

Conference agenda and guide

UNISON Local Government
Service Group Conference

17 – 18 June 2018
Brighton Centre

#ulgc18



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Checklist

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

Tick

- This conference guide
- The annual report
- Voting cards (one set per branch)
- Credential card with photograph
- Confirmation of childcare arrangements
- Confirmation of your own accommodation details

Welcome to the UNISON Local Government Service Group Conference 2018

A very warm welcome to everyone attending UNISON's local government service group conference, especially those for whom this is the first time.

This guide includes the motions and amendments that make up the final agenda for conference along with information about how the conference is run, how debates are conducted and practical matters.

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 'P'.

Dave Prentis
General Secretary

1 Standing Orders Committee First Report

(a) Membership

The standing orders committee (SOC) is responsible for the smooth running of the business part of conference. The local government conference SOC has 14 members, 12 elected by regions and two from the national delegate conference SOC. Members of the SOC are not delegates to the conference.

The SOC has been in correspondence with submitters of motions and amendments in advance of conference and is in session throughout conference.

You are welcome to make an appointment to see the SOC with any questions on the business of conference. Please make an appointment with the steward at the entrance to the SOC room, Room 1C/D on the ground floor of the Brighton Centre.

The members of the committee this year are:

Eastern	Kevin O'Grady
East Midlands	Penny Smith
Greater London	Francesca Hammond
Northern	Neville Hancock
Northern Ireland	Kevin Hillick
North West	Patrick McDonagh
Scotland	Kenneth McCallum
South East	Brian Walter
South West	Kevin Judd
Cymru/Wales	Steve Hibbert
West Midlands	David Williams
Yorkshire & Humberside	Mick Stowe
National SOC rep	Liz Davidson
National SOC rep	Alison Mitchell
Officers	
Carola Towle	SOC Secretary
Helen Raymond	SOC Administrator

SOC decisions are reported to conference in this and subsequent reports and put to delegates for approval.

(b) Order of business

The SOC has drawn up a timetable and order of business for debate of motions and amendments, as laid out in section 2 of this guide.

The order of business is based on the results of a prioritisation ballot. Regions, the service group executive, local government sector committees, self-organised groups, national young members forum and the private contractors national forum were all invited to participate in this ballot.

Motions on similar issues have been timetabled together and will be debated after the relevant annual report section.

Delegates will be asked to approve this order of business in the opening session of conference.

Any proposed alterations to the order business will be reported to conference for its approval.

If a mover of a motion or amendment is not present in the conference hall when their item of business is called, that motion or amendment falls.

(c) Final agenda

Motions and amendments to be debated at the conference are included in section 3 of this guide – the final agenda. Amendments which have not been admitted to the agenda are included at the end of this section

(d) Guide to conference procedures and standing orders

Members are asked to read the guide to conference procedures in section 4 of this guide, which we hope will be helpful.

The rules and standing orders for conference are set out in section 5.

(e) SGE Policy on Motions and Amendments

The second SOC report will include SGE policy on motions and amendments. This report will be available on the first day of conference. The different policy positions and their meaning are:

Support	In favour
Support with qualifications	In favour of main points but with some reservations
Seek remittal	Refer to the service group executive for further consideration
Seek withdrawal or oppose	Ask submitter 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. During lunchtime, doors will be shut.

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

SESSION 1 – SUNDAY MORNING

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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 – Save Our Local Services Campaign and Cuts – Finance, cuts, anti-privatisation and service delivery (Sections 2.1, 2.2, 2.3)

Motions

* Possible composite

No.	Title
C *22	Raising the Profile of Local Government Workers
34	Youth Services Essential in Northern Ireland
D *26	Privatisation
E *29	The Housing Crisis and Its Effects on Public Sector Workers
31	Trading Through Austerity
24	Local Government and Brexit
D *25	Bring Them Back
E *28	Housing

30	Disabled Workers at the Sharp end of the Housing Crisis
33	Social Care Cuts
C *21	Local Government Champions
32	Support Library and Cultural services
35	Local Government and Devolution

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)
- Presentation: Local Government Pension Scheme

Motions

No.	Title
5	Working for Decent Pensions
B *17	Mental Health in the Council Workforce
A *11	“Say No” to National Assessment and Accreditation System
13	Youth and Community Workers
B *16	Mental Health and Workloads
18	Food Standards Agency – Pay, Terms & Conditions
A *10	National Assessment and Accreditation System of Social Workers
12	Social Work Support is a Right for Asylum Seekers
23	Henry VIII’s Cruellest Cut

- Local Government Service Group Executive Annual Report – Recruitment and organisation (Section 2.4)

Motions

No.	Title
2	Trade Union Facilities
1	Local Government Apprentices
3	Organising Occupational Groups

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
- 11am Guest speaker: Sam Smethers, Chief Executive, Fawcett Society

Motions

No.	Title
6	Women and sickness absence
9	Keeping Pay Equal
19	Black Workers and In-work Poverty
15	Trans Equality is Everyone’s Concern
8	Maternity Rights
36	Working Together In Local Government
14	LGBT Workers and Social Care
20	Zero Hours and Black Workers
7	Dealing With the Menopause in the Workplace

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

- Local Government Service Group Executive
Annual Report – Education and Children’s Services
(Section 4)
- International Speaker (time TBC)

Motions

No.	Title
38	Proper Funding for Further Education – Skills, Pay and Free Education
41	Organising in Schools and Multi Academy Trusts
42	Term Time Working
39	Organising in FE Colleges
43	Further Education Area Reviews – Protecting Disabled Workers’ Jobs
37	College Governors – Transparency and Accountability
44	Protecting Education Support Workers’ Terms and Conditions Post Brexit
40	Funding for Early Years

MOTIONS NOT PRIORITISED

No	Title
4	Local Government Pension Scheme
27	Stop the Spread of Regional Adoption Bodies

3. Conference motions and amendments

These are the motions and amendments approved for the 2018 Local Government Service Group Conference. Amendments ruled out of order are also included.

The following have been identified as possible composites:

Composite A	Motions 10 and 11
Composite B	Motions 16 and 17
Composite C	Motions 21 and 22
Composite D	Motions 25 and 26
Composite E	Motions 28 and 29

Organising and Recruitment

1. Local government apprentices

Conference acknowledges there will be considerable growth in the number of apprentices employed in local government as a result of the apprenticeship levy, as well as the provisions of the Enterprise Act around apprenticeship targets for public sector bodies. Conference recognises the good practice that exists in some local government branches, who not only recruit apprentices into membership, but welcome and encourage their involvement in the life of the branch. A number of workshops have been developed regionally and nationally which support the apprenticeship journey, and reinforce the value of partnership working with UNISON for local authority employers.

Conference calls on the SGE to:

- 1) Gather together and promote examples of good recruitment and organising practice that exists in branches and regions;
- 2) Gather together and promote examples of positive and effective partnership working between UNISON and local authority employers around the apprenticeship agenda;
- 3) Draw up a comprehensive guide to workshops that UNISON can deliver to local authority apprentices;

- 4) Draw up sustainable recruitment and development strategies to ensure that the apprentice members of today become the UNISON members of the future.

Eastern Region

1.1

At the end of action point 1 before “;” add:

“, including those which monitor the number of apprentices entering and completing their apprenticeship”

At the end of action point 2 before “;” add:

“,including working together to ensure schemes encourage non gender-stereotypical apprenticeships”

National Women's Committee

1.2

Before “Conference calls on the SGE to:” insert additional paragraph as follows:

“Conference also notes the under-representation of Black workers in all sectors. Apprenticeship schemes present an opportunity for branches to address this by working with employers to develop action plans to encourage recruitment of apprentices across all relevant equalities strands.”

Insert new action point 5) as follows:

- “5) Ensure that equalities work is included and prioritised within its strategic approach and develop guidance to branches to assist in negotiating with employers on using apprenticeship schemes to promote career development and progression for BAME employees and across all equalities strands.”

Liverpool City

2. Trade union facilities

Conference notes motion 16 passed at NDC

conference 2016 instructed the NEC to:

“Work with Labour Link to campaign to defend facility time, briefing individual elected politicians at all levels, developing model motions for councils - making it clear that attacks on facility time are particularly unacceptable from Labour councils - and pushing for debates in the UK parliament and the parliaments and assemblies of the devolved nations.”

Conference also notes the protocols agreed between UNISON and the Labour party in the Labour Local Government Trade Union Principles 2017 document, including:

“Labour Councils will publicly and actively oppose the undermining of trade unions”.

Conference also notes that academisation of schools and outsourcing of local government sources have led to an increasing and significant number of local government and schools members being employed by private employers. These employers frequently make no financial contribution to facility time funding, placing that facility time at further risk.

Conferences calls on the SGE to:

- 1) Carry out a full review of facility time arrangements in local government;
- 2) Carry out a review of how schools facility time is supported by employers;
- 3) Publish the outcome of the reviews and make them available to all union activists by local government conference 2019;
- 4) Make recommendations on these findings by local government conference 2019;
- 5) Provide all possible support to any local government branch being threatened with reduction of facility time.

Coventry City

2.1

Add new paragraph after “Labour councils will publicly and actively oppose the undermining of trade unions”:

“UNISON condemns the decisions taken by West Dunbartonshire, East Dunbartonshire and Clackmannanshire Councils to attack our movement by proposing amongst other things removal of

convenor posts, cuts to facility time and our legitimate right to campaign against cuts to public services and defend our members.”

Add new point 6)

“6) Supports West Dunbartonshire, East Dunbartonshire, Clackmannanshire UNISON branches and the Scottish region’s campaign to get the attacks on trade union activity reversed.”

Scotland Region

3. Organising occupational groups

UNISON Renfrewshire recently held a successful summit for additional support needs assistants and home care staff. The purpose of the summit was to bring together two different occupational groups affected by similar issues, in this case administration of medicines, grading and working conditions. The Scottish Trades Union Congress was also involved in the event.

Following the summit, the damning results of a questionnaire put to members on the day and subsequent press releases forced the employer to the negotiating table and a working group has been established to address the issues.

The main benefit of the summit was establishing a network of members from different occupational groups working together for a common cause. Positive outcomes included the recruitment of new stewards, members and those attending signed up to a “Do one thing” postcard committing to carry out a pre-set task. These postcards were later sent back to members reminding them of their undertaking.

Conference calls on the local government service group executive to:

- 1) Explore other opportunities for bringing together different occupational groups to work together on common issue;
- 2) Provide guidance to branches on achieving similar success adopting this model;
- 3) Ask LGSGE recruitment working group to consider this as an organising and recruitment tool and publicise its success.

UNISON Renfrewshire

4. Local Government Pension Scheme

Conference welcomes the publication by UNISON, with the support of the Palestine Solidarity Campaign and Palestinian Lawyers for Human Rights, of a revised version of "Palestine: Is your pension fund investing in the occupation? A UNISON guide to engaging your pension fund."

This guide is aimed, principally, at UNISON members and others in the Local Government Pension Scheme. It explains how to argue for our pension funds to engage with the companies they invest in to demand they end their involvement in the occupied Palestinian territory and in the violation of Palestinian human rights and it sets out the steps we should take to ensure our pensions are not invested in companies involved with the occupation.

Conference instructs the service group executive, seeking the support of other service group executives and of the national executive council as need be, to:

- 1) Circulate the guide widely;
- 2) Develop training and support to enable members to act, in an effective and sustained way, on its recommendations;
- 3) Collect from regions and branches, information about approaches to pension funds and the results of doing so; and,
- 4) Report and circulate this information appropriately.

City of Wolverhampton Local Government

5. Working for decent pensions

Conference recognises that our occupational pensions are deferred wages and that it is essential that UNISON and its members are actively involved in the governance of our pension schemes and funds.

Conference congratulates those members who represent UNISON on the many of the boards of the LGPS schemes. This is a critical role and UNISON must ensure that these representatives are fully supported in their role.

Conference welcomes the progress that UNISON has achieved in relation to the transparency of the costs of the investments of our pension funds. We note the success in the LGPS in England and Wales and in the Scottish LGPS of promoting the Transparency Codes and that most of the investment managers have

agreed to adopt the code and report fully on all costs.

Conference believes that this gives the pension boards the opportunity to drive down these costs to the benefit of the funds and the fund members.

Conference notes that most investment management is done through external organisations. We believe there is merit in bringing much of this work 'in-house' and that there are existing examples of where this has proved to be the case.

Conference welcomes the launch of our campaign to help our members call for and engage with their LGPS pension fund to deal with climate change through the investment assets they hold. The Local Government Pension Funds – Divest from Carbon Campaign: A UNISON Guide provides details of the impact of climate change and the role that our pension funds play in contributing to the problem whilst laying out details of how branches and regions can campaign to influence pension boards to adopt a divestment strategy.

Conference calls on the local government service group executive to work with the NEC to ensure:

- 1) That we continue to campaign for representation on all LGPS boards and other bodies such as the Pools and Advisory Boards;
- 2) That all UNISON representatives on these boards are fully supported and resourced to fulfil their role, including being able to report to branches on pension board issues;
- 3) That there is a continued drive to ensure that transparency is real and that boards vigorously examine all costs in order to protect the interests of fund members;
- 4) That material is produced to take forward a campaign to increase the 'in-house' investment capability of pension boards;
- 5) That all regions take forward the Divestment from Fossil Fuels campaigns and that branches are supported to take up this issue with boards and councillors.

Scottish Joint Council Committee

5.1

Add at end of paragraph 2:

“However, conference recognises that more still needs to be done to encourage young members to become actively involved in the governance of schemes.”

Add new bullet point:

“6) that more young members are encouraged to take an active part on the boards of our pension schemes.”

National Young Members’ Forum

6. Women and sickness absence

Conference notes that increasingly local government employers are penalising employees taking sick leave, and that women are disproportionately affected by the sickness absence schemes in use in local government that treat regular short periods of absence particularly severely.

