

**UNISON Local Government Service Group
Conference**

Conference agenda and guide

19-20 June 2016

Brighton Centre

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Checklist:

Please remember to bring the following documents with you when you come to Brighton.

	Tick
This Conference Guide	<input type="checkbox"/>
The Annual Report	<input type="checkbox"/>
Voting Cards (one set per branch)	<input type="checkbox"/>
Credential Card with Photograph	<input type="checkbox"/>
Confirmation of childcare arrangements	<input type="checkbox"/>
Confirmation of your own accommodation details	<input type="checkbox"/>

Welcome to the UNISON Local Government Service Group Conference 2016.

A very warm welcome to everyone attending UNISON's Local Government Service Group Conference, especially those for whom this is the first time.

The guide and the delegates information booklet is intended to help with information about how the conference is run, debates are conducted and so on as well as containing the motions and amendments.

I hope you find the guide helpful.

A handwritten signature in black ink that reads "Dave Prentis." The signature is written in a cursive style with a large, looped 'D' and 'P'.

Dave Prentis
General Secretary

1 Standing Orders Committee First Report

(a) Membership

The Standing Orders Committee is responsible for the running of Conference. It consists of 14 members, 12 elected from the regions, who are not delegates to Conference, and two from the National Standing Orders Committee. The members of the Committee this year are:

Eastern	Kevin O'Grady
East Midlands	Nicole Berrisford
Greater London	Francesca Hammond
National SOC	Liz Davidson
National SOC	Alison Jaconelli
Northern	Mohammed Abuzahra
Northern Ireland	Maggie Montgomery
North West	Patrick McDonagh
Scotland	Hazel Marshall
South Eastern	Brian Walter
South Western	Kevin Treweeks
Cymru/Wales	Jane Gebbie
West Midlands	David Williams
Yorkshire & Humberside	Mick Stowe

Officers

Carola Towle	National Officer (Secretary)
Mandy Roper	Committee Administrator

The Standing Orders Committee will be in session all Conference. This is where you go to raise any questions on the business of Conference. The Committee will be based in the Conference Centre during Conference.

(b) Recommendations

To assist the smooth running of Conference the Standing Orders Committee recommends:

- i. the timetable and Order of Business for debate of motions and amendments should be as laid out in Section 2 – Conference Timetable and Order of Business
- ii. any proposed alterations to the programme of business will be reported to Conference
- iii. if a delegate is not present in the Conference Hall when their branch motion is called, that motion will fall. This will also apply for delegates from grouped branches.

(c) Notes for Delegates

All delegates are asked to read the Notes for Delegates in the main Conference Guide. These explain how Conference will be administered.

We would refer all delegates to the Guide to Conference Procedures in Section 4 which we hope will be particularly helpful.

The rules for Conference are set out in Section 5.

(d) Amendments ruled out of order

These are listed at the end of Section 3.

(e) SGE Policy on Motions and Amendments

In the Standing Orders Committee's Second Report to Conference (circulated at the Conference), the SGE announces its policy on Motions and Amendments.

Here is a brief explanation of the different policy positions.

Support	In favour
Support with qualifications	In favour of main points but with some reservations
Remit	Refer to the Service Group Executive for further consideration
Seek withdrawal or oppose	Ask branch to remove from agenda, usually in favour of another position, otherwise oppose
Leave to Conference	No position
Defer	Awaiting more information prior to taking a position
To be decided	Not yet discussed

2 CONFERENCE TIMETABLE AND ORDER OF BUSINESS

Doors to the conference hall will be open half an hour before each session commences. During lunchtime, doors will be shut.

9.30 am – 5.00 pm (lunch will be taken between 12.30 pm and 2.00 pm)

SESSION 1 – SUNDAY MORNING

9.30 am – 12.30 pm

Announcements

Standing Orders Committee Report

Local Government Service Group Executive Annual Report – General

Local Government Service Group Executive Annual Report – Recruitment and Organisation (Section 2.5)

Motions

No.	Title
2	Organising in Local Government
2.1	National Women's Committee
2.2	National Young Members' Forum
2.3	National Lesbian, Gay, Bisexual and Transgender Committee
17	Organising and Representing Chief Officers and Senior Managers in Local Authorities
22	Facility Time
39	National Housing Forum
19	Resourcing for Devolution

Local Government Service Group Executive Annual Report – Education and Children's Services (Section 4)

Motions

No.	Title
21	Term Time Contracts and Schools Workers
21.1	National Women's Committee
9	Organising, Pay and Grading in Academies
9.1	North Yorkshire Branch of UNISON Portsmouth City Tower Hamlets UNISON
42	Area Reviews

43	Further Education Pay
47	Members in Schools – Career Development
38	School Funding
38.1	Greater London Region

**ANY MOTIONS AND AMENDMENTS NOT REACHED IN THE MORNING
SESSION WILL BE TAKEN AT THE END OF THE AFTERNOON
SESSION**

SESSION 2 – SUNDAY AFTERNOON

2.00 pm – 5.00 pm

Local Government Service Group Executive Annual Report – Sector Committee Reports (Section 5)

Motions

No.	Title
20	Restructure of National Joint Council (NJC) Green Book Pay Spine
28 28.1	Bullying and Young Members National Young Members' Forum
29	The Fight for Fair Sickness Absence Procedures and 'Disability Leave'
1	Food Standards Agency – Pay, Terms and Conditions
44	Stress and Overwork
26	Incapability Dismissals
32 32.1	UNISON Local Government Members Supporting Refugees Salford City UNISON
35	Dress Codes in Local Government
40	Impact of Low Pay on Black Workers in Local Government
48	Single Status and Local Government Pay
36	Negotiating Equality in Local Government in a Climate of Ever Harsher Cuts
3	Single Status and Equality Legislation

**ANY MOTIONS AND AMENDMENTS NOT REACHED IN THE
AFTERNOON SESSION WILL BE TAKEN AT THE END OF THE
MONDAY MORNING SESSION**

SESSION 3 – MONDAY MORNING

9.30 am – 12.30 pm

Standing Orders Committee Report

**Local Government Service Group Executive Annual Report –
SOS Campaign and Cuts – including redundancies (Section 2.3)**

Motions

No.	Title
4	Youth Services and Youth Workers
4.1	Southwark
4.2	National Lesbian, Gay Bisexual and Transgender Committee
*18	Local Government Finance
18.1	Coventry City
18.2	Coventry City
7	Crisis in Social Work
7.1	Wolverhampton General Branch
7.2	Salford City UNISON
45	Defending Local Democracy and Local Government Jobs and Services
5	Fighting Cuts – Developing an Effective Response
*30	Home Care Workers
16	Local Government Finance and Campaigning Against Cuts

**International Speaker – Jan Willem Goudriaan, General
Secretary of the European Federation of Public Services
Unions**

Motions

No.	Title
*6	Save Care Now
6.1	South East Region
6.2	Wolverhampton General Branch
*15	Local Government and the Cuts
27	No Compulsory Redundancies
*12	Cuts and Political Strategy
*33	Protecting Members Job Through Income Generation
41	Black Workers in Local Government and the Effects of the Cuts

**ANY MOTIONS AND AMENDMENTS NOT REACHED IN THE MORNING
SESSION WILL BE TAKEN AT THE END OF THE AFTERNOON
SESSION**

SESSION 4 – MONDAY AFTERNOON

2.00 pm – 5.00 pm

Guest Speaker – Jon Trickett MP, Shadow Secretary of State for Communities and Local Government

Local Government Service Group Executive Annual Report – Privatisation and Service Delivery (Section 2.4)

Film: Death on a plate - TTIP, meat inspections and your food

Motions

No.	Title
13	New Local Government Pensions Scheme Investment Regulations and Asset Pooling
11	TTIP and Local Government
*46	Devolution
*8 8.1	Devolution and Combined Authorities Coventry City
49	Local Government Trading Companies
23 23.1 23.2	Local Government Members and the Housing Bill Local Government Service Group Executive Southwark

MOTIONS NOT PRIORITISED

No	Title
10	Housing Benefit
14	The Impact of Emergency Services Reforms on Fire and Rescue Support Staff
24 24.1 24.2	Local Government Members and the Housing Bill Local Government Service Group Executive Islington UNISON
25	The Future of Local Government
31	Protect Pay for School Support Workers with Adequate Funding
34	NJC Rates for Support Workers in Schools
37	Children's Social Work Reform

* Denotes possible composite

3. CONFERENCE MOTIONS AND AMENDMENTS

These are the motions and amendments approved for the 2016 Local Government Service Group Conference. Amendments ruled out of order are also included.

The following have been identified as possible composites:

Composite A	Motions 18, 33 Amendments 18.1 and 18.2
Composite B	Motions 30, 6
Composite C	Motions 15, 12
Composite D	Motions 8, 46 Amendment 8.1

1. Food Standards Agency – Pay, Terms and Conditions

Conference notes that our members employed by the Food Standards Agency (FSA), Food Standards Scotland (FSS) and its contractors are constantly under the threat of being deregulated out of employment. They continue to face bullying, harassment and attacks in the workplace, as well as erosion to their pay and benefits.

Conference also notes that the deregulators and industry lobbyists have significant resources to undermine our member's terms and conditions by using the phrases: value for money, paying a market rate for official controls and risk-based inspection.

Conference calls upon the Service Group Executive to continue to defend our members' terms and conditions, negotiated with the FSA and FSS and as an independent regulatory function by:-

- 1) Opposing privatisation and deregulation;
- 2) Continuing to increase our campaigning presence in the European Union (EU) to maintain and improve terms and conditions of our members;
- 3) Continuing to oppose bullying and harassment in the workplace;
- 4) Opposing animal welfare abuses;
- 5) Making UNISON national media and communication resources available to highlight our campaigns;
- 6) Opposing performance related pay;
- 7) Educating the public and policy makers.

Food Standards Agency Committee

2. Organising in Local Government

Conference recognises the huge challenges posed to UNISON's ability to organise and recruit in local government in recent years. We have seen billions of

pounds of funding cuts, which have led to the loss of more than half a million posts, with many UNISON members losing their jobs, and many more increasingly wary of being active in their union. The Government's Trade Union Bill fundamentally undermines our ability to organise. Local authorities continue to cut facility time. Continued and accelerating privatisation and outsourcing, coupled with the weakening in Transfer of Undertakings (Protection of Employment) Regulations 2006 (TUPE) legislation, have also had a major impact.

Conference is not surprised that despite the best efforts of activists, branches and regions, recruitment figures in local government in recent years have been outstripped by the numbers of members leaving the union.

Conference welcomes the Service Group Executive (SGE)'s recruitment and organising strategy, which has the core issue of pay and earnings as its chief focus.

Conference believes that recruitment and organising need to be central to all of UNISON's campaigns in local government. At all levels we must make sure that the 'stronger together' message is not an after-thought, and we must be clear that the higher our density, and the more active our membership, the stronger we will be in negotiations and industrial action. Our campaigns to improve pay and conditions and defend jobs rely on UNISON having healthy density levels.

Conference notes that UNISON's recent recruitment figures for low-paid women in local government have been relatively good, but we still struggle to get low-paid women active in the union. We must do more to campaign on issues affecting these members to help identify, train and improve participation among more low-paid women activists.

Conference calls on the SGE to:

- 1) Maintain the close link between its recruitment and organising strategy and the service group's campaigns on pay and earnings, and to ensure that pay campaign materials in all of the sectors contain a strong and integrated recruitment and organising message;
- 2) Emphasise the link between joining a union (and getting active) and increasing our collective strength, in both negotiations and action, at the same time providing opportunity for self-development and confidence-building for activists through learning and support;
- 3) Survey regions and branches regularly to identify what support they need from the Service Group on recruitment and organising, and to produce specific tools which will be of practical value to them;
- 4) Produce more materials aimed at the workplace concerns of low-paid women;
- 5) Work with the self-organised groups to ensure that the recruitment and organising strategy focuses on the specific issues relevant to recruiting and organising in the different equality strands;
- 6) Produce more materials aimed at specific occupational groups, and to maintain occupational organising as a key plank of the SGE's strategy;

- 7) Share recruitment and organising best practice and lessons learned between regions and branches, and push each region and branch to send the service group one example to help facilitate this;
- 8) Continue to monitor density and seek to support regions and branches where this is an increasing concern;
- 9) Work with the NEC's Development and Organisation Committee to seek to ensure there is a plan to organise around the Trade Union Bill, aiming to recruit new members and identify activists as well as retain members affected by the removal of Deduction of Contributions at Source (DOCAS);
- 10) Ask regions to report to the SGE on their plans for recruiting and organising in local government;
- 11) Promote the PayPlan service as being an important recruitment tool.

Local Government Service Group Executive

2.1

Add at end of paragraph 5:

“Whilst our own RMS figures show that there are a high percentage of women members in local government whose subscription band would indicate that they do meet the criteria for low paid membership, conference is concerned that these women may choose not to identify as such, when nominations are sought for low paid seats.”

Add new action point (4) and re-number subsequent action points:

“(4) Research into why women working in local government may choose not to identify as low paid, and what barriers they perceive to their more active participation in the union.”

National Women's Committee

2.2

In paragraph 5 add new 2nd sentence ‘The same is true for young workers.’

In paragraph 5 after ‘low-paid women activists’ add ‘and young members’

In bullet point 4) after ‘women’ add ‘and young members’.

National Young Members' Forum

2.3

Add at end of third paragraph: ‘Conference acknowledges the important work done by the self organised and young members groups which complements this.’

In fourth paragraph, insert ‘equality provisions and’ between ‘defend’ and ‘jobs’.

In fifth paragraph, insert ‘, including those who identify as disabled, Black or LGBT.’ after ‘more low-paid women activists’.

In action point 5), insert at end 'noting that members of equality groups are interested in both specific equality issues and other core workplace issues'.

In action point 7) insert 'and self organised groups' after 'between regions and branches'.

National Lesbian, Gay, Bisexual and Transgender Committee

3. Single Status and Equality Legislation

Despite UK and EU equality legislation, there are still many women in local government paid much less than they should be compared to men. Conference believes government policy both in equality and industrial relations terms is rendering equal pay legislation less effective and undermining the role of collective bargaining in delivering equality.

Conference notes with great concern that:

1. The disproportional effect of the cuts on women means that even in a sector where Single Status is meant to equalise and protect women's pay, the gender pay gap in basic earnings between men and women has risen by 3% since 2010 and now stands at 80.8% of men's pay;
2. Many local authorities are not undertaking regular equal pay auditing to maintain single status pay and grading structures, even though this is recommended by the National Joint Council, the Scottish Joint Council and the Equality and Human Rights Commission (EHRC);
3. In a cuts climate, councils are reorganising services and trying to do more for less. In many cases, they fail to revise job descriptions or to re-evaluate jobs. Members are therefore at risk of being underpaid for extra and more complex work. Pay structures are becoming less transparent;
4. Equal pay claims have, and will continue to, make a real difference to the lives of many, low-paid women. But the introduction of employment tribunal fees in 2013 saw equal pay claims drop by more than 80 per cent.

All local government employers have a duty to comply with equal pay legislation and women in local government should not be denied an equal wage because of a failure to properly monitor and assess pay. Conference calls on the Service Group Executive to address this unfairness through collective bargaining, campaigning and litigation where necessary by:

- a) Continuing to provide and update training and technical advice that equips local and regional negotiators to spot and counter discrimination and inequality and promote equal pay and equality proofed pay structures;
- b) Working with the National Executive Council, all of the UK TUCs and equality bodies to campaign for policies to strengthen compliance with equal pay legislation including:
 - i. Mandatory equal pay audits and equality impact assessments;
 - ii. A legal requirement for equality information to be shared with employees and trade unions to promote transparency in pay policies;

- iii. More powers for the Equality and Human Rights Commission to carry out effective adequate monitoring and enforcement;
- iv. Compliance with the law to be a condition of becoming a preferred bidder for public sector contracts and tribunals given the powers to take a failure to comply into consideration when hearing related claims of equal pay or sex discrimination;
- v. Equal pay questionnaires to be reinstated and employment tribunal fees repealed

Local Government Service Group Executive

4. Youth Services and Youth Workers

Conference notes that youth and community services have suffered massive cuts every year since 2010.

UNISON's 2014 'Damage' report made clear the extent and impact of these cuts: hundreds of youth centres have closed and tens of thousands of youth service places for young people have been lost. Updated UNISON research is expected to show that these cuts have got far worse since 2014, and that youth services in Cymru/Wales, which were initially insulated from cuts, are now really suffering.

Meanwhile, local authorities are merging youth services with other quite different services, and outsourcing to private and other providers.

Conference believes that the changes being imposed indicate a lack of understanding of the value of youth services. Youth services help young people play an active role in their communities, avoid crime and substance abuse, improve their education, and gain employment. Often young people who are from the most vulnerable groups gain most from youth services. All of this work relies on workers having the time and space to develop bonds of trust with the young people.

Conference notes – with disappointment but not surprise - that the Westminster Government Minister responsible for youth services refused to meet with UNISON reps and officials in 2015 to discuss these issues.

Conference also notes that youth and community workers, whether employed on the Joint Negotiating Committee (JNC) Pink Book or the National Joint Committee (NJC) Green Book, have experienced year upon year of real terms pay cuts. In 2015 the Employers' Side of the JNC made clear their determination to wind up the JNC and move all those workers still on it onto the NJC.

Pay is not the only workplace issue important to youth and community workers. The JNC Employers have refused to change the system of evening sessions, with many workers working an average of four evening sessions each week, and many more forced to work split shifts – working in the morning and evening and left stranded during the afternoon. UNISON members' work-life balance is suffering.

Conference believes there should be a statutory duty on local authorities to provide youth services, but that this is pointless without resources. UNISON's first campaigning priority for youth services should be to focus on getting the

resources for quality publicly provided youth services provided by properly paid workers.

Conference therefore calls on the Service Group Executive (SGE):

- 1) To make the campaign for high quality youth services, provided by local authorities with full funding from central government, a key plank of the SGE's Save Our Local Services campaign;
- 2) To work with Labour Link to press the Labour Party to develop a progressive, well thought-out set of policies on youth work, which recognise the value of these services to society and which seek to improve the pay and conditions of the workers providing them;
- 3) To support the Youth and Community Workers Sector Committee in its push for better work-life balance for members;
- 4) To ensure that the Youth and Community Workers Sector Committee campaigns and negotiates constructively to protect members' interests if and when the JNC Employers begin formally to wind up the JNC, ensuring that the youth worker occupation is protected, terms and conditions are protected, out of hours working is rewarded, and the JNC qualification system is respected;
- 5) To continue to include youth and community workers within the SGE's work on occupation-specific recruiting and organising initiatives.

Local Government Service Group Executive

4.1

Add new action point:

- 6) To work with the community, other trade unions and the youth themselves to protect services, demonstrate value and evidence false economy of youth service cuts.

Southwark

4.2

Insert after paragraph 4:

Further, conference notes the importance of specialist youth services for young lesbian, gay, bisexual and transgender (LGBT) people in areas such as mental health, homelessness, sexual orientation, substance misuse, sexual health and gender identity. The peer support and specialist knowledge of the staff, many of whom are LGBT themselves, are vital in supporting young people who feel they have no one else to turn to. UNISON-commissioned research by NatCen in 2013 showed that these services, and the skilled workers who deliver them, have been disproportionately affected by cuts. The research also revealed a fear that transphobia, biphobia and homophobia are on the rise again. Conference welcomes GPF-funding to repeat and update this research over the spring/summer of 2016.

Add new action point 2):

- 2) To promote the updated research into the effect of cuts on LGBT people and services, encouraging those who provide youth services to LGBT people to respond;

National Lesbian, Gay, Bisexual and Transgender Committee

5. Fighting Cuts – Developing an Effective Response

Conference notes with alarm that:

- 1) The Government cut the funding to local councils in England by an estimated 37 per cent between 2010/11 and 2015/16;
- 2) The Government strategy will end the contribution from the national taxpayer and that over £7bn more will be cut from Revenue Support Grant by 2019/20;
- 3) There will be equivalent reductions for Scotland, Wales and Northern Ireland through the application of the Barnett formula;
- 4) These cuts will result in the ending of many 'discretionary' council services and further damage to front line services;
- 5) These cuts will lead to renewed attacks on the jobs, pay and conditions of UNISON members.

Conference condemns the continued attacks on the funding of UK local government, which are destroying local services, threatening community cohesion and our members' jobs and incomes. They represent the biggest threat to the continued survival of the concept of locally provided services controlled by democratically elected councils.

Conference supports the European Charter on Local Self Government and believes that:

- a) Any future model of local government finance must retain a significant contribution to the costs of local services by national taxpayers;
- b) Local authorities should have the power to determine the local business rate poundage, retain the growth in rating valuations for local communities at re-valuations, enable local communities to retain a share in the capital accumulation that flows from major infrastructure investment and provide for equalisation based on the relative needs and resources of differing local authorities.

Conference calls on the Service Group Executive to:

- i. Resist further cuts to local government funding through the continued development of UNISON's Save Our Services (SOS) and UNISON Scotland's Public Works campaigns;
- ii. Defend members' jobs, pay and conditions through effective, local and UK-wide collective bargaining, strengthening of our political influence, recruitment and organising and appropriate industrial action within UNISON's rules and procedures;

- iii. Campaign to reverse the policy of ending of the taxpayer contribution to the cost of local services by developing a framework and campaign which places responsibility for the cuts on central government decisions, targets MPs and MSPs, and assists in creating the right political climate for success. This should include guidance and support to local government branches and regions, and reflect the situation in all four UK nations;
- iv. Work with other parts of the union, other local government bodies, the UK TUCs, civil society organisations, and Labour Link to support the campaign to reverse this policy;
- v. Continue to support branches to ensure that every effort is made to protect pay and conditions and retain equal pay proofed pay structures through ongoing pay and grading training, equal pay audits and equality impact assessments of cuts packages;
- vi. Explore the possibility of lawful UK-wide industrial action, in line with UNISON rules and relevant legislation;
- vii. Continue to support branches' participation in local community-based campaigns to protect local services.

Local Government Service Group Executive

6. Save Care Now

Conference welcomes the continued increase in the number of councils now commissioning homecare according to UNISON's Ethical Care Charter, despite the severe funding crisis facing local government. The Charter calls for a genuine Living Wage for homecare workers, proper training, payment for travel time, and an end to 15-minute visits. UNISON's campaign to improve the UK's homecare system has been rebranded as the Save Care Now campaign and is designed to engender support for wider take-up of the Charter amongst the public.

The scale of the funding crisis in care is unprecedented, with the Local Government Association stating that reductions to social care budgets have totalled £4.6 billion since 2010. Furthermore, the Chancellor's plans to allow councils to raise their Council Tax bill by 2% to bridge the funding gap will not raise its target £2bn and will be unfair on councils with low council tax bases. Almost wholesale privatisation of home care is exacerbating the problem, with profit margins reducing public money available for the service and good pay and conditions.

Conference recognises that UNISON's Save Care Now campaign and the work of our activists have significantly raised levels of awareness about the growing problems in our homecare system and the need to improve the pay and conditions of homecare workers. Between 160-220,000 care workers are paid below the National Minimum Wage because they are not paid for their travel time, whilst it is estimated that 930,000 care workers are paid below the Living Wage.

Introducing the National Living Wage without adequate funding from central Government could lead to an increase in the number of homecare workers who are paid below it, because of the widespread practice of not paying for travel time. The lack of funding will also exacerbate the level of training care workers receive. A UNISON report in 2015 showed that many care workers had not been trained to

administer controlled medication, carry out peg feeding or change a catheter bag. Again Conference congratulates the Save Care Now campaign for carrying out research which irrefutably exposes the unrewarded level of skills required by homecarers and how the private sector has failed to deliver the necessary support and training and remuneration. This is putting clients and carers at risk.

Conference recognises that there is still much to be done in order to improve the pay and working conditions, recruitment and organisation of homecare workers and to prevent the care sector from collapsing. Conference calls on the Service Group Executive and National Home Care Forum to campaign to bring services in house and out of the profit sector. There is absolutely no credible argument that at a time of funding crisis there is enough money to generate profit for hedge funds.

Conference therefore instructs the Service Group Executive, working with other Service Groups, Policy and Public Affairs, the Strategic Organising Unit and Labour Link to:

- 1) Continue its efforts to force the Government and care agencies to improve compliance with the National Living Wage in the care sector, and continue to campaign for a genuine Living Wage for care workers;
- 2) Prioritise the Save Care Now campaign to develop and promote UNISON's call for more funding for the care sector and for homecare to be delivered by organisations without a profit motive;
- 3) Encourage regions to translate the profile generated by the Ethical Care Charter and the Save Care Now campaign to support the recruitment and effective organisation of homecare workers;
- 4) Work with Labour Link and all other available avenues to raise support for the Save Care Now campaign and the need for greater funding for the care system within the Labour Party, alongside all other appropriate campaign organisations;
- 5) Undertake an analysis of the social care market, including residential care, to help inform the development of a clear and well-planned recruitment and organising strategy within the care sector.

Local Government Service Group Executive

6.1

Add the following as an additional point 6:

- 6) Call upon the NEC to organise a special one-day delegate conference on the crisis in Social Care as a major step towards developing a union-wide organising and publicity campaign in defence of publically owned and democratically controlled, good quality social care and social work services.

South East Region

6.2

Add a new sentence at the end of third paragraph after 'Living Wage.'

'Conference further recognises the important role of the National Homecare

Forum in this campaign and in promoting recruitment and organising within the Home Care Sector.’

Wolverhampton General Branch

7. Crisis in Social Work

Conference notes the vital role undertaken by social workers across the UK and applauds their continued ability to carry out excellent work in their communities despite the increased amount of pressure they are facing in their jobs. Social workers are having to cope with funding cuts to their services as caseload and referral levels continue to increase thanks to the Westminster Government’s austerity agenda. Conference also recognises that attacks on the profession have continued to increase over the past year.

Conference notes these problematic developments:

- 1) The closure of the College of Social Work, which was established in 2012 with the aim of raising social work standards and providing a voice for social workers;
- 2) The imposition of a new and additional assessment and accreditation system for child and family social workers;
- 3) The naming of social workers in court judgements;
- 4) The threat of jail for social workers for the crime of ‘wilful neglect’;
- 5) A dramatic increase in the use of agency staff as councils struggle to retain permanent staff;
- 6) The Government’s continued efforts to have more social work functions outsourced;
- 7) Support by the Westminster Government for initiatives such as Frontline, which promote an individualistic approach to social work, at the expense of tackling deep-rooted problems like reducing caseloads for social workers.

Conference believes that there is a crisis in our social work system, caused by developments like these along with continued austerity. Social workers are continually faced with excessive workloads, reductions in qualified staffing, and cuts in training and professional development.

Conference calls on the Service Group Executive to:

- a) Develop and promote a social work campaign pack that branches can use to recruit and organise social workers and to help branches and Regions negotiate and campaign for better conditions at work for social workers;
- b) Continue to promote the use of UNISON’s Caseload Tool to try and help ensure safe workload levels for social workers;
- c) Seek to work with other social work organisations such as the British Association of Social Workers and the Social Work Action Network in order to stand up for the wider social work profession in the face of continued Government attacks;

- d) Work with the regions to promote the targeted recruitment of student social workers in universities;
- e) Continue to vigorously oppose the privatisation of social work.

Local Government Service Group Executive

7.1

Delete all of point 2) and replace with new point 2) as follows:

- 2) The imposition of a new and additional assessment and accreditation system for child and family social workers placed in the hand of employers being developed by private consultancy agencies;

Delete all of point 6) and replace with new point 6) as follows:

- 6) The Government's continued efforts to have more social work functions outsourced leading to instability, fragmentation and reduced accountability;

Delete all of 7 and replace with new 7) as follows:

- 7) Support by the Westminster Government for 'fast-track' recruitment initiatives such as Frontline, that abandons generic social work training and promote a individualistic and narrow approaches to social work, at the expense of tackling deep-rooted problems like reducing caseloads, retention and instability;

Insert new points 8) and 9) as follows:

- 8) The inequality between a Frontline or Step Up student who is paid approximately £19,000 per year with a university students receiving bursaries of between £3,800 - £4,500, the latter of which are themselves under threat;
- 9) That recent research found that the average expected working life of a social worker is 8 years compared with 28 years for pharmacists, 25 years for a doctor, and 15 years for a nurse.

Add new point f) as follows:

- f) Demand that the government engage in full and meaningful consultation with any additional assessment and accreditation system across the sector including the trade unions.

Wolverhampton General Branch

7.2

Under "Conference notes these problematic developments":

In action point 7 add "It is important to note that privatisation of social work courses via Think Ahead and Frontline (and Step Up as well) are far more expensive than BA and MA programmes - but have government support because they privatise social work education and remove space for more critical teaching!"

Insert new action point 8:

"The threat to student social work bursaries as they are currently under Government review where they are considering the option of removing it all together. This will have a huge impact on recruitment - especially mature and poorer students."

Under "Conference calls on the Service Group Executive to":

Add to e) "and organise regional rallies against privatisation of social work and austerity in conjunction with other social work organisations such as the British Association of Social Workers and the Social Work Action Network".

Salford City UNISON

8. Devolution and Combined Authorities

Conference notes the development of the devolution agenda and further notes that:

- 1) Local government is a devolved matter in Wales, Scotland and Northern Ireland;
- 2) The Scotland Bill devolves more powers to the Scottish Parliament from April 2017, the Wales Act 2014 devolves some tax and borrowing powers to the Wales Government National Assembly for Wales and the Fresh Start agreement with the Northern Ireland Executive;
- 3) 'Devolution' deals have now been agreed with a significant number of local authorities in England;
- 4) In England some matters such as 'responsibility for a devolved and consolidated local transport budget, with a multi-year settlement', 'responsibility for franchised bus services, which will support the Combined Authority's delivery of smart and integrated ticketing across the Combined Authority', 'responsibility for chairing an area-based review of 16+ skills provision', and 'control of an annual funding allocation over 30 years' are common to each deal;
- 5) In some 'devolution deals' other matters such as integration of health and social care, planning powers to drive housing delivery and the powers of homes and community agency, responsibility for policing are included;
- 6) The integration of health and social care is described by the Government in Scotland as one of its major packages of reform, is proceeding in Wales and Northern Ireland and forms part of the strategy in England.

These changes could mean changes to the jobs people do, their employer, to their pay and terms and conditions, the way they are organised and to their opportunities to gain new skills and future employment opportunities.

Conference believes that the devolution deals in England create a number of risks to the pay, terms and conditions, pensions and future employment prospects of the members affected and that it is vital to that combined authorities are part of the NJC collective bargaining arrangements.

Conference also believes that the devolution deals open up an opportunity to develop an agenda for the labour movement that:

- a) Sees trade unions in general - and UNISON in particular - as key partners in moving devolution forward;
- b) Enables UNISON to play an active role in influencing changes and providing the framework for recruitment and organising;
- c) Enhances the employment standards that health and social care providers are required to meet, the pay and conditions in health and social care, and training of staff that daily administer medicines and carry out medical procedures;
- d) Enhances the employment standards in the FE sector, pay and conditions and trade union involvement in planning the future skills of the workforce in both the public and private sector;
- e) Ensures that spatial planning and transport strategy can address workforce issues.

Conferences call on the Service Group Executive to provide advice and guidance to regions and branches affected, identifying issues and learning lessons from the experience to date in England, Wales, Scotland and Northern Ireland, and established best practice.

Local Government Service Group Executive

8.1

Insert after the final paragraph:

Conference calls on the Service Group Executive to campaign to retain democratic accountability to the electorate in any combined or devolved authority.

Coventry City

9. Organising, Pay and Grading in Academies

UNISON deplores the government's policy of turning all schools in England into academies, claiming that this will improve school outcomes. The Education and Adoption Act gives more powers to the Secretary of State for Education to force schools to become academies, particularly those that are defined as 'coasting schools'.

However evidence shows that just turning schools into academies is 'not a panacea' as the independent Commission on Academies pointed out. Data produced by the Local Schools Network has consistently shown that maintained schools perform as well and better when comparing them to similar types of academy. Even the government dominated Parliamentary Education Select Committee (ESC) noted in January 2015 that: 'Current evidence does not allow us to draw firm conclusions on whether academies are a positive force for change'.

Whilst the majority of schools that initially converted were secondary schools, now it is primarily primary schools that are becoming academies. It has been reported that the government aims to change all schools to academies in England by 2020 and that this will be enabled by a new Education Bill to be put forward in 2016. This would mean over 15,000 schools converting in the next five years. This

compares to 3,000 conversions in the last five years and would mean massive structural change.

Conference notes the Alemo-Herron judgement and changes to the TUPE regulations that could enable academies to give notice on TUPE transferred national collective agreements (including the NJC pay agreement) after 12 months. Moves to make all schools in England academies by 2020 can only increase this threat.

UNISON re-affirms its twin track approach to the creation of academies in England. UNISON opposes the conversion of maintained schools, particularly those that are being forced, and will campaign with other unions, parents and communities in local opposition campaigns. UNISON will also seek recognition in schools that do become academies and Multi Academy Trusts (MATs) so as to continue to support and defend our members that work in them.

Conference also notes that with the increasing numbers of younger pupils that numbers of support staff in primary schools has been growing and that this presents an organising opportunity for UNISON.

Conference calls on the local government Service Group Executive to:

- 1) Reinvigorate the national campaign to support branches and regions fighting conversion of maintained schools to academies, working with other unions, parents, communities and other appropriate organisations such as the anti academies alliance, using a range of campaigning strategies;
- 2) Support branches to ensure that existing academies commit to NJC agreements or previously agreed collective pay, terms and conditions agreements in non NJC authorities;
- 3) Prepare relevant model agreements, to support branches undertaking negotiations in academies and MATs;
- 4) Highlight concerns of potential equal pay issues in MATs that have schools spread over a number of local authority areas;
- 5) Highlight the NJC agreed school role profiles and JE scheme to ensure equal pay in academies and MATs;
- 6) Campaign for Foundation Living Wage rates to become the new minimum pay point in all academies;
- 7) Encourage UNISON school reps to take up negotiation skills training, particularly those working in schools that have/are moving to local bargaining;
- 8) Work with other unions to ensure academies continue to contribute to local authority pooled facility time funds or in academies that will not agree to this ensure UNISON gets a fair share of funds set aside for facility time;
- 9) Ask the National Schools Committee to review their organising strategy in particular around recruitment and organisation in primary schools;

- 10) Ensure that school members in Multi-Academy Trusts (MAT) are engaged with their UNISON MAT Forum and seek to set up MAT school Forums where they don't exist. Also to build membership organisation and engagement in MATs where we have recognition, utilising digital communications and workplace meetings.

Local Government Service Group Executive

9.1

After paragraph 6 insert:

Conference also notes the government's budget statement on the 16th March and publication of their White Paper 'Education Excellence Everywhere' the following day, which introduced a series of new proposals for schools in England. These new proposals, which have no mandate as they did not feature in the Conservatives' 2015 election manifesto, would: force every remaining maintained school to become an academy by 2022; make sure most new academies are part of Multi Academy Trusts; take away many responsibilities for schools from local authorities; give additional powers on school improvement to regional schools commissioners and remove the requirement for parent governors.

Responses to the white paper from parents, governors, schools and local authorities have been mainly negative. Two petitions each gathered more than 100,000 signatures opposing the Government's plans within their first fortnight. The proposals have also seen outcries from the Local Government Association, many conservative councils and even some Tory MPs.

UNISON has major concerns about these proposals, which are based on ideological dogma and will erode local accountability and community involvement in schools. Government mismanagement and indirect funding cuts are already creating a crisis in education, with staffing shortages, insufficient school places and increasing turnover at the same time as 'reforms' threaten to turn schools into exam factories. The Financial Times has called the programme to force maintained schools to become academies "a risky experiment" and the Government seems intent on creating an education market place with privatisation as an ultimate aim. The White Paper ignores a growing body of evidence regarding the mediocre performance of some Academies. The proposals are likely to lead to chaos, still higher staff turnover and even lower morale.

Together with a forthcoming national school funding formula, which is likely to redistribute significant resources between schools, the proposals would mean a fundamental restructuring of the education system and a potential threat to the pay, terms and conditions of staff.

Academies have the ability to set their own pay terms and conditions and whilst currently UNISON and the other school workforce unions have been able to maintain links to national bargaining in the vast majority of Academies and Multi Academy trusts, this has been in the context of academies as a minority of schools. An environment where all schools are academies could undermine the role of the NJC and undermine national collective bargaining.

At its Easter conference the NUT agreed to declare a dispute on the threat to pay terms and conditions linked to the proposals to force all schools to become academies and funding freezes. Other teaching unions have also indicated that they might consider taking action in certain circumstances.

After point 10) insert new points:

- 11) Mount an immediate campaign explaining why the White Paper proposals are the wrong priorities. Work with a wide coalition of unions, communities and organisations to defend state education, local democratic accountability and oppose the worst proposals in the budget and white paper; in particular moves to convert all maintained schools to academies, potential funding cuts to some areas as a result of a new funding formula and the removal of the parent governor role. The coalition to consider a mass lobby of Parliament, a national demonstration and regional lobbies. Prepare materials for staff and parents and organise public events and activities to mobilise support, and investigate the feasibility of a joint public inquiry to examine the track record of academies.
- 12) Recognise the threats to jobs, pay, terms and conditions posed by these proposals and, if they are not withdrawn, work with other school unions to explore the possibility of declaring a legal dispute and lawful national action and coordinated strikes in the autumn term, in line with UNISON rules and relevant legislation.

North Yorkshire UNISON
Portsmouth City UNISON
Tower Hamlets UNISON

10. Housing Benefit

Conference notes:

1. The statement by the Secretary of State for Work and Pensions that 'my Department does not propose to make any staff transfer arrangements for local authority staff who currently work on housing benefit for people of working age'.
2. The letter to local authority chief executives advising that the government had: 'reached a firm conclusion that because of the nature of Universal Credit as a new benefit, delivered in a new and fundamentally different way, there would be no "relevant transfer" of staff working on Housing Benefit today' and that 'we have, in addition, given careful consideration to the Cabinet Office Statement of Practice (COSOP). We do not consider COSOP to apply where, as here, there is no "relevant transfer" for the 3 purposes of TUPE'.

Conference is appalled that members administering housing benefit have faced uncertainty about their futures since Universal Credit was launched in 2010. Conference fails to understand why the DWP is not seeking to maximize its ability to use the acknowledged skills and experience of the staff who currently administer the housing benefit system.

Conference instructs the SGE to:

- a) Continue to examine whether TUPE applies;
- b) Press for the application of the Cabinet Office Statement of Practice (COSOP)
- c) Seek to secure a level playing field for staff transferring between central and local government, including the extension of the Redundancy Modification Order to include central government departments via the TUCs;
- d) Secure agreement with the local authority associations on a joint approach at local authority level that enables each person currently employed in the administration of housing benefits to be offered:
 - i. a skills assessment;
 - ii. occupational guidance;
 - iii. Paid release for appropriate training to enable occupational change or skill enhancement;
- e) Secure arrangements whereby local authorities work jointly with the trade unions to:
 - I. Make an assessment of the workload and staffing implications that flow from the roll out of the digital service for Universal Credit and the subsequent migration of legacy housing benefit claims to Universal Credit;
 - II. Identify the staffing and workload implications of the potential transfer of the administration of Attendance Allowance to local authorities.

Local Government Service Group Executive

11. TTIP and Local Government

Conference notes with great concern the implications of the Transatlantic Trade and Investment Partnership (TTIP) for local government and its workforce across the UK. These include:

1. The removal of so-called 'non tariff' barriers to trade such as environmental concerns and health and safety regulations;
2. The Investor State Dispute Settlement (ISDS) mechanism which could leave councils open to legal challenge by multinationals which believe their profits have been affected by councils' decisions;
3. Prevention of in-sourcing of local services and liability to legal action by multinationals against councils wanting to bring services back in-house;
4. Undermining of planning decisions such as those taken by councils to prevent fracking in their areas;
5. Undermining of EU and national laws such as the Scottish Public Procurement Act which allow councils to take social and environmental considerations into account when awarding contracts.

Conference also notes that the Local Government Association (LGA) and the Convention of Scottish Local Authorities (Cosla) have both expressed strong concerns about TTIP and ISDS in particular.

Conference welcomes the work carried out on TTIP by Global Justice Now for UNISON, which includes research on its impact and a model motion for councils and calls on the SGE to work with other service groups, the NEC and Labour Link to:

- a) Promote the model motion to local authorities across the UK;
- b) Ask councils to raise the issue and encourage support for the motion within their 'twinned' councils elsewhere in Europe;
- c) Seek meetings with the Leaders of the four UK local government associations to express our concern at the implications of TTIP, and call on them to undertake impact assessments of it on councils and oppose it;
- d) Continue to work with Global Justice Now to highlight the implications of TTIP for local government;
- e) Keep branches and councils informed of further developments.

Local Government Service Group Executive

12. Cuts and Political Strategy

This conference condemns the draconian cuts to local government funding throughout Britain. Cutting the vital health and health promotion services we provide. Local government services are vital for the health and wellbeing of the country and to cut funding and therefore services will lead to a decline in living standards and the health of the nation.

UNISON and public sector workers are ambassadors for our services and we must work together to fight these cuts in every way possible.

UNISON believes that a coordinated political strategy is the only way to fight for our services along with local campaigning with individual local authorities and other campaign groups.

Therefore this conference calls on UNISON to:-

- 1) Raise the profile of local government services;
- 2) Campaign for a fairer funding regime for councils;
- 3) Engage with and confront politicians at all levels, councillors, MPs MSPs etc;
- 4) Develop alternative strategies to cuts in the financial management of councils and governments throughout Britain.

To achieve this the local government service group will:-

- a) Campaign for no compulsory redundancies within all councils;
- b) Build local, Scottish, Welsh, Northern Irish and British anti cuts campaigns;
- c) Involve all our members and promote actions that can be taken;

- d) Continue to highlight to the public the services that we provide and the impact of the cuts.

Aberdeenshire

13. New Local Government Pensions Scheme Investment Regulations and Asset Pooling

This conference welcomes the national UNISON briefing of January 2016 - New Local Government Pensions Scheme Investment Regulations and Asset Pooling.

In particular conference believes that local government's pension funds must be able to decide where to invest their money in the best interests of present and future pensioners, and should not have their investment decisions dictated by the government.

It must be the combined funds - and not government ministers - that decide where to invest scheme members' future incomes, in ways that are in their best interests, and not that of the government.

Conference also believes union nominated representatives should be appointed to the new pool governance structures so that any investment works for the millions of teaching assistants, refuse workers, care workers and all other local government workers and scheme members whose pensions are held by the scheme.

Conference calls on the Service Group Executive and Service Group Liaison Committee to work towards achieving these aims.

Wolverhampton General Branch

14. The Impact of Emergency Services Reforms on Fire and Rescue Support Staff

Service Group Conference notes that the Government intends to press ahead with proposals to allow the abolition of fire and rescue authorities, despite concerns raised by UNISON and other trade unions. These proposals have been included in the Policing and Crime Bill, introduced to the House of Commons on 10th February 2016. The proposed reforms will have a significant impact on our fire and rescue members.

As well as a statutory duty on emergency services to collaborate, the proposed reforms outline plans to abolish the London Fire and Emergency Planning Authority, which will be absorbed into the Greater London Authority.

Across England, Police and Crime Commissioners (PCCs) will be able to take on the responsibilities of fire and rescue authorities, after agreement from the authority and a public consultation. Most significantly, they will be able to create a single employer for police and fire staff. The Government have been very clear that this change has been included with the intention of cutting jobs, through merging fire and rescue and police staff support roles and 'streamlining management'.

Conference is concerned about the impact this could have on our membership, who have already suffered disproportionately because of Government cuts to fire and rescue services.

Since 2010, 69% of compulsory and voluntary redundancies in fire and rescue services were support staff roles and almost 4,000 support staff have left fire and rescue services across Great Britain.

A recent UNISON survey of fire and rescue support staff found that worries about job security and increasing workloads were widespread. 61% of staff did not feel secure in their jobs and 77% said that both their workloads and stress levels had increased in the past year. These already difficult working conditions will deteriorate further if PCCs are given the ability to merge support roles across fire and rescue and police services.

If implemented in full, these reforms will push our members and particularly our fire and rescue stewards into uncharted territory. They will face negotiating with a new employer who may not know all of the details of fire and rescue support staff roles or their terms and conditions. They would also have to support members through these changes and any resulting mergers of fire and police support roles, which could lead to complex negotiations to protect members' terms and conditions.

Conference strongly believes that fire and rescue members' terms and conditions must be protected in the face of further attacks by the Government and calls on the Service Group Executive to:

- 1) Use the reforms proposed in the Policing and Crime Bill to encourage additional efforts to recruit and organise members from fire and rescue services;
- 2) Work with the Police and Justice Service Group Executive, other colleagues within UNISON and our sister unions in fire and rescue and police services to develop a joint approach to this issue at a national level;
- 3) Support local campaigning against these reforms;
- 4) Develop bargaining advice for branches in the event that these proposals become law and PCCs successfully take responsibility for fire and rescue service and create a new employer;
- 5) Ask Labour Link to raise our concerns with the Labour Party.

London Fire & Emergency Planning Authority

15. Local Government and the Cuts

Local government is under attack across the UK with over 500,000 job losses (40,000 in Scotland) and services slashed or totally eradicated.

Our members deserve better as they provide essential preventative high quality services to communities. This is despite many being low paid, working unsocial hours and having their terms and conditions eroded.

We must use every available resource to campaign, take action and work with political parties and communities to defend these essential services before they become extinct.

In Scotland a campaign co-ordinated by the Scottish Local Government Committee has been launched for a fairer deal. Members took part in a day of activity on 11th February 2016 calling for "NO COMPULSORY REDUNDANCIES". Although we received a good response from elected council members, the Scottish Government, like Westminster, continued with its hard line CUTS for councils and threats of sanctions which flies in the face of local democracy and decision making.

This conference calls upon the Service Group Executive to:

- 1) Convene a meeting of all local government sectors across the UK to establish a campaign/industrial strategy to fight the cuts and improve our members' pay and conditions;
- 2) Ensure resources are available by establishing a National Local Government Anti Cuts Campaign Fund – which should take into account the requirements set out in the Devolution Protocol;
- 3) Ensure regions and branches are fully supported in their decisions on fighting the cuts;
- 4) Call for a 'Day of Activity' targeted at UK parliaments/assemblies and specific key decision makers.

UNISON Renfrewshire

16. Local Government Finance and Campaigning Against Cuts

Conference notes the local government finance settlements across the UK pose significant ongoing challenges for local authorities and our members for at least the rest of this government's tenure.

In England some £7 billion will be taken out of Revenue Support Grant by 2019/20. This is only part of the picture as the Local Government Association (LGA) has identified nearly £10 billion of additional budget pressures will accrue on local authorities during this period.

The funding methodology is being radically reshaped with the main central government grant funding being phased out, to disappear completely by 2019/20 or 2020/21 and replaced by local authorities having responsibility to be 'self-sufficient' through local revenue, council tax and 100% retention of business rates.

Government has confirmed that a system of 'equalisation' will remain in place by way of 'tariffs and top-ups' but there is no detail yet as to how this will work. Government has also announced it will conduct a review of 'what the needs assessment formula should be in a world in which all local government spending is funded by local resources not central grant, and use it to determine the transition to 100% business rates retention'.

The only significant difference between the provisional settlement and the final settlement was the inclusion of two years of 'transitional grant' and a marginal increase in Rural Services Delivery Grant. Both measures were largely a response to concerns from shires and shire districts as to how the central grant declines most sharply in the first two years of the spending review period.

The referendum threshold for council tax increases has remained at 2% (or £5 a year if this is greater) and, with much fanfare, councils with social care responsibilities have been given the flexibility to raise council tax by an additional 2% above the referendum threshold for each year between 2016/17 and 2019/20 to raise additional funding that would be ring fenced to provision of adult social care services. Government has offered any council that wishes to take this up a four-year funding settlement to 2019/20 'to provide funding certainty to enable longer term planning'. Local authorities wishing to take up this offer will need to respond by 14 October 2016.

However, as the LGA has noted, such an adult social care precept is incremental in nature and together with additional resources from the Better Care Fund not being available until 2017 – and even then just £105 million from the total £700 million – this will create at least a further two years of real financial pressure on an adult social care system that is already under significant strain.

Unless this situation is remedied many social care councils will have little option but to make significant further cuts in other budget areas.

Whatever the merits of fixed four year settlements and a transition from central grant support to local revenue raising, it is clear that risk now transfers predominantly from a collective system to the individual local authority, including uncertainties over council tax base growth, business rate base, collection rates, economic activity 'growth', the impact of major appeals and revaluation relativities. And in terms of adult social care the Government has effectively passported the responsibility to local communities, with those facing the most complex interdependencies being the least likely who can afford additional costs.

In Scotland the Government took an extra £1 billion out of the public sector in addition to the grant settlement cuts. Local government in Scotland has taken a full 50% of this extra hit which, in addition to a ninth consecutive year of council tax freezes, will play out at around a further 15,000 council job losses in the next two years. The Scottish Government has also made announcements to deter councils that were looking to raise council tax to close some of the funding gap, by indicating that such actions would see other grants reduced or stopped. The cumulative effect of additional cuts and threats of other reductions will see the scope and pace of council cuts in Scotland increase significantly over the next few years.

In Wales what was looking likely to be a provisional reduction of 5% in funding has come out at around 1.5%. However, this is predicated on a council tax increase of 4-5% (which is an unofficial cap figure). So although the Welsh Government has been far more responsive to dialogue with its local authorities and social partners, the constraints it faced itself has meant that ultimately the relatively better settlement for Welsh councils will be delivered through council tax payers.

There may be differences in approach and methodology across the country but it is clear that local government remains on the anvil of ideological cuts to public services and the role of locally elected and accountable bodies is being further diminished. Whatever its flaws, local government remains the only public service currently premised on a direct democratic link at the local level between people and those they elect to represent them.

Conference believes that promoting and defending the role and values of local democracy is intrinsic to promoting and defending public services per se and needs to be part of our campaigns on local government finance, cuts, jobs and services. Conference also believes that local government itself needs to do more to highlight the damage being wrought on services and the attack on local democracy and local determination. All too often many councils are silent, or very quiet, with some even taking what can appear to be a perverse pride in being able to make such huge cuts and still balance the books.

Conference is clear there is no room for Stockholm Syndrome in local government! It is crucial that everybody who cares for local government and who values local democracy and local services comes together on common platforms wherever possible. This call must reach out to include local ward councillors, council cabinets, Leaders and Mayors of all political persuasions; local authority bodies; MPs; political parties that claim to be anti-austerity; trade unions and the labour movement; civil society organisations; academics, think tanks, commentators, broadcasters and 'celebrity supporters'; and not least those community groups in the front line of service cuts.

Conference is also clear that a great deal of work is required to promote the true value and place of local government in people's daily lives and to counter the numerous misconceptions and the often negative, even hostile, portrayals of councils and council workers.

Conference calls on the Service Group Executive to:

- 1) Work with its sector committees, regional service groups and branches to 'reboot' our campaigns on local government taking account of such as:
 - a) The increasing visibility of cuts through impacts to so-called 'front line' services;
 - b) Relating cuts to people and communities, e.g. closure of libraries and swimming pools, loss of day centres and community transport, more potholes and street lights turned off, fly tipping, increase in rats and pests, loss of inspections leading to food poisoning;
 - c) A need to have clear and simple key messages to repeat again and again, to be more on the front foot;
 - d) Promoting the history of local government and how it fits into society;
 - e) A greater focus on messaging the gap between available budget and budget need, e.g. use the headline figures to generate a debate aimed at securing a consensus that needs must be met – and are not being - to direct further debate on how best to fund that need (i.e. script a debate that is primarily about the desired shape of society);

- f) The different political dynamics across the devolved nations and opportunities presented by the change of leadership within the Labour Party;
 - g) A need to have campaigns that can and will enthuse and engage our activists and members to take part;
 - h) A need to build campaigning alliances at all levels linking trade unions, councils and communities against the austerity programme that is decimating our services and diminishing our local democracy.
- 2) Work with the Service Group Liaison Committee, NEC, self organised groups and Labour Link to clearly highlight and build into our broader campaigns the attacks on local government and local democracy and ensure the Local Government Service Group's campaigns are suitably prioritised within such broader work;
- 3) Work with appropriate external specialist bodies to explore and consider how the relevant statutory and regulatory frameworks within which local government operates across the UK may provide opportunities or hindrance to local authorities being able to utilise powers and freedoms specifically to set balanced budgets which avoid making cuts or assist in mitigating against cuts, including exploring:
- i) What ability there may be, within fiduciary duty requirements, to pool reserves across local authorities;
 - ii) If reserves can be pooled what financial scope may exist for this to be of genuine budget benefit at different scales (e.g. within City Region areas/Combined Authorities, sub-regionally, regionally, nationally);
 - iii) The ability and capacity to generate genuine budget benefits from capital borrowing and prudential borrowing;
 - iv) The extent, if any, to which the General Power of Competence that local authorities in England have to do 'anything that individuals generally may do' may permit more 'creative' approaches to funding and budget setting.

North West Region

17. Organising and Representing Chief Officers and Senior Managers in Local Authorities

Conference notes that massive cuts have been made across local government, with billions of pounds of central government funding removed since 2010. By 2019/20 local councils will lose £75 out of every £100 that the government spent in 2015/16, and thousands more services will have been lost. UNISON members who are chief officers and senior managers often have to make extremely difficult decisions, and implement political decisions made by national or local politicians, about cutting services.

This situation often causes stress for UNISON members. A 2015 UNISON survey of chief officers and senior managers in local authorities made clear that overwork and stress are a major issue for staff. Of course, at senior levels staff expect to work more than their contracted hours when necessary. But UNISON's survey

found that almost a third (32%) of chief officers and senior managers work 10 or more hours more than their contracted hours, in a typical week. So nearly a third regularly give their employer an extra 25% of working hours, unpaid. The same survey found that 67% of chief officers and senior managers feel they have too much work to do, and just under half said that workplace stress is affecting their job performance.

Conference believes that while many branches deliver a good service for chief officer and senior manager members, some branches find it difficult to do so, perhaps because of perceived conflicts with other membership groups. Conference recognises that chief officers and senior managers need effective representation at all levels of the union, on individual issues and in collective negotiations.

Conference believes that chief officer and senior manager members could be an important source of ideas and expertise in developing the service group's campaigns against privatisation and outsourcing.

Conference instructs the Service Group Executive (SGE) to:

- 1) Launch a campaign to deal with stress among senior officers, including working with the Chief Officers and Senior Managers Sector Committee to push the Joint Negotiating Committee (JNC) Employers to produce joint guidance on stress, producing recruitment materials which focus on this issue, and highlighting the equalities dimensions related to workplace stress;
- 2) Use the local government press, which is read by many chief officers and senior managers, to highlight the issue of workloads and stress among chief officers and senior managers in local authorities;
- 3) Ensure that the Chief Officers and Senior Managers sector committee are involved in developing campaigns against privatisation and outsourcing;
- 4) Ask the NEC and/or its Development and Organisation Committee to consult the Chief Officers and Senior Managers Sector Committee on branch structures and to set up a working party to review how best to organise this group of members.

Chief Officers and Senior Managers Committee

18. Local Government Finance

Conference notes:

- 1) the major changes taking place in the role of local government;
- 2) the government's intention to end contributions from the national taxpayer to the cost of providing local services in England from 2020/21 and the reduction in revenue support grant of more than £7bn during the life of this parliament;
- 3) that these reductions will have consequential changes in Wales, Scotland and Northern Ireland through the Barnett formula;
- 4) the further reductions in central support to the cost of providing local services in both Wales and Scotland announced as part of their local government finance settlements.

Conference believes that these further reductions will result in further critical damage to local services, the continued loss of discretionary services, increases in charges, substantial further job losses and are also likely to result in further attacks on the terms and conditions of UNISON members working in local government and the detrimental effect on local economies.

Conference recognises the importance of income generation by local authorities in this context and calls on the service group executive to work with Association for Public Service Excellence (APSE) to provide support and guidance to branches to promote income generation, using existing powers, through trading and providing new paid for services both to the private sector and to individuals.

But conference also recognises that the loss of revenue support grant marks the end of funds raised through national taxation contributing to the cost of local services for the first time in living memory.

Conference calls on the service group executive to provide support, resources and guidance to branches and regions to enable a sustained campaign to be undertaken whose principal objective is to convince government MPs that the policy (of ending revenue support grant) will irreparably damage the social fabric and is wholly inconsistent with the provision of good local public services designed to meet the needs of local communities.

Cymru/Wales Region

18.1

Insert after the 3rd paragraph after the numbered bullet points:

Conference notes the decision taken by the Chancellor of the Exchequer in the last budget to reduce Business Rates. The result of this will be to widen the gap between the shortfall of the loss of revenue support grant and the ability to raise monies locally through Business Rate taxation.

Coventry City

18.2

After the final paragraph insert:

Conference calls on the Service Group Executive to campaign for the restitution of the revenue support grant.

Coventry City

19. Resourcing For Devolution

Conference notes that the Westminster Government continued austerity measures are devastating local authority services and undermining our communities across the UK. UNISON members are facing mass redundancies; threats of privatisation; cuts to pay and terms and conditions and massively increased workloads and pressure. In these core and common issues UNISON can and should continue to seek to exercise our collective strength as one union; organising, supporting and learning from each other.

Conference also notes that policies relating to local government are diverging across the UK nations and regions. In Wales, most recently, this has been expressed in a series of new legislation being carried through by the Welsh Government: the reintroduction of the Code of Practice on Workforce Matters (2 Tier Code) in Wales; the establishment of an Education Workforce Council to include the registration of classroom based school support staff; the Health and Wellbeing Act; the establishment of a Public Services Staff Commission; the Local Government (Wales) Bill (covering the reform and reorganisation of councils in Wales) to mention a few. All of these developments need to be responded to, campaigned on and organised around, by UNISON.

Conference also notes that UNISON is head and shoulders above other trade unions in responding to these shifting and increasing demands but accepts that more needs to be done to ensure that our resources and expertise are effectively and equally deployed across our regions and nations.

Conference therefore calls on the Service Group Executive to:

- 1) Review how our resources and expertise are deployed to meet the ever increasing demands of devolution, to ensure that UNISON can respond as effectively to changes locally as it does at a UK level;
- 2) Liaise with the National Executive Committee about how other departments e.g. policy and communications can also ensure that resources are effectively and evenly deployed to meet the demands of devolution;
- 3) Continue to ensure that all policies and committee papers are 'devolution-proofed' and reflect the common and divergent situations across the UK.

Cymru/Wales Region

20. Restructure of National Joint Council (NJC) Green Book Pay Spine

Conference notes that the introduction of the Chancellor's Living Wage is likely to mean that over a third of the NJC Green Book pay spine will have to be deleted by 2020. Authorities will need to consider the impact of this in terms of cost and its affect on pay and grading structures.

The consequences on pay equity and equal pay will require joint work with the Local Government Association (LGA) to revise the NJC pay spine and provide fresh pay and grading advice. At some point, authorities may need to conduct full pay reviews to maintain pay differentials.

Conference agrees that a revision of the NJC pay spine is long overdue and notes that many local authorities have already recognised this. FOI research by UNISON indicates over 200 local authorities have locally extended their pay spine well above scp 49.

Conference calls on the Service Group Executive (SGE) and NJC Committee to begin discussions with the LGA on restructuring the NJC pay spine once the 2016 pay round is concluded. These discussions should be based on the following principles:

- 1) Seeking government funding to enable an extension of the NJC pay spine;

- 2) Maintenance of single status equal pay proofed structures based on job evaluation;
- 3) Maintenance of pay differentials and incremental progression.

Conference further calls on the SGE and NJC Committee to:

- a) Develop pay and grading guidance in conjunction with the LGA, GMB and Unite to support local implementation of the NJC pay spine restructure, ensuring representation by low paid members from the NJC Committee;
- b) Roll out UNISON training to regions and branches on conducting pay and grading reviews and equal pay audits.

NJC Local Government Committee

21. Term Time Contracts and Schools Workers

Conference believes that enforced term-time contracts penalise a predominantly female workforce and compound the problems of low pay in schools. Teachers are automatically put on full-year contracts, but many support staff working alongside them are forced to take term time only contracts. This can reduce the salaries of support staff by up to 20% and is divisive, bad for morale and unfair.

Conference therefore believes that school staff that want to be on 52-week year contracts should be able to have them.

Where school support staff are on term-time contracts, there are many variations and inconsistencies in the formulas used for calculating and reducing pay from the full year rate to a term time equivalent. In addition, there is no clarity on holiday entitlement. This is why UNISON has called for a joint review of term-time working in the National Joint Council (NJC) claim and a NJC approach to deliver fair, consistent and transparent contracts for all school support staff.

Conference therefore calls on the Local Government Service Group Executive to step up UNISON's campaign for the fair treatment of term-time workers by:

- 1) Campaigning to highlight the unfairness of term-time contracts across the UK to politicians and the wider public, through our media and lobbying work;
- 2) Using the NJC joint review of term time working to push for an agreement that delivers fairness for our members on the issues of pay, holiday entitlement, maternity pay, sick pay and other areas;
- 3) Organising to get academy schools and opted out councils to abide by any jointly agreed recommendations from the NJC review of term time working;
- 4) Working with regions and branches across the UK to support school members fighting the imposition of term-time contracts;
- 5) Updating UNISON negotiating advice and campaigning materials on term time contracts.

NJC Local Government Committee

21.1

Insert new paragraph 4:

“Conference further notes that the government’s recent announcement of their plans to force all schools to become academies has the potential to complicate and worsen this situation. Staff in academies are already facing weekend working, longer school days, poorer terms and conditions and insecure employment, and the profit-driven motivation of some providers will almost certainly result in the greater use of term-time contracts for schools workers.”

National Women's Committee

22. Facility Time

This Conference notes that motions on cuts to facility time have been debated and passed at Local Government Conference in 2013, 2014 and 2015.

This Conference notes that the motion passed in 2013 called for the development of ‘...practical and immediate support measures for branches facing cuts to facility time’.

This Conference notes that the motion passed in 2014 called ‘...on the Service Group Executive to urgently clarify what work has been undertaken, is being considered, or is planned to provide practical and immediate support measures to Branches whose facility time has been or is in the process of being cut’.

This Conference further notes that the motion passed in 2015 was amended to ‘...bring forward proposals which address the need for practical and immediate support measures to branches by remedying the shortcomings of current resource streams’.

This Conference regrets the fact that 2016 will be the third consecutive conference at which the issue of practical and immediate support measures for branches facing cuts to facility time has not been resolved.

This Conference further believes that a lack of response to motions and amendments democratically carried at Local Government Conference is not indicative of a healthy and vibrant culture of responsiveness to lay activist concerns.

This Conference therefore calls on the Local Government Service Group Executive to urge the NEC to speed up the implementation of the action called for in previous motions carried at local government conference, most recently in 2015.

West Sussex

23. Local government members and the Housing Bill

Conference notes the proposed Housing and Planning Bill will have a devastating effect on existing and future social housing provision.

The Bill proposes to:

- 1) Compel councils to sell off 'high value' homes on the open market when they become empty;
- 2) End lifetime secure tenancies, meaning the break up of stable and mixed communities;
- 3) Introduce means testing for council tenants, with 'pay to stay' provisions;
- 4) Effectively end direct government investment in new social rented housing;
- 5) Reduce permanent sites for gypsies and travellers.

Furthermore the government's emergency budget in 2015 announced that council tenancy rents would be reduced by 1%. While reduction of housing costs is welcomed, the reduction of rental income to local authorities will in many cases have a major financial implication meaning that long-term plans for building council homes are reduced or cancelled, repair standards are cut, resulting in local government job losses.

Councils continue to be saddled with an extortionate level of debt imposed on housing revenue accounts in 2012 as part of the 'self-financing deal' despite their rental income being reduced by the government without compensation.

Many local government members will be directly affected by the government's proposals, whether they are tenants who will be forced to pay a market rate for rent and lose secure tenancies, or staff who will lose their jobs.

Conference believes that social housing should be a resource for all and calls on the Local Government Service Group Executive to:

- a) Campaign with Defend Council Housing against the provisions of the Housing Bill, to raise the profile of social housing as a resource for all;
- b) Survey our members to find out the effect of the proposals in order to campaign against the bill;
- c) Work with Labour Link and Labour councils to campaign for the 2012 housing settlement debt to be written off.

Cambridge City and South Local Government

23.1

Delete action point c) and insert new action point c):

- c) "Work with Labour Link, local authorities, combined authorities, representative national tenant organisations, and organisations that support the resurgence and protection of public housing to develop detailed proposals that not only deliver the sustainability of the existing public sector housing stock but also proposals for municipalisation and the development of new public housing in every local authority area."

Local Government Service Group Executive

23.2

In action point 1) add at the end “and compensate Registered Social Landlords (RSLs) for homes lost through Right to Buy (RTB)”.

In action point 3) add at the end “dis-incentivising households to earn more than £30K (£40k in London) which would in London mean a tripling of rent.”

In the paragraph after 5), in the sentence “reduced by 1%” add “and a further 1% each year to 2020. An unexpected cut which has blown a hole in council and housing association business plans”.

New para d) Commence a lobby to introduce regulated rents and tenure within private sector housing.

Southwark

24. Local government members and the Housing Bill

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- 2) End lifetime secure tenancies, meaning the break up of stable and mixed communities;
- 3) Introduce means testing for council tenants, with ‘pay to stay’ provisions;
- 4) Effectively end direct government investment in new social rented housing;
- 5) Reduce permanent sites for gypsies and travellers.

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Conference believes that social housing should be a resource for all and calls on the Local Government Service Group Executive to:

- a) Campaign with Defend Council Housing against the provisions of the Housing Bill, to raise the profile of social housing as a resource for all;

- b) Survey our members to find out the effect of the proposals in order to campaign against the bill;
- c) Work with Labour Link and Labour councils to campaign for the 2012 housing settlement debt to be written off.

Eastern Region

24.1

Delete action point c) and insert new action point c):

- c) “Work with Labour Link, local authorities, combined authorities, representative National Tenant Organisations, and organisations that support the resurgence and protection of public housing to develop detailed proposals that not only deliver the sustainability of the existing public sector housing stock but also proposals for municipalisation and the development of new public housing in every local authority area.”

Local Government Service Group Executive

24.2

Add the following after bullet point 5:

It has been calculated that “Pay to Stay” alone will put a minimum of 60,000 households over the poverty threshold. Ironically one of the only ways of avoiding “Pay to Stay” may be for a household or family member to turn down overtime or even stop working altogether, just to keep a roof over their head. The administration of pay to stay will be a huge burden on housing and other council staff taking up council staff time and resources at a time when councils are facing cuts. Council staff will be reluctant to have to financially assess tenants on an annual basis.

Social housing that is provided to people for life is vital to our communities. In the last few decades, due to a lack of investment in new social housing, it is only those most in need and those most vulnerable who have been housed. Historically social housing was for all of those on low and modest incomes and contributed to social cohesion. The government is now peddling a myth that social housing is subsidised. It is not; most council properties are paid for within a few years of being let and a substantial portion of all rent has gone to develop new social housing. These current attacks on social housing will mean less money being reinvested in housing. The market rents of payers to stay will go straight in to the coffers of the Treasury in order to reduce the national debt.

Add at end of fourth paragraph add:

Any improvements in pay and conditions won by UNISON and other unions will be swallowed up by housing and travel costs. Housing is now a workplace issue and one on which the whole of the labour movement needs to vigorously campaign.

Add new points:

- d) Advise members in regard to job changes around financially assessing tenants and how housing staff can resist this new role;

- e) Call on local councils to work together with each other and with trade unions to campaign and oppose this legislation, highlighting the effects to both residents and council staff.

Islington UNISON

25. The Future of Local Government

Conference knows that local government workers add value to the health and well being of the whole community, providing social care, environmental health, trading standards and libraries, and other vital services.

Conference recognises that few of the traditional local government services attract the kind of public interest and support generated by other public services.

Central government reductions in local government funding continue to have a hugely detrimental impact on local government jobs and services. Conference is disappointed there is no intention on the part of the Government to change that.

Conference calls on the Service Group Executive (SGE) to:

- 1) Launch and co-ordinate a significant campaign to promote the value of local government services and the impact of their loss to communities;
- 2) Work with the Affiliated Political Fund (APF), General Political Fund (GPF), branches and regions to lobby MPs, local authorities and the LGA to resist future funding cuts;
- 3) Campaign to defend and protect local government services and to build an understanding of how they link with other public services.

Eastern Region

26. Incapability Dismissals

Conference notes that some employers have introduced Incapability Procedures which are designed to make it easier to terminate contracts on the grounds of either ill-health or performance.

Conference is concerned that these procedures are or will be used to remove workers from employment instead of making them redundant through cuts and therefore incurring the costs of redundancy. At a time of cuts in local government budgets, such misuse of these procedures must be guarded against and resisted.

Branches need to ensure that before any member is dismissed on the grounds of incapability that all appropriate considerations are given to the needs of the worker. These would include reasonable adjustments in the workplace; providing supports that can help a worker return to work, such as physiotherapy and counselling; additional training or re-training, to help a worker re-adjust after ill-health or due to disability, or to address performance concerns.

Conference asks that the Service Group Executive:-

- 1) Conducts research into the use of incapability procedures to identify if the numbers of terminations through incapability are increasing year on year;

- 2) Produces guidance for branches on how to monitor the use of these procedures and how to ensure that they are not abused;
- 3) Produces guidance on best practice on supporting workers to remain in the workforce after ill-health, disability or when performance issues arise.

South Lanarkshire UNISON

27. No Compulsory Redundancies

Conference notes the loss of hundreds of thousands of jobs in local government in the past 6 years since the election of, first, the Tory/Lib Dem coalition, and then, the Tory government. The austerity policies of both governments have deliberately targeted local government workers' jobs as a response to the financial and economic crisis.

Conference recognises that this is a discredited and unsuccessful policy that will not rescue the UK economy whilst causing real hardship to those relying on local services and to the workers who have lost their jobs. It is recognised that it also serves to increase insecurity in the workforce and therefore make workers more likely to accept cuts on their pay and conditions of service.

Conference re-states its opposition to the austerity policies and calls for these to be resisted by local councils and devolved governments and where possible mitigated against.

However conference also recognises that continued cuts in jobs are likely in most councils over the next few years as national and local politicians are unable to deliver an effective strategy to oppose austerity. Conference therefore recognises that the threat to members' jobs and the specific threat of compulsory redundancies will continue.

Conference notes the campaign in Scotland to get every Council in Scotland to sign up to a No Compulsory Redundancy agreement and congratulates those branches in Scotland and elsewhere who have secured such agreements. We believe that making any worker compulsorily redundant when there are clear alternatives is either an ideological move or an abdication of the responsibility to protect workers from the impact of austerity. Therefore we call on the Service Group Executive to:

- 1) Develop a campaign to resist compulsory redundancies in every council in the UK;
- 2) Highlight those Councils who commit to work with UNISON and commit to No Compulsory Redundancies;
- 3) Highlight, naming and shaming, those Councils who refuse to agree a No Compulsory Redundancy policy with UNISON;
- 4) Support all sectors to make a formal claim through the respective bargaining structures for a national No Compulsory Redundancy agreement;
- 5) Provide support to those branches whose employers are not willing to make such an agreement;

- 6) Develop proposals where other branches can support those branches that are having to fight compulsory redundancies including how legal industrial action could be organised.

South Lanarkshire UNISON

28. Bullying and Young Members

Conference recognises that the cuts in local government are adding to the already high levels of overwork. Staff are being asked to carry a heavier workload due to the reduction in staffing levels but continuing and sometimes increasing demands for services. In many councils the number of managers has been reduced with remaining managers expected to manage more staff as well as multiple workplaces and services that they may have no professional background in. Support staff have been cut and so the workers and managers are often trying to undertake tasks that they may not have the skills to perform effectively. All these factors contribute to the increasing levels of workload stress.

As many studies have shown these increasing workload pressures and stress are likely to increase the incidences of bullying in the workplace and the development of bullying cultures perpetrated by managers who are pressed to deliver results without adequate resources, staffing levels or support. Therefore conference believes that the Service Group Executive should recognise that bullying will be a major issue for local government branches in the future. As an issue that impacts directly on members it will also be an opportunity for recruitment and organising.

Conference recognises that bullying is related to power in the workplace and so some members are more likely to experience bullying. In a recent survey conducted by the Scottish Young Members Committee it was found that 75% of our young members had experienced bullying and harassment of some variety. 7% of the 75% had experienced violence in the workplace.

Conference also notes that over 50% of these cases were not reported. The most common answer to why was that our members did not know what was classed as bullying and harassment. Where cases were reported only 5% received any support.

The health implications for our young members experiencing bullying and harassment are wholly negative. They include mental health issues such as anxiety, stress, and depression as well as physical problems such as headaches, stomach and skin conditions. These lead to periods of long term sick and a number of our young members have even contemplated or attempted suicide.

Conference welcomes the publication of the Scottish young members committee's bullying and harassment campaign document 'Gonnae No Dae That' and its guide for young workers which aims to raise awareness of the issues and provide details of how UNISON can help and support them.

Conference calls on the Service Group Executive to:-

1. Make bullying in the local government workforce a campaign issue as part of the raising awareness of the impact of the cuts;

2. Produce guidance that can assist branches to negotiate effective policies to both minimise bullying and to tackle it when it occurs;
3. Encourage the sector committees to raise with the employers the importance of tackling bullying in the workforce, particularly bullying cultures that can develop due to workload pressures and unrealistic demands made on and by managers and the need to ensure that young workers have a safe working environment.

South Lanarkshire UNISON

28.1

Add at end of motion:

Conference also calls on the Service Group Executive to call on all branches to work with their young members to run a workplace event in Young Workers Month (November 2016) around the issue of bullying and harassment to:

- a) make young workers – members and non-members - aware of the issues and how it can be tackled through collective organisation and the union's support;
- b) seek to recruit new members.

National Young Members' Forum

29. The fight for fair sickness absence procedures and 'Disability Leave'

Conference is concerned about the Treasury led consultation on the review of sickness absence in the public sector. This includes a review of current sickness management systems and sick pay. The review could lead to a weakening of rights and have a detrimental impact on disabled workers. The Conservatives have indicated their contempt for Employment Tribunals by not supporting restrictions on employers in their dealings with their employees. Setting tribunal fees at the higher rate for discrimination demonstrates that the government has no understanding of the issues disabled and other under-represented groups face in the workplace on a daily basis.

We know that some local authorities have already tried to 'open up' sickness payment provisions for negotiation, sometimes successfully. Increasingly councils are choosing to use sickness absence when selecting staff for redundancy. They don't all disregard disability related sick leave. Even those that claim they do don't always record disability related sick leave separately or will argue about what is and isn't a disability.

Conference is concerned that even without the backdrop of the consultation local authority employers are:

- 1) Using more regressive and oppressive sickness absence management processes and policies to get rid of disabled workers;
- 2) Failing to properly consider appropriate 'Disability Leave' for workers and reasonable adjustments; and
- 3) Avoiding employing people who they know are disabled.

Flexible working policies, nationally agreed sickness policies and the Disability Equality Duty (before it was replaced by the Equality Act 2010) meant that for a long time Local Government was seen as a good career option for disabled people. But the unsustainable level of cuts and constantly changing government policy mean this is no longer the case and disabled people are increasingly being selected for redundancy or pressured into taking voluntary redundancy.

We know that disabled people, especially those with mental health issues, have significantly greater difficulty finding another job when they are made redundant than non-disabled people. Additionally we know from other government policies that unemployed disabled people especially, those with mental health issues, will continue to be harassed and cajoled into inappropriate or unsuitable employment or lose benefits

Conference calls upon the Local Government Service Group to work with the National Disabled Members Committee to seek for ways to:

- a) Campaign for the protection and improvement of rights for disabled workers;
- b) Provide guidance to branches on how to defend sick pay and ensure that disabled members aren't targeted under sickness absence procedures;
- c) Encourage local authorities to use UNISON guidance to introduce Disability Leave policies.

National Disabled Members Committee

30. Home Care Workers

Conference is appalled that in some parts of the care sector the impact of increasing costs are being pushed onto the workforce, with terms and conditions starting to be cut by care providers citing lack of funding from local authorities.

Disabled members welcome the recent service group survey and report 'Suffering alone at home' which highlights the serious concerns disabled members and disabled service users have about the quality of the service and their working conditions. The report details the terrible impact of cuts to social care funding on both homecare workers and users. Disabled members care or their families' care is under threat of cuts in provisions and quality of service.

Conference is concerned that in August 2015, five of the biggest care providers wrote to the Chancellor stating that the National Living Wage could result in a 'catastrophic collapse' in a number of care homes. UNISON believes that the living wage (set by the independent Living Wage Foundation) should be paid to all workers and not the minimum wage 'plus' that the Conservatives announced as the National Living Wage.

Conference, we are proud of UNISON's Save Care Now campaign. We want councils to commission care provision properly and with good funding by calling on councils to sign UNISON's Ethical Care Charter, a set of commitments that together ensure the health, safety, and dignity of the UK's most vulnerable people.

However, Conference we can't just continue to allow home carers take the hit because of funding. What has happened to the home care workforce is a disgrace. Their employers need to be called to account; they need to be good employers considering all the needs of their workforce, some of whom are disabled workers. Too many homecare visits are short, rushed and undignified, our members aren't paid fairly or properly and are often not paid at all for travel time and they deserve to be properly trained...surely that's not too much to ask for!

Conference calls upon the local government service group to work with the National Disabled Members Committee to:

- 1) Promote the branch guidance on working time, travel time and the national living wage;
- 2) Update the Save Care Now website to include top tips for home care workers worried about their working conditions and how to try and change them;
- 3) Raise the profile of the Save Care Now campaign amongst disabled members, including linking up disabled service user groups to add pressure onto local authorities to sign up to the Ethical Care Charter;
- 4) Continue to fight for proper funding for social care.

National Disabled Members Committee

31. Protect Pay for School Support Workers with Adequate Funding

Conference notes the cuts to the Northern Ireland block grant has resulted in massive pressures on the NI Executive budget and a continuing round of cuts. While the core Schools budget has been protected, cuts in funding for educational supports have been increasing. Mindful of the fact that the outgoing Minister remains committed to targeting social need and increasing funding linked to deprivation; continuing to fund schools meals and continuing to support direct cleaning, administration and maintenance services within a specific budget; the current £50 million plus deficit in his budget in advance of Assembly elections will pose new threats.

Conference calls on the national Local Government Service Group to support the demands of UNISON NI:

- 1) For the protection of funding for school support services in ongoing political discussions around the development of a new programme for government;
- 2) That no attempt should be made by the current or future NI devolved government to break with or dilute NJC pay terms and conditions (as has happened with NHS pay).

UNISON Northern Ireland

32. UNISON local government members supporting refugees

Conference is pleased to note that funding for refugee resettlement is to be increased. Whilst this targeted funding is welcome, it also raises concerns for staff working in local government who are already under extreme pressure from

cuts in local government jobs and services, allied with increased demand from existing service users.

Conference believes that the UK has both a moral and legal obligation under international and EU law to receive refugees, and must ensure that provision is made through a properly resourced and funded resettlement programme.

UNISON nationally lobbied for such a programme, and the Westminster government has finally committed additional funding from the overseas aid budget to assist local authorities with the first year costs of settling the most vulnerable Syrian refugees, with potential for further funding for some high-cost cases. Reserved funding has also been agreed in Northern Ireland, Scotland and Wales, to assist with the growing crisis.

Refugees seeking resettlement will often have complex needs, in addition to the most obvious financial, family and housing assistance. They will face language and cultural barriers, and local government staff may need to provide or resource specialist support for disabilities, injuries and trauma experienced.

Local government staff working within the resettlement programme and related departments may not be fully equipped to deal with this range of needs. Lack of training and under-resourcing of local government will inevitably create further workplace stress, with consequences for our members' personal health, their sickness absence record and potentially their future employment.

Conference therefore calls upon the local government service group executive to work with the relevant employer organisations and appropriate government departments and agencies to ensure that the necessary training, staffing levels and specialist support services are provided to ensure that staff are not placed under unacceptable pressure in delivering this crucial support to refugees.

National Women's Committee

32.1

After 4th paragraph add "after this range of needs":

"Also of concern is hostility directed towards refugees from politicians and press which can lead to both verbal and physical abuse adding extra trauma to their health and well-being. These refugees will require extra support and in some cases counselling and access to other specialist services."

Add after "crucial support to refugees" in final paragraph, insert:

"Furthermore Conference therefore calls upon the local government service group executive to work with all relevant organisations to develop a "Refugees Welcome" campaign dispelling myths and stress the contribution refugees make to society. Also support initiatives organised by Stand Up to Racism and others such as "Trade Unionists for Calais"."

Salford City UNISON

33. Protecting Members Jobs Through Income Generation

Conference is aware that local authorities are in unprecedented financial times. Our members pay and terms and conditions are being eroded, careers ended and incomes slashed. The Conservative Government is intent on rolling back the state. According to the National Audit Office, local government has lost £37 out of every £100 since 2010/11. The Office of National Statistics state that there are 660,000 less people employed in local government since 2007.

The loss of local government jobs has impacted particularly on women members, who are disproportionately represented in the local government sector. All the evidence suggests that when local government services are outsourced terms and conditions are adversely affected; zero hours contracts are commonplace and the impact on women, particularly those with caring responsibilities, is immense.

UNISON has a proud record of fighting to retain in-house services, thus protecting the jobs, pay and terms and conditions of these members. However, there is now a new threat to our members.

The government has now announced that it will end contributions from the national taxpayer through the Revenue Support Grant (RSG) from 2020/21. This grant is vital for paying towards the costs of providing local services. By 2019/20 local councils will lose £75 out of every £100 that the government spent in 2015/16.

To offset this, councils are being encouraged to outsource to the private sector, trading companies or public sector mutuals. However, there is another way to stop outsourcing through income generation. For some councils this is easier than for others. Local authorities do have the power in law to use charging powers and generate income through:-

- 1) Local Authorities (Goods and Services) Act 1970;
- 2) Environmental Protection Act 1990 (commercial waste), Section 45;
- 3) Local Government (Miscellaneous Provisions) Act 1976: Sections 11 (renewables), Section 19 (leisure), Section 38 (surplus computer capacity);
- 4) Local Government Act 1972 (entertainments), Section 145;
- 5) Local Government Act 2003, powers to invest, Section 12;
- 6) Buy and sell land: Local Government Act 1972, Town and Country Planning Act 1990 and Housing Act 1985;
- 7) Local Authorities (Land) Act 1963 (development);
- 8) Local Government Act 1988 (privately let housing);
- 9) Local Government Act 1972, staff secondment, Section 113;
- 10) Building Act 1984 (works), Section 97;
- 11) Local Government (Miscellaneous Provisions) Act 1976, Section 32;

- 12) Civic Restaurants Act 1947;
- 13) Road Traffic Act 1988 (MOT), Section 45
- 14) Local Government Act 1972 (acceptance of gifts and incidental works),
Section 139;
- 15) Localism Act 2011, General Power of Competence.

It is clear that income generation, used properly, can be an effective alternative to the wholesale privatisation and outsourcing of services, with the resultant impact on local government members' terms and conditions.

Conference therefore calls upon the local government service group executive to:-

- a) Work with regions and branches to raise awareness of income generation through in-house services or limited use commercial trading companies to offset the loss of income from central government grants;
- b) Develop guidance on understanding the legal framework for income generation for branches and regions to help in negotiations;
- c) Encourage members to lobby their councillors on income generation and present motions in favour of increasing income to balance the budget;
- d) Establish a regular newsletter for councillors to keep them up to date on issues concerning income generation as an alternative to privatisation and outsourcing;
- e) Build relationships with councillors through Regional/Provincial NJC councils;
- f) Work with UNISON's Labour Link to promote income generation.

National Women's Committee

34. NJC Rates for Support Workers in all Schools

Conference notes the establishment of the new Education Authority in Northern Ireland. While the Education sector remains organised along religious lines, with a small number of Integrated and Irish language medium schools, this new structure holds governance and oversight responsibility for the delivery of education services and standards. However, sectional interests retain an autonomy such as the elite schools or voluntary grammars. All are supported by a central funding system applied by the Department of Education within the devolved Northern Ireland Assembly.

Conference notes and congratulates the work of the UNISON regional bargaining team in Education in ensuring the Transfer of Undertakings (Protection of Employment) Regulations (TUPE) transfer of all agreed policies, agreements and ensuring National Joint Council (NJC) pay terms and conditions of all members included in the transition to the new structure.

Conference is concerned that elite schools have not, and do not, uniformly apply NJC pay terms and conditions. UNISON NI continuously pursues these schools who operate on an individual basis and require separate bargaining in each school. In addition, the increasing trend amongst these schools to end the use of

the Education Authority provided support service model and instead contract with independent private providers is very worrying.

Conference therefore calls on the national local government service group to support UNISON NI in its continuing efforts to:

- 1) Maintain and secure NJC pay terms and conditions in these schools;
- 2) Resist privatisation of support services; and
- 3) Retain and grow UNISON membership in privatised services.

UNISON Northern Ireland

35. Dress Codes in Local Government

Conference notes that many employers covered by our local government service group have dress codes for some groups of workers. Many of these date back to a time when there was little overlap between what was considered male and female clothing and have not been re-examined since.

Conference acknowledges that dress codes and uniforms can serve a legitimate purpose in local government, such as maintaining a desired image with service users or clients or aiding staff visibility. Examples within the local government service group may include maintenance, gardening, refuse and cleaning staff, home care workers, leisure centre and reception staff and fire service staff. However, conference believes these objectives can be achieved without the need for gender-specific dress requirements. Societal norms, that certain items of clothing be restricted to only one gender, have been used for too long to entrench conceptions of gender which have no place in a modern, progressive society.

Conference notes that all workers are affected by these policies. Many workers do not wish to dress in accordance with gendered stereotypes of what is 'appropriate dress'. Some may find it difficult or impossible to follow a gendered dress code and be true to their own identity. This includes non-binary workers – workers who do not identify as solely male or female. But gendered dress codes can present particular difficulties to those who are starting or considering gender transition. The extreme anxiety which often occurs around expressing your gender in a new way is compounded by the fear of being disciplined by management.

Conference notes that this does not necessarily mean that all local government workers within a uniformed work group must wear exactly the same uniform. However, staff should be able to choose from what have been historically defined as the 'male' or 'female' items without the need to explain why, in the same manner that a change in size is requested. This would have benefits for many workers, including those going through a process of gender transition and those who have a gender expression that does not fit binary assumptions or stereotypes.

Conference calls on the local government service group executive to:

- 1) Seek examples from branches of existing dress codes and uniform policies from across the range of local government employers;

- 2) Work with the national lesbian, gay, bisexual and transgender committee and the national women's committee to draw up a model policy and best practice guide for local government;
- 3) Urge our negotiators to seek to amend and update policies in line with best practice.

National Lesbian, Gay, Bisexual and Transgender Committee

36. Negotiating Equality in Local Government in a Climate of Ever Harsher Cuts

Conference is concerned that hard won equality gains in local government are at risk as local government bears the brunt of the harshest public sector budget cuts to date.

Conference notes that local government used to be an equality trail-blazer in terms and conditions for staff and also in the quality, accessibility and inclusivity of local government service delivery. This, coupled with a strong public service ethos, has contributed over the years to high numbers of lesbian, gay, bisexual and transgender (LGBT) workers, along with other equality groups, working within local government services. They are now disproportionately losing work because of local government redundancies.

Conference further notes the impact on remaining local government staff, who are expected to take on heavier workloads over an extended period of time, due to the rise in pensionable age. As austerity impacts negatively on service users, their need for local government services increases just as these services are being cut back. The combination of more work, more acute need from service users, fewer colleagues, later retirement and fear of redundancy has an inevitable impact on the mental health of local government workers. The resulting stress can trigger existing mental health conditions and create new ones.

Even without the impact of austerity, people vulnerable to discrimination face worse levels of mental health. Research published by Manchester Business School in 2014 found significantly higher levels of poor mental health amongst lesbian, gay and bisexual workers than non-LGB workers. The highest levels were amongst lesbian and bisexual workers. Research into transgender workers' experiences has also found even stronger correlations.

Conference welcomes recognition that mental health is a serious workplace issue for local government staff and believes that urgent steps are needed to challenge the stigmatising of mental health issues.

There is still a long way to go on this and other equality issues, with local government workers facing the following challenges:

- 1) Specialist local government equality teams are early victims to cuts, with equality merely an add-on to other job descriptions;
- 2) Workforce training is drastically reduced, particularly in the area of equality and diversity, with increasing reliance on online training;

- 3) Capability procedures are being inappropriately used for workers 'not keeping up' with increased workloads;
- 4) Occupational health services may be of poor quality and/or misused to get rid of workers;
- 5) Specialist services which complemented mainstream local government services, such as specialist LGBT youth, LGBT mental health support or LGBT public health services, are disappearing fast.

We must live up to our proud history and negotiate for LGBT equality to be included in all local government policies, practices and agreements. Conference welcomes the range of UNISON LGBT equality bargaining resources available to support this.

Conference therefore calls on the local government service group executive, in liaison with the national LGBT committee, to keep LGBT equality centre stage in bargaining and:

- a) Seek to ensure that workforce health and wellbeing is on the bargaining agenda with all local government employers;
- b) Urge employers to acknowledge the impact of discrimination on mental health and include a strong equality dimension in mental health initiatives and strategies;
- c) Call on employers to acknowledge the importance of specialist support services, such as LGBT support services, and publicise them to staff, where these exist;
- d) Circulate guidance to branches, including advice on good practice in occupational health services and capability procedures;
- e) Signpost information and support on LGBT mental health to local government branches, stewards, equality co-ordinators and LGBT officers;
- f) Continue to highlight the devastating impact of cuts on local government workers and services.

National Lesbian, Gay, Bisexual and Transgender Committee

37. Children's Social Work Reform

The Government's plan to reform Children's Social Work in England continues and this brings up major concerns regarding their approach.

A recent UNISON survey highlighted the issues facing our members in Social Work that of high caseloads and stress levels and the impact not only on our members but their families and work life balance.

The impact of this Government's cuts to local council budgets has affected the children and families that social workers support.

Further investment by the Government into Frontline and expansion of Step Up to Social Work is featured within their policy paper.

It is stated that 'poor performing' local councils should be overtaken by nearby councils that have been highly rated. Service delivery models outside of the control of any local councils such as independent social care trust are also encouraged.

This could result in privatisation of this service, whilst councils are effectively deprived of funds.

Both schemes are relatively new and there is no tangible evidence to their effectiveness regarding long term outcomes. There is also no clear understanding of the effect that this will have on more traditional social work educational programmes.

The assessment and accreditation scheme, currently piloted in 26 councils, will be rolled out across the country and every level will be fully assessed and accredited by 2020, however there is no data on how suitable the scheme is and what will happen to social workers who fail the assessment process.

The Health and Care Professions Council is currently the regulator for social workers and there is no information on what will replace this body.

Conference calls on the SGE to:

- 1) Run a further survey on social workers asking for their views on the policy paper;
- 2) Encourage regions to work with branches to produce further material to be used in workplaces to engage with members about the reforms;
- 3) Increase awareness that whilst members are being informed posts are at risk due to budget cuts Frontline is being given investment and local authorities have to guarantee that they receive a post at the end of their 'training period'.

Newcastle City

38. Schools Funding

This Conference notes:

- 1) The proposal included in the Comprehensive Spending Review to create a single national funding formula for schools in England;
- 2) That this could cut funding for schools in cities and metropolitan areas in particular by as much as 20%;
- 3) Support staff, who make up 1 in 3 of workers organised within the local government service group are likely to bear the brunt of any resulting cuts;
- 4) Investment in education in many inner cities has been a considerable success story across the last two decades. In London for example the London Challenge has seen a spectacular improvement in outcomes for children from a diverse range of backgrounds. This should provide a model for improving education more widely;

- 5) We fully support increased funding where it is required for other parts of the country but this should be based on increasing investment in schools not cutting funding in London and metropolitan areas;

This local government service group resolves:

- a) To work alongside teaching and other education unions, parents, education campaigners and local authorities to campaign to defend education by resisting drastic reductions to existing funding;
- b) To campaign for a funding formula that continues to recognise the diverse needs of schools populations, acknowledges the real educational successes investment has enabled, especially for children from communities where achievement was previously amongst the lowest in the country, and brings funding across the country up to a level that allows that success to be replicated.

Tower Hamlets UNISON

38.1

Add two additional bullet points under 'We resolve':

- c) To assist such a campaign we call for a London-wide meeting of trade union representatives to discuss how to mobilise the broadest campaign against the proposed cuts and specifically ask the NUT to jointly sponsor a meeting with UNISON;
- d) To campaign against cuts to London schools' funding in conjunction with other education trade unions, parents and students, and encourage governors and councillors to become involved in a discussion of how to stop the implementation of threatened cuts under a revised School Funding Formula.

Greater London Region

39. National Housing Forum

This National Service Group Conference notes that the Government's policies on housing are serving to intensify the acute housing shortage in all parts of the country as well as leading to housing costs which are unaffordable to huge numbers of people.

This is leading to major housing and social problems with a particular impact on those sections of the population already facing disadvantage. There are ever-increasing pressures on UNISON members working in this sector.

This Service Group Conference calls on the National Service Group Executive to:

- 1) Support the reinstatement of UNISON's National Housing Forum as a key means of helping;
- 2) Develop UNISON's opposition to the Government's housing strategy;
- 3) Take forward the campaign for a socially progressive housing policy;

- 4) Consider ways of tackling the increasing pressures on workers in the housing sector.

South East Region

40. Impact of Low Pay on Black Workers in Local Government

Equal pay cases relate to gender pay discrimination but unequal pay affects a significant number of employees in the other protected characteristics under the Equality Act 2010 including race.

Recent research published by the Equality and Human Rights Commission 'Is Britain Fairer' shows significant hourly pay gaps between white men and Black men especially Pakistani, Bangladeshi and African as well as Black and white women. Research also shows that migrant workers and refugees suffer particular pay penalties.

There are many potential reasons why Black workers may have lower average pay than white workers which can include qualifications, type and length of experience and occupational and sector segregation. However, even when factors like education and qualifications are equal this is not reflected in access to employment or levels of pay for Black workers.

The ethnic pay gap captures the disadvantage that workers face in the workplace. Pay discrimination occurs mostly in temporary, casual and generally insecure work in which Black workers are over-represented in local government.

Conference believes that individual pay is a critical issue, it is the main component of income among working families and a major determinant of the standards of living. This is a concern for Black families that are several times more likely to live in poverty than their white counterparts.

Last year, Camden Council became the first in the country to publish pay analysis of its workforce by gender, disability and ethnicity. Local government is one of the largest employers of Black workers and it is therefore vital that this type of transparent approach is taken so that we can understand the pay landscape and identify and address any inequality in pay.

Pay has declined in real terms for almost everyone in the UK since 2008 but Runnymede research shows the groups most affected by the declining pay in local government employment include young people and Black workers.

Our members in local government in particular have suffered with unprecedented pay freezes and austerity cuts.

Conference therefore calls on the local government service group executive to consider the impact of low pay on Black workers in local government and the ethnic pay gap in all future pay negotiations and further to seek to encourage all local authority employers to:

- 1) Collect and publish pay analysis across protected characteristics including race;

- 2) Use pay audits and the collection of other relevant data to further investigate the extent of the ethnic pay gap in local government employment.

National Black Members' Committee

41. Black Workers in Local Government and the Effects of the Cuts

Historically Black people have helped to establish public services and local government continues to be key employer for Black workers. Therefore, public sector cuts are always more likely to have a negative impact on their livelihoods.

Conference believes that Black staff often experience the same issues as white staff in the workplace relating to access to training and promotions and pay terms and conditions but that it is racist discrimination that deepens the negative impact of labour market exploitation.

UNISON research dating back to 2011 looks at the impact of austerity on Black workers. Using redundancies as a measure, UNISON research found that in local government Black workers were disproportionately impacted. In some regions the research further highlighted an under representation of Black workers in local authority employment; a situation which will only be exacerbated by further redundancies.

However, there is less evidence to support the current experiences of those Black workers left behind after the cuts who are now more likely to be working in more isolated workplaces, under increased pressure and with less resources making them even more susceptible to unfair and unequal treatment.

TUC research 'Living on the Margins' already shows Black workers to be over represented in vulnerable, casualised and precarious employment including zero hour contracts, fixed term and temporary work. Further, both the 'Fair Treatment at Work Survey' 2008 (for the Department of Business, Innovation and Skills) and the 'Citizenship Survey' 2009/10 suggested that Black workers are more likely to feel that they have experienced discrimination on the grounds of their race than white workers, with more Black workers reporting harassment and bullying.

Feeling under pressure and stress in the workplace can lead to loss of motivation, depression, sickness absence, confusion and indecision. These issues manifest themselves in an increase in staff turnover and complaints and grievances. We must understand the impact of cuts to services, jobs and resources on our members left behind so that this can be mitigated against; and adequate support provided.

Challenging Racism in the Workplace, UNISON's key piece of race equality work, it recognises that it is not just a matter of providing individual representation when somebody suffers racism. It is also about organising a collective approach to dealing with structural discrimination and ensuring that race equality becomes central to the collective-bargaining process. More widely it is an essential part of protecting public services and our members who provide them.

Conference therefore calls on the local government service group executive to seek to:

- 1) Evidence the impact of cuts on our members in local government in terms of stress, workloads and bullying and harassment with a particular focus on race;
- 2) Further promote UNISON guidance on bullying and harassment and handling stress at work encouraging branches to organise activity and events around this;
- 3) Encourage branches to engage in Challenging Racism in the Workplace in order to identify patterns of race inequality in local authority employment and raise this with employers by incorporating these issues into their bargaining and negotiating functions.

National Black Members' Committee

42. Area Reviews

Conference notes with concern that in September 2015 the Government announced a review of post-16 education and training. Area based reviews have begun, effecting members in colleges across England. Conference believes that these reviews are likely to result in further cuts, job losses and site closures, in a sector where members have already faced severe cuts to funding, redundancies, reorganisations and increased workloads.

While UNISON and other FE & Sixth Form unions are taking part in meetings with the local area review leads, we are not part of the local or national steering groups. Neither are we automatically party to the key information that will influence the outcomes in these reviews. Conference believes that as representatives of the staff that ensure the delivery of post 16 education and training, we must have a seat at the table and receive all relevant data as a matter of course.

This period of uncertainty provides UNISON with an opportunity to recruit and organise within colleges. Conference therefore notes the importance of branches having organising action plans in place.

Conference therefore calls on the SGE to:-

- 1) Campaign to give us a seat on the local review bodies and provide us with all the documentation and data that forms part of the review;
- 2) Work with regions and branches to fully participate in the area reviews to protect the interests of members in FE;
- 3) Work with the regions and branches to communicate regularly with members affected by the area reviews and update them of potential job losses and site closures;
- 4) Where mergers and or reviews have taken place, local representatives should be supported in the process;
- 5) Support FE & Sixth Form College members in local campaigns to resist the cuts and oppose compulsory redundancies, which could include agreeing protocols on redundancy avoidance;
- 6) Encourage branches to develop organising action plans for their FE workplaces.

National FE & 6th Form Colleges Committee

43. Further Education Pay

Conference welcomes the first ever national agreement for FE staff in Scotland and that we are moving towards new national bargaining through the establishment of a new National Joint Negotiating Committee in Scotland. Employers and trade unions have also committed to negotiate a new single pay structure and new single set of conditions of service for all staff; as well as attainment of official Living Wage accreditation of all Colleges by the end of 2016.

Conference also notes that in response to the threat of industrial action and political pressure, FE members in Wales all received a consolidated pay increase.

However Conference deplores the insulting recommendation by the colleges' employer organisation, the Association of Colleges (AoC) of 0% and no commitment to the Living Wage for our FE members in England for 2015/16. This offer follows many years of FE members pay falling behind inflation.

Conference notes that members in FE have lost the equivalent of £3000 over the last five years, while at the same time having to deliver a service despite severe cuts, redundancies, reorganisations and increased workloads.

Conference further notes the clear signal from members in the summer consultation that they rejected this derisory 'offer' and congratulates members and activists in FE who have campaigned for pay justice in colleges.

Conference therefore calls on the Service Group Executive to:

- 1) Work with regions and branches to campaign for fair pay for FE with other unions and supportive organisations;
- 2) Work with regions and branches to campaign for all colleges to be accredited Living Wage employers;
- 3) Work to achieve national bargaining in England;
- 4) Prioritise building our organisation within FE to enable us to better influence outcomes on pay for members.

National FE & 6th Form Colleges Committee

44. Stress and Overwork

Conference we remain concerned at the cuts and extreme pressures on local government workers and the real crisis in Councils across the UK, and support the need for more resources and investment by Scottish and UK Governments.

The Westminster government's slash and burn response to the economic crisis, and their austerity measures have resulted in drastic financial cuts to the public sector. Public sector employers are being forced to make radical cost savings. It is no surprise that the first attacks being made are to staffing levels, and terms and conditions of employment.

Our members are experiencing an intolerable increase in workloads, staffing levels cut to the bone and morale at rock bottom. Voluntary severance schemes see staff leaving the service but not being replaced, creating additional pressure and workloads for our members who remain. Yet very few employers have carried out Stress Risk Assessments for groups of workers who are affected.

The cuts to public services have led to an agenda of constant organisational change resulting in increased stress levels and other detrimental effects on the health safety and wellbeing of the workforce. This has also led to a massive increase in workload for branch activists and officers a significant increase in stress, absence management, capability and mental health casework and issues.

In Scotland within the two biggest local authorities, Glasgow has announced cuts of £133 million over two years with the possibility of another 3,000 job cuts, over 10% of the workforce. Edinburgh have announced cuts of £160 million over 4 years with 2,000 jobs cut. The slaughter of our members jobs across Scotland is an absolute scandal and must be resisted with all means at our disposal.

Members in Scotland are facing increased work demands due to cuts in the local authority workforce across the country. The demands on public services are also increasing due to the consequence of the economic crisis just as the workforce decreases. In addition our members often come under pressure to adopt new cost-cutting working practices under the guise of 'modernisation' or 'service reform' which have little or nothing to do with improving services to the Scottish people. Many members are coming under increased pressure to carry out paid and unpaid overtime.

Conference agrees we must step up our efforts and continue to support our members and activists against the austerity agenda. Supporting our members both collectively and individually to challenge the issues and to say NO! to stress and overwork.

We therefore ask the Service Group Executive to:

- 1) Secure more resources to help support our branch activists; including additional training and development, produce campaigning materials, briefings, recruitment of new activists etc;
- 2) Campaign and put pressure on all LG employers to adopt and implement robust and effective work demand/workload management schemes;
- 3) Work with employers to ensure Stress Risk Assessments are completed for occupational groups and service areas;
- 4) Continue to publicise the brutal impact of austerity on the local government sector and our members who deliver it;
- 5) Continue to pressurise and lobby both Scotland and Westminster governments for more funding in local government.

Scotland Region

45. Defending Local Democracy and Local Government Jobs and Services

Conference recognises that the ideological austerity policies of the Conservative government at Westminster are having a damaging impact on public services. We note that local government services in Scotland - as in the rest of the UK - have suffered disproportionately from cuts than other public sector services. This has resulted in councils cutting frontline services and thousands of jobs - with 40,000 axed in Scotland over the past 5 years and 10,000 more predicted to be cut this year.

Conference welcomes the campaigns led by UNISON to oppose the austerity policies and notes UNISON Scotland's Combating Austerity publication which puts forwards ideas as to how councils can mitigate cuts such as the management of borrowing, re-negotiating PFI deals and use of reserves. Conference applauds those branches which have built alliances with local service user and community groups to resist cuts, developed campaigns and sought to fight attacks on members' jobs.

Conference notes the UNISON Scotland Local Government Committee's action plan to fight the cuts and its public campaign to secure no compulsory redundancy agreements in all 32 councils. This combines activity at a Scottish level with the provision of resources for branches to campaign locally - establishing a genuine co-ordinated fight against cuts where no branch is left on its own to struggle against local cuts.

Conference notes that the services provided by local government are essential for a civilised society and for the wellbeing of the community and the economy. These include services essential for the maintenance of health such as environmental and cleansing services, leisure services and social care; services critical to the creation of an educated and informed population and workforce through schools, youth and adult education and libraries.

However conference recognises that in addition to the cuts to services and jobs, there has been a sustained attack on local democracy and the powers of local government. The policies of ring fencing, centralisation of services, the removal of powers to control non-domestic rates and the imposition of council tax freezes has meant that local councils have had less and less control over their budgets and a diminished ability to determine and respond to local needs.

In Scotland, the centralisation of water, careers, police and fire services, the removal of further education from council control, an imposition on councils of the number of teachers to be employed, the establishment of Health and Social Care Joint Boards, government control of non-domestic rates and the imposition - with the threat of huge penalties - of a 9 year council tax freeze, have hugely reduced the democratic powers and fundamental principle of local control by local councils. It is nowhere more evident than in Scotland that Local government has become less local, less about government and more about the administration of central government policies.

Conference recognises that arguments about the importance of local democracy are not ideological and that they relate directly to the quality of service provision and the number of jobs created and sustained in local communities. Locally

elected politicians can be held accountable for decisions they make by their constituents and solidarity can be built between the workers employed to deliver services, the service users they work with and the communities they serve.

Therefore conference calls on the Service Group Executive to develop a campaign which:

- 1) Continues to expose the long term harm that austerity policies are doing to council services;
- 2) Develops ideas for policies that councils can implement to mitigate against the immediate impact of austerity;
- 3) Creates an understanding of alternatives to austerity policies which would invest in local government and sustain services to communities and generate benefits for local economies;
- 4) Promotes a greater understanding of the role of councils and the importance of local democratic accountability;
- 5) Lays the basis for local, regional and national resistance to cuts in local government services and jobs.

Scotland Region

46. Devolution

Conference within the Northern region it appears that there will be two devolution agreements. As conference is aware the funding to local government continues to decline, and local councils have agreed to sign up to devolution as a way of getting extra funding.

Given that there is no new money, it appears that this enticement will not deliver any real benefits to local government workers and our UNISON members.

Currently there is one combined authority established in our region, with another in the process of being formed. In order for these to bring real benefits to our members they must have real democratic accountability at their heart. In order for regional devolution to deliver for our members, it must have properly funded public services, extra investment powers, and a responsibility to secure good jobs, to deliver real changes.

Conference, it does not appear to be the case that engagement from unions and residents is of key importance when combined authorities are being formed. Most deals for combined authorities in England seem to be through backroom deals with the Treasury, and not through engagement with the unions.

Conference, we must ensure that the devolution agenda is not used to weaken our collective bargaining power, attack our terms and conditions, or undermine and fragment public services.

Conference we call on the Service Group Executive to:

- 1) Campaign for greater trade union involvement in the formation of any combined authorities being formed;

- 2) Support branches to ensure that the equality agenda should be integral to any devolution agreements;
- 3) Produce model framework agreements to ensure trade union recognition is at the heart of any devolution agreement;
- 4) Campaign to ensure that devolution is not a way of developing an outsourcing agenda;
- 5) Campaign to ensure that devolution deals are not used to reduce terms and conditions for our members or be a vehicle to move away from national pay bargaining;
- 6) Learn the lessons from other devolution agreements in place and share best practice.

Northern Region

47. Members in Schools - Career Development

Conference, all staff in schools carry out increasingly diverse and responsible roles, yet many have very little opportunity for developing their careers.

We know that if staffs are given the opportunity to progress in their career, it results in improved morale, performance and expertise thereby improving the performance of the school. It is vital that staff in schools have access to career development, so that appropriate training and careers paths can be established.

Conference we are told by this Tory government that schools will be protected from cuts, yet we know this is not the reality. Some school based staff are facing the following attacks: redundancy, reduction in hours, being moved on to term time only contracts. These cuts not only affect our members livelihood, but also impact negatively on the quality of education delivered and can further place vulnerable children at risk. These cuts give further rise to our members in schools not being valued and developed.

Conference, we need to ensure that we continue to recruit and organise our members, and potential members in schools. Whilst we continue to protect our members' jobs in schools, and ensure they aren't downgraded in any restructures, we must get their career development on the bargaining agenda.

As a union made up of 2/3rds women members, we must ensure that we fight for women's rights, especially in the valuable role they undertake in our schools.

Conference, we call upon the Service Group Executive to support branches to:

- 1) Ensure that career progression for school based staff is on the schools bargaining agenda at a local level;
- 2) Support regions working with school based members in increasing their development and understanding of career development;
- 3) Support regions and branches in fighting job losses and attacks on terms and conditions in schools;
- 4) Campaign to ensure that adequate funding is given to schools;

- 5) Encourage branches to use union learning to help develop school based staff, and ensure that they agree Learning Agreements.

Northern Region

48. Single Status and Local Government Pay

Conference, we all know the plight of local government pay and the impact that in real terms we have seen a 20% pay cut in the last 10 years for our members.

With minimum pay awards, many councils have added a local pay supplement to ensure that some of the lowest paid employees are paid the living wage.

Conference, whilst we acknowledge that it does go some way to pay the living wage, it does not give employees any certainty or address the decline in local government pay.

Conference, as you know this Government's minimum wage came into force on 1 April 2016, which falls short of the independently reviewed and set minimum wage. It is vital that we still campaign for the nationally set and independently reviewed minimum wage.

Conference, the current local government single status agreement is a nationally agreed scheme, which was implemented to ensure all local government employees have a right to fair and equitable pay.

Conference we call upon the Service Group Executive to;

- 1) Support branches to ensure that the pay differentials remain within pay and grading schemes;
- 2) Support branches and regions to challenge at a local level any moves by local employers to undermine the single status agreement.

Northern Region

49. Local Government Trading Companies

Conference we know that many councils have now established local trading companies. As you know these trade as separate companies to the council, but are wholly owned by them.

Within local UNISON branches we are told that the reasons behind these companies being established normally falls into two categories:

- 1) Service delivery model, where they do work for existing councils; or
- 2) Commercial trading model, where they wish to secure contracts from external organisations.

Conference, as these trading companies are now on the increase branches have become adept at challenging councils as to the rationale for establishing such companies, within UNISON we have produced brilliant guides such as 'Branch Guide to Local Trading Companies'.

Conference, what is becoming the biggest threat for our members with the establishment of such trading companies is the erosion of their pay and the attack on their terms and conditions. Many councils are now moving female dominated worker groups such as adult social care workers into trading companies. When branches are drilling down to the feasibility of such new trading companies, it appears the only motivation is to drive down employees costs, conference this must be stopped.

Conference, we call upon the Service Group Executive to:

- a) Support local branches in challenging the formation of local trading companies;
- b) Support local branches in ensuring that councils don't set up trading companies to try and reduce their equal pay liability or reduce workforce costs;
- c) Support regions and branches to ensure that with the formation of local trading companies, this does not undermine national bargaining;
- d) Ensure that equality impact assessments are carried out before a trading company is established.

Northern Region

AMENDMENTS RULED OUT OF ORDER

Beyond remit of conference and contrary to Rule K

Motion 9 Organising, Pay and Grading in Academies

Insert after existing 2nd Paragraph:

This Government's new White Paper, 'Educational Excellence Everywhere' poses a fundamental threat to comprehensive state education where within the next five years all schools in England would be forced into Academy status. We note that the Government has no democratic mandate for this proposal, which did not feature in the Conservatives' 2015 election manifesto. The changes to school funding mechanisms also threaten to cause chaos to schools and unleash a wave of redundancies and attacks to support staff terms and conditions. If implemented, the Government proposals would not only end state education in England, but open the door to a massive attack on our members' pay, job security and conditions of service. In particular, it would also effectively end national collective bargaining for our members in schools.

Delete existing 3rd paragraph and replace with:

Whilst the majority of schools that initially converted were secondary schools, this legislation will force mainly primary schools into becoming Academies. This would mean in England that by 2022 over 15,000 schools converting. This compares to 3,000 conversions in the last five years and would mean massive structural

change. Service Group Conference further notes that major opposition to these changes began immediately. In particular:

Two petitions each gathered more than 100,000 signatures opposing the Government's plans within a fortnight;

Opposition from schools because of Government mismanagement and indirect funding cuts creating a crisis in education, with staffing shortages, insufficient school places and increasing turnover at the same time as 'reforms' threaten to turn schools into exam factories;

The Financial Times has called the Academisation programme "a risky experiment" and it is now clear the Government is intent on creating an education market place with privatisation as an ultimate aim

Delegates to the NUT's Easter conference voted to ballot its membership for strike action across schools including Academies and Free Schools in opposition to the threat to national pay and conditions. This ballot will commence from Monday 23 May and conclude on 22 June.

In existing 5th paragraph:

Add 'Whilst' to the beginning of the 1st sentence and a comma at the end to join it with the 2nd sentence.

Replace

'Conference calls on the Local government Service Group Executive to': and the subsequent paragraph numbered 1 with:

'Conference calls on the Service Group Executive, in conjunction with the Schools Support Staff Sub-Committee, to:

- 1) Mount an immediate campaign explaining why the White Paper proposals are the wrong priorities and urge our sister school unions and relevant professional associations to jointly campaign to defend state education including developing alternative policy proposals that support genuine school improvement and local democratic accountability.
- 2) Seek wide support for a unifying statement calling for urgent action on the real priorities for education and a halt to further Academisation to enable a national debate over the future direction of education and prepare materials for staff and parents and organise public events and activities to mobilise support,
- 3) Bring together a coalition to promote and protect state education with activities including a mass lobby of Parliament, a national demonstration and regional lobbies.
- 4) Investigate the feasibility of a joint public inquiry to examine the track record of academies drawing on crucial international research where similar experiments have failed
- 5) Recognise the threats to jobs, pay and non-pay terms posed by the funding cash freeze and the intention to force all schools to become Academies and therefore to declare a dispute with the Secretary of State for Education

seeking more funding and a common system of pay and conditions to apply to all state funded schools in England and Wales, using the lessons of the NUT's defeat of the Government's legal challenge in the recent Sixth Form colleges dispute;

- 6) Recognise that these threats apply to all school staff, and therefore to encourage all other education unions representing teachers and support staff to declare similar disputes, pooling legal advice together
- 7) Specifically, approach ATL, GMB, NAHT, NASUWT, NUT and Unite to seek agreement on a common plan for discontinuous strike action, and other forms of industrial action in line with UNISON procedures and current legal requirements, and then seek to coordinate strikes in the autumn term with those unions able and willing to join us;
- 8) Recognise as well that in order to win the national ballot extraordinary measures will be needed at every level of the union.

Then renumber points 2) to 9) in the original accordingly.

Camden UNISON

Motion 9 Organising, Pay and Grading in Academies

Insert after existing 2nd Paragraph:

This Government's new White Paper, 'Educational Excellence Everywhere' poses a fundamental threat to comprehensive state education where within the next five years all schools in England would be forced into Academy status. We note that the Government has no democratic mandate for this proposal, which did not feature in the Conservatives' 2015 election manifesto. The changes to school funding mechanisms also threaten to cause chaos to schools and unleash a wave of redundancies and attacks to support staff terms and conditions. If implemented, the Government proposals would not only end state education in England, but open the door to a massive attack on our members' pay, job security and conditions of service. In particular, it would also effectively end national collective bargaining for our members in schools.

Delete existing 3rd paragraph and replace with:

Whilst the majority of schools that initially converted were secondary schools, this legislation will force mainly primary schools into becoming Academies. This would mean in England that by 2022 over 15,000 schools converting. This compares to 3,000 conversions in the last five years and would mean massive structural change.

Service Group Conference further notes that major opposition to these changes began immediately. In particular:

Two petitions each gathered more than 100,000 signatures opposing the Government's plans within a fortnight.

Opposition from schools because of Government mismanagement and indirect funding cuts creating a crisis in education, with staffing shortages, insufficient

school places and increasing turnover at the same time as 'reforms' threaten to turn schools into exam factories;

The Financial Times has called the Academisation programme "a risky experiment" and it is now clear the Government is intent on creating an education market place with privatisation as an ultimate aim;

Delegates to the NUT's Easter conference voted to ballot its membership for strike action across schools including Academies and Free Schools in opposition to the threat to national pay and conditions. This ballot will commence from Monday 23 May and conclude on 22 June;

In existing 5th paragraph:

Add 'Whilst' to the beginning of the 1st sentence and a comma at the end to join it with the 2nd sentence.

Add after Paragraph 6

UNISON will call upon and encourage its local government branches to approach other education unions locally as well as parents, governors, student groups, local councillors, MPs, other elected representatives, sympathetic political parties and other campaigns in order to build local campaigns against the Education White Paper, to defend schools against academisation and to fight for publicly-provided, well-funded, democratic, comprehensive education.

Replace

'Conference calls on the Local government Service Group Executive to': and the subsequent paragraph numbered 1 with:

'Conference instructs the Service Group Executive, in conjunction with the Schools Support Staff Sub-Committee, to:

- 1) Mount an immediate campaign explaining why the White Paper proposals are the wrong priorities and urge our sister school unions and relevant professional associations to jointly campaign to defend state education including developing alternative policy proposals that support genuine school improvement and local democratic accountability.
- 2) Seek wide support for a unifying statement calling for urgent action on the real priorities for education and a halt to further Academisation to enable a national debate over the future direction of education and prepare materials for staff and parents and organise public events and activities to mobilise support,
- 3) Bring together a coalition to promote and protect state education with activities including a mass lobby of Parliament, a national demonstration and regional lobbies.
- 4) Investigate the feasibility of a joint public inquiry to examine the track record of academies drawing on crucial international research where similar experiments have failed
- 5) Recognise the threats to jobs, pay and non-pay terms posed by the funding cash freeze and the intention to force all schools to become Academies and

therefore to declare a dispute with the Secretary of State for Education seeking more funding and a common system of pay and conditions to apply to all state funded schools in England and Wales, using the lessons of the NUT's defeat of the Government's legal challenge in the recent Sixth Form colleges dispute;

- 6) Recognise that these threats apply to all school staff, and therefore to encourage all other education unions representing teachers and support staff to declare similar disputes, pooling legal advice together
- 7) Specifically, approach ATL, GMB, NAHT, NASUWT, NUT and Unite to seek agreement on a common plan for discontinuous strike action, and other forms of industrial action in line with UNISON procedures and current legal requirements, and then seek to coordinate strikes in the autumn term at the earliest opportunity with those unions able and willing to join us;
- 8) Recognise as well that in order to win the national ballot the union will need to campaign in a positive and energetic way.

Then renumber points 2) to 9) in the original accordingly.

Barnet Local Government

In conflict with trade union law

Motion 9 Organising, Pay and Grading in Academies

Add at the end of 8) “and to liaise with the NUT to co-ordinate joint action including strikes against the academisation of all schools, in line with UNISON’s industrial action rules.”

Kirklees Local Government

Motion 9 Organising, Pay and Grading in Academies

After existing paragraph 6 (ending with “...this presents an organising opportunity for UNISON”) insert new paragraph as follows:

Conference further notes the government’s White Paper ‘Education Excellence Everywhere’, published on 17th March, which includes proposals to force every remaining maintained school to become an academy by 2022 and removes the requirement for parent governors.

These extreme proposals were not part of the Conservative Manifesto at the 2015 General Election and have no democratic mandate. Responses from parent groups, governors, schools, the LGA and local authorities have mainly opposed the proposals. Two petitions opposing the plans each gathered more than 100,000 signatures within their first fortnight. Many Conservative-run councils and even some Tory MPs have proclaimed their opposition.

Government mismanagement and indirect funding cuts are already creating a crisis in education, with staffing shortages, insufficient school places and increasing turnover at the same time as ‘reforms’ threaten to turn schools into

exam factories. Together with forthcoming changes to the national school funding formula, which are likely to redistribute significant resources between schools, these proposals are likely to lead to chaos, still higher staff turnover and even lower morale.

Conference condemns these proposals, which are based on ideological dogma, and believes they would:

- i) All but end local democratic accountability and genuine community involvement in schools;
- ii) Pose a further threat to the pay, terms and conditions of staff;
- iii) Further threaten the link for school workers to current sector bargaining agreements, which UNISON and colleague unions have so far been able to maintain in the vast majority of Academies and Multi Academy Trusts;
- iv) Further undermine the stability and relevance of current sector bargaining machinery.

Conference notes the NUT agreed at its Easter Conference to declare a dispute on the threat to pay terms and conditions posed by the proposals to force all schools to become academies and funding freezes. Other teaching unions have also indicated that they might consider taking action in certain circumstances.

After existing point 10 insert new points as follows:

11. Mount an immediate high-profile campaign explaining why the White Paper proposals are the wrong priorities and present a threat to democratic accountability of education.
12. Work with an appropriate and broad coalition of unions, communities and organisations to:
 - a) defend and promote the values of state education;
 - b) oppose the extreme proposals to force-convert all remaining maintained schools to academies, potential school funding cuts to some areas as a result of a new funding formula and the removal of the parent governor role;
 - c) Prepare materials for staff and parents and organise public events and activities to mobilise support;
 - d) Investigate the feasibility of a joint public inquiry to examine the track record of academies;
 - e) Give consideration to a mass lobby of Parliament, a national demonstration and regional lobbies.
13. Ensure members and other school workers recognise the threats to jobs, pay, terms and conditions posed by these proposals and mount an organising and recruitment campaign around this activity.
14. Work with other school unions to explore the possibility of declaring a legal dispute and pursuing lawful sector-wide/national action and co-ordinated

strikes in the autumn term in line with UNISON rules and relevant legislation should these proposals not be withdrawn.

North West Region

Motion 9 Organising, Pay and Grading in Academies

After "Conference also notes....an organising opportunity for UNISON", add:

Conference further notes, on the 16th of March Chancellor George Osborne used his Budget speech to say all schools in England will become academies and extend the school day.

Forcing 17,000 schools in England to become academies over the next six years will mean schools having to hire lawyers, consultants and accountants, and manage the transfer of schools' land and buildings, instead of focusing on teaching and learning.

Schools must become academies by 2020 or have official plans to do so by 2022. Any that failed to do so would be forced under radical new powers to be adopted by the government.

In the Secretary of State's White Paper Education Excellence Everywhere, in paragraph 4.11, you state: "We think that academies are the best type of school for talented people to improve outcomes for pupils."

Conference believes there is no evidence section in the White paper to support this belief.

Multi-academy trusts currently receive little scrutiny and in our inquiry we are determined to examine their performance, accountability, and governance.

Unfortunately, schools currently face real-terms cuts and a recruitment crisis.

The shift to universal academisation will not produce the benefits that the Chancellor claims and the price paid for the change will be high. The evidence shows that local authorities were often as effective as academy chains in providing high quality education.

There are also serious concerns that removing local authorities from the planning of education across an area could further disadvantage children who are already vulnerable because they have special educational needs, mental health problems or are at risk of missing education.

Conference further believes this forced academisation will mean the total abolition of national pay scales and conditions.

It will impact on sick pay, length of the school year, directed hours and the school day, structure of the working day, class sizes, structure of school holidays, maternity, paternity, adoption above the statutory minima, starting salaries, salary structure, pay progression, redundancy pay(beyond the statutory minimum)disciplinary & grievance procedures.

This Conference notes the NUT Conference decision committing itself to ballot members on national action as soon as possible.

After, "Conference calls on the Local Government Service Group Executive to", add:

- 11) Consider lawful UK wide industrial action for school staff, in line with UNISON rules and relevant legislation;
- 12) Coordinate strikes with other unions in education;
- 13) Support community campaigning groups such as the Anti-Academy Alliance opposing forced academisation;
- 14) Coordinate any industrial action with BMA junior doctors and others with legitimate trade disputes.

Salford City Unison

Negative Amendment

Motion 39 National Housing Forum

Delete action point 1) and insert new action point 1) 'work with the National Executive Council and Community Service Group to establish effective ways of responding to housing policy and boosting membership and organisation, alongside regions and branches.'

Local Government Service Group Executive

Not sufficiently clear

Motion 41 Black Workers in Local Government and the Effects of the Cuts

Not printed on the advice of the legal officer

Salford City Unison

4 Guide to Conference Procedures

Role of the Standing Orders Committee

The composition of the Standing Orders Committee ensures that it is a completely impartial body, responsible only to Conference. The Committee is responsible for the preparation of the final agenda for Conference, determining the order of business, considering whether emergency motions should be put to Conference.

The Standing Orders Committee meets throughout Conference. This is where you should go if you want to raise an issue concerning the business of Conference. The meetings of the Standing Orders Committee will take place in room 1b on the ground floor of the Brighton Centre.

If you require induction loop, palantype and/or signer facilities when visiting the Standing Orders Committee, please notify one of the stewards outside the Standing Orders Committee room, so that appropriate arrangements can be made.

Role of Chairperson

The Chairperson chairs meetings of the Standing Orders Committee ensuring clear decisions are reached and that a fair hearing is given to all branches and delegates coming before the Committee.

The Chairperson delivers regular reports from the Standing Orders Committee to Conference. These reports include such items as the proposed order of business, withdrawals and emergency motions.

The Chairperson gives the report from a separate rostrum.

Role of Secretary

The Secretary ensures that all relevant information is brought before the Standing Orders Committee within the deadlines required, advises the Committee on constitutional matters, and provides support and advice to the Chairperson.

a) Before Conference Starts

Before Conference starts, some delegates are asked to see the Standing Orders Committee. The Committee tries to help Conference business by:

Agreeing Composite Motions: Where there are several motions and amendments dealing with the same subject and following a similar line, the

Committee proposes a 'composite' and this is sent to the branches concerned in advance.

The Composite can only use words from the motions and amendments concerned. The delegates involved choose from among themselves someone who will move the composite.

Finalising the timetable: The Committee makes any last minute adjustments to the timetable in the light of any developments.

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b) The Business of Conference

At the start of Conference, the first Standing Orders Committee report set out in Section 1 will be moved and voted on. That will decide the timetable for Conference. You will see the proposed timetable laid out in Section 2 of this Conference Guide.

The proposed Order of Business will be contained in Standing Orders Committee Report Number Two.

At the start of each debate, the President will explain how the debate is to be conducted. The following explains how a **motion without amendments** is debated:

1. The mover speaks to the motion.
2. Speakers are taken against and for the motion.
3. After all the speakers are finished or after a successful move to close the debate, either by someone moving the question be put, or moving next business, or on the advice of the Chair, the mover of the motion has the right of reply.
4. Vote.

The following explains how a **motion with amendments** is debated:

- 1) The mover of the motion is called to speak.
- 2) The mover of the first amendment is called to speak. An amendment must be formally moved, even if it is accepted by the mover of the motion.
- 3) Then speakers are called against and for the amendment.
- 4) After there are no more speakers or a successful move to close debate, the mover of the motion may take the right of reply.
- 5) Vote on amendment.
- 6) If there is another amendment points 2-5 are repeated.
- 7) Once all amendments have been voted on, there is the opportunity for a debate on the main (or substantive) motion. There is then the final opportunity for the right of reply to be used, if it has not been taken before.
- 8) Vote on main (substantive) motion.

The right of reply lies with the branch which moves the original motion in all debates. The branch may use the right of reply before the vote on any amendment or before the final vote.

For **Grouped Debates**, the following procedure applies:

1. All motions and amendments are moved in order.
 2. General debate, for and against anything in any motion or amendment.
 3. All movers of motions have a right of reply, taken in the same order as motions were moved.
 4. Vote in order in which motions were moved, with amendments taken first.
-

c) If you want to speak

We want to encourage as many people as possible to speak in debates at Conference. You need to look at your Order of Business to find out what motions are due to be debated each day. This is distributed at Conference with the daily Standing Orders Committee report.

As there are often a lot of people who want to speak, it is best if you read the motions and decide in advance which you might like to speak on. You should then talk to one of your **regional representatives** who sit near the back of the conference hall. They should be able to tell you whether there are likely to be a lot of people wanting to speak in the same debate.

The **rostrum control staff** at the front of the hall can also give advice. There are reserved seats at the front of the hall for people waiting to speak so that it is easy for the **President**, who chairs Conference, to call speakers in the right order and ensure there is a balanced debate.

In some cases we know there will be a lot of speakers because the motion is about a major issue for the union. There are also some motions that have a lot of amendments, composite motions, and grouped debates that can be confusing if the seating order for speakers is not arranged properly. In these circumstances, it is helpful for the rostrum control staff to know in advance, who would like to speak so that Conference can run smoothly. Rostrum control staff keep a list for popular or difficult debates likely to be heard during the day. Regional representatives are told which debates these are and any delegate wishing to speak in a debate coming up during the day, or big debates first thing the next day should talk to their regional representative or the rostrum control staff.

This system prevents delays caused by trying to sort out who should sit where in the speaking order when there are lots of people wanting to speak. It also prevents delegates having to race for seats which is both dangerous and discriminatory.

We know that at times you will only decide you want to speak when you have heard what someone else has said. In this case, just get to the front as soon as you can and someone will show you where to sit.

In all cases, you may find that having worked yourself up to speak you may not get the chance as the debate is closed before your turn. This is very frustrating but inevitable with the number of important motions we are trying to debate in a

very busy week. However don't be put off – have a go, we want to hear what you have to say.

Remember

- If you are moving a motion or speaking in the debate, then please come to the front of the Hall in good time so you are ready. A row of seats is kept free for this purpose. Seats are reserved for those wishing to speak 'for' or 'against' the motion. A seat is also reserved for the delegate with the right of reply.
 - There is no specific provision for a seconder.
 - When you go to the front of the hall to speak, show your credential card to rostrum control.
 - When you speak, remember to give your name and branch, say which motion you are speaking about, and whether you are moving, supporting, or opposing it.
 - Keep an eye on the lights. When the yellow light comes on you have one minute left. When the red light comes on you must stop.
 - Prejudiced or discriminatory remarks will not be tolerated.
-

d) Raising a point of order.

A delegate may raise a point of order if they consider that the business is not being conducted in accordance with the Union's Rules and Standing Orders or wishes to move a procedural motion.

Only the President can interrupt a speaker. Delegates must raise a point of order after a speaker has finished. The point of order is raised with the President, not Conference.

There is a seat at the front of the rostrum reserved for points of order and a special microphone. A green light indicates that a point of order is about to be taken.

If you wish to raise a point of order, you should make your way to the point of order seat, make yourself known to the member of staff operating the lights at the rostrum control, and identify the point of order.

Delegates are reminded that they should approach the point of order microphone in an orderly manner.

The President will call you to speak.

Some points of order may be new to delegates.

- A delegate may move at any time:

That the question be now put. If Conference votes in favour of the question being put, you move to a vote on the motion/amendment under debate. The right of reply may be taken if it has not been used already.

That Conference proceed to the next business. If Conference votes in favour of next business, you move to the next motion/amendment, with no opportunity for the right of reply or a vote.

That the debate be adjourned. If Conference votes in favour of adjournment, you move to the next debate without voting on the current debate. The Chair will advise on when Conference will return to the adjourned debate.

Each of these motions shall be put to the vote without discussion and no amendment is allowed, but in the case of the motion **that the question be now put**, the President may advise Conference not to accept the motion if s/he feels that the matter has not been sufficiently discussed, and if the motion is carried it will take effect only after any existing right of reply has been exercised.

No one who has already spoken in a debate may move either **next business** or **adjournment of the debate**.

- A delegate may also move at any time **that Conference move into private session**. In this case, the President may, at his discretion, permit discussion and amendment.

.....
e) Reference Back

There is no provision in the Standing Orders for reference back. However, for the purpose of the Annual Report, delegates may move reference back of a paragraph of the report they do not agree with. If accepted by Conference, the effect of moving reference back in this case is to not accept the particular paragraph of the Annual Report.

.....
f) Remit

The Service Group Executive announces its policy on motions in advance. Remit means that the Service Group Executive is asking Conference not to vote on the motion, but to refer the issues raised in the motion to the Service Group Executive for further clarification, elaboration, or investigation.

Where the Service Group Executive policy on a branch's motion is remit, the following procedure will apply:

- i) If the branch accepts remittal, the proposal is put to Conference, for Conference to approve. If Conference rejects remittal the motion is then voted on, for and against by Conference.
- ii) If the branch does not accept remittal, Conference votes on the motion, for and against.

In both cases, Conference makes the final decision.
.....

g) Withdrawing motions/amendments

Submitting bodies wishing to withdraw a motion or amendment should notify the Standing Orders Committee. A withdrawal form is available from the Standing Orders Committee.

Where the SOC has to give Conference short notice of withdrawals by oral reports, the process will take the form of a two part report: first to give a factual notification; second, after a short period to allow Conference time to consider the effects of such withdrawals, to seek approval of the withdrawals.

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h) Emergency Motions

Emergency motions will only be considered by the Standing Orders Committee if they are signed by the Secretary and Chairperson of the branch and provide details of the date of the branch meeting at which the motion was adopted. The subject matter giving rise to the emergency must have occurred after the deadline for motions and amendments. The Standing Orders Committee will apply strict criteria to proposed emergency motions.

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i) Card Votes

- a) All delegates with voting rights will be issued with an A4 size brightly coloured card with the words 'VOTING CARD' printed on it.
- b) Each branch (or group of branches with indirect delegate) has been issued with a book of voting cards, consisting of 8 cards to be used if there is a card vote.
- c) Each card has the total voting strength for the branch (or group of branches) printed on it which will be the total number of members in the branch (or group of branches).
- d) Each card has two boxes FOR and AGAINST. Delegates must write in the total number of votes to be cast FOR and AGAINST.
- e) A branch (or group of branches) may:
 - i) cast all of their votes either for or against a motion.
 - ii) split the total voting strength between for and against, particularly if the branch (or group of branches) has mandated the delegation to do so. The delegation split their vote by entering the number of votes for the motion in the FOR box and the number of votes against the motion in the AGAINST box.
- f) In either (i) or (ii) the delegation must ensure that the total of the FOR and AGAINST boxes does not exceed the total voting strength on the card. If it does exceed the total, the card will be deemed spoilt. However, the total votes cast can be less than the total voting strength, and in this case, the card will be acceptable.

- g) You must not mark the boxes with a cross or a tick.
- h) For a voting card to be valid, in addition to the points raised in d), e), f) and above, a card must:-
 - be signed by the delegate;
 - have the branch name/group name entered on it;
 - be the correct card for that card vote, that is card vote 1, card 1 etc.

These points will be printed on the front cover of the book of voting cards to remind delegates.

- i) The President will announce the arrangements for collection of the completed card vote.
- j) Any queries about the voting cards allocated to the branch should be directed to the Conference Office.

CARD VOTE PROCEDURE

1. As soon as it has been decided that a card vote will be held, the President shall ring a bell. This is picked up by TV monitors throughout the building.
2. The President will ensure Collectors are in their places. The vote will then be called. The President reminds delegates which card number to use and advises that numbers, not ticks or crosses, must be put in boxes.
3. Cards will be placed in boxes controlled by members of staff. Cards may be passed along rows, except where a delegate objects to this procedure, in which case the box will be passed to her/him, provided it remains in the sight of the Officer. Boxes will also be stationed within the Hall.
4. The President shall ask delegates whether all votes have been cast. When the President is satisfied that all votes have been cast, they then ring the bell for a second time to indicate the end of the voting period. No cards will be accepted after this time. This voting period will be not less than five minutes.
5. Boxes will be removed from the hall and taken to the appropriate place for votes to be counted under the supervision of Tellers. Results will be announced as soon as possible.
6. The doors remain open during a card vote for health and safety reasons.

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j) Collections

Delegates are advised that the only official collections which take place at Conference are those which take place within the Conference Venue with the approval of the Standing Orders Committee. Any approved collections will be announced to Conference and organised by the Chief Steward.

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k) Conduct at Conference

All delegates, visitors, staff, and facilitators are expected to behave in a courteous manner. Aggressive, offensive, or intimidatory language or behaviour will not be tolerated. This applies to all aspects of communication, including social media. Complaints will be treated seriously and may be dealt with under the union's disciplinary procedures.

As trade unionists, we do not expect any of these problems to arise. However, your regional secretary and regional representatives are available in the first instance for advice and support at this conference. Issues of unsatisfactory conduct by anyone attending conference can also be raised with the conference office.

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l) Filming, recording and photography at UNISON conferences

UNISON's conferences are a key part of our democracy. Delegates are able to make their voices heard and to vote on the policies which will govern our union's policy and campaigns.

As such, we want all our members to know about conferences and how important our democratic systems are – we believe this is an important part of being an open, democratic organisation. However, we also value the privacy of our members.

National Delegate Conference, Local Government Conference, Health Conference, National Black Members' Conference, National Women's Conference, National Disabled Members' Conference, National Lesbian Gay Bisexual & Transgender Conference are filmed throughout on behalf of UNISON. This footage provides a vital record of conference for internal use; and some footage may be used on our website to promote UNISON and our democratic processes.

UNISON accredited photographers may be taking pictures of the main debates, fringe meetings and other public areas at all UNISON Conferences. These photographs may be used in the union's publications for members or on our website, social media sites e.g. Facebook and Twitter, to promote the union.

If you are **not** happy to be filmed or photographed:

1. In an individual circumstance i.e. the photographer is taking a picture of you specifically - request that your photograph not be taken or used.
2. And you are approached for a photograph or a video interview, say that you do not wish to be photographed or filmed.
3. And want to ensure that your image is not included in any group shot taken in the conference hall - i.e. an image of your delegation or the delegates as a whole - please speak to the Chief Steward or any of the staff in the Conference Office.

4. If you want to speak in a debate, but do not wish to be included in the recorded and live feed filming, please speak to rostrum control who will ensure that the filming does not include you.

If you are planning to use a camera at a conference (with or without voice recording) for the purposes of using the images and/or sound on behalf of the union, whether employed by UNISON or as an activist who may be using the image in a branch, regional or sector newsletter:

1. Always ask an individual for their consent.
2. Explain the use of the picture e.g. these images may be used by UNISON in our own publications or on our website to illustrate conference.
3. And it involves a large group - images of a delegation or the whole of the conference floor etc - you clearly cannot seek individual permissions. Instead, a statement will be posted at conference explaining that the event will be photographed/filmed and individuals who object to being included in this will be told who to speak to in order to resolve their concerns.

5 Conference Rules and Standing Orders

UNISON RULES AND STANDING ORDERS

RULE D - SERVICE GROUP CONFERENCE

(See pages 15-16 of UNISON Rules)

- 3.4.1. Each Service Group shall hold a Conference annually, for a period not exceeding three days.
- 3.4.2. The policies of a Service Group shall be determined by the Group's Conference.
- 3.4.3. Arrangements for the Conference shall be made by the Group's Executive in accordance with the Standing Orders.
- 3.4.4. Each Service Group shall have a Standing Orders Committee comprising either a panel of members of the Standing Orders Committee of the National Delegate Conference or two representatives from and nominated by the members of the Standing Orders Committee of the National Delegate Conference, together with representatives from the Service Group.
- 3.4.5. Delegates to the Conference shall be elected annually in accordance with a scheme to be drawn up by the Group's Executive and approved by the Group Conference.
- 3.4.6. The following members shall have the right to attend the Conference and to speak, but not to vote:
 - .1 All members of the Group's Executive (subject, in the case of the members who are also members of the Standing Orders Committee, to the rules of that committee).
 - .2 The General Secretary, head of group and such other staff as the National Executive Council, General Secretary, Group Executive or head of group may determine.
 - .3 One representative from each professional and sectional body.
 - .4 The chairperson of the Group's Standing Orders Committee.
 - .5 Two representatives of each Service Group Regional Committee.
 - .6 Two representatives (being members of branches in the relevant Service Group) of each Self-Organised Group at national level.
 - .7 Two representatives (being members of branches in the relevant Service Group) of the National Young Members Forum.

- 3.4.7 The Group's Standing Orders Committee shall be present at the Conference but except as provided for, shall take no part in the Conference proceedings.
- 3.4.8 In accordance with the rules of procedure, each branch represented within the Service Group may submit motions and amendments to the Group's National Conference or any special conferences.
- 3.4.9 Each Self-Organised Group at the national level may submit a total of two motions to the Group's National Conference.
- 3.4.10 The National Young Members' Forum may submit up to two motions and two amendments to the Group's National Conference.
- 3.4.11 A special service group conference shall be convened on receipt, by the head of the service group, within any two month period, of requisitions to that effect, stating the business to be transacted, from branches representing not less than 25% of the service group membership.

RULE P - STANDING ORDERS FOR CONFERENCES

(See pages 54-59 of UNISON Rules) NB. These rules have been amended to refer to service group conferences only.

1. APPLICATION OF STANDING ORDERS

- 1.1 These Standing Orders shall apply to all meetings of the Service Group Conferences held under Rule D.3.4.
- 1.2 In the case of a Service Group Conference, the appropriate Standing Orders Committee shall have power (but is not required) to decide at the request of the Service Group Executive that it is necessary that certain Standing Orders shall not be applicable to the Conference.
- 1.3 In application to Service Group Conferences, these Standing Orders shall apply, subject to the following modifications:
- 1.3.1 "the Standing Orders Committee" shall mean the Standing Orders Committee referred to in Rule D.3.4.4;
- 1.3.2 "the President" shall mean the Chairperson or Vice-chairperson of the Service Group Executive under Rule D.3.5.12 or such other person as the Service Group Executive or the Service Group Conference may have appointed to preside at the Conference:
- 1.3.3 "the National Executive Council" shall mean the Service Group Executive;
- 1.3.4 "the General Secretary" shall mean the Head of the Group;
- 1.3.5 Rule P.3.1 shall not apply. The bodies who may propose motions and amendments for the Conference shall be: each branch represented within the Service Group; the Service Group

Executive; Service Group Regional Committees and (where these are established) Sector Committees. Self-Organised Groups at the national level and the National Young Members' Forum may submit a total of two motions and two amendments to the Conference.

- 1.3.6 Standing Orders Committees for Service Group Conferences, in exercising powers in accordance with Rule P.2.3, shall have regard to the national negotiating machinery in devolved administrations. The Standing Orders Committee may make recommendations to restrict voting to representatives of members covered by that machinery which shall be subject to ratification by Conference in accordance with Rule P.2.4.

2. STANDING ORDERS COMMITTEE

- 2.1 The members of the Standing Orders Committee shall hold office from the end of one Conference until the end of the next Conference.
- 2.2 At its first meeting after it takes office, the Committee shall elect a Chairperson and a Deputy Chairperson from amongst its members.
- 2.3 The functions of the Committee shall, subject to these Standing Orders, be to:
- 2.3.1 ensure that the Union's Rules and Standing Orders relating to the business of Conferences are observed, and notify the Chairperson of any violation that may be brought to the Committee's notice.
- 2.3.2 draw up the preliminary agenda and final agenda of Conference business, and the proposed hours of business, to be circulated in accordance with the timetable stated in Rule D.1.9.
- 2.3.3 determine the order in which the business of Conference shall be conducted, subject to the approval of Conference
- 2.3.4 consider all motions and amendments submitted for consideration by Conference and, for the purpose of enabling Conference to transact its business effectively the Committee shall:
- .1 decide whether such motions and amendments have been submitted in accordance with the Rules
- .2 group together motions and amendments relating to the same subject, decide the order in which they should be considered and whether they should be debated and voted on separately or debated together and voted on sequentially
- .3 prepare and revise, in consultation with the movers of motions and amendments, composite motions in terms which in the opinion of the Committee best express the subject of such motions and amendments

- .4 refer to another representative body within the Union a motion or amendment which in the opinion of the Committee should properly be considered there; the mover shall be informed of the reason for so doing
 - .5 have power to do all such other things as may be necessary to give effect to these Standing Orders.
- 2.4 Any decisions of the Committee which are to be reported to Conference shall be announced by the Chairperson of the Committee and shall be subject to ratification by Conference.
-

3. MOTIONS AND AMENDMENTS - PRE CONFERENCE PROCEDURE

- 3.1 Motions, amendments and other appropriate business shall may be proposed for the Conference by the bodies set out in Rules D.1.10.3 and D.1.10.4.
 - 3.2 Motions and amendments shall be sent to the National Secretary in order that the Standing Order Committee may consider them for inclusion in the preliminary agenda.
 - 3.3 The date and time by which motions and amendments to be considered for the Conference shall be received by the National Secretary shall be stated in the timetable to be published under rule D.1.9.
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4-7 CONDUCT OF CONFERENCES

- 4.1 The Service Group Conference shall meet in public session, except that by direction of the Service Group Executive or by resolution of the Conference the whole or any part of Conference may be held in private. In addition to the elected delegates and those who under Rule D.3.4.6 have the right to attend and speak at Conference, the only persons permitted to attend a private session of a Conference shall be
 - 4.1.1. such members of the staff as have been authorised by the Service Group Executive or the Head of Group to attend Conference
 - 4.1.2 such other persons as the Chairperson may determine.
- 4.2 The agenda for the Service Group Conference shall be arranged so that the first session of the Conference shall be in public, subject to Rule P 4.1 above.
- 5. Apart from the elected delegates and those persons who have the right to speak at the Service Group Conference under Rule D.3. 4. 6. no other person shall speak except by permission of the Standing Orders Committee.
- 6. Any questions of procedure or order raised during a Conference shall be decided by the Chairperson whose ruling shall be final and binding.

- 7.1 Upon the Chairperson rising during a Conference session, any person then addressing Conference shall resume her/his seat and no other person shall rise to speak until the Chairperson authorises proceedings to continue.
- 7.2 The Chairperson may call attention to continued irrelevance, tedious repetition, unbecoming language, or any breach of order on the part of a member and may direct such a member to discontinue his or her speech.
- 7.3 The Chairperson shall have power to call any person to order who is causing a disturbance in any session of Conference and if that person refuses to obey the Chairperson, she/he shall be named by the Chairperson, shall forthwith leave the Conference Hall, and shall take no further part in the proceedings of that Conference.
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8. VOTING

- 8.1 The method of voting shall be by a show of hands of the delegates present, unless a card vote is called by the Chairperson or immediately after the result of the show of hands has been declared by at least 10 per cent of the delegates registered at the Conference.
- 8.2 On a card vote, the delegate or delegates of a branch or group of branches shall be entitled to cast a total number of votes in accordance with the card issued to them in respect of their branch membership and such votes will be cast as a single block or may be divided in line with a branch mandate.
- 8.3 In the event of a card vote being called or demanded, the card vote shall be taken immediately after it has been demanded, but no business shall be suspended pending the declaration of the result of the vote except that which in the Chairperson's opinion may be directly affected by that result.
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9. TELLERS

- 9.1 Conference shall appoint delegates to act as tellers for the duration of the Conference.
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10. WITHDRAWALS OF MOTIONS AND AMENDMENTS

- 10.1 A motion or amendment, which is shown on the final agenda, may not be withdrawn without the consent of the Standing Orders Committee, whose decision shall be reported to Conference.
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11. MOTIONS AND AMENDMENTS NOT ON AGENDA

- 11.1 A motion or amendment which is not shown on the final agenda may not be considered by Conference without the prior approval of the Standing Orders Committee and the consent of Conference, which shall be governed by the following rules:

- 11.2 Such motion or amendment shall be in writing, signed by the Secretary and Chairperson of the branch or branches on whose behalf it is submitted and shall be sent to the Standing Orders Committee at least five working days before the commencement of Conference, except if it relates to events which take place thereafter. It will state at which meeting it was debated and adopted.
- 11.3 For Service Group Conferences, the Service Group Regional Committee may submit 'Emergency Motions' in writing, signed by the Secretary and Chairperson and sent to the Standing Orders Committee at least five working days before the commencement of the Conference, except if it relates to events which takes place thereafter. It will state at which meeting it was debated and adopted.
- 11.4 If the Standing Orders Committee gives its approval to the motion or amendment being considered, copies of the motion or amendment shall be made available for delegates at least one hour before Conference is asked to decide whether to consent to the matter being considered.
- 11.5 An emergency motion will not be given priority over other motions and amendments on the agenda except where the Standing Orders Committee decide that the purpose of the motion in question would be frustrated if it were not dealt with at an earlier session of the Conference.

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12. PROCEDURAL MOTIONS

The following procedural motions may be moved at any time without previous notice on the agenda:

- 12.1 that the question be now put, provided that:
 - .1 the Chairperson may advise Conference not to accept this motion if in her/his opinion the matter has not been sufficiently discussed
 - .2 if the motion is carried, it shall take effect at once subject only to any right of reply under these Standing Orders.
- 12.2 that the Conference proceed to the next business
- 12.3 that the debate be adjourned
- 12.4 that the Conference (or any part thereof) be held in private session provided that:
- 12.5 a motion under Rules P12.1, P12.2 and P12.3 shall be immediately put to the vote without discussion and no amendment shall be allowed
- 12.6 the Chairperson may at her/his discretion permit a motion under Rule P12.4 to be discussed and amendments moved.
- 12.7 no motion under Rules P12.2 or P12.3 shall be moved by a person who has spoken on the motion or amendment in question.

13. AMENDMENTS TO A MOTION

- 13.1 When an amendment to a motion is moved, no further amendment may be moved until the first one is disposed of, subject to Rule P.16.
 - 13.2 When an amendment is defeated, a further amendment may be moved to the original motion.
 - 13.3 When an amendment to a motion is carried, the motion, as so amended, shall become the substantive motion, to which a further amendment may be moved.
 - 13.4 A delegate shall not move more than one amendment to any one motion, nor shall the mover of a motion move any amendment to such motion.
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14. LIMIT OF SPEECHES

- 14.1 The mover of a motion or an amendment shall not be allowed to speak for more than **FIVE** minutes and each succeeding speaker for not more than **THREE** minutes, except where the Standing Orders Committee have decided otherwise.
 - 14.2 No person shall speak more than once on a question, except that the mover of the original motion may exercise a right of reply for not more than three minutes, introducing no new material.
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15. POINTS OF ORDER

- 15.1 A delegate may at any stage in a Conference raise a point of order if she/he considers that the business is not being conducted in accordance with the Union's Rules and Standing Orders.
 - 15.2 Such a point of order must be raised as soon as the alleged breach occurs or at the earliest practicable moment thereafter.
 - 15.3 The Chairperson's ruling on the point of order is final.
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16. GROUPED DEBATES AND SEQUENTIAL VOTING

- 16.1 Where, in the view of the Standing Orders Committee, separate debates on specified motions and/or amendments dealing with the same subject matter would lead to undue repetition in the debates, a grouped debate and/or sequential voting may be adopted by Conference.
- 16.2 The following procedure will be followed:
 - .1 The Chairperson will advise Conference of the order of business and of the sequence in which motions and amendments will be moved and voted on following a general debate, and of the effect of certain proposals on others.
 - .2 All motions and amendments included in the debate shall be moved.

- .3 The general debate shall take place.
 - .4 The Chairperson shall again state the order of voting and shall advise Conference which, if any, motions or amendments will fall if others are carried.
 - .5 Voting will take place on motions, preceded by relevant amendments, in the order in which they were moved.
 - .6 A debate being conducted under this procedure may not be adjourned until after all the motions and amendments have been moved.
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17. REPORTS BY SERVICE GROUP EXECUTIVE

- 17.1 After the opening of Conference, the Service Group Executive shall present its report for the past year. The items of the report shall be discussed on a subject basis and in conjunction with any motion on the agenda, which bears directly upon any part of the report.
 - 17.2 If the Service Group Executive presents a report to Conference, which contains proposals or recommendations requiring approval and adoption by Conference, the Executive shall submit it under a motion seeking such approval and adoption.
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18. REFERENCE OF OUTSTANDING ITEMS TO THE SERVICE GROUP EXECUTIVE

- 18.1 If at the end of the Service Group Conference, the business of the Conference has not been concluded, all motions and amendments then outstanding shall stand referred to the Service Group Executive, which shall in due course report to members its decision on these matters.
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19. SUSPENSION OF STANDING ORDERS

- 19.1 Any one or more of these Standing Orders may be suspended by a resolution of Conference in relation to a specific item of business properly before that Conference and to the proceedings thereon at that Conference, provided that at least two-thirds of the delegates present and voting shall vote for the resolution, or in the case of a card vote at least two-thirds of the votes cast are for the resolution.