

**UNISON**  
**25th NATIONAL DISABLED**  
**MEMBERS' CONFERENCE**

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**Saturday 27<sup>th</sup> October to**  
**Monday 29th October 2018**

**Brighton Conference Centre**  
**Brighton**

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**CONFERENCE GUIDE**



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# **1. CONFERENCE TIMETABLE**



## CONFERENCE TIMETABLE 2018

**Saturday 27<sup>th</sup> October 2018**

**1.00pm**

Conference enquiry desk opens

**1.35pm – 2.05pm**

**Room:** Auditorium 1

**Women's Caucus**

**2.10pm – 2.40pm**

**Room:** Meeting room 1 A/B

**Deaf (native BSL Users) Caucus**

**2.45pm – 3.45pm**

**Workshops**

**Room:** Auditorium 1

**Room:** Meeting room 1 A/B

Brexit and disabled people's rights  
Bargaining for disability rights in the workplace

**Room:** Syndicate 1

Campaigning against PIP and Universal Credit

**Room:** Syndicate 2

Disabled people standing for political office

**3.45pm – 4.15pm**

**Break**

**4.15pm – 4.30pm**

**Room:** Auditorium 1

**New Delegates Briefing**

**4.30pm - 5.25pm**

Northern Ireland

Scotland

South East

South West

Greater London

Yorkshire & Humberside

**Regional Meetings**

Meeting room 8

Meeting room 1 A/B

Meeting room 1 C/D

Syndicate 1

Syndicate 2

Auditorium 2

**5.30pm – 6.25pm**

Cymru/Wales

East Midlands

Eastern

North West

Meeting room 8

Meeting room 1 A/B

Meeting room 1 C/D

Syndicate 2

Northern

West Midlands

Auditorium 2

Syndicate 1

## Sunday 28<sup>th</sup> October 2018

<b>8.30am</b>	Standing Orders Committee Report Available at door of conference hall
<b>9.30am - 11.00am</b> Room: Auditorium 1	<b>Conference Session 1</b> Standing Orders Committee Report Annual Report Guest Speaker Motions
<b>11.00am – 11.30am</b>	<b>Break</b>
<b>11.30 am – 12.30 pm</b> Room: Auditorium 1	<b>Conference Session 2</b> Motions
<b>12.30 pm - 2.10 pm</b>	<b>Lunch</b>
<b>1.00pm</b>	<b>Ballot papers and ballot boxes available from the Conference Desk (excluding Labour Link and Service Group elections)</b>
12.35pm – 1.05pm Room: Auditorium 2	<b>Black Members Caucus</b>
1.10pm – 1.40pm Room: Meeting room 8	<b>LGBT Caucus</b>
<b>2.10 pm – 3.25 pm</b> Room: Auditorium 1	<b>Conference Session 3</b> Guest Speaker Motions
<b>3.25 pm – 3.55pm</b>	<b>Break</b>
<b>4.00 pm – 5.00 pm</b>	<b>Service Group Meetings</b> *Ballot papers available at meeting
Community: WET & Energy: Health:	Meeting room 1 C/D Syndicate 2 Auditorium 1
Higher Education:	Meeting room 1 A/B

Local Government: Auditorium 2

Police & Justice: Syndicate 1

**5.05pm – 5.50pm**

Room: Auditorium 1

**Labour Link meeting**

\*Ballot papers available at meeting

**8.00pm – 11.00pm**

Room: Auditorium 2

**Social event**

### **Monday 29<sup>th</sup> October 2017**

8.30am

Conference enquiry desk opens

**9.30 am – 11.00am**

Room: Auditorium 1

**Conference Session 4**

Motions

Guest Speaker

**11.00 am – 11.30am**

**Break**

**11.30 am – 12.30 pm**

Room: Auditorium 1

**Conference Session 5**

12.15 pm – 12.30 pm

Closing remarks

1.00pm

Close of ballots – conference enquiry desk  
**(half an hour after the close of conference)**



## **2. Conference Business**



**1. National Disabled Members Committee Constitution**

In i) in paragraph starting "three National Executive Council" after "whom"

delete "must" and insert "should" and after "holders" insert "wherever possible".

*North Yorkshire Br. of Unison*

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**2. Amendment to NDMC Constitution**

In i) After 'two co-opted members from the National Women's Committee;'

Insert new paragraph

'two co-opted members from the Women's Caucus at Disabled Members Conference;'

*Lancashire Police*

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**3. National Disabled Members Committee Standing Orders**

In SO5 5.1 after "Conference" delete "co-"

*North Yorkshire Br. of Unison*

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**4. Amendment to Standing Order SO15**

In SO15.1.6 after 'Labour Party Conference'

Insert

'and are Labour Party Members, and'

*Lancashire Police*

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**5. Disability History Month**

This conference believes that our National Disabled Members' Committee and UNISON should celebrate Disability History Month on an annual basis.

Disability history month was set up in 2010 to provide a platform to focus on the work that has been done to fight for equality for disabled people. Each year the month has a theme – for example, the 2017 disability history month ran from 22 November to 22 December and was themed around 'Disability and Art'.

Our local committees, branches and self-organised groups can organise activities for their members and non-members during the month to mark and celebrate achievement, to learn and to understand more about the issues facing disabled people.

These events can help educate and raise awareness about disability but can also be useful to highlight the work of Trade Unions to encourage membership, participation and activism.

This motion seeks to raise awareness of this annual event and encourage branches and committees to plan and promote events.

This motion calls on the National Disabled Members' Conference to:

1. Send annual reminders to regional Disabled Members Committees and branches to encourage them to set a budget, organise, promote and share information about events. This information should be available in all accessible formats, where necessary, including BSL (British Sign Language).
2. Encourage promotion of Disability History Month by highlighting events that have been held and sharing information about these at National Disabled Members' Conference
3. Give consideration to this motion being taken to the National Delegate Conference 2019 to seek the wider union support for Disability History Month.

### ***South West Region***

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#### **6. Support for disabled people who find it difficult/impossible to fill in (online) forms**

The application processes on which we rely are rapidly moving to online platforms. For example, applications for Council Tax support, housing benefit, access to work, and Personal Independence Payment (PIP).

Some disabled people use assistive technology, which is a term that describes tools used by people with disabilities to access and complete everyday tasks. They can include screen readers, text readers, speech input software, and alternatives to standard keyboards.

For many, the online process has simplified the task from filling in a paper application form, but for those who rely on assistive technology they can find that their local assistive software does not interact well with the online form, in short the systems are incompatible.

But even people who do not rely on assistive technology can find the forms daunting, and the questions intrusive.

Conference calls on the National Disabled Members Committee to:

1. Compile and maintain a list of organisations and their contact details, which can offer telephone support to disabled people to complete online application forms.
2. Compile and maintain a list of organisations and their contact details, which can give face to face advice and support to disabled people to complete online application forms.