There are many women-specific conditions that fall foul of those penalties, including endometriosis, menorrhagia, menopause, PMS- related migraine and others.

It is well documented that employees in local government are under huge pressure from heavy workloads, staff shortages and competing management priorities, which put additional pressure on staff to work even whilst unfit.

For the many low paid women in local government the reality of period poverty creates an additional complication, as the cost of sanitary products for women can be prohibitive, particularly for women with menstrual problems. Those women can be faced with the stark choice of potential workplace humiliation or calling in sick and suffering the penalties of the sickness absence procedure.

Conference notes the UNISON gender health and safety guide which covers these issues in detail, and provides guidance on how to negotiate workplace policies which do not penalise women unfairly for these conditions.

Conference calls upon the service group executive to:

- a) Raise awareness of the importance of considering gender related health conditions in negotiating and representing members facing sickness absence measures;
- b) Issue guidance to branches in this respect; and

- c) Signpost the gender health and safety guide.

National Women’s Committee

7. Dealing with the menopause in the workplace

Conference notes with concern that little account is taken of factors which affect women going through the menopause in councils and schools. For some women, though by no means all, the menopause presents particular difficulties, which may include insomnia, tiredness, loss of concentration and forgetfulness, as well as the potentially lower levels of physical fitness.

Simple adjustments to the working environment can make a huge difference to women’s lives during this time, for example:

- 1) Flexible working/later start times to combat issues caused by sleep disturbance;
- 2) Alterations to shift patterns where appropriate;
- 3) Flexible sickness absence procedures to cater for menopause-related sickness absence;
- 4) Improved work facilities such as cooler office temperatures and increased ventilation; access to cold water, restrooms and private space; alternative uniforms if uniforms are worn at work (cooler fabrics, layers, more supplies if frequent changes are needed etc);
- 5) Managers being mindful as to whether symptoms are affecting performance and/or attendance at work, and working closely with occupational health specialists to identify any other reasonable adjustments that may make working life easier for menopausal women.

However, employers have been slow to recognise that women of menopausal age may need special consideration. For too long it has been seen a private matter. As a result many managers will have no awareness of the issues involved. This means that many women feel that they have to hide their symptoms and will be less likely to ask for adjustments that may help them.

This must change. The menopause is an important occupational health issue in councils and schools. 78% of NJC workers are women. In Scotland, 67% of the SJC workforce are women. In the last UNISON local government survey 74% of

respondents were 45 years and over.

Conference calls upon the local government service group executive to:

- a) Raise awareness of the UNISON and TUC guidance on dealing with the menopause at work;
- b) Produce and promote guidance for branches on negotiating with employers on measures to support women going through the menopause, and identifying workplace champions;
- c) Use all means possible to seek to ensure that the menopause is covered in appropriate training – such as diversity and health related training, both for managers and other staff.

Local Government Service Group Executive

7.1

In paragraph 5, which begins “Conference calls upon” insert after “service group executive”

“work with the national women’s committee”

National Women’s Committee

8. Maternity rights

Since the Tories have been in power, employment laws have become lax and used by employers to stifle members. Basic principles are failing to be followed resulting in many women being discriminated against. This is often the case during pregnancy and the maternity period (which includes breastfeeding). More and more frequently employers are failing to consult properly with women who are on maternity leave, are not carrying out workplace risk assessments and are treating women differently if they are of child bearing age. Redundancies among pregnant women and new mothers have risen dramatically.

Managers are generally inadequately educated in their obligations around pregnancy and maternity discrimination. There is also a real challenge of employers being under pressure to do more for less due to the swingeing cuts by central government.

According to a report published by the Equality and Human Rights Commission in 2015 around 54,000 women are losing jobs every year in Britain due to pregnancy discrimination, almost twice the amount since the initial study in 2005. In addition around 10%

of mothers were found to be discouraged from attending antenatal appointments in work time. In addition the report also highlighted that:

- 1) 10% of women said they were treated worse by their employer after returning to work after having a baby;
- 2) One in five new mothers – as many as 100,000 mothers a year – experienced harassment or negative comments from colleagues, employer or manager when pregnant or returning from maternity leave;
- 3) 7% said they were put under pressure to hand in their notice;
- 4) One in 20 reported receiving a cut in pay or bonus after returning to their job;
- 5) This coupled with the changes in employment tribunal fees makes it easier for employers to take advantage of women during a vulnerable phase of their lives.

Maternity rights within the NJC Green Book are worse than that elsewhere in the public sector - in a workforce comprising 78% women! The Local Government Association refuses to negotiate improvements to terms and conditions.

Conference also notes that term-time contracts are inconsistent across different employers. There are a range of methods for calculating pay with implications for maternity rights. Conference welcomes the NJC review of term time working which will produce guidance on maternity, parental leave, shared parental leave and adoption leave.

Conference believes local government should set the highest standards on maternity rights. We need to challenge pregnancy discrimination whether it is intentional or not. What may begin as unintentional, if it goes unchallenged, will become practice and will be accepted more widely in the workforce. During pregnancy and maternity women are protected by the Equality Act, and this should be enforced.

Conference calls on the local government service group executive to:

- a) Work with the national women’s committee, regions, branches, Maternity Action and the Equality and Human Rights Commission (EHRC) to promote UNISON guidance on challenging pregnancy and maternity discrimination in the workplace;

- b) Work with the sector committees to seek to improve maternity and parental rights within the Green Book and other handbooks, through new claims;
- c) Campaign for increased maternity rights for women who have premature deliveries;
- d) Work with the national women's committee, learning and organising services and regions to provide pregnancy and maternity discrimination training sessions to activists;
- e) Support the work of Maternity Action and the EHRC in seeking to identify exemplary cases through which to challenge pregnancy discrimination.

Local Government Service Group Executive

9. Keeping pay equal

Despite longstanding UK and EU equal pay legislation, there are still women working in local government and private contractors providing local government services who are paid much less than they should be compared to men. Conference believes that changes are needed to make UK equal pay legislation more effective and that government austerity policy is undermining the impact of equal pay legislation and the role of collective bargaining in delivering income equality.

Conference applauds UNISON's landmark victory in reversing the introduction of employment tribunal fees. Equal pay claims have, and will continue to, make a real difference to the lives of many, low-paid women. So will regular equal pay audits and the effective use of job evaluation and pay and grading reviews.

Conference notes with great concern that:

- 1) Local government cuts continue to have a disproportional effect on women. It remains essential that councils and schools carry out equality impact assessments to ensure that any cuts are not discriminatory;
- 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) Few local government contractors have carried out job evaluation or have transparent pay and grading

structures delivering equal pay;

- 4) 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.

All local government employers and contractors have a duty to comply with equal pay legislation. Women in local government should not be denied an equal wage because of a failure to properly monitor and assess pay. Conference notes the excellent guide to "Keeping Pay Equal" produced by UNISON and the other NJC unions and calls on the service group executive to continue to address the gender pay gap by:

- a) Providing training and technical advice that equips local and regional negotiators to spot and counter pay discrimination and inequality and promote equal pay and equality proofed pay structures within councils and contractors providing local government services;
- b) Working with the national executive council, the women's committee, all of the UK TUC and equality bodies to campaign for policies to strengthen equal pay legislation and greater compliance including:
- c) Mandatory equal pay audits and equality impact assessments;
- d) Reinstatement of equal pay questionnaires;
- e) A legal requirement for equality information to be shared with employees and trade unions to promote transparency in pay policies;
- f) More powers for the Equality and Human Rights Commission to carry out effective monitoring and enforcement;
- g) Compliance with the law to be a condition of becoming a preferred bidder for public sector contracts and employment tribunals to be given the powers to take a failure to comply into consideration when hearing related claims of equal pay or sex discrimination;
- h) An end to 'levelling down' of men's pay, the ability to bring collective claims and use of in-house comparators for employees in outsourced services.

NJC Local Government Committee

10. National Assessment and Accreditation System of Social Workers

The Conservative government is planning to introduce an accreditation system for children and family social workers which will undoubtedly put already stretched social workers under even more pressure to meet rising demands on services that protect Children and Young People (CYP). A recent Local Government Association (12/01/18) survey found that a child or young person was referred to CYP services every 49 seconds whilst social workers struggle to cope with unprecedented caseload demands resulting in increased stress and anxiety amongst staff. Community Care reported on 14/2/18 that private consultancy firm Mott MacDonald were awarded £3.6 million to develop the process and role it out to the 6 pilot authorities.

Conference notes:

- 1) That all social care services have been hit extremely hard by the austerity programme resulting in local authority social care workers experiencing ever increasing pressures in the workplace including dangerously high case loads;
- 2) Social work with children and families urgently needs investment. But instead of putting the services children and families need in place, the government's response has been to recommend unnecessary tests for social workers in England at a high financial cost;
- 3) That branches across the regions are representing record numbers of social workers in disciplinary procedures or in ill health procedures as a direct result of workload pressures and difficulties with wellbeing resulting from stress and associated workplace problems;
- 4) That social workers have overwhelmingly voiced opposition to the NAAS in a UNISON survey;
- 5) That the government has already significantly reduced the roll out of NAAS following opposition from council leaders, social work managers, social workers and UNISON.

Conference believes:

- a) That investment in social work development is welcomed but should be planned in line with the views of experienced social workers;
- b) That social work development should be part of an

ongoing accreditation system that results in recognised qualifications/developmental awards rather than a potentially punitive exercise and that developmental activity should be rewarded with pay progression;

- c) That the Tory government should be focusing resources to local communities and preventative services that have been viciously cut such as children's centres. This will provide for much better outcomes for children and young people;
- d) 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;
- e) That social work assessment and accreditation should not be developed by private organisations such as Mott MacDonald or Deloitte rather by organisations dedicated to the profession such as BASW and the Social Work Action Network with close consultation with trade unions that represent social workers in the workplace.

Conference asks the local government service group executive:

- i. To organise within children's social care services and develop broad opposition to the government's plans to introduce NAAS;
- ii. To oppose the introduction of NAAS at national and local level;
- iii. To challenge the DfE to introduce targets for restricted caseloads and regular reflective supervision which social workers, judges, academics and others have identified in numerous research documents, legal judgements and serious case reviews this is evidenced as supporting social workers to assess and manage risk and effectively support children and young people. It is also crucial to the development of social workers.

South Gloucestershire

11. “Say No” to National Assessment and Accreditation System

This conference notes that children’s services are in financial crisis. According to report in Guardian on 8 Aug 2017 councils warn that children’s services are £600m in the red. Social workers have high workloads with increasing referrals.

This conference further notes, Heather Wakefield, UNISON’s head of local government’s comments about the National Assessment and Accreditation System (NASS):

“This ill thought out scheme threatens to make things worse, not better. It doesn’t accurately assess the work staff do , and could prove to be the final straw for many experienced employees, who may vote with their feet and leave.”

This conference believes that the National Assessment and Accreditation System will have a detrimental effect on social workers who have already high case-loads and will lead to individual social workers getting blamed more frequently rather than for lack of service provision due to austerity.

Therefore this conference believes it is a national scandal that this government awarded, in February 2018, a contract to an international consultancy firm and that the cost of this contract for social work accreditation is £3.6 million. Mott Macdonald, a construction company, will develop and roll out the scheme across the pilot authorities.

The previous pilot projects were all criticised by all social work organisations. The scheme up to now is shown to be unworkable. Previous pilot projects showed that there was an in built discrimination against older and ethnic minority social workers.

This conference is concerned that £2 million has already been spent with contracts awarded to KPMG and Morning Lane the company which was co-founded by the chief social worker.

The collapse of Carillion and no evidence that private sector provides better outcomes for children means that social work accreditation should not be privatised.

Furthermore, this conference believes we should question whether there is a conflict of interest when a contract is awarded to a company the chief social worker has had involvement with.

The Association of Directors for Children’s Services had previously estimated a full national roll out of accreditation would cost £23 million.

This conference asks the service group executive to:

- 1) Organise a campaign amongst the local authorities UNISON branches involved in the first and second phases;
- 2) Use all avenues to explore why is so much money going to private companies not related to social work when the money could be going to front line services;
- 3) Re-state social work best practice is best monitored through supervision and local authority procedures. Local authorities understand the local needs within their population;
- 4) Organise forums of members directly affected seeking the support of other social work organisations.

Salford City

12. Social work support is a right for asylum seekers

Conference notes that the clear intention of the UK government is to create a ‘hostile environment’ for would-be migrants to the UK in order to reduce immigration and meet commitments made to the electorate - regardless of internal or external implications and consequences, be they economic or humanitarian. Asylum seekers, to whom the UK have a duty under the 1951 UN Convention on Refugees (overseen by the UN High Commissioner for Refugees) are caught up in this conflict between populist driven immigration policies and international obligations. As a group that includes some of the most vulnerable and traumatised people in the world, social workers across the UK can expect to meet asylum seeking individuals and families, especially in times of war, global economic and climate crisis – all driving peoples away from their homelands on a scale not seen since the end of World War Two.

Conference condemns the long standing UK government policy of denying public assistance to a growing number of refused asylum seekers who continue to argue their right to remain in the UK – those affected by ‘NRPF’ – No Recourse to Public Funds’. Refugee and human rights organisations

have also condemned such policies which stand as an indictment on our national attitude to international human rights.

Those affected by NRPF are forced to seek local authority assistance in order to meet basic needs for food and shelter. This includes families with children. Such support should be provided as a right under various pieces of social work legislation designed to enable local authorities to provide assistance to children and vulnerable individuals.

Whilst austerity policies have restricted council budgets we contend that the most vulnerable should not be made to suffer the consequences and that employer's organisations (LGA, COSLA etc) should be insisting on appropriate levels of government funded support to meet their social services and housing obligations to asylum seekers. We commit to support them with such efforts.

We are particularly concerned at reports that, within some local authorities, a divisive and essentially racist view is taken that suggests that the needs of indigenous 'local' vulnerable people are more of a priority than those seeking asylum. We call upon social workers faced with such attitudes to resist them and will support those who do so with all means at the disposal of the trade union. As such, UNISON members in local authority social services are encouraged to work alongside national and local organisations supporting asylum seekers and engage in, and with, campaigning organisations such as Social Workers Without Borders (SWWB).

Conference does not believe it is the place of local government staff to provide information to government agencies concerned with immigration control. This can only serve to divert those who require assistance from those who might provide it. We urge staff to resist attempts to enforce such practices.

Conference notes the UNISON Scotland and Scottish Association of Social Work (part of BASW) publication *Refuge and Asylum in Scotland: Social work support - a human right not an administrative burden* which gives guidance to social work members on these issues.

Conference calls on the service group executive to:

- 1) Produce guidance to members working in social work in England, Wales and Northern Ireland along similar lines to the UNISON Scotland guidance;
- 2) Produce further guidance on these issues aimed at

other members in local government, such as in housing services and education;

- 3) Campaign to resist the use of local government members to contribute to this hostile environment that the government wish to create for asylum seekers and refugees.

Scotland Region

13. Youth and community workers

Conference notes that youth and community workers do a vital job in our communities, providing real and long-lasting benefits for young people. While some public services step in when problems occur, youth services prevent so many difficulties from occurring in the first place. UNISON members in youth services help young people to lead positive lives as members of society.

UNISON's research has found that by 2016, £387m had been cut from youth services, with the loss of more than 3600 jobs and 600 youth centres, due to the Westminster government's cuts. Since then, figures from the House of Commons library show that the amount councils plan to spend on youth services dropped by 53.6% between 2010 and 2017. Local authorities have responded to Tory cuts by reducing youth service budgets, outsourcing to alternative delivery models, and merging youth services with other departments – like social work, youth offending teams, and libraries.

These mergers have meant that fewer and fewer qualified youth workers are employed, and in the last year several universities have stopped providing their youth work degree courses in response. The result is a systemic decline in youth and community work. At the same time, the government has failed to publish the youth strategy it has been promising for some time, instead relying on the National Citizen Service, which is no substitute for year-round, universal youth services provided in the communities that most need them.

Youth and community workers, whether they are employed on Joint Negotiating Committee (JNC) 'Pink Book' or NJC for Local Government Services terms, have suffered years of decline in real pay, due to pay freezes and below inflation increases.

Conference believes we need a fully funded statutory publicly provided youth service provided by trained and properly paid staff, and that UNISON must continue to provide a strong focus on organising this occupational group.

Conference welcomes the Labour Party's recent commitment, when in government, to reverse the youth service cuts, carry out a root and branch review to explore innovation and service delivery, and appoint a minister for youth affairs.

Conference calls on the service group executive to:

- 1) Renew its focus on recruiting student youth workers and retaining them when they qualify, including providing branches and Regions with mapping information, guidance and dedicated materials so that they can speak to youth workers when they are studying and develop relationships with them at an early point;
- 2) Continue to defend the youth work profession, promoting the importance of the link between high quality services and the JNC-endorsed degree qualification, and learning lessons from the experience of professional registration in Cymru/ Wales;
- 3) Campaign against youth service cuts, working with the Labour Party and other political parties across the four nations as appropriate, and support Regions and branches defending youth work jobs.

Youth & Community Workers Committee

14. LGBT workers and social care

Conference notes with alarm that the crisis in social care continues to grow. Councils have been forced to make cumulative savings in adult social care from 2010 to 2017 of £6.3 billion and the annual local government finance survey published in February 2018 indicated that 40% of council budgets for 2018/19 will see spending on adult social care further reduced, while demand for adult social care services continues to increase.

Conference acknowledges that while this impacts negatively on our members working in social care in innumerable ways, the cuts affect different groups of members in different ways, with disproportionate impact on members of disadvantaged groups. Conference further acknowledges that there is substantial evidence that many social care providers lack understanding of lesbian, gay, bisexual and transgender (LGBT) issues and that local authorities in England are doing little or no work directed at LGBT equality. This clearly has implications for LGBT workers.

Anecdotal evidence suggests that LGBT workers

are – and have always been - well represented amongst social care workers. However, they are often invisible. This may be an individual choice, or it may be a survival strategy. In general, workers give their best when they are able to be themselves at work. Seeking to hide a significant part of your identity at work is distracting, de-motivating and energy-sapping. A workforce where LGBT workers are unable to be out at work is not likely to be one where workers can confidently meet the specific needs of LGBT service users, or even be aware that they have specific needs. This underlines the importance of negotiating robust best practice agreements on LGBT equality with employers, recognising and valuing diversity, alongside union organising and individual advice and representation.

Conference notes the findings of the most recent UNISON equality survey of our members, completed in Summer 2017. This showed that while LGBT workers are particularly likely to experience discrimination, they are unlikely to report it. The main reasons LGBT workers do not report discrimination is that they fear that neither they nor the issue will be taken seriously. This is backed up by 2017 research from the TUC 'The cost of being out at work'. This showed that young LGBT workers and those in insecure employment are least likely to be out at work, fearing the reaction of others.

Conference notes that standardised monitoring of sexual orientation is currently being rolled out for all users of local authority social care in England, aged 16 years and over. This follows the Information Standard on sexual orientation monitoring, issued in September 2017 by NHS England under the Health and Social Care Act, which applies to all health and social care organisations. Front line staff will be key to implementation. This will sometimes mean staff asking service users their sexual orientation and filling in data for them. It is essential that staff are trained in appropriate language and appropriate setting for this; why sexual orientation information is being collected; how it will be analysed; what the information will be used for; and how it will be safeguarded.

It further notes that there was a press backlash when the announcement was made, with shock headlines claiming all service users were going to be asked if they were gay. Conference recognises that UNISON has an important role to play in counteracting scaremongering and in calling for training for all relevant staff.

Conference notes that that the outsourcing and

privatisation of social care has led to deteriorating services and the widespread exploitation of workers through low pay, zero hours contracts and attacks on our members' pay, terms and conditions, while generating profits for hedge funds and shareholders. Further, local authorities have to pick up the pieces when private providers collapse or pull out. The last few years have seen increasing numbers of private home care providers closing down and/or handing contracts back to local authorities. Private equity firms own three of the largest five providers of care homes. Four Seasons, owned by private equity group Terra Firma, only staved off the threat of going into administration in December through an agreement with its largest creditor as a first step in a major restructuring.

Conference welcomes UNISON's continuing Save Care Now campaign. Evidence has clearly shown the multiple benefits to local authorities that have signed up to UNISON's Ethical Care Charter, including fair pay and conditions for workers, appropriate training and improvements in the quality of services. Similar work is now underway to promote our Residential Care Charter.

Conference calls on the local government service group executive to:

- 1) Urge branches to use the UNISON LGB and trans bargaining factsheets to review employer policies and agreements with employers with a view to achieving best practice on LGBT equality;
- 2) Work with the national LGBT committee to develop guidance for branches on the sexual orientation monitoring standard, including the need for all relevant staff to be provided with appropriate training;
- 3) Promote the guidance and encourage branches to raise the implementation of the sexual orientation monitoring standard with relevant employers;
- 4) work with the national LGBT committee to promote the Ethical and Residential Care Charters, emphasising the importance for LGBT members;
- 5) Continue to campaign against the privatisation of social care and for services to be brought back in house.

National Lesbian, Gay, Bisexual and Transgender Committee

15. Trans equality is everyone's concern

Conference notes that despite lack of data collection by many local government employers on the experiences of trans staff, we know that they experience disproportionate levels of harassment and discrimination. A 2017 TUC report showed that 48% of trans workers had experienced bullying and harassment, compared to a third of non-trans workers. Our most recent UNISON equality survey confirmed these findings.

Conference also notes a lack of knowledge and information about trans equality among many local government employer HR departments and leads. In an August 2017 research paper on supporting trans employees in the workplace, ACAS noted that only 20% of Stonewall's Top 100 employers have trans-specific HR policies and processes.

While there has been an increase in local government branches being consulted on draft trans equality policies in the past year, many of these draft policies include mistakes in law, outdated language, ignore non-binary identities and are far from best practice.

Conference therefore welcomes UNISON's new trans equality guide and model policy, launched at LGBT conference last November, adding to our library of trans equality bargaining resources. Conference also welcomes the success of some local government branches in using the new model policy to negotiate agreements.

Conference further notes that every one of us has a role in trans equality and welcomes new UNISON guidance on being a good trans ally.

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

- 1) Promote the UNISON trans equality guide and model policy, along with UNISON's Trans workers rights factsheet, Guide for reps supporting trans members and guide to non-binary inclusion, which complement the model policy;
- 2) Ask the sector committees within the local government service group to raise trans equality with employers and employer bodies, and seek reviews of relevant equality guidance, in line with UNISON best practice;
- 3) Urge branches with employers outside NJC or other national arrangements to check any trans equality policies against the model policy and negotiate for necessary improvements;

- 4) Urge branches where employers have no trans equality policy to negotiate the adoption of UNISON's model policy;
- 5) Collate and publicise examples of where such agreements are reached;
- 6) Publicise and promote the new guide to being a good trans ally across the local government service group.

National Lesbian, Gay, Bisexual and Transgender Committee

16. Mental health and workloads

The Westminster government's slash and burn response to the economic crisis, and their austerity measures have resulted in drastic financial cuts to local government. Council 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.

The government's programme of cuts to benefits, jobs and services together with their wholesale attack on employment rights has caused a sharp rise in conditions such as anxiety, stress and depression. Redundancies, pay cuts, job insecurity, cuts to staffing budgets, unmanageable workloads, long working hours and higher performance targets are all taking their toll on workers' mental health.

The cuts to local government 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 and significant increase in mental health, stress and capability casework.

Despite the fact that conditions such as depression and anxiety affect one in six workers in the UK each year, eight out of 10 employers do not have a mental health policy to help sustain good mental health in the workplace. The stigma that surrounds this issue, combined with increased insecurity at work, means many workers do not disclose that they are experiencing mental distress. This leaves them vulnerable to disciplinary action and dismissal. The crucial role our reps play supporting members with mental health problems is taking on even greater significance and they require continuing support, training and guidance.

The 2017 UK government review of workplace mental health made some key recommendations; produce

and implement mental health at work plan, develop awareness among employees, promote good management through line managers, provide good working conditions and monitoring of employee mental health and wellbeing.

Members in Scotland are facing increased work demands due to cuts in the local government workforce across the country. The demands on councils 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 local communities.

Conference agrees we must step up our efforts and continue to support our members and activists in this crucial area.

Conference therefore asks the SGE to:

- 1) Secure more resources to help support our branch activists; including additional training and development, mental health first aid, produce campaigning materials, briefings, recruitment of new activists etc;
- 2) Work with employers to ensure mental health action plans are implemented across our bargaining groups and hold them to account;
- 3) Campaign and put pressure on employers to implement robust and effective workload management schemes;
- 4) Continue to publicise the brutal impact of austerity on local government and our members who deliver it;
- 5) Continue to pressurise and lobby both Westminster and the devolved governments for more funding in all our local authorities.

Scotland Region

17. Mental health in the council workforce

Conference recognises that the years of austerity and cuts in council budgets have increased the pressures on staff with cuts in staffing levels, increasing workloads and attacks on terms and conditions of employment.

Regular staffing reviews and re-structuring have created a constant level of insecurity amongst the workforce with a relentless pressure for more cuts, more redundancies and more fear for the future.

Workers are expected to continue to deliver high standards of service whilst managing the increasing pressure on themselves. This has contributed to an increase in conditions such as anxiety, stress and depression. Austerity is impacting on council workers' mental well-being.

UNISON shop stewards recognise an increasing casework of grievances, absences and capability.

Governments and many employers have stated that they recognise the growing problem of stress in the workplace and the impact that this is having on staff. However the austerity and cuts are relentless.

Conference applauds those branches that have been able to negotiate effective mental health wellbeing policies and raised awareness of the causes of stress in the workplace.

Conference calls on the SGE to:

- 1) Produce negotiating guidance on mental well-being in the council workforce including on how to conduct stress audits and ensure that these are carried out whenever councils reduce staffing levels or increase workloads;
- 2) Promote the use of effective workload management schemes;
- 3) Continue to campaign for adequate funding for councils to enable them to support their workforce's mental wellbeing whilst delivering local services.

South Lanarkshire UNISON

18. Food Standards Agency – pay, terms & conditions

Conference notes that our members employed by the Food Standards Agency (FSA) are under extreme pressure and that recent meat and food scandals may become the norm as we negotiate our way out of the European Union and into the hands of unknown trade deals.

Conference also notes the numbers of Meat Hygiene Inspectors (MHI) and their support staff are being reduced through a preference by the FSA to get

industry to take on the role of producer and regulator. This is privatisation and deregulation at the same time as an erosion of collective bargaining is taking place. Our members face stagnated wages, a loss of jobs and no career prospects along with a race to the bottom in their terms and conditions.

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

- 1) Continuing to robustly negotiate for higher wages for our members through collective bargaining at the FSA;
- 2) Opposing privatisation and deregulation of meat hygiene inspection to maintain the highest food standards for all;
- 3) Continuing to increase our campaigning presence;
- 4) Opposing animal welfare abuses and working with animal welfare groups to uphold the highest standards in slaughterhouses in the UK and in countries where trade deals are potentially negotiated;
- 5) Making UNISON national media and communication resources available to highlight our campaigns to demand the FSA recruit new directly employed MHIs;
- 6) Supporting our members in the private companies delivering services to the FSA including organising and recruiting new members and fighting for better pay, terms and conditions;
- 7) Linking with our members who work tirelessly and under extreme pressure in local authorities as Environmental Health and Trading Standards officers by highlighting the reduction in their numbers across local authorities in the UK as well as campaigning against the flawed "Regulating Our Future" FSA agenda which is about deregulation, not regulation;
- 8) Educating the public on the role of our members in local government, slaughterhouses and auditing of cutting plants;
- 9) Working with the devolved administrations, UK parliament and international organisations to highlight the importance of state-employed, independent meat inspectors and official veterinarians.

Food Standards Agency Committee

19. Black workers and in-work poverty

Conference notes that despite efforts to bring further equality into society, evidence shows that Black workers are still being held back in the work place. Inequalities in employment and income persist, and for many Black workers, this impacts upon their standard of living and increases their experience of living in poverty.

According to the Department for Work and Pensions, Black people's employment has increased by 3.2 percent from 2010 to 2015 resulting in a reduction in the gap in employment rates between Black and white people. However, most of this growth has been in precarious, insecure low-paid employment, combined with lack of progression which has not been favourable. Data collected - undertaken by the local government service group and national Black members committee - demonstrated that in some councils Black workers are under-represented within the workforce and not reflective of the wider community.

A report published by the Equality and Human Rights Commission titled, 'Healing a divided Britain: the need for a comprehensive race equality strategy' shows that Black workers are moving into more insecure forms of employment at higher rates than white workers.

They were twice as likely (4.3 percent) to be in involuntary temporary employment in 2014 compared with white workers (2.1 percent). Black workers are more than twice as likely to be in agency work. This increased by nearly 40 percent between 2011 and 2014 for Black workers, compared with a 16 percent rise for white workers (TUC, 2015).

The report also shows that the number of Black workers in low-paid jobs increased by 12.7 percent between 2011 and 2014, compared with a 1.8 percent increase for white workers. Black workers in local government tend to be under-represented higher up the salary scales and management positions.

Other analyses show that inequalities in pay between Black and white workers continue to exist and remain largely unrelated to Black people's qualifications. While Black education attainment have improved, these gains have not translated into improved outcomes in employment.

The pay gap between white and Black workers is at its widest for those with university degrees. Analysis

of TUC's official statistics shows that Black workers with degrees earn 23.1 percent less on average than white workers with degrees.

In addition Black people who leave school with GCSEs typically get paid 11.4 percent less than their white peers. The pay gap between white workers and Black workers regardless of their educational attainment, is 5.6 percent.

Alongside evidence of low relative pay, Black workers are over represented in low pay jobs. This trend has risen steadily over time and is replicated within our sectors.

Overall, Black workers received lower pay than white people. In 2013, this was at an average pay of less than £10 per hour. Hours of employment, pay rates and job security all affect poverty risk.

In the UK, part time workers are twice as likely, and the low paid three to four times as likely to be in poverty as all workers.

As evidenced by the above trends for Black workers, this implies that most Black workers have increasingly been exposed to the risk of in-work poverty and reduced standard of living despite being in work. We welcome the work undertaken by the local government service group on in work poverty in relation to successive NJC pay claims/campaigns.

Black workers undertaking such employment find themselves disproportionately having to live in low-work intensity households (either in terms of the number of earners or hours worked) and households with low wage earners have a relatively high poverty risk.

For our union, clearly it is important that we support our members both in and outside of the workplace, and how we respond to tackling widespread inequality must remain a priority.

Conference notes that our union continues to challenge employers and sectors to ensure decent pay for all workers. However, it is clear that inequality exists in pay and opportunities resulting in lower work related incomes for Black workers and that further work is required to tackle the root of in work poverty amongst Black members.

Conference recognises that the link between Black people and in-work poverty is complex.

However, conference calls on the local government service group executive committee to work with the

national Black members' committee to:

- 1) Undertake a survey amongst Black members in relation to posts held and wages earned within the service group sectors, analysing the impact of outsourcing and use of agency labour on Black workers;
- 2) Develop an action plan based on the findings of the survey that would enable branches and regions to highlight the issue and impact of in work poverty with employers and to produce appropriate material for branches and regions to use;
- 3) Encourage branches to work with employers to seek to ensure Black workers pay and work conditions are on an equal basis with all other employees.

National Black Members' Committee

20. Zero hours and Black workers

In recent news it has reported that unemployment has hit a record low. What these statistics do not report is that a large proportion of this is because of the increase in zero hours contracts.

Employers have increasingly been turning to zero hours contracts as part of the general attack on staff terms and conditions that has accompanied the privatisation and cuts to funding across the public services.

This has particularly affected workers in the homecare sector with most privatised companies employing workers on zero hour contracts often without travel time, sick pay, training or the living wage.

We are aware that some individuals choose these contracts in order to meet with family commitments as flexible contracts around their personal lives be it taking care of children or elderly relatives are not available.

However for many other vulnerable workers, many of them Black workers, it is not a choice. A large number of zero hours contracts affect the low paid and the main features of these are Black workers (often not members so without the protection of UNISON) are disproportionately being affected.

For these workers zero hours contracts have a negative impact in a number of ways:

- 1) There is no guaranteed level of regular earnings;
- 2) The need to be available for work when required by the employer hinders the ability of staff to take up other employment;
- 3) The variability of earnings throws into doubt an individual's eligibility to claim various state benefits;
- 4) Zero hours contracts have also shown themselves to be more open to abuse than regular permanent contracts. For example, scheduling of working hours in the homecare sector that allowed no time for travel time between home visits has led to staff working considerably beyond their paid hours in some cases;
- 5) Uncertainty about hours offered each week can lead to fear among staff about complaining or raising issues concerning any aspect of the job or service.

Conference notes UNISON's excellent work on the Ethical Care Charter for homecare workers which has urged local councils to guarantee hours instead of zero hour contracts, payment of travel time, and hourly rates of at least the Living Wage.

Conference notes nineteen local authorities have currently adopted UNISON's Ethical Care Charter.

Conference congratulates Black homecare workers in Haringey taking action against Haringey council and their employer for alleged failure to pay the minimum wage.

We therefore call on the local government service group executive to work with the national Black members committee and the private contractors national forum to:

- a) Undertake a survey of members to enquire how many Black workers have taken on a second job who are on zero hours contracts;
- b) Consider ways to promote the values of trade union membership and Black members self-organisation and produce a basic guide for workers on know your right;.
- c) Ensure Black members are fully aware and are at the forefront of the campaign to demand local councils adopt UNISON's Ethical Care Charter.

National Black Members' Committee

21. Local government champions

Conference notes that often, members providing services in local government are not recognised for the essential contribution they make to the well being of society. This lack of recognition means when cuts are made to services, pay, terms and conditions, the wider public are not sufficiently aware of the damage caused to local services and the negative impact on the lives of our local government members.

Conference also notes it is often difficult to find local government members who are willing, and have the confidence, to speak to the media about the impact of cuts on the services they provide and on their lives.

Conference calls on the SGE to:

- 1) Run a campaign working with branches, regions and the press and media office, along the same lines as the public service champions, focusing on raising the profile of members who provide local government services and the vital, often hidden, work they do;
- 2) Work with the press and media office to provide a guide for branches and members about dealing with the media;
- 3) Work with LAOS, regions and the press and media office to develop a training programme enabling branches and members to confidently maximise the positive impact media engagement can have.

Eastern Region

22. Raising the profile of local government workers

Conference notes that local government services too often suffer from a low profile, with little political or media understanding or support for the work local government employees do. There is not enough recognition for the work our members in local authorities and schools do. This applies both to their everyday work and also in times of crisis, like the recent terrorist incidents and the Grenfell Tower tragedy, when many of our members come into their own and provide invaluable support to communities.

The lack of awareness or recognition of the importance of what local government workers do has made it easy for the Westminster Government to cut local government funding at a much greater rate than any other part of the public sector. By 2020, 75% of local

government funding will have been cut since 2010, and there is massive uncertainty about the structure and level of local government finance in the future. Hundreds of thousands of jobs have been lost, and real pay has fallen massively behind in recent years.

The lack of profile for local government has also meant that some authorities have been able to cut UNISON members' conditions of service without any public awareness.

Homecare workers are a particular victim of the lack of profile for local government services. In Birmingham, UNISON homecare workers recently took strike action against attempts to make 40% of the workforce redundant and to introduce unworkable split shifts which would leave many workers away from their homes from 7am until 10pm. Conference applauds the stand taken by these workers.

Conference calls on the SGE to run a campaign which raises the profile of local government and creates a positive profile for our members who provide local government services, including:

- 1) Building on UNISON's Public Service Champions campaign, which is using some very positive examples of local authority services, to demonstrate the value of what our members do;
- 2) Increasing our press and media profile through a detailed strategy devised with UNISON Press Office;
- 3) Developing organising and recruitment materials which demonstrate that UNISON understands the jobs that local government workers do;
- 4) Working with the other local government unions and sector representative bodies and think-tanks across the four nations of the UK, to explore the development of a shared vision for local government services in the future;
- 5) Using social media to highlight the realities of our members' work and the contribution they bring to society;
- 6) Exploring the possibility of commissioning research on the "value added" provided by local government services or particular services within local government;
- 7) Holding one or more days of celebration 'stars in our...' days for particular local government occupations, highlighting those roles;

8) Pressing the House of Commons Select Committee for Housing, Communities and Local Government, and appropriate committees in the Scottish parliament, Welsh Assembly and the Northern Ireland Assembly, to hold inquiries relating to the local government workforce.

Local Government Service Group Executive

23. Henry VIII's cruellest cut

We voted to leave the EU. Control over our laws, it was argued, would be returned to our Houses of Parliament and all our laws would be debated by our democratically elected Members of Parliament, with our democratic rights strengthened, not weakened.

The proposed Great Repeal Bill, which will repeal The European Communities Act 1972, is intended to put EU law into UK statute. The reality is that the act when carried will not actually repeal at all it will convert EU law into UK law at the point of formal separation from the EU.

The Great Repeal Bill has been widely condemned because the Tory government has seen fit to take this opportunity to include a procedure which fundamentally undermines the right of parliament to scrutinise legislation, using a provision which dates back to Henry VIII which he introduced in the Statute of Proclamations in 1539 known as the Henry VIII Clause. This was a king who believed in the divine right of kings and not the right of parliament to scrutinise his actions or laws.

The Henry VIII Clause allows the government to appeal or amend an Act of Parliament by means of a secondary act with limited or no further parliamentary scrutiny. This has the potential to drastically undermine women's rights, and the gains we have made over decades and generations many of them originating from European legislation. In particular the following:

- 1) Equal treatment;
- 2) Equal pay;
- 3) Equal pension rights;
- 4) Maternity rights;
- 5) Carer's rights;
- 6) Women's health and safety at work;

7) Sexual harassment at work;

8) Part time and agency workers' rights.

Conference notes that all these issues have been the subject of intense and lengthy negotiations within the local government service group.

Many bitter battles have been fought with local government employers over equal pay in particular, including UNISON's recent spectacular victory in Glasgow city council.

Enhancements to the basic entitlements have been successfully negotiated in many of these areas, but now local government employers are seeking to undermine existing agreements in their attempts to cut costs in the face of government austerity measures.

European law underpins these rights. The UK's equal pay provisions were dramatically increased by the introduction of equal value and women's pension rights through equal treatment, both under European law – and negotiated under the Single Status scheme to ensure equality proofed pay for local government workers.

Likewise the enhancement to maternity and parental rights and the recognition of work life balance all came from Europe, and anti-discrimination law has been hugely impacted by European law.

EU law has been fundamental to our rights at work but also to our ability to organise and campaign as trade unionists – rights which are under threat from our employers, under pressure from the UK government.

Conference calls upon the service group executive to:

- a) Work with the NEC, Labour Link and all other appropriate bodies to defend the rights of workers in local government;
- b) Raise awareness of the impact of the proposed legislative change amongst the membership, and encourage them to lobby against the proposals;
- c) Take the necessary action to support branches in resisting any attempt to reduce existing terms and conditions within local government as a result of any future changes to UK law, and to defend enhanced conditions where they exist.

National Women's Committee

24. Local government and Brexit

Conference notes that when the UK leaves the European Union (EU), a large amount of EU regional aid will be lost. The Local Government Association's report 'Beyond Brexit', published in July 2017, calculated that the funding gap would be £8.4bn. This funding has been used by local areas to create jobs, deliver skills training, and invest in transport and digital infrastructure. Without this funding, local government jobs will be at risk. Conference believes that prior to Brexit taking place, the UK Shared Prosperity Fund promised by the Government must replace in full the money local areas currently receive from the EU.

Brexit could also result in the loss of a large number of regulations relating to local government services and local government workers, such as food safety, equalities, environmental and workplace regulations. EU regulations have provided many benefits to local government workers, including helping part-time workers achieve fairer pension rights, ensuring workers are entitled to breaks, and improving health and safety.

Potential future trade deals could also make it even easier for local authorities to privatise local government services to multi-national companies.

Many local government services across the UK rely on migrant workers, from both the EU and beyond the EU. For example in 2016 Skills for Care reported that 80,000 of the 1.3 million workers in the adult social care sector were from non-UK EU countries. Brexit will mean enormous uncertainty to migrant workers in local government, including many UNISON members whose jobs and livelihoods will be at risk. If freedom of movement is restricted, local government services will be at risk of losing employees and struggling to replace them. Vacancy and turnover rates in social care are already high – in 2017 the vacancy rate for social workers in local authorities was 11% and the turnover rate was 16%.

Conferences calls on the service group executive to:

- 1) Press the UK government to replace in full the money local areas currently receive through EU regional aid, making this an integral part of our Save Our Local Services (SOS) campaign against cuts and for fair funding for local government in the future. This work should include a plan to lobby politicians across the four nations, and to include UNISON members in actions aimed at raising awareness and putting the maximum pressure on government;

- 2) Explore working with sympathetic organisations in the local government sector, like the Local Government Information Unit (LGIU), and APSE to push for fair funding for local government following Brexit;
- 3) Work with the Labour Party and other political parties as appropriate on this campaign;
- 4) Campaign for proper funding for social care, which takes account of the likely future need for a major increase in the workforce, if EU migrant workers have fewer rights to work in the UK;
- 5) Work with the NEC and other service groups to defend the rights of EU citizens in the UK after Brexit;
- 6) Work with the NEC and other service groups to campaign to safeguard and improve equality and employment rights and for local government workers after Brexit.

Local Government Service Group Executive

24.1

Add new second sentence in 2nd paragraph: 'Many anti-discrimination rights have been won by taking cases to the European Court of Justice, including lesbian, gay, bisexual and trans (LGBT) rights in the workplace and in the delivery of local government services.'

Add at end of 3rd paragraph: 'Potential trade partners with which the UK government is already in discussion include those which have not even ratified the most fundamental ILO labour rights conventions and which show clear hostility towards LGBT workplace equality.'

Insert new action point 5) and renumber remaining points:

- 5) Continue to campaign for adequately-funded, accessible and inclusive local government services for LGBT people and other disadvantaged and marginalised groups, delivered by an appropriately trained and skilled workforce, pushing back on the moves to make profit the only driver in decisions on local government services;

National Lesbian, Gay, Bisexual and Transgender Committee

25. Bring them back

Following the collapse of Carillion and the public purse having to bail out, once again, an international conglomerate, it is time for all outsourced services, leisure trusts, arms length organisations and management companies to be brought back into the public sector.

Often these organisations, after TUPE, attack the pay, terms and conditions and pensions of our members in pursuit of profit and the services they provide are not of the same standard as those directly delivered by the public sector.

The myth that 'private is best' has been well and truly discredited.

The collapse of these companies often result in those at the top and shareholders receiving huge pay-outs at the expense of front line workers.

Conference, calls on the local government service group executive to:

- 1) Establish a new campaign similar to "Public Works";
- 2) Commission an academic study around outsourcing in all its forms;
- 3) Work with APSE to help make the case across local government for bringing services back in-house;
- 4) Provide resources/materials for all four nations to run a high profile campaign.

UNISON Renfrewshire

26. Privatisation

Conference notes that privatisation and outsourcing is increasingly discredited. The collapse of Carillion has further demonstrated that privatising public services not only undermines the fairness in workers' pay, terms and conditions but also represents a massive waste of public resources. The failure of so many private contracts in conjunction with a politically driven austerity agenda, is breaking the neo-liberal consensus of "private good, public bad".

Outsourcing has created not only a race to the bottom in our members' pay, terms and conditions but also has shown significant failure such as G4S and Serco being fined for dishonest electronic

tagging, the G4S Olympic security embarrassment and Carillion's collapse. There is no wonder members shudder with alarm over Virgin Care taking over entire children's and adult services.

The demise of Carillion also demonstrates the particular problems caused by the huge amount of sub-contracting that goes on after local government services have been outsourced.

Private providers seek to reduce our members' remuneration and conditions of service so as to increase their profits. In addition the failure of so many private contracts demonstrates that privatisation makes our members' jobs considerably less secure.

Up and down the country, councils of different political persuasions are bringing services back in-house, to save money and to end the in-built inflexibility of private contracts where the slightest change involves extra cost. An example of this inflexibility is the waste disposal contract in the London Borough of Redbridge, where the current Amey contract is to be brought back in-house because it does not allow for food waste.

In Blackpool, the waste contract with Onyx will be brought back in-house when it runs out in 2019 because there is no flexibility to collect Christmas trees or cardboard. The council says the contract costs them £3.8m and they can deliver it better for £3.5m and pay staff the real living wage, with all the money staying in the community.

The Smith Institute launched a new report in January this year, Out of contract: Time to move on the "love-in" with outsourcing and PFI. The report calls for an immediate "pause" in contracting out in the whole public sector, as well as a new public regulator to oversee an audit of existing contracts to be named the "Domesday Book". The report also highlights that £100bn is contracted out but no one checks the success, failure or indeed performance of these contracts. The report states we "...have a yawning information deficit on how outsourcing and PFI impacts on employees and wider society."

The National Audit Office has also published a report that assesses the costs of the impact of the Private Finance Initiative (PFI) named, "PFI and PF2". The key findings state:

- 1) There are currently over 700 existing PFI and PF2 projects, worth £60bn with little evidence indicating any financial benefit to the public;

- 2) If new PFI deals cease to be signed, the current and future deals will continue for a minimum of 25 years at a cost of £199bn to the Government;
- 3) The cost of privately financing public projects can be 40% higher than using government money;
- 4) PFIs are a dereliction of public value for money.

Contracting out sees the public ethos undermined or ignored for the pursuit of shareholder value and scandalous executive pay. UNISON has long-since campaigned with these realisations, but has all too often ignored by decision makers.

Therefore, conference calls on the service group executive to oversee and:

- a) Support the calls by the Smith Institute for a complete review of outsourcing, the total costs of contracts, the effects on staff, service quality and the social and economic costs to our wider society. This includes the setting-up of a “Domesday Book” for all significant contracts to evaluate the performance and effectiveness of outsourcing companies across multiple contracts;
- b) Continue to actively and publicly campaign alongside sympathetic local government organisations for in-house provision as the default option for council services, to make existing contracts subject to Freedom of Information requirements, involvement of trade unions and the public and resist calls to mutualise services out of public ownership;
- c) Actively and publicly campaign against any attempts to outsource local government services to the third sector, mutuals, social enterprises and co-operatives;
- d) Work with the sector committees to investigate and campaign for full equal pay compliance following the outsourcing of local government services;
- e) Engage with decision makers in local authorities and elected members by providing guidance on how to in-source services and the appropriate questions to ask at scrutiny level;
- f) Work with UNISON’s press and communications teams to publicise the value, common sense and fairness of in-house service provision as opposed to outsourcing;
- g) Work with Labour Link to create a charter for

Labour local government council and mayoral candidates to sign stating they will campaign for an end to privatisation and outsourcing, and to change council procurement policy to default to in-house provision. In England, this work should build on the ‘Labour Local Government Trade Union Principles’ agreed by the Local Government Association for England and UNISON, Unite and the GMB.

Local Government Service Group Executive

27. Stop the spread of Regional Adoption Bodies

Conference notes the 2016 Education and Adoption Act gives the Government the power to direct councils in England to move their adoption services into a regional body. Conference believes this move to regionalisation is not about the continued improvement of the adoption services. Instead it is driven by the political dogma of privatising children’s social care.

The Department for Education report ‘The potential for developing the capacity and diversity of children’s social care services in England’ indicates part of the long-term strategy of driving the private sector into children’s social care is about segmenting services, slicing them away bit by bit.

Creating a Regional Adoption Agency (RAAs) means councils lose financial control of the Adoption Service and in future are duty bound to purchase future provision, even if it becomes more expensive than it is currently. For our members it means job losses and threats to their pay and conditions. RAAs are only a threat in England, but privatisation of adoption services is a real concern across the UK.

At a time when children’s services are creaking under ever increasing caseloads, high levels of staff stress, high staff turnover, and ever-increasing numbers of agency workers, the focus should be on dealing with these challenges rather than changing a part of the service that works relatively well.

Conference applauds branch campaigns such as those in West Midlands which have scuppered plans for a Regional Adoption Agency.

Conference therefore calls on the local government service group executive to continue to vigorously oppose the privatisation of children’s social work, including through the creation of trusts, and to

provide materials to support branches in stopping the spread of RAAs.

Local Government Service Group Executive

27.1

Add new paragraph before final paragraph as follows:

“Conference also notes that in some areas Regional Adoption Agencies have already been set up and that branches in those areas have worked hard to ensure that affected members do not suffer any detriment including, in some cases, negotiating secondment agreements with employers to ensure that social work staff remain employees of their respective local authorities and are brought back in house at the end of any secondment period.”

Liverpool City

28. Housing

Conference notes that cuts to investment in social rented homes and redirecting investment into the promotion of home-ownership schemes, such as shared ownership, starter homes and Help to Buy, have led to a drastic decline in council housing.

Housing policies have led to a 97% drop in the number of government-funded social rent homes built each year since the Conservatives took office in 2010, and failed to ensure an adequate supply of decent, secure, safe and truly affordable homes that workers and citizens on modest incomes can afford. This has had a disproportionate impact on local government workers, because local government is the lowest paid part of the public sector.

Many local government workers face a life-time of insecure, sub-standard, expensive private lets with no hope of a secure and stable home where they can plan for their future, due to the shortage of council homes. UNISON members in local government have found it particularly difficult to afford to live in or near the places where they work. As a consequence, some local government employers are witnessing staff shortages, and a high turnover of staff, with implications for remaining staff whose workloads have increased due to a depleted workforce. Others are struggling to recruit and retain staff.

Government policies continue to represent a sustained attack on local government housing

services. The failure to replace stock sold under the Right to Buy has seriously depleted the social housing stock, while the loss of rental income has squeezed housing budgets and income streams that could support investment in new council homes. This in turn has resulted in job losses and an erosion in the pay, terms and conditions of social housing workers.

The Housing and Planning Act 2016 (England) will lead to a further depletion of council housing stock, if plans to sell off ‘higher value’ council homes to fund the extension of the Right to Buy to housing associations are enforced. This will reduce future rental income streams and hamper the ability of councils to invest in new and existing homes. With a reduced stock and reduced rental income, the jobs of maintenance and other housing workers are likely to be put at risk. Inevitably, increased workloads, more stress and cuts to overall pay and conditions are the likely consequences for workers.

Welfare cuts are exacerbating the housing affordability crisis, as increasing numbers of people are struggling to meet housing costs due to widening gaps between the benefit received and rent charged, exposing them to the risk of rent arrears, poverty, evictions and even homelessness. Regeneration schemes are also causing fear in the community, as they often lead to the loss of council homes and the social cleansing of ‘the working poor’ out of inner cities into the outskirts, away from family networks and local connections.

These trends have caused massive workplace stress and risks at work for UNISON members in housing, as they deal with vulnerable members of the public who have immense housing difficulties. The shrinking of local authority housing workforces and welfare changes, including the bedroom tax, have made the jobs of those who remain extremely challenging. The Grenfell Tower tragedy and its broader implications placed even more pressure and stress on local government members in Kensington and Chelsea and beyond.

Conference condemns the government’s complete failure to commit funding for “essential fire safety works” in tower blocks following the avoidable Grenfell Tower fire tragedy which exposes its abject failure to invest in new and existing council homes, and the consequences of the privatisation of key housing jobs. The tragedy is an indictment of failed housing policies, privatisation, outsourcing, a chronic lack of investment in council housing and the denigration of council housing. The outsourcing of building regulations and fire safety inspections of

high-rise buildings have resulted in many such buildings being unsafe for human habitation, and requiring costly essential remedial safety works to put things right. The government has a duty to provide funding for fire safety improvement works, as without financial support the cost will fall on councils' rental incomes and could result in further cut backs in jobs and services.

Conference is concerned that the commercialisation of housing associations, many of which were set up as a result of transfers of stock from councils, and are now classified as Private Registered Providers, has led to the steady erosion of their ethical and social purpose and an increased threat to the jobs, pay and conditions of local government workers who are outsourced. Some housing associations refuse to recognise local government unions or engage with them after transfer. Experience has shown that when local authority employed housing workers are transferred to housing associations or the private sector, their jobs become less secure and there is downward pressure on pay and conditions.

Conference believes that local authority landlords as democratic and accountable bodies, unlike housing associations, provide a vital part of the provision of affordable housing in the UK to households on low to middle incomes and should be adequately funded and protected for current and future generations.

Conference calls on the local government service group executive to work with the NEC and the community service group executive to:

- 1) Continue to make the case for a well funded, well resourced council housing service to ensure that there are sufficient homes that are accessible to workers on modest incomes;
- 2) Undertake research across the union to find out the implications of housing costs and affordability on local government housing workers who have been hit hard by the housing crisis, and use the evidence to campaign for improvements in housing policy;
- 3) Campaign for staffing levels which enable housing workers to do their jobs effectively and safely, and campaign against the privatisation of housing jobs;
- 4) Campaign for housing workers to be treated with dignity and respect, and call on councils to make it a condition of their partnership arrangements with housing associations that they recognise unions and that they sign up to UNISON's Violence at

Work Charter to prevent abuse of housing workers;

- 5) Campaign for government funding for necessary fire safety and improvement works in council housing to make them safe for human habitation;
- 6) Continue to campaign for a restoration of direct public investment in public housing to enable "a new generation of council house building" and for councils to identify and prioritise brown-field land for the development of new council homes;
- 7) Continue to campaign for councils in England to be given the financial freedom to retain 100% of Right to Buy sale receipts to enable them to use the funds to invest in new council housing;
- 8) Campaign, in England, for a review of council housing finance and for Housing Revenue Account (HRA) borrowing caps to be abolished and replaced with a new HRA settlement which enables councils to access the finances required for them to build homes and get the existing stock up to the decent homes standard;
- 9) Campaign to end the Right to Buy across the whole of the UK in line with Scotland and Wales, where there is more emphasis on protecting affordable housing provision;
- 10) Campaign, alongside the Housing Act/Homes for All Campaign Group, comprising housing campaigners, unions, tenant and resident groups, for a repeal of measures in the Housing and Planning Act to protect existing council homes in England;
- 11) Campaign for the protection of existing council housing, and call for truly independent compulsory tenant ballots on housing issues, including stock transfers, regeneration and demolition schemes before they go ahead, to ensure that decisions are made for the benefit of local communities.

Local Government Service Group Executive

29. The housing crisis and its effects on public sector workers

Conference notes that cuts to investment in social rented homes and instead promoting of home-ownership options such as shared ownership, starter homes and Help to Buy. This has led to a year on year drastic decline in the social housing sector since 1979.

Despite the rising crisis in housing, since 2010, government investment in social housing (in any sector) has dropped massively and has failed to provide an adequate supply of decent, secure, safe and truly affordable homes that workers and citizens on modest incomes can afford. Local government workers are amongst the lowest paid part of the public sector so the lack of affordable housing has had a disproportionate effect on our members who often face a lifetime of insecurity, unsafe and expensive private lets with no hope of a secure and stable home. UNISON members in local government have found it particularly difficult to afford to live in or nearby where they work. As a result, some employers are witnessing staff shortages, high turnover, retention problems and remaining staff facing rising and unsustainable workloads.

Right to Buy (RTB) has seriously depleted the housing stock available and reduced income streams which in turn has led to more pressure on our members working in this sector both for workloads, pay and working conditions.

The Housing and Planning Act 2016 (England) will lead to a further depletion of council housing stock, if the regulations are put into effect – such as plans to sell off higher value council homes to fund the extension of RTB to housing associations are enforced. More and more housing associations are now removing themselves from the “social sector” and involving themselves only in the home-ownership options as property developers.

These trends in the social housing sector have caused massive workplace stress and risks at work for UNISON members in housing, as they deal with vulnerable members of the public who have immense housing difficulties. The shrinking of local authority housing workforces has made the jobs of those who remain extremely challenging. In many local authorities, stress is now the top reason housing workers are signed off sick.

Conference condemns the government’s complete failure to commit funding for “essential fire works” in tower blocks following the avoidable Grenfell Tower fire tragedy, which exposes its abject failure to invest in new and existing social homes, and the consequences of the privatisation of key housing jobs. The tragedy is an indictment of failed housing policies, privatisation, outsourcing and a chronic lack of investment in council housing. The government has a duty to provide funding for fire safety improvement and associated improvement works, as without support the cost will fall on councils’ rental incomes and could result in further cutbacks in jobs and services.

Following the Grenfell Tower tragedy, many councils and other providers’ reaction was rightly immediate, but front line housing workers, with little to no staffing resources being made available, undertook the work of inspection, monitoring and follow up works. The result was increase stress, and a massive increase in workloads. This has not abated, and is not likely to in the near future.

Conference calls on the local government service group executive to work with the NEC and the community service group executive to:

- 1) Undertake research across the union to find out the implication of housing costs and affordability on local government members, and use the evidence to campaign for improvements in housing policy;
- 2) Campaign for staffing levels which enable housing workers to do their jobs effectively and safely, and continue to campaign against the privatisation of housing jobs;
- 3) Continue to campaign to increase the supply of council housing and lifetime tenancies on true social rents provided by housing associations, and recognise the fact that local government workers have been hit hard by the housing crisis;
- 4) Continue to campaign for a restoration of direct public investment in public housing to enable “a new generation of council house building” and to bring existing social homes up to a decent standard;
- 5) Campaign in England, for Housing Revenue Account (HRA) borrowing caps to be abolished and replaced with a new HRA rules to allow councils to fund building of new homes and works to decent home standards from existing RTB receipts;
- 6) Campaign to end the RTB across the whole of the UK to bring in line with Scotland and Wales.
- 7) Campaign for a repeal of measures in the Housing and Planning Act 2016 in order to protect the future of council and social homes in England.

Camden UNISON

30. Disabled workers at the sharp end of the housing crisis

Conference notes the depth and scale of the housing crisis the UK is facing, a crisis that has been gathering

for decades but which has reached a crescendo with the Conservatives' ideological war on council housing.

Thousands of UNISON members delivering housing services have seen their employers change from local authorities to housing associations and arms length management organisations (ALMOs) in a fragmentation and increasing commercialisation of housing services. In recent years local authorities have begun to set up spin off housing companies that operate outside of the Housing Revenue Account and often focus on building homes for outright sale in order to develop a revenue stream to plug council finances. The pay cap has also depressed wages in the sector, with housing workers often struggling themselves to find affordable homes.

In addition to the devastating impact these changes have had on our members who rely on social housing and which was illustrated by the avoidable tragedy of the Grenfell fire, members who work in housing can see their terms and conditions reduced under these new models of housing delivery. Disabled members working in housing, often on lower pay, may have hard-won reasonable adjustments and equality provisions disappear when moving to the new employer.

With government cuts to funding for social housing and changes to rent regimes, more and more local authorities are beginning to operate like private sector developers. Disabled members are often most at risk when profit making becomes the main objective, with rigidly imposed targets and workplace stress often leading to bullying and discrimination. The tragedy of Grenfell has further increased the pressure on our disabled members doing their best to provide good quality housing services in increasingly challenging circumstances.

Conference notes the bargaining resources available to stewards representing disabled members delivering housing services, including fact sheets on reasonable adjustments, disability leave and the new "Bargaining for Mental Health Policies" guidance. Conference also notes that many branches have elected disability officers who can build up specialist knowledge.

In fragmented housing workplaces, our disabled members self-organised group (SOG) is often a lifeline for members and can encourage them to raise workplace issues and become more active in their local branch.

Conference therefore calls on the service group executive to:

- 1) Continue to fight cuts to members' terms and conditions as a result of ALMOs and the growth of local authority housing companies;
- 2) Publicise bargaining resources for supporting disabled members working in housing to regions and branches;
- 3) Encourage branches to elect disabled members officers and actively promote the disabled members SOG, its regional groups and national events, to regions and branches;
- 4) Continue to work with the NEC, the Labour Link and Defend Council Housing to develop proposals for just and viable housing policies, including a programme of investment in new socially rented accessible council properties.

National Disabled Members Committee

31. Trading through austerity

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

Whilst acknowledging that councils face difficult decisions as to what can be done, most local authorities no longer rely solely on 'in-house' operations to deliver either public services or their own internal functions. Many councils use different models such as 'shared services' between multiple local authorities, between local authorities and other public bodies; outsourcing to private or voluntary providers, and its obverse, 'insourcing'; the increasing use of Local Authority Trading Companies (LATCs) to trade for profit, providing a revenue stream for the local authority; and mutuals.

Whilst UNISON acknowledges that it is laudable for councils to look at new ways to raise revenue, there is a need for local authorities to be clear on the service model they are proposing, and its purpose.

Whilst there appears to be four key themes that are examined when councils are looking at alternative models of delivery: governance, commercialisation, leadership and talent, UNISON has a key role to ensure that any alternative models should not be at the detriment of our members' terms and conditions, or jobs. In order to ensure that our members' best interests are served, it is vital that we develop our

political influence with the councillors, who will ultimately determine which avenue is pursued.

Within the Northern region there has been some really positive work to strengthen our political influence when working with local councils such as Gateshead Council. By positive joint working with APSE and UNISON national officers, the branch, region and council have been able to promote alternative in house models to maximise income generation.

Conference believes that promoting and defending the role and values of local democracy is intrinsic to promoting and defending public services. Local government itself needs to do more to highlight the damage that is being made to local services and local democracy.

To do this we need to work with councillors to ensure that motions are debated and passed at full council, that protect our members' jobs and terms and conditions, as well as delivering vital public services.

Campaigns led by UNISON to oppose the austerity policies and proposals on how councils can mitigate cuts by in-house income generation, use of reserves and management of borrowing, should be promoted more to get local councils to adopt them.

Therefore conference calls on the service group executive to develop a campaign which:

- 1) Develops ideas for policies that councils can implement to mitigate against the immediate impact of austerity;
- 2) 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;
- 3) Continues to expose the long term harm that austerity policies are doing to council services;
- 4) Supports branches and regions in working with councils to increase income generation from in house services;
- 5) Supports regions and branches to extend and develop their political campaigning work;
- 6) Provides training for councillors that helps deliver increase income generation from in house services to protect our members' jobs and terms and conditions;
- 7) Provides support and resources to assist branches

and regions in lobbying the LGA to campaign fairer and better funding for local councils.

Northern Region

32. Support library and cultural services

Conference recognises libraries and cultural services, such as museums and public parks, have been suffering financial cuts over many years as councils struggle under the government's austerity policies. There has been a systematic attack on the term and conditions of and undermining of the professionalism of people still employed in these services. Conference recognises the importance of these services to local communities as they contribute to the education and social cohesion of communities and give access to learning, art and leisure to people of all ages and backgrounds.

Conference applauds those branches that have resisted the closure of these services alongside their local communities and pledges to continue supporting these campaigns.

Conference condemns those councils that promote the use of volunteers to run local libraries, community halls and museums, replacing trained and professional staff.

Conference calls on the SGE to:

- 1) Lobby national politicians on the importance of these services;
- 2) Produce materials highlighting the threat to these services that branches can use in their local campaigns;
- 3) Produce a cultural charter that councils should adopt to commit to protecting these services for their communities;
- 4) Encourage branches to promote library use amongst members and the community.

Conference also calls on all branches, in all sectors, to explore how they can encourage members to use these local services and to explore how UNISON can work in partnership with our members in these services.

South Lanarkshire UNISON

32.1

Insert after 2nd paragraph:

“Conference praises those councils who make a priority of cultural services. Paisley may have lost the bid for 2021 UK City of Culture to Coventry, however Renfrewshire politicians and UNISON Renfrewshire have committed to the 2021 legacy. UNISON Renfrewshire has kept up the pressure to ensure the spending commitments are actioned. Investment in a new HQ library, extension to our museum and new museum store (secret collection) are amongst some of the projects coming to fruition.”

UNISON Renfrewshire

33. Social care cuts

This service group conference notes with deep concern the disastrous effects of massive funding reductions for social care services, with spending on these services being forecast to fall below 1% of Gross Domestic Product (GDP) by 2020.

The appalling effects of these cuts are increasingly experienced on a daily basis by UNISON members working in all areas of social care and the negative consequences on vital services for vulnerable people of all ages have frequently been highlighted in many reputable public reports and other social studies.

These serious reports and studies have also been regularly reinforced by innumerable media reports.

This service group conference calls on the service group executive to:

- 1) Continue to campaign to highlight the Tory government’s systematic under-funding of social care and to publicise this at every opportunity;
- 2) Step up already existing work aimed at emphasising the impact of this sustained under-funding on both vulnerable service users and what is pre-dominantly a low paid and mainly female workforce;
- 3) Help regions and branches to oppose local closures and service reductions whilst continuing to emphasise the root cause as being under-funding by the Tory government;
- 4) Highlight these issues with the national executive council (NEC) as a priority to ensure that the issues continue to be publicised both inside UNISON by

communications with members and externally through all mainstream and significant social media outlets and taken up within the TUC;

- 5) Work with other service groups as necessary in order to maximise the effectiveness of campaigns and to encourage joint working between branches as appropriate.
- 6) Reiterate the decision taken at the 2017 local government service group conference to call on the NEC to arrange a special national delegate conference on social care and to press the NEC to ensure that this should include consideration of the way in which many of these issues are increasingly impacting on the work of other service groups and need to be addressed on a cross service group basis.

South East Region

34. Youth services essential in Northern Ireland

In Northern Ireland youth services are provided by a combination of statutory and voluntary resources. A budget of £38 million from the NI budget and administered by the education authority underpins these resources.

UNISON members working across both sectors have been involved in discussions responding to a major review of youth services.

Statutory services are being reconfigured to make way for an increasing shift in provision from the voluntary sector. In particular this has led to a retraction of services in outdoor education and learning centres. UNISON Northern Ireland has been campaigning to resist centre closures and service reduction.

Negotiations are on-going on the impact on the workforce. UNISON members are determined to protect statutory provision along with demanding greater stability for our members in the voluntary sector. The pressure of cuts to the Northern Ireland block grant, reduced funding and political instability has created difficult conditions for negotiations between employers and trade unions.

Conference calls on the service group executive to support UNISON Northern Ireland’s efforts to protect and retain a viable youth service in Northern Ireland.

UNISON Northern Ireland

35. Local government and devolution

Conference notes the ongoing devolution agenda across the UK nations – at national, regional and local government levels.

While there are some welcome national government developments in relation to the Trade Union Act, health and social care integration and the treatment of the public service workforce in Scotland, Wales and Northern Ireland, there are concerns about ‘devolution’ to combined authorities in England, which have largely been established without prior or ongoing consultation with trade unions, service users or community organisations. Conference welcomes the Greater Manchester Protocol between the trade unions and public bodies encompassed in DevoManc, which is an example of good practice in trade union engagement in combined authorities.

Conference believes that little thought has been given to the impact of combined authorities on local government workers, already facing massive job losses and attacks to their pay and conditions of work or future bargaining arrangements.

While differing from each other, most combined authorities tend to focus on planning, infrastructure and transport, often ignoring wider social problems and issues resulting from austerity, privatisation and the run-down in public services, housing and the voluntary sector. Intervention in the local economy is largely restricted to infrastructure, regeneration focussed on retail and support for business, rather than ways to ensure that local people, local government – and other public service workers - have a greater share in local wealth, as has been demonstrated by exciting projects in Preston and other ‘Fearless Cities’ across the world seeking to create forms of ‘municipal socialism’.

Conference believes that national devolution within the UK must be the source of greater strength within our union, through sharing of good practice and policies across the UK nations. Devolution with local government must make a virtue of its proximity to the people it serves, the local economies it operates in and the workforce it employs.

Conference notes that UNISON’s ‘Devolution Protocol’ made a good start at creating a learning environment around devolution within the four UK nations, but needs to be refreshed and more widely disseminated.

Conference also notes that local government in all

four UK nations contains a severe democratic deficit, with just one third – or fewer – women councillors, a minority of women leaders and chief executives and most combined authorities and the Northern Powerhouse effectively run by men. This is in contrast to a local government workforce in which 76% of employees are women and the fact that women are most likely to use local government and other local public services. There are few Black, disabled or LGBT councillors either.

Conference therefore calls on the service group executive to strengthen UNISON’s approach to devolution and involvement in combined authorities by working with the NEC and:

- 1) Reviewing the Devolution Protocol to ensure that UNISON captures the benefits of devolution and developing an education and engagement project to ensure its widespread ‘roll out’ and use;
- 2) Monitoring developments within combined authorities and keeping branches and regions informed of them;
- 3) Developing ‘rules of engagement’ in combined authorities, which cover trade union involvement, strong equality principles, opposition to privatisation and a new local economic strategies which seek to harness local ‘wealth’ for local people;
- 4) Providing guidance and support to branches and regions involved in combined authorities on trade union recognition, pay and grading issues, TUPE, continuous service and effective bargaining arrangements which seek to overcome the possible dangers of fragmentation and opting-out of the NJC, SJC or other sector-wide bargaining arrangements;
- 5) Working with other service groups to examine the impact of combined authorities across the union and develop innovative ways of supporting regions and branches across sectors to intervene in them for the benefit of UNISON members and local people;
- 6) Working with Labour Link at UK, national and regional levels and the Fawcett Society to develop strategies to overcome the democratic deficit in councils and to encourage UNISON’s women members and those from other self-organised groups to become local councillors;
- 7) Promoting the service group’s Ethical Care and Residential Care Charters to ensure a fair deal for

all care workers where combined authorities are seeking to improve social care provision, integrate health and social care.

Local Government Service Group Executive

36. Working together in local government

Conference notes UNISON's Working Together guidelines and recognises the benefits of abiding by these guidelines. Ensuring all activists and members are aware of these guidelines gives everyone confidence to contribute and engage to their full potential which ultimately makes our union stronger.

The Working Together guidelines remind all members of the importance of respect, accessibility and inclusion. By revisiting and reaffirming the commitment of all members to these guidelines at all workshops, meetings, forums and conferences held by the local government service group every member can be assured of their value. This commitment will help our service group retain its relevance to the varying professions in our service group and help sustain our presence, negotiation and bargaining power for future years for the benefit of our lay members.

Conference therefore:

- 1) Calls on the service group executive to write to all local government branches encouraging them to add the Working Together guidelines as a standing item on the agenda of every branch executive committee meeting or event that it hosts which involves group work and discussions, and encouraging them to check that all attendees have read, understood and agree to follow them;
- 2) Calls on the national local government service group executive and all regional local government committees to make the Working Together guidelines a standing item on the agenda of every meeting or event that it hosts which involves group work and discussions, encouraging them to check that all attendees have read, understood and agree to follow them;
- 3) Calls on the local government service group executive to request that the national sector forums and committees also make the Working Together guidelines part of any group work or discussion-based activities and meetings.

South East Region

36.1

Insert new paragraph after 2nd paragraph:

“Conference notes that there are many aspects to inclusion and our awareness of which groups of members are marginalised or excluded develops over time. One example is growing recognition across local government and the local government service group of the need to be inclusive of non-binary members – members who do not identify as solely female or male. While non-binary people are of all ages and as diverse as any other cross section of society, increasing numbers of young workers in particular are identifying outside traditional binary gender norms. It is well established in local government that the ability to be yourself at work impacts on your work performance. It also impacts on your relationships with colleagues and on your health, both mental and physical.”

Add new action point 4):

- 4) Calls on the service group executive to review the Working Together guidelines currently in use within the local government service group; identify best practice, in liaison with the national self-organised groups and national young members forum; and ask the NEC to consider any necessary revisions, with a view to the guidelines being clear about proactive inclusion as well as the avoidance of discriminatory or offensive behaviour or language.

National Lesbian, Gay, Bisexual and Transgender Committee

37. College governors – transparency and accountability

Conference notes that colleges in England and Wales are required to have student and staff representation on the college's governing body. Governors are responsible for overseeing the successful running of the college including:

- 1) Approving the quality strategy;
- 2) Ensuring solvency, the effective and efficient use of resources and the college's sustainability;
- 3) Approving annual estimates of income and expenditure;
- 4) Appointing, grading, suspending, dismissing and determining the conditions of service of senior post-holders and the clerk;

- 5) Setting a framework for the pay and conditions of service for all other staff.

The Technical and Further Education Act 2017 enables colleges in England and Wales to 'go bust' by way of an insolvency regime. If a college were to become insolvent it would potentially leave governors vulnerable under the Company Directors Disqualification Act 1986 (CDDA) as this now applies to governors of statutory corporation FE bodies. Whilst the Department for Education (DfE) is expected to provide information on the implications of the CDDA for governors, UNISON is concerned this could put staff and students off becoming college governors.

Staff and student governors are vital for holding colleges accountable for the decisions that they make and ensuring that staff concerns and priorities are understood by all governors and senior management.

Conference is concerned that some colleges propose to exclude staff and student governors to 'protect' them from becoming liable under the CDDA. This could mean that decisions about the college are not transparent and decision makers are not held accountable. UNISON does not want decisions affecting staff and learners to be made behind closed doors.

Conference notes that in Scotland there was a consultation on the issue of trade union seats on the boards of the 26 further education colleges. UNISON's position is that TU seats should replace the current staff representatives. UNISON Scotland is pressing the Cabinet Secretary to progress this issue positively as happened recently in higher education in Scotland. UNISON Scotland has achieved inclusion of Staff Governance Standard in the Code of Good Governance for Boards, compliance with which is a condition of grant from the Scottish Funding Council.

Conference calls on the local government service group executive to work with the FE sector committee to campaign for:

- a) Staff and students to have their voices heard in FE at a local college level, working with the NUS;
- b) All colleges to have elected staff and student representatives on their governing body;
- c) Trade union seats on governing bodies at colleges across the UK;
- d) Staff governors to receive appropriate training and support to carry out their role effectively;

- e) Decisions made by college governing bodies to be transparent and that staff interests are fully considered;
- f) The DfE to ensure that the guidance on the new FE insolvency regulations protects, as far as possible, staff and student governors.

National FE & 6th Form Colleges Committee

38. Proper funding for further education – skills, pay and free education

Conference notes with concern that the funding crisis in post-16 education continues. This means further cuts to courses, rising class sizes and, potentially, college closures unless urgent action is taken.

Colleges are at the forefront of delivering technical and professional education and training. Therefore, fair funding for colleges is essential for every community and for employers who rely on skilled employees to be successful. Cuts to FE have a disproportionate effect on the education of the most economically or educationally disadvantaged. Funding cuts mean less individual support is available to students including careers advice, mental health and special needs support.

Spending in England on further education and sixth forms fell by 14% in real terms under the coalition government and rising costs are putting huge additional pressure on stretched budgets. Government cuts to the adult education budget since 2010 have resulted in real-term cuts of more than 40%.

With young people now required to participate in education or training until the age of 18, the 21% per pupil drop in funding at the age of 16 is damaging the educational and employment prospects of young people across England. Chronic under-funding is bad for students, social mobility and the economy.

The decision to leave the European Union requires an urgent focus on supporting both young people and adults to meet the future skills needs our economy. In the UK, colleges support over 2 million people to improve their skills, to help them get into work and earn more. Fair funding for young people and adult learners would result in more people getting technical and professional training to help build a highly skilled workforce, boost productivity and improve social mobility.

Conference is concerned to note the decrease in the number of apprentices in England and the effect that

this will have on skills training as well as on college income and jobs within colleges.

Substantial and sustained increased funding in colleges would allow them to address the shocking erosion of staff pay, terms and condition. By 2017 staff pay in England had fallen in real terms by 21.5% since 2009. For the many thousands of college staff whose employers have not implemented national pay recommendations, pay has fallen by more than 25%. UNISON notes that the Association of Colleges statement that they wish to see a well rewarded workforce, but that current funding levels mean that many colleges are not in a position to increase salaries.

Conference notes that in 2017 UNISON Scotland was a full participant, working closely with NUS Scotland, in the independent Ghadia Review of Student Finance, ministerial announcements on this are expected in Spring 2018. This is likely to lead to an increase in the value of bursaries in FE and HE, with a mixture of loans and bursaries, rather than full bursaries. The student loan scheme is, and will continue to be, different in Scotland with better terms than elsewhere in the UK.

Conference welcomes the Labour Party's commitment to a National Education Service (NES) that would make education free at the point of use, for all those who need it at any stage of their lives; making lifelong learning for all a reality.

Conference welcomes the Labour Party's manifesto commitment to abolish student tuition fees in England, restore maintenance grants in England and invest in further education there. UNISON supports the Welsh government and Northern Ireland Assembly's continued support of the education maintenance allowance (EMA) to enable fair access.

UNISON agrees with the Association of College's statement that "This is not just a funding issue, it is a moral issue and should deeply concern every one of us. Young people deserve the right investment to support their ambitions and abilities."

Conference therefore calls on the local government service group executive to work with the further education sector committee to:

- 1) Work alongside other unions, employers, the NUS and other supportive organisations to run a joint funding campaign calling for greater investment in colleges;
- 2) Brief MPs on the crisis in FE funding and invite MPs into colleges so that they can see the value that colleges bring to local students and the economy;

- 3) Campaign for the abolition of student tuition fees in further education wherever they exist;
- 4) Campaign for the restoration of the English Educational Maintenance Allowance for FE students;
- 5) Continue to campaign for full bursaries for FE students in Scotland;
- 6) Campaign to protect local, fully staffed finance, advice and pastoral services to students;
- 7) Campaign for improved funding and investment in FE colleges thereby enabling all staff to receive pay increases that not only keeps up with inflation but catches up with many years of real terms cuts;
- 8) Campaign for investment in adult and community and prison education throughout the UK to guarantee meaningful lifelong learning opportunities;
- 9) Work with Labour Link to promote the NES to ensure that education is free when needed, throughout life.

National FE & 6th Form Colleges Committee

39. Organising in FE colleges

Conference notes that whilst UNISON represents 30,000 members working in further education and sixth form colleges across the UK, our members work in a variety of roles, including: training and assessment; technical; library services; facilities; administration; specialist learning support, curriculum support; catering; IT, data; finance, procurement, we note the threat they are under.

There continues to be concerns regarding the financial sustainability and future over our FE provision, with a recent report by the (NAO) National Audit Office showing that just over a half of colleges are in deficit. Meaning the future for some of our FE college members is uncertain. Despite the threats that our members face it may be worth exploring ways to celebrate the great work our members do in FE colleges, and holding an event on an annual basis similar to the stars in our schools event.

Conference notes with concern the continued attacks on funding for FE colleges creating further divide over the fact that the Association of Colleges (AoC) only makes recommendations over pay, thereby allowing some colleges not to give any pay awards, and this

has resulted in many members not receiving a pay award for over 5 years.

Nationally and locally we continue to campaign on improving pay – including introducing the living wage for the lowest paid college workers – and protecting terms and conditions but more must be done to continue to support these members, and to continue to grow our membership.

Within the Northern region there has been a very successful regional forum established for FE reps which not only provides support for our representatives. This positive work has led to increasing the profile of FE within the region both with members and non members as well as politicians. The region successfully adopted a regional FE manifesto that was launched at a regional council meeting.

Conference believes that the necessary resources should be given to branches and regions to ensure that UNISON representatives are supported to protect our members in FE and to assist in recruiting and organising within the FE sector.

Conference therefore calls on the SGE to:

- 1) Continue to support regions and branches to campaign on improving pay;
- 2) Recruit and organise within each FE college and provide a Regional FE reps network meeting to assist with this;
- 3) Develop a regional network of FE representatives to provide support for local representatives to campaign to resist cuts and oppose any potential compulsory redundancies;
- 4) Encourage branches to develop organising action plans for FE workplaces;
- 5) Work with FE colleges and local politicians to get agreement to the national FE manifesto;
- 6) Hold a Stars in our FE day on an annual basis.

Northern Region

40. Funding for Early Years

This conference believes that the current levels of funding across the UK for early education and care are insufficient to provide for the high quality of services our young children deserve.

The recent research report from UNISON Scotland on the impact of early years staff on children's outcomes found that the biggest single factor in the quality of provision for young children was the quality of the staff working with them. The report also found that the highest quality provision was found in the public sector and that this exists whether there is a teacher present or not. UNISON Scotland will use the research findings to encourage the Scottish government to deliver their early years expansion solely by the public sector.

The funding in England for the so called 30 hours of free childcare is inadequate and many providers are reporting that they are unable to offer free places without charging parents supplements. Inadequate funding also impacts on the pay and conditions of early years staff. Despite the high levels of qualifications and high levels of responsibility, many early years staff, especially those in the private sector are on the statutory minimum rates of pay and conditions of service.

Changes in funding regulations have placed restrictions on local authorities in the way that they are able to fund maintained nurseries and nursery schools. This has resulted in many of these nurseries closing or restructuring despite being consistently identified as the type of provider that has the highest quality provision.

This conference believes that it is vital to invest in early years and that a highly qualified workforce with a clear career structure for staff is a key factor in improving the quality of services to young children.

This conference calls on the SGE to campaign for:

- 1) Increased funding for early years services across the UK;
- 2) Recognition of the professional role of early years workers;
- 3) Requirements for all staff in the early years workforce to have, or be working towards a relevant level 3 qualification. Appropriate support, training and a realistic timetable for staff will be needed to achieve this;
- 4) A right for all early years staff to access ongoing continual professional development and have access to career progression;
- 5) Fair pay for all early years staff that properly rewards their skills and qualifications;
- 6) An expanded role for the public sector in providing

early education and care.

Local Government Service Group Executive

40.1

Add additional action points:

- 7) Encourage and support branches to campaign against further cuts to Early Years provision, such as the threat to five outstanding council nurseries in Salford;
- 8) Organise a national demonstration with other unions, entitled "For our Children's Future" to highlight the threats to services and to promote positive policies, such as those outlined in the 2017 Labour Party General Election Manifesto.

Salford City

41. Organising in schools and Multi Academy Trusts

For the last few years UNISON has organised Stars in our Schools to shine a light on the wonderful work of support staff. So often they are the unsung heroes of schools.

Teaching assistants, midday supervisors, admin workers, catering staff and cleaning staff are part of the whole education team, who make our schools the success they are.

Conference as you are aware it takes a whole team to make a school a safe and happy place for children to learn. Support staff help children learn, keep children safe and healthy, and make sure schools run smoothly. They are the caterers, the admin staff, the finance officers, the teaching assistants, the librarians, the ICT technicians, the parent support advisers and more. They are vital to the effective running of a school but their role is not given the recognition it is due.

Yet despite the vital role undertaken by our members in schools and the excellent national resources, often our school members do not get the recognition they so rightly deserve.

UNISON has opposed the conversion of maintained schools to become academies, yet many are now stand alone academies or part of Multi Academy Trusts (MATs). These schools that are converted from maintained schools place our members at greater risk of job insecurity and reduced terms and conditions.

There has also been threats to remove trade union recognition, whilst a lot of work has been undertaken to seek trade union recognition in academies and MATs, this work needs to continue to ensure that we can continue to support and defend our members that work in them.

Conference notes with concern that whilst our members are more at risk, this is further worsened by many academies and MATs looking to outsource many services that have traditionally been provided by local authorities such as catering, cleaning and human resources. This potential places our members at risk, and further adds to concern that their terms and conditions will be eroded.

It is therefore vital that all regions and branches support our school members, and actively recruit and organise in schools to ensure that these members remain an integral part of the union. To assist in this recruitment and organisation it is key to utilise the national initiatives such as the annual stars in our schools campaign and the national professional standards for job roles within schools.

It is also vital that we work with local politicians who are willing to champion the positive role of the whole school support staff team in making schools safe and happy place for children to learn.

UNISON is dedicated to campaigning for decent terms and conditions for all school support staff, and we must ensure that we protect and support our school based membership.

Conference call on the local government service group to:

- 1) Ensure that school members in Multi-Academy Trusts (MATs) are engaged with their UNISON MAT forum and seek to set up a MAT school forum if they don't exist;
- 2) Support branches to draw up model agreements to assist whilst undertaking negotiations in academies and MATs;
- 3) Encourage UNISON schools reps to take up training on negotiation skills and TUPE, particularly in these schools threatening to introduce local bargaining;
- 4) Work with branches and local reps to provide full support for branches and school based reps in campaigning against outsourcing/privatisation of school based services;

- 5) Support regions and branches to have a strategy to recruit and organise in all schools;
- 6) Assist branches in working with local politicians to promote the good work our members do in schools.

Northern Region

41.1

Paragraph 5: after 'become academies' insert 'and gives support and solidarity to local campaigns that organise to prevent such moves.' Next sentence to begin 'Yet many are now...'

Insert new paragraph 9: 'Communication is vital in building UNISON MAT organisation. It is important that information on national negotiations such as minutes, agendas and any MAT wide policies that are proposed are circulated to branches well in advance of national meetings to ensure democratic accountability and engagement with members.'

Bullet point 3: Replace 'Encourage' with 'Aim to recruit a UNISON workplace rep in every school and encourage'.

Local Government Service Group Executive

42. Term time working

This conference believes that in many schools and local authorities, staff on term time only contracts are being treated less favourably than their full time colleagues in respect of their pay and other conditions of service.

UNISON has seen many examples of term time staff not receiving their pro-rata entitlements to benefits such as pay, annual leave entitlement, maternity leave and pay, occupational sick pay and redundancy payments.

The conference notes that a NJC Working Group has been established to look at issues relating to staff employed on term time only contracts. The working group is due to produce joint guidance on term time working issues in 2018.

This conference calls on the service group executive to:

- 1) Provide additional UNISON negotiating advice to support branches negotiating local agreements on

term time working;

- 2) Make training available for branches on the issues that can affect staff on term time only contracts;
- 3) Provide support to branches in cases where UNISON believes employers are discriminating against term time only employees.

NJC Local Government Committee

42.1

Add new bullet point:

- 4) Discuss advice and guidance on term-time working with other sector committees as relevant.

National FE & 6th Form Colleges Committee

43. Further Education Area Reviews – protecting disabled workers' jobs

Conference notes the continuing impact of the area review process in post-16 education which has seen a wave of mergers (and failed mergers) across the further education (FE) sector.

Further education has already lost around 30,000 experienced staff, half of whom are support staff, since 2009. The area review process has resulted in further job losses and has proved to be about reducing providers and learner choice and cutting staff and closing premises, rather than improving outcomes and the quality of students' learning experience, with disabled students particularly at risk from cuts to student support.

Disabled workers are often the first to go in redundancy programmes as part of the drive to merge providers. Remaining FE staff face significantly increased workloads and uncertainty about their future, which can cause or exacerbate existing mental health problems.

Conference believes that the provision of good quality further education is an equality issue, with students more likely to be from a deprived background compared with school sixth form students, and with disabled students often disproportionately represented.

Conference notes UNISON's guidance for branches dealing with area reviews and the model agreement on organisational change, with the later including using

equality impact assessments, but that more needs to be done in ensuring disabled support staff in FE are not unfairly selected for redundancy and that terms and conditions and reasonable adjustments are maintained.

Conference therefore calls on the service group executive, working with the sector committee to:

- 1) Continue to provide and review FE specific guides, model agreements and bargaining resources that can be used by stewards dealing with the impact of area reviews, including highlighting strategies for protecting disabled workers' jobs, terms and conditions and reasonable adjustments;
- 2) Continue to lobby government to return post-16 funding to sustainable levels, providing a quality further education sector that is accessible to all.

National Disabled Members Committee

44. Protecting education support workers' terms and conditions post Brexit

Along the 310 mile soft border on the island of Ireland a number of Northern Ireland schools attract pupils and workers from both Northern Ireland and the Republic of Ireland. In some circumstances the journey to and from their workplace is only a few miles.

UNISON members working in support services in these schools have NJC pay terms and conditions. They have become acutely aware of the fact that the majority of workers in Northern Ireland did not support the case for Brexit in the UK referendum.

Conference recognises the particular circumstances of these workers.

Conference calls on the service group executive to ensure future negotiations with employers on pay terms and conditions will continue to be fully applicable to these workers.

Conference also calls on the service group executive to support UNISON Northern Ireland's continuing efforts to ensure future unhindered access to their workplaces.

UNISON Northern Ireland

Amendments ruled out of order

Conflicts with an Existing Rule

Amendment 25 Bring Them Back

Not printed.

Local Government Service Group Executive

Amendment 25 Bring Them Back

Not printed.

Barnet Local Government

Amendment 26 Privatisation

Not printed.

Barnet Local Government

4 Guide to Conference Procedures

Role of the standing orders committee

The standing orders committee (SOC) is a completely impartial body, responsible only to conference. The SOC is responsible for preparing the final agenda, determining the order of business and considering whether emergency motions should be put to conference.

The SOC meets throughout conference. This is where you should go if you want to raise an issue concerning the business of conference. It meets in room 1C/D on the ground floor of the Brighton Centre.

If you need speech to text and/or BSL, please let the SOC steward know when you make your appointment to see the SOC.

Role of SOC chair and deputy chair

The SOC chair and deputy chair are responsible for chairing meetings of the SOC, ensuring clear decisions are reached and that a fair hearing is given to all delegates coming to see the committee.

They deliver regular reports from the SOC to conference including items such as the proposed order of business, withdrawals and emergency motions.

Role of SOC secretary

The SOC secretary ensures that all relevant information is brought before the SOC within the deadlines required, advises the committee on constitutional matters, and provides support and advice to the chairs.

Before conference starts

Before conference starts, the SOC will be in communication with some branches, regions or other bodies which have submitted business for the conference. The SOC assists the debate of conference business by proposing composite motions. Where there are several motions and amendments dealing with the same subject and following a similar line, the SOC proposes a 'composite'. This is sent to the branches, regions or

other bodies which submitted these motions and amendments, for their consideration and agreement in advance of the conference.

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

The business of conference

At the start of conference, the first and second SOC reports will be moved and voted on. That will decide the order of business. The proposed order is in Section 2 of this guide. Any necessary changes to this will be included in SOC report number two.

At the start of each debate, the conference chair will explain how the debate is to be conducted.

For a motion without amendments:

- 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.

For a motion with amendments:

- 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 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 there is 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 body which moves the original motion in all debates. The delegate moving the motion 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.

If you want to speak

We encourage as many people as possible to speak in debates at conference. Look at the order of business to find out which motions are due to be debated each day.

As there are often a lot of people who want to speak, it is best to decide in advance which you might like to speak on. You should then talk to one of your regional representatives who sit to the side of the conference hall. They can tell you whether there are likely to be many people wanting to speak on that motion.

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 conference chair – a member of the UNISON presidential team - 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. In other cases it is because of a motion with multiple amendments, a composite motion or a grouped debate. 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 complex debates to be heard during the day. Regional representatives are advised which debates these are. A delegate wishing to speak in such a debate should talk to their regional representative or the rostrum control staff at the beginning of the day.

If you only decide that you want to speak when you have heard what someone else has said, get to the front as soon as you can and someone will show you where to sit.

Sometimes, having worked yourself up to speak, you may find you do not get the chance, as the debate is closed before your turn. This is frustrating but does happen because of the number of important motions to debate in a very busy two days. Don't be put off – have a go as delegates will want to hear what you have to say.

Remember:

- If you are moving a motion or speaking in the debate, please come to the front in good time and show your credential card to rostrum control.
- 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.
- Rostrum control will tell you where to sit.
- When you speak, remember to give your name and which body you are representing, 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.

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/conference chair can interrupt a speaker. Delegates must raise a point of order after a

speaker has finished. The point of order is raised with the conference chair, 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, speak to the rostrum control staff and identify the point of order; they will show you to the seat.

The president/conference chair will call you to speak.

Common points of order

A delegate may move at any time:

That the question be now put. If conference votes in favour of the question being put, it moves 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 conference chair will advise on when conference will return to the adjourned debate.

Each of these procedural motions are put to the vote without discussion and no amendment is allowed. In the case of the motion that the question be now put, the president/conference chair may advise conference not to accept the motion if they feel that the matter has not been sufficiently discussed, and if the procedural 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/conference chair may, at their discretion, permit discussion and amendment.

Reference back

There is no provision in the standing orders for reference back. However, for 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 is to not accept the particular paragraph of the annual report.

Debate of motions where SGE policy is to seek remittal

The service group executive announces its policy on motions in advance. 'Seek remittal' 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 SGE policy is seek remittal, the following 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 delegates.
- ii) If the branch does not accept remittal, conference votes on the motion, for and against.

In both cases, conference makes the final decision.

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 SOC steward.

Where the SOC has to give conference short notice of withdrawals by a verbal report, the process will be in two parts: 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.

Emergency motions

Emergency motions will only be considered by the standing orders committee if they are appropriately signed and details provided of the date of the quorate meeting at which the motion was agreed. 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.

Card votes

All delegates with voting rights are issued with an A4 size brightly coloured card with the words 'VOTING CARD' printed on it.

Each branch has been issued with a book of voting cards, consisting of 8 cards to be used if there is a card vote.

Each card has the total voting strength for the branch printed on it which will be the total number of members in the branch.

Each card has two boxes FOR and AGAINST. Delegates must write in the total number of votes to be cast FOR and AGAINST.

A branch 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 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.

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.

You must not mark the boxes with a cross or a tick.

For a voting card to be valid, in addition to the points 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.

The president/conference chair will announce the arrangements for collection of the completed card vote.

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/conference chair shall ring a bell. This is picked up by monitors throughout the building.
- 2) The president/conference chair will ensure collectors are in their places. The vote will then be called. The president/conference chair 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 them, provided it remains in the sight of the staff member. Boxes will also be stationed within the hall.
- 4) The president/conference chair shall ask delegates whether all votes have been cast. When the president/conference chair 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.

Collections

Delegates are advised that the only official collections 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.

About conference booklet

The About conference booklet includes useful information on:

- The Brighton Centre
- Key figures at conference
- Conduct of delegates
- The conference app and twitter
- Photography and filming
- Health and safety
- Fringe and caucus meetings and the Unizone.

This booklet is sent to all delegates with the second conference mailing. Copies will also be available at conference.

5 Conference rules and standing orders

UNISON RULES AND STANDING ORDERS

RULE D - SERVICE GROUP CONFERENCE

See pages 16-18 of UNISON Rulebook

- 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 the Private Contractors National Forum at national level
- 7 Two representatives (being members of branches in the relevant Service Group) of each Self-Organised Group at national level.
- .8 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 The Private Contractors National Forum may submit up to two motions and amendments to the Group's National Conference.
- 3.4.10 Each Self-Organised Group at the national level may submit a total of two motions and two amendments to the Group's National Conference.
- 3.4.11 The National Young Members' Forum may submit up to two motions and two amendments to the Group's National Conference.
- 3.4.12 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.

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.

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RULE P - STANDING ORDERS FOR CONFERENCES

See pages 54-59 of UNISON Rulebook. 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. The Private Contractors National Forum, Self-Organised

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.
- 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.
- 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.

9. TELLERS

9.1 Conference shall appoint delegates to act as tellers for the duration of the Conference.

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.

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.

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 their 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.

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.

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.

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.

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.

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.

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.

