

The Conciliation team asks the Group to consider adopting the following proposal for our decision making process, which specifies our existing decision making process in more detail:

1. We agree we have a collective responsibility to table items in time e.g. before noon when meeting at 7:30pm, but preferably with one day's notice. The more complex or contentious an item, the more time the whole group should be given to consider it before the meeting.
2. While anyone can table items, ideally they come from Groups.
3. These Groups should have met and researched/discussed the item, and bring to the meeting a recommendation (along with an explanation why they believe that is the best recommendation). For particularly complex or contentious issues, Groups should make available a written summary of the research/discussion that has lead to their recommendation.
4. When the meeting deems a decision to be important, it is always minuted.
5. After a minute is adopted, no irreversible action is taken until 48 hours after the minutes have been circulated via email, and only if no disagreement ("red card") is expressed within this time.
6. Any member, absent or present, is free to hold a red card to a minute after it was agreed, and is also free to withdraw their objection.
7. If at the start of a meeting there is any disagreement about a minute that had been agreed in the previous meeting, it is tabled to be resolved.