### ***South East Region***

#### **6.1**

In first paragraph replace "Personal Independence Payment (PIP)" with "Universal Credit" and insert new sentence "Conversely, Personal Independence Payments (PIP) can only be applied for using a paper form, with no online option available."

Insert new 5th paragraph:

"Although the government claims there is some assistance available to complete Universal Credit online applications through the Department of Work and Pensions (DWP), in reality this amounts to little more than explaining to applicants that they need to complete an online form."

Insert two new action points at end as follows:

“Lobby the DWP to invest in genuine support for disabled people completing Universal Credit online applications.”

“Campaign for alternative methods to online applications as a reasonable adjustment and for the option of online PIP applications.”

***National Disabled Members Committee***

6.2

In action point 1 after “telephone” insert “or videophone and video relay services”

Insert new final action point:

“Campaign for public service agencies to provide the option of BSL translations of online and paper forms”

***National Deaf (Native British Sign Language Users) Caucus***

6.3

Insert new 5th paragraph:

“Conference further notes that Black disabled people are often particularly impacted by digital exclusion. Low paid Black disabled workers and those on zero hours contracts or doing manual or shift work may not have the financial resources to invest in digital technology at home and may not have access at work either. With libraries facing cuts, often the only option is a costly internet cafe.”

In action point 1, after “organisations” insert “including Black community organisations,”.

In action point 2, after “organisations” insert “including Black community organisations,”.

***National Black Members’ Caucus***

6.4

Following "Conference calls on the National Disabled Members Committee to:" add additional action point

“Work with all appropriate internal and external bodies to campaign for all benefit application forms to be accessible, whether online or as printed off/hard copy documents.”

then renumber remaining action points.

***Eastern Region***

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## **7. Including Non Binary Disabled People in our Self Organised Group**

Conference notes that not all UNISON disabled members define themselves as either male or female. A growing number of our members instead define themselves as non-binary.

For UNISON disabled members who identify as non-binary, the existing structures and practices within the union may not acknowledge their identity and may create a feeling of exclusion from the union, including from the disabled members self organised group.

Mis-gendering, where someone is assumed to have a gender identity they do not, is a particular problem. Some non binary people prefer to use pronouns other than “he” or “she”, such as “they”. The perpetuation of binary models of gender identity throughout our disabled members self organised group, including the continued use of “ladies and gentlemen” to cover all of our members, may add to the sense that there is no place for non binary people in our disabled members self organised group.

Non-binary people who are disabled face multiple challenges, one of which is having a gender identity that few people know about or understand (50% of non-binary people are not out at work (Scottish Trans Alliance research 2015)). This is exacerbated by disability discrimination.

Although gender monitoring remains important in UNISON's work to achieve proportionality for women members, it is not always necessary to ask members to define their gender and doing away with unnecessary gender divisions is best practice and makes our disabled self organised group more inclusive for non-binary people. It can also benefit everyone.

Conference welcomes UNISON's factsheet 'Gender equality: non-binary inclusion' and UNISON's PowerPoint presentation on non-binary inclusion that can be delivered to branches and regions. Conference calls on the National Disabled Members Committee, working with the National LGBT Committee where appropriate, to:

1. Raise awareness within our disabled members self organised group, including branch and regional groups, of steps to build non-binary inclusion in our group and in the workplace, including publicising and promoting the UNISON factsheet and presentation on this subject
2. Undertake an audit of National Disabled Members committee and conference policies, procedures and practices to ensure gender is only being requested where it is required to achieve proportionality and achieve equality, and that where it is necessary to monitor gender, options for non binary disabled members are included and non-binary members are not excluded from our group
3. Consider holding a workshop on inclusion of non-binary disabled people at Disabled Members Conference 2019.

### ***National Lesbian, Gay, Bisexual & Transgender Members' Caucus***

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## **Organising and Recruitment**

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### **8. Black Disabled Workers' Professional Development and Activism**

Conference notes that racism in the workplace persists and that Black workers are less likely to access professional development and training. They are also less likely to win promotion as a result, and consequently Black workers are often over-represented in lower paid grades, affecting workforce diversity patterns. Where a worker is also disabled this discrimination is exacerbated and access to the career ladder is often closed off completely. Despite some employers collecting data on Black career progression this is often just lip service with no robust action taken to tackle the issue.

Whilst combating racism and disablism is clearly the answer to these problems, creating pathways to professional development for Black disabled workers is one way of employers addressing the issue. Specific training events for Black disabled workers that focus on breaking through the barriers have been proven to have had success, as has the establishment of Black and disabled role model programmes. Branch negotiators and Equality Officers should be encouraged to include this as a bargaining objective with employers.

Within UNISON there is also an issue of Black disabled activism often going untapped. Conference notes the National Disabled Members contacts and officers training pilot run by Learning And Organising Services (LAOS) and planned for September and hopes this will

encourage Black disabled activists to come forward. UNISON training must be fully inclusive of Black disabled activists if we are not to lose out on their talent when it comes to Branch Secretaries and other roles in the union.

Conference therefore calls on the National Disabled Members Committee to:

1. Work with the National Black Members Committee to consider how pathways to professional development and promotion and the creation of role models for Black disabled workers can be encouraged in employers
2. Consider how Black disabled activists can be further developed and encouraged in UNISON and through our self organised group
3. Work with LAOS to review existing training materials to ensure inclusivity of Black Disabled Members and activists.

### ***National Black Members' Caucus***

8.1

Insert new 4<sup>th</sup> paragraph:

“For Black disabled women, sexism and misogyny in society and the workplace is a further barrier to career progression and to developing their activism within UNISON that needs to be addressed.”

In action point 1 after “workers” insert “including Black disabled women workers,”.

In action point 2 after “activists” insert “including Black disabled women activists,” and add at end “, including liaising with regions and branches on ways of achieving this”.

### ***National Women Members' Caucus***

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## **9. Disabled women workers' pay gap and professional development**

Conference welcomes the recent gender pay investigation, which exposed the gender pay gaps of large companies across the UK. Conference notes that there is no equivalent disability pay investigation, however the Equality and Human Rights Commission noted in its 2017 report that the overall ‘disability pay gap’ is 13.6%. This would suggest that where women in general are often disadvantaged by a gender pay gap, disabled women are further disadvantaged by a disability pay gap, and that there is still a disparity between women’s and disabled women’s pay.

Furthermore, disabled women face significant barriers relating to career progression and professional development. Part of the problem stems from negative disablist and sexist stereotyping, combined with a lack of positive role models and examples of disabled women who have progressed in their careers.

Conference calls on the National Disabled Members Committee to:

1. Work with the National Women’s Committee to consider how pathways to professional development and promotion and the creation of role models for women disabled workers can be encouraged in employers
2. Encourage branch Equality Officers and the new rule book Women’s Officers to champion disabled women in the workplace and promote training and development opportunities to disabled women members

3. Lobby government and work with Labour Link to commit the Labour Party to legislate for companies to report on their disability pay gap
4. Highlight the contribution of our disabled women activists and seek inclusion in high profile UNISON campaigns such as Public Service Champions.

### ***National Women Members' Caucus***

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#### **Negotiating and Bargaining**

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#### **10. An Ageing Population and Workforce: Diminishing Health and Disability**

Conference, as we know, the Equality Act 2010 protects people within specified protected characteristics groups, including disability, from direct and indirect discrimination as well as harassment or victimisation arising from a disability. Some health conditions have automatic recognition under the Act while others have a twelve month qualifying period having lasted or expected to last for twelve months or more. The Act additionally provides protection to people without disabilities from direct discrimination or harassment due to their association with a person with a disability or due to someone believing them to have a disability.

However, failing health for many is a gradual process and the provisions of the Act may not apply. In 2017, a report by the Office for National Statistics based on the 2011 Census noted that in England and Wales 5.6% of the population suffered bad or very bad health and people aged 48 years and over were most affected.

The Department for Work & Pensions' 2016/17 Family Resources Survey reported that 22% of people in the UK had one or more long term health condition; an increase of 3% from 2013/14. 19% of the working age population and 45% of the pensionable aged population reported a disability.

Conference, the UK has an ageing population and workforce:

- a) People are living longer. In 2017, the Office for National Statistics projected that the pensionable age population will increase from 18.9% in 2016 to 22.3% by 2041. The Family Resources Survey noted that a third (33%) of informal care currently provided across the UK is for elderly parents, and a fifth (19%) for a partner. 56% of men and 51% of women providing informal care are in employment. Increasingly, securing reasonable adjustments will be crucial to supporting members with caring responsibilities for elderly relatives as a result of declining health and disability.
- b) The workforce is ageing. A 2015 report by the Chartered Institute of Personnel and Development noted that the number of people aged over 65 in employment rose by 437,000. This is coupled by a reducing working age population. In 2017, the Office for National Statistics projected that the working age population will fall from 62.2% in 2016 to 60.3% by 2041. Net migration is projected to reduce by 30% to 165 million by 2041 and current government policy, including immigration and the EU referendum, is undoubtedly influencing this trend.

Conference, as we know, people with disabilities are less likely to be in employment and more likely to be unemployed than people without disabilities. A 2018 House of Commons Briefing Paper noted that the employment rate for people with disabilities was 49.2% compared to 80.6% for those without disabilities. The unemployment rate for people with disabilities was 9% compared to 3.8% for those without disabilities.

A 2015 report by the Chartered Institute of Personnel and Development noted that ill health and caring responsibilities were significant factors behind people leaving the workforce from their early 50's.

Conference calls on the National Disabled Members Committee to:

1. Increase awareness across the Union of the implications of an ageing population and ageing workforce within the workplace and its impact on the comprehensive range of personnel policies used to recruit and manage staff with failing health and disability.
2. Undertake a review relating to the recruitment and management of disabled employees in the workplace and report back to Conference by 2020. This may include consideration of:
  - i) How we best support our members with long-term health problems falling short of disability, or providing informal care for ageing relatives with failing health and disability.
  - ii) How we drive greater work flexibility that supports members with long-term health problems or disability remain in work and including greater imagination in what that flexibility looks like.
  - iii) How we positively influence employers to recruit and retain people with long-term health problems, with disability, or with caring responsibilities for someone with failing health or disability.
  - iv) How we positively influence employers to recruit and retain older workers recognising that there is greater likelihood of failing health or disability.
3. Actively promote the sharing of best practice across regions and branches to generate more creative options of recruiting and retaining people with, or caring for someone with, long-term health problems or disabilities.
4. Encourage branches to pro-actively anticipate the effects of an ageing workforce when their personnel policies are being reviewed and use that opportunity to incorporate provisions that increasingly promote the recruitment and the retention of people with long-term health problems or disability.
5. Promote the current government 'Disability Confident' Scheme to regions and branches enabling them to encourage greater employer take up and progression through the three levels of the Scheme.

### ***Scotland Region***

10.1

Insert new 7th paragraph after "their early 50s":

"Conference further notes that our ageing population, coupled with draconian government cuts to funding, has led to a crisis in adult social care and health. Lesbian, gay, bisexual and transgender (LGBT) older disabled people face additional issues including care services that do not address their needs or respect their identities."

In action point 2 iv) after "retain older workers" insert: ", including disabled LGBT, Black and women workers,"

Add new action point 6: “Continue to support UNISON’s campaign for increased government investment in adult social care and health and work with the national LGBT committee to call for a care system that respects the rights and identities of disabled LGBT people.”

### ***National Lesbian, Gay, Bisexual & Transgender Members’ Caucus***

10.2

In the 4th paragraph,

point a), delete remainder of sentence after “supporting” and insert “disabled members, while negotiating carers leave will be key to supporting members with caring responsibilities who may or may not themselves be disabled.”

At the end of point b) insert “With the health and care sectors reliant on migrant labour, this will also undoubtedly have an impact on the quality of care services our members can expect in the future.”

At the start of action point 5 insert “Where appropriate” and at the end insert “, bearing in mind that Disability Confident has been criticised by some disabled people as a tick box exercise - for example, levels one and two rely solely on an employer self-assessment which may not reflect the experience of discrimination felt by disabled people in the workplace.”

Insert new final action point:

“Publicise UNISON’s Carers Leave guide.”

### ***National Disabled Members Committee***

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## **11. Mental Health First aiders**

Mental health issues are common in the workplace, so UNISON members are likely to have close contact with those people affected. However, many people are not well informed about how to recognise mental health issues; how to provide support and what are the best treatments and services available. Furthermore, many people developing mental health disabilities do not get professional help or delay getting professional help. Someone in their workplace who is informed about the options available for professional help can assist the person to get appropriate help and could help those suffering in silence.

When someone is in mental health crises, such as a person who is feeling suicidal, deliberately harming themselves, having a panic attack or being acutely psychotic, having someone with appropriate mental health first aid skills can reduce the risk of that person coming to harm.

There is also stigma and discrimination against people with mental health disabilities in the workplace, which may be reduced by improving colleagues understanding of their experiences.

Studies have been carried out showing the people who are trained in mental health first aid showed improved knowledge, confidence, attitudes and helping behaviour. In addition mental health first aid training "increases participants' knowledge regarding mental health, decreases their negative attitudes, and increases supportive behaviours toward individuals with mental health disabilities. There has also been research to develop international guidelines on the best strategies for mental health first aid.

This Conference calls upon the National Disabled Members' Committee to:

1. work with UNISON learning unit to develop a course for UNISON members on mental health first aiders
2. encourage branches to train mental health first aiders within their branches.
3. produce publicity advertising the positive contribution mental health first aiders can have in the workplace.

### ***Birmingham UNISON Branch***

11.1

At the end of the first sentence insert:

“or be affected themselves.”

Insert new fifth paragraph:

“Conference notes mental ill health has a disproportionate impact on some groups, including those who are also lesbian, gay, bisexual and transgender (LGBT). Reports in recent years by Stonewall and Scottish Trans Equality Network highlighted the following stark figures:

- 3% of gay men have attempted to take their own life. This increases to 5% for bisexual men and to 5% for black and minority ethnic gay and bisexual men.
- 20% of lesbian and bisexual women have deliberately harmed themselves, compared to 0.4% of the general population. 5% have attempted to take their life, including 16% of under 20 year olds.
- 84% of trans people had thought about ending their lives at some point. 35% overall had attempted suicide at least once and 25% had attempted suicide more than once.

Conference therefore believes mental health first aid training should also take into account issues of intersectionality, including for disabled LGBT people experiencing mental health problems.”

Add new action point 4:

“Where appropriate encourage branches and stewards to signpost members to relevant LGBT and other support organisations.”

### ***National Lesbian, Gay, Bisexual & Transgender Members' Caucus***

11.2

New Item 4 – Consideration of publishing helplines for all UNISON Conferences

### ***West Midlands Region***

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## **12. Mental Health - Equipping the Rep**

Conference notes that mental health is an issue for lots of our members as employers fail to make reasonable adjustments to sickness absence policies or to disciplinary and performance management policies. Bullying and harassment of members with mental health problems also continues in our workplaces.

As reps we often have to listen and be all things to a member, and sometimes we may need to sign post them to their GP or other organisations. UNISON's mental health awareness course touches on this but there is a need for more.

Conference notes the new UNISON guide "Bargaining for Mental Health Policies" which can be used by branches to negotiate policies in their workplace. Hillingdon branch has started to negotiate mental health passports with the local authority with a view to rolling this out to other employers where we have members.

Conference therefore calls on the National Disabled Members Committee to publicise the new Negotiating Mental Health Policies guide and to work with Learning And Organising Services (LAOS) to find ways of equipping stewards with the knowledge and skills they need to represent and support our members in the workplace who may be experiencing mental health problems.

### ***Hillingdon Local Government***

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#### **13. The Increasing Practice of Hot-Desking and the Impact on our Disabled Members**

Conference is concerned about the increasing use of hot-desking. Employer sell the practice as a way of saving money, at a time when they know saving jobs is at the top of our agenda, with little or no consideration of the impact on staff. However, there are obvious and significant issues with hot-desking that are manifesting on a daily basis in workplaces across the country.

It is clear that there is a significant risk to the health and wellbeing of Disabled Members who are adversely affected by hot-desking policies. The reasonable adjustments that we have fought to have put in place at our workstations do not fit neatly into the puzzle that is hot-desking.

Having to set up your desk every day in a way that alleviates pain while working is likely to have the opposite effect. Moving chairs, desks, adapted ICT equipment and footrests as well as having to adjust or find a desk every time you're come back to the office, even if only for an hour, wastes time and money as well as causing pain and fatigue. While coming back to find your specially adapted chair has been altered (or broken) by someone else whilst they've been using it or changing desks every day or several times a day could trigger stress, anxiety or other mental health issues.

Although studies have shown that hot-desking can lead to unhealthy workplaces and impact on productivity there isn't enough information to understand the full impact on our members. We need to assess whether there is a link between increased hot-desking and the rise in work related stress, anxiety and mental health issues before deciding whether negotiating individual reasonable adjustments so Disabled Members are exempt from the practice is a long-term solution.

Conference calls upon National Disabled Members Committee to work with the NEC, National and Regional SOGs and Branches to:

1. Consult on the impact of hot-desking on Disabled Members and the wider work environment;
2. Produce a report on the findings of the consultation with particular reference to the impact of hot-desking on workplace stress and sickness;

3. Identify mitigating actions to reduce the adverse impact of hot-desking on Disabled Members and in the workplace; and
4. Produce guidance including best practice case studies for Branches to use when negotiating for a good working environment.

### ***Newcastle City***

#### 13.1

After paragraph 4 insert new paragraph:

“For disabled women members experiencing the menopause, hotdesking may mean being forced to sit in a warmer part of the office. Where menopause is severe or exacerbates an existing disability, a fixed desk might be a reasonable adjustment.”

Insert new final action point:

"Publicise UNISON's guide 'The Menopause and Work'.

### ***National Women Members' Caucus***

#### 13.2

Insert new 4th paragraph: “Deaf workers who use British Sign Language interpreters need to sit next to their interpreter and hot desking may not allow this. Deaf workers may also need to have a fixed desk which is in sight of a visible fire alarm signal.”

### ***National Deaf (Native British Sign Language Users) Caucus***

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## **14. Securing reasonable adjustments for young disabled workers**

Conference notes that securing reasonable adjustments in the workplace is a challenge faced by many disabled workers. However young disabled workers in particular all too often do not have the tools, experience or job security to request the reasonable adjustments they are legally entitled to at work.

This may be due to various factors, including:

- a) the fear of speaking up and not being taken seriously, or worse, losing their jobs
- b) a lack of confidence and understanding of what can be requested with regards to reasonable adjustments
- c) a lack of awareness of the Equality Act 2010 and the legal duty on the employer to provide reasonable adjustments
- d) a lack of awareness of the Access to Work scheme

These fears are often well founded. According to the TUC, young workers are more likely to be in precarious employment, including zero hour contracts. They are less likely to be union members than their older counterparts. Furthermore, young workers with hidden disabilities or as-yet-undiagnosed disabilities often face a lack of understanding from colleagues and managers in any workplace context, based on their age. They may be told ‘you’re too young to have a bad back!’ for example.

Conference notes the resources that exist for activists when negotiating reasonable adjustments with employers, including UNISON’s comprehensive guide ‘Proving Disability and Reasonable Adjustments’ which lists potential reasonable adjustments. Short guides to

Access to Work and reasonable adjustments for members are also available on the UNISON website. However young disabled members and activists are not always aware of the resources that are available.

The National Young Members Forum therefore calls on the National Disabled Members Committee to work with the Forum to:

1. Publicise UNISON's Proving Disability and Reasonable Adjustment guide that includes examples of reasonable adjustments so young disabled activists can have an understanding of the different types of adjustments that can be negotiated
2. Update and publicise the short guides to reasonable adjustments and Access to Work for members and potential members that can also be used at recruitment events.
3. Consider developing a resource for activists that explains how to negotiate reasonable adjustments.

### ***National Young Members' Forum***

14.1

Insert new 4th paragraph:

"Where young disabled workers are also Black they may also face racism in the workplace that stops them asserting their right to reasonable adjustments for fear of 'causing trouble'."

Insert new action point at end:

"Seek to ensure UNISON's resources, including social media presence, cover issues relevant to young disabled members, including young Black disabled members."

### ***National Black Members' Caucus***

14.2

Add to item b) "including the support of a Personal Assistant"

Action point 2 after "reasonable adjustments" add  
"including the role and support of Personal Assistants"

### ***Eastern Region***

14.3

Insert a new paragraph four:

"Conference applauds the work of the Trades Union Council/Scottish Trades Union Council 'Unions into Schools Programme' that helps young people prepare for the world of work and introduces them to the role of trade unions at work. Disabled young people entering the workplace may face an additional barrier in securing employment and the provision of reasonable adjustments can be essential to support them in an interview process."

After point '3' insert an additional point '4':

Publicise the work of the Trades Union Council/Scottish Trades Union Council Unions into Schools Programme, including highlighting adjustments that may be made to the interview process.

***South Lanarkshire UNISON***

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## 15. Disability Leave

Disability leave is time off from work for a reason related to someone's disability.

Employees with a disability may require time off if their mobility, or their illness – relating to their disability, becomes more severe. Our disabled members in this situation are frequently treated unfavourably and this then becomes inequality, even though the Equality Act 2010 makes it unlawful to discriminate against employees because of a disability.

If jointly negotiated workplace policies are in place, then this helps to alleviate this practice that can take place by employers. The procedures in the policy would give guidance to managers and staff.

However, it is known that many employers do not have a disability leave policy and that is why conference should pursue this.

Therefore, conference calls upon the National Disabled Members Committee to:

1. Collect information from branches to identify how many negotiated policies on disability leave exist and which employers have an existing disability leave policy in the workplace, and share good practise.
2. Circulate to branches the UNISON disability leave factsheet and urge them to raise and negotiate disability leave policies with their employers, where one does not exist
3. Encourage branches to develop disability leave policies with employers.

***South East Region***

15.1

Insert final action point:

“Campaign for disability leave to be a statutory requirement written into legislation.”

***National Disabled Members' Committee***

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## 16. Neurodiversity

Neurodiversity is now becoming the recognised name for a group of conditions which affect the brain's cognitive abilities. The conditions under this umbrella term include Attention Deficit Hyperactivity Disorder, Attention Deficit Disorder, Dyslexia, Dyspraxia, and Dyscalculia, but this is still a developing area of discussion.

Some conditions are lifelong and some can be brought on later in life, from causes such as suffering a traumatic brain injury. Often an individual will be affected by more than one of the conditions and frequently our members will not have a formal diagnosis.

We call on the National Disabled Members' Committee to:

1. Gather information about neurodiversity and to publish a guide for Branches.
2. To increase awareness within and throughout UNISON.
3. To explore and develop training for activists on the neurodiverse conditions and how to support members in the workplace.

***South East Region***

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## **17. Breaking down barriers for Neurodiverse Women**

Conference notes that “neurodiversity” is a relatively new term that refers to people who have dyslexia, autism, ADHD, dyspraxia or other related conditions that may also stem from a neurological impairment. People with these conditions have a wide range of characteristics but may also share some common features in terms of how they learn and process information compared to “neurotypical” people. These features can often be strengths as well as challenges, but bring many benefits for employers which the term neurodiversity acknowledges. Neurodiverse workforces can lead to more lateral thinking and can be a business benefit to employers.

Conference further notes that neurodiverse women are often under-diagnosed because of tired old stereotypes about what boys and girls with these conditions should act like. This ignores the different ways that genders are socialised, which can also conceal neurodiversity in women workers. Therefore a neurodiverse woman is much less likely to be able to request the reasonable adjustments they may require to keep them in work or point to the sexism which plays a detrimental role in neurodiverse women’s experience in the workplace.

Conference welcomes the fact that World Autism Awareness Day in 2018 had an emphasis on women and girls and calls on the National Disabled Members Committee to:

1. Consider developing guidance on neurodiversity in the workplace, which includes a specific reference to the challenges faced by women workers with neurodiverse conditions
2. Publicise and promote UNISON’s ‘Proving Disability and Reasonable Adjustments’ guide
3. Work with Learning And Organising Services (LAOS) to consider developing training on neurodiversity, with specific reference to women and neurodiversity.

### ***National Women Members’ Caucus***

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## **18. ADHD in the Workplace**

Conference notes that Attention Deficit Hyperactivity Disorder (ADHD) is a neurological disorder and in fact, one of the most well-researched neurological disorders. It also can be said to be one of the most misunderstood diagnosis. Having ADHD affects every aspect of the individual’s life.

ADHD comes in three forms – Inattentive, Impulsive, Hyperactive (or a combination of all three) each individual with ADHD has a different set of challenges. Therefore, it is important to consider the unique picture, when designing strategies, and pursuing accommodations and modifications for the workplace.

A high percentage of people with ADHD are also like to have one of the following:

- A co-morbid learning disability such as dyslexia or autism;
- Develop a mental illness, such as bipolar or depression, depression being very common. With this said, those with ADHD are at a higher risk for committing suicide

A high percentage of people with ADHD are likely to experience.

- Relationship difficulties including divorce

- Difficulty at work including regular loss of employment

Conference notes that presently there is inadequate and uneven support across the public sector in meeting the support needs of those in the workforce with ADHD. Many adults with ADHD face not being understood at work, those who are newly diagnosed face the stigma around ADHD and the extra hurdle of having to prove their disability where they may have 'masked it' unknowingly their whole lives.

Many people with ADHD struggle to obtain the reasonable adjustments that they need to do well in their work role. In many cases they do not pursue reasonable adjustments at all thus struggle when expected to complete the same amount of work, in the same time, to the same standard as their peers who do not have ADHD or other impairments. Those people who do not receive support at work are not only disadvantaged at work, but this feeds into their ability to manage their ADHD outside of work.

There is a myth that people 'grow out of ADHD' when in fact this is not the case. Many have simply learned to manage their ADHD or to mask it when it comes to adulthood. In other areas of their lives and when they get older and head out into the workforce lack of specialist support remains an issue. Research has shown how this myth has led to inadequate support for those with ADHD.

Support for adults with ADHD is on the whole forsakenly poor. Apart from sleeping, the majority of an adult's life is at work, the difficulties and barriers that those with ADHD face at work is a trade union issue, which we need to take action on. Considering ADHD affects 5% of children and nearly 3% of adults, the affect of inadequate support for those with ADHD across society including health, education, criminal justice, work and benefits, homelessness and social care is vast and little understood or discussed, let alone addressed.

As the biggest trade union in the UK we can do a lot to create greater awareness about ADHD and push for greater support, so that those with ADHD can perform to the best of their abilities in their roles in the workforce.

Those with ADHD and who are working should be congratulated for their achievements in the light of the everyday barriers they face and the minimal support they receive.

Conference notes that ADHD Action is an organisation which was set up only last year and is having huge success in such a short space of time getting support from the ADHD Foundation, Adult ADHD NI, and ADHD Solutions CIC. This organisation is campaigning for an ADHD act which would:

“Place a duty on the Government to produce a broad strategy for ADHD adults and children which is kept under regular review, which includes access for all persons that require assessment and treatment for ADHD and place a duty to produce statutory guidance to ensure implementation of the strategy for the following bodies:

- Education
- Health (including mental, sexual and addiction support)
- Criminal justice (police, prisons, probation)
- Work, pensions and benefits
- Employment law

- Local authorities (e.g. social services, homelessness)
- Media (for responsible reporting)”

Conference therefore calls on the National Disabled Members Committee to:

1. Consider Supporting ADHD Action’s campaign for an Act of Parliament for ADHD to commit the government to implementing a strategy for ADHD across many sectors which would support members, colleagues and the communities we serve.
2. To consider publishing up to date briefings and guidelines for distribution amongst branches which would aim to debunk myths around ADHD, and which includes the particular impacts likely to be experienced by workers and ways of addressing them through organising and representation.

### ***West London Mental Health***

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#### **19. Tackling the disability employment gap: Recruiting and retaining Deaf workers**

Conference notes the recent House of Commons Library report on the Disability Employment gap which highlights that just 49% of disabled people between 16 and 64 years old are in employment, compared to over 80% for non disabled people. The disability employment gap therefore stands at over 31%.

For Deaf people in particular, finding and retaining employment can be a challenge due to a lack of understanding and awareness on the part of employers as to what Deaf people can achieve.

With anecdotal evidence of health and safety sometimes being used a reason not to employ a Deaf worker, there is a lack of confidence, and perceived lack of information, from many employers who are sometimes fearful of employing Deaf people, as they don’t understand their legal obligations or the support that is available.

While conference welcomes the recent increase in the cap, Access to Work remains the government’s ‘best-kept secret’ and many more Deaf workers could potentially benefit from the scheme if it was more widely publicised.

Deaf workers also face challenges while in employment, with communication barriers meaning Deaf employees are often the last to know what is happening and promotion often difficult to achieve due to employer attitudes and interview and assessment systems that do not take into account the needs of British Sign Language (BSL) users.

UNISON needs to be a first point of call for Deaf members and potential members. However many stewards and branches have no experience of Deaf members and need the appropriate skills and knowledge to offer support.

Conference therefore calls on the National Disabled Members Committee to:

1. Consider producing a guide to representing Deaf BSL users for branches and stewards to use in workplace representation
2. Seek to ensure UNISON’s resources on negotiating reasonable adjustments include the needs of Deaf BSL users

3. Continue to support calls to remove the cap on Access to Work which prevents some Deaf people with high-level needs from accessing appropriate support at work.

### ***National Deaf (Native British Sign Language Users) Caucus***

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#### **20. Black Disabled Workers and the Disciplinary Process**

Conference notes that Black Disabled workers are disproportionately targeted when it comes to disciplinary processes, which is often linked to racism and discrimination as well as a lack of understanding and support for the barriers faced by disabled people, including those with non-visible/non-apparent disabilities.

Black Disabled people are also over-represented when it comes to capability proceedings, again due to discrimination and a lack of reasonable adjustments.

Many Black Disabled Members are isolated from their branch and do not know they are entitled to reasonable adjustments such as disability leave or changes to performance targets.

Conference notes UNISON's comprehensive guide 'Proving Disability – A Guide to Reasonable Adjustments' which lists potential reasonable adjustments. Conference also notes UNISON's factsheet on Disability Leave. However not all of our stewards or Black disabled members are aware of these resources.

Conference therefore instructs the National Disabled Members Committee to:

1. Publicise and promote UNISON's guidance on reasonable adjustments and on disability leave, ensuring the barriers and adjustments related to impairments that affect Black disabled people in particular are included
2. Work with National Black Members Committee to consider ways of further supporting Black disabled members in the workplace
3. Work with Labour Link to seek a commitment to statutory disability leave from a future Labour Government.

### ***National Black Members' Caucus***

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#### **21. Negotiating and Bargaining for Disabled Workers Rights**

Conference notes that the Equality Act 2010 gives disabled workers the right to reasonable adjustments and the right not to be discriminated against. However these rights are often only made real when UNISON disabled members and UNISON stewards raise these issues with employers through their local representation and bargaining.

For example, the Equality Act Code of Practice gives disability leave as an example of a reasonable adjustment and this has been backed up by the courts. However in many workplaces there is no disability leave policy and disabled workers are forced to take leave that relates to their disability as ordinary sick leave which is then counted towards triggers for instigating formal sickness procedures.

Many employers do not take their duty to provide other reasonable adjustments seriously and as a result disabled workers either do not get the job in the first place or are forced out. Some employers also try to push disabled workers into taking ill health retirement rather than implementing the reasonable adjustments that could keep them in work.

Conference believes that besides compliance with equality legislation being the right thing to do, there are also significant business benefits in having a diverse public service workforce that reflects the communities we serve.

Conference therefore calls on the National Disabled Members Committee to:

1. Raise awareness of existing UNISON resources including the Disability Leave factsheet and model policy and 'Proving Disability and reasonable Adjustments'.
2. Consider producing a bargaining guide for UNISON branches and stewards negotiating on disability equality in the workplace.

### ***National Disabled Members Committee***

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## **Campaigning**

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### **22. Campaigning for Mental Health First-Aiders in the Workplace**

Conference, since 1981, workplaces have been required to provide adequate and appropriate first aid equipment, facilities and people, to ensure that employees can be given immediate help if they are injured or taken ill at work. Yet in 2018, there is still no requirement for employers to provide mental health first aid assistance to employees.

A Chartered Institute of Personnel and Development (CIPD) study on the impact mental ill health can have on workers found that:

- 37% of people are more likely to get into conflict with colleagues
- 57% find it harder to juggle multiple tasks
- 62% take longer to do tasks
- 80% find it difficult to concentrate

Since 2007, Mental Health First Aid (MHFA) England has trained over 300,000 people in Mental Health First Aid and want to train 5 million. In a survey MHFA England found that 56% of people have experienced mental health issues and that 90% of respondents feel there is still a taboo around mental health.

Conference, MHFA England are campaigning to have mental health treated in the same way as physical health, with the same provision of mental health first aiders as physical health first aiders.

We know mental health first aiders are no substitute for professional support or adequate prevention of work-related stress but believe mental health first aid is a fundamental right that should form part of a wider strategy for addressing mental health in the workplace.

Conference calls upon National Disabled Members Committee to work with the National Executive Committee (NEC) to:

1. Support the MHFA England campaign to require employers to provide mental health first aid as well as physical first aid;
2. Raise awareness of the work of MHFA England with Branches, Regions and Self Organised Groups<sup>3</sup>. Provide opportunities for Branches to access MHFA training to officers and shop stewards

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### **23. Supporting disabled people to stand for election**

Conference is concerned that in the twenty-first century it is still almost impossible for disabled people to stand for elected office or pursue careers in the field of politics.

Almost 30% of people old enough to vote are disabled yet less than 2% of the 650 MPs elected to represent us in Parliament openly identify as disabled. While 10% of Councillors are disabled, this is a significant reduction from 14% in 2010.

Perhaps disabled people aren't interested, capable or the best person for the job – at least that's what the government would have us believe – but the reason disabled people don't stand is the cost of standing for and holding elected office are so much greater for disabled people than non-disabled people that they are prohibitive.

Sign-language interpreters, Braille, support workers, specialist ICT and other reasonable adjustments that disabled people need at work are needed during a campaign and once elected but there is no support available to help with the costs.

The Access to Elected Office Fund used to offer grants to disabled people standing for election in UK Parliament, English local government and other elections for disability related expenses during the campaign. In 2015 the fund was “frozen and put under review” by the Tory government but despite disabled people being unable to stand in a General Election, Police and Crime Commissioner elections, three lots of local elections and mayoral elections since it was “frozen” there has been no progress on the review.

Of course, some disabled people have stood for election expecting that they would get the reasonable adjustments they need once elected but there's no financial help then either. Access to Work helps employers pay for reasonable adjustments in the workplace but the same support isn't available for elected positions even though it can be as time consuming and difficult as a full-time job.

Conference we are never going to achieve disability equality until there is a greater understanding of disability issues amongst those who hold elected positions. Our Disabled Members will never be properly represented until there are more disabled people in elected positions and we will never have more disabled people, including our Disabled Members able to stand for elected positions until the support is there to ensure a level playing field.

Conference calls on National Disabled Members Committee to work with the NEC to:

1. Join the campaign to restore the Access Elected Office Fund;
2. Write to all MPs asking them to support the campaign to restore the Access to Elected Office Fund;
3. Lobby for Access to Work funds to be made available to disabled people who hold elected office in local authorities, town and parish councils; and
4. Work with Labour Link to improve the support available to disabled people standing as Labour Party candidates.

23.1

At end of 2nd paragraph insert:

“Black disabled parliamentarians and councillors also significantly under-represented; with racism an additional barrier faced.”

Insert new action point at end:

“Support appropriate campaigns to encourage Black disabled people to put themselves forward for election and to combat racism in standing for political office”.

### ***National Black Members' Caucus***

23.2

Insert at end of 1st paragraph:

“For disabled women the barriers are exacerbated by societal sexism and misogyny.”

Insert new 7th paragraph:

“For disabled women who are more likely to be low paid and have caring responsibilities, there are added barriers to being able to access political office that need addressing.”

Insert new final action point:

“Support appropriate campaigns to address the specific barriers to political office faced by disabled women and to encourage them to stand for election.”

### ***National Women Members Caucus***

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## **24. Access to voting**

Conference is concerned that it is becoming increasingly difficult for disabled people to participate in the election process. While disabled people have always needed to overcome barriers to be able to vote the government seems determined to make it virtually impossible.

Turnout at elections is often low. Some people aren't interested in politics while others say they're too busy or don't like any of the politicians but when disabled people are asked why they don't vote the answers are often very different. Reasons include:

- I don't know how to register to vote and no one comes to help anymore;
- The information on how to vote isn't accessible;
- The postal vote papers were confusing so I gave up;
- There's no ramp at the polling station;
- The temporary polling station is too small for my wheelchair;
- I'm blind and the polling clerk shouted out who I was voting for last time;
- I don't have any photo ID and someone said I needed it

While some of the reasons may be based on inaccurate information (you don't need photo ID just yet but might in the future) and others may seem insignificant or easy to overcome they are preventing our Disabled Members from exercising their democratic right to vote.

The registration system is confusing and if there's no help in your area you may just give up. The information councils send out on voting is set in law but it isn't easy to understand especially for someone with a learning disability. Postal ballots can be confusing with people often not realising which paper goes in which envelope or where they need to sign. Polling stations should be accessible but many aren't and in some cases staff do need better training. And as for those photo ID's they may not be needed now but the government has already trialled them in some areas and there is significant evidence that shows disabled people are less likely to have passports or driving licenses.

Evidence shows that when disabled people vote they are more likely to vote Labour. Around 20% of the population are disabled and their votes could make a massive difference in the next Election but only if they are able to vote.

Conference calls upon National Disabled Members Committee to work with National Executive Committee to:

1. Campaign for the introduction of an accessible system of voter registration;
2. Support Disabled Members to request reasonable adjustments at polling stations;
3. Create guidance to help Disabled Members become more politically engaged; and
4. Lobby for a national standard of training for polling officers that includes disability awareness training.

***Newcastle City***

24.1

Insert new fifth paragraph:

“Research shows that Black people in the UK are less likely to be registered to vote compared to the general population. This may be due to often well founded fear in the Black community about giving personal information to officialdom and also reflects that Black people are often in less stable accommodation. In addition Black people from Commonwealth countries may not be aware they are entitled to vote. The implementation of Individual Voter Registration has already seen a reduction in Black voters on the voter register and has particularly impacted Black women who may previously have been registered by their spouses but now go unregistered. Furthermore, the pilot of the planned new requirement for photo identification at polling stations will particularly impact Black disabled people who are less likely to have the correct forms of photo identification.”

Insert new action point at end:

“Support appropriate campaign against the roll out of the requirement for photographic identification at polling stations.”

***National Black Members' Caucus***

24.2

At the end of 1st paragraph insert “The Conservative government’s changes to the voter registration system, including individual voter registration, and the recently piloted photographic identification requirement at polling stations, have exacerbated these barriers.”

Insert new final action point:

“Support appropriate campaigns against the roll out of the requirement for photographic identification at polling stations.”

***National Disabled Members Committee***

24.3

At end of action point 2 insert “including British Sign Language interpreters.”

In action point 4 after “disability” insert “and Deaf”

***National Deaf (Native British Sign Language Users) Caucus***

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## **25. Disability Hate Crime must be treated as Hate Crime**

Conference is rightly proud of UNISON’s record of fighting Disability Hate Crime. We campaigned to raise awareness of Disability Hate Crime, for better reporting systems and fairer media coverage. We campaigned for disabled people to be treated as reliable witnesses and for more support for victims and witnesses.

The police and Crown Prosecution Service (CPS) define Disability Hate Crime as:

“Any crime which is perceived by the victim or any other person, to be motivated by hostility or prejudice based on a person’s disability or perceived disability”

And while CPS guidance states that prosecutors should be aware of common features of Disability Hate Crime including:

- Befriending victims to create trust;
- Cruel, humiliating and degrading treatment;
- False accusations against the victim; and
- Incidents that increase in severity or frequency.

The definition is very subjective as there is no legal definition of hostility. What one person sees as a Disability Hate Crime may not be seen as such by another. There has been progress but more needs to be done as the latest reports published in late 2017 show:

- Abuse of disabled people jumped to 3,079 from 1,531 in the previous year;
- Hate crimes against disabled children rose by 148% from 181 to 450;
- Prosecutions of disability hate crime were at a record level of 1,009;
- Conviction rates are increasing; and
- Worryingly there is still significant underreporting of disability hate crime

The Criminal Justice Act 2003 allows for an increased sentence for those found guilty of Disability Hate Crime but while prosecutions and convictions are up there are still a disturbing number of crimes against disabled people not being flagged as Disability Hate Crime.

Even when a case is flagged a judge can still decide not to treat it as a hate crime as seen in a recent murder case which the police and CPS treated as a Disability Hate Crime but where the judge decided that the victim was targeted because he was vulnerable and not because he was disabled even though it was the disability that made the victim vulnerable.

Some people think it doesn't matter if a crime is treated as a Disability Hate Crime as long as the perpetrator is found guilty but it does matter because it leads to lesser sentences, the victim or their family feeling justice hasn't been served and more disabled people failing to report Disability Hate Crimes because they feel they won't be taken seriously.

Defining Disability Hate Crime by simply adding disability to the existing definition of hate crime has proved to be inadequate. Disabled people may be more physically or mentally vulnerable than non-disabled people. Disabled people can be more trusting and less able to interpret behaviours than non-disabled people. And sometimes disabled people don't realise when they are being used or taken advantage of.

Disability Hate Crime is different to other types of hate crime because disabled people face barriers that non-disabled people don't. It is not better or worse but it is different. It is time to recognise that Disability Hate Crime is different and that to deal with it effectively means dealing with it differently.

Conference calls on National Disabled Members Committee to work with the NEC to:

1. Raise awareness of how Disability Hate Crime is different to other types of hate crime;
2. Campaign for a legal definition of Disability Hate Crime that includes crimes committed due to disabled people's vulnerabilities or the barriers faced; and
3. Work with Labour Link to lobby the government for the introduction of legislation that sets out the criteria under which a recommendation to treat an offense as a Disability Hate Crime can be overruled.

***Northern Region***

25.1

In the 7th paragraph, which starts "Defining disability hate crime", at the start of the 2nd sentence insert "Some", and at the start of the 3rd sentence insert "Some".

In action point 2 insert "some" before "disabled" and "perceived" before "vulnerabilities".

Insert new action point at end of motion:

"Publicise UNISON's guide 'Tackling Hate Crime and Hate Incidents: A Workplace Issue'"

***National Disabled Members Committee***

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## **26. Mate Crime**

Conference we have heard about hate crimes, however mate crime is not as widely publicised or known about. Mate crimes are usually committed against another for the purpose of some individual gain. Usually financial gain. It is well known that most people with

disabilities have a greater level of vulnerability. Perpetrators will attach themselves under the guise of befriending them in order to exploit them.

Their properties are used to throw parties, grow illegal drugs, have parcels delivered to their address.

Perpetrators visit these people on paydays in order to elicit monies from them, then not visit again until the next pay day.

Ask National Disabled Members Committee to:

1. Highlight mate crime as an issue for our members, their friends and families.
2. Write a leaflet for distribution on mate crime, including instructions on how to report mate crime to the police.
3. Encourage Regions and branches to deliver workshops/lunch and learn events on mate crime.
4. Work with other SOGS to raise awareness, distribute literature and provide training for regions, branches and stewards.

### ***East Midlands Region***

26.1

In first paragraph, add at end of 4th sentence “and where they are also women, Black or lesbian, gay bisexual or transgender (LGBT) they may be further targeted.”

Insert new 4th paragraph: “Where disabled people are also LGBT they may be less likely to report mate crime as their abusers may threaten to 'out' them to friends, family, work colleagues or support agencies.”

Insert at the end of action point 2: “in accessible ways and details of support agencies.”

Add new action point 5: “Campaign for the roll out of police link officers for Deaf people to encourage reporting.”

### ***National Lesbian, Gay, Bisexual & Transgender Members' Caucus***

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## **27. Tackling Presenteeism in the Workplace**

Conference, we are sadly all too familiar with the negative consequences for disabled workers of employers' punitive trigger-based sickness absence policies. However, one of the lesser known consequences of these policies and the general lack of job security is Presenteeism.

Presenteeism is defined by ACAS as turning up for work when unwell and not fit to work. Workers are too scared to take time off to recover when unwell due to the fear of hitting triggers and being targeted for capability procedures or redundancies due to restructuring and this leads to work-related stress, more time off, especially as other workers and in particular disabled workers who might have weakened immune systems and therefore be more prone to picking up viruses can end up ill and longer recovery times from sickness. This in turn leads to increased workloads for other workers as they tackle backlogs and poor staff morale. Conference it is a vicious circle!

In a recent 2018 Health and Well-being at Work survey by the Chartered Institute of Personnel and Development, it was found that Presenteeism had more than tripled since 2010, and over 80% of the 1,000 respondents said they had observed Presenteeism in their organisation in the last 12 months, yet only 25% of these workplaces had taken steps to tackle this problem, a figure that has almost halved since 2016. Conference, these figures are shocking and need to be tackled by this union.

Conference therefore calls on the National Disabled Members Committee to:

1. Create an awareness campaign that can be used at national regional and branch level to promote awareness of this issue amongst members and their employers.
2. Create a campaign to lobby employers to consider tackling the issue of Presenteeism.
3. To produce a charter for branches to use as a bargaining tool with employers when reviewing attendance policies.

***Perth and Kinross UNISON***

27.1

Insert new 4th paragraph:

“Our Black disabled members report that lower paid workers or those on zero hours contracts, who are more likely to be Black, are often subjected to more rigidly defined sickness absence triggers and procedures.”

Insert new action point at end:

“Highlight the issue of low paid and zero hours Black disabled workers being targeted by more rigidly defined sickness absence trigger procedures.”

***National Black Members’ Caucus***

27.2

Insert new 3rd paragraph:

“Some disabled women workers cover up symptoms of the menopause due to stigma or embarrassment and may continue to attend work when they are unwell.”

Add new action point 4

“Publicise UNISON’s guide “The Menopause and Work”.

***National Women Members’ Caucus***

27.3

Delete action point 3 and replace with “Publicise and encourage regions and branches to use the suite of resources UNISON has produced to tackle this issue with employers, such as our Sickness Absence guide and Model Policy, our Disability Leave guide and Model Policy and our ‘Proving Disability and reasonable adjustments’ guide.”

***National Disabled Members Committee***

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## **28. Reasonable Adjustments - Reasonable for Whom?**

The two legal frameworks that are supposed to ensure reasonable access to employment, shops, business, services and public buildings, for those with disabilities, are-

- The Equality ACT 2010
- The Building Regulations (2004 edition, incorporating 2010 and 2013 amendments) Approved Document M

This Conference is aware that this legislation is not allowing us the access we should be able to have.

This Conference passed a motion in 2008 drawing attention to the unsatisfactory nature of the then legislation, describing the situation as ‘inadequate’. Despite some minor legal changes, we know that the current legislation is still inadequate.

Members have ‘day to day’ experience of being unable to access some buildings, shops, workplaces and public buildings and additionally are unable to access feature within those buildings such as lifts, sanitary facilities, eating/ drinking areas to name but a few -facilities we should be able to access.

This Conference calls upon the National Disabled Members Committee to:-

1. Investigