

- Motions and constitutional amendments: Friday 5 August
- Amendments to motions: Friday 16 September 10:00 am
- Emergency motions: Friday 14 October, 10:00 am

(3) HOW DO I SUBMIT A MOTION OR AMENDMENT?

If you wish to submit a motion or amendment, please check that you are eligible to do so, and that you are within the deadline, as set out above.

If the answer to both of these is Yes, please

- **email** your motion or amendment to conference@eastlibdems.org.uk
- **fax** your motion or amendment to 020 8020 2943
- **post** your motion or amendment to Regional Administrator, East of England Liberal Democrats, 4 Pound Lane, Sutton, Ely, Cambridgeshire CB6 2PR

Please make clear at the time of submission your qualification to submit your motion or amendment (see 1 above). Please also specify the name of the person who will be proposing the motion or amendment, and (if a motion) the name of the person summing up at the end of the debate.

The likelihood of your motion or amendment being selected for debate will be increased considerably if it is legible, clearly worded, concise, and relevant.

(4) HOW ARE MOTIONS AND AMENDMENTS CHOSEN FOR DEBATE?

The choice of motions and amendments for debate at Regional Conference is the responsibility of the Region's Conference Committee. The Committee meets to consider motions and amendments, and takes into account factors including the time available on the agenda, and the relevance and interest of the motion or amendment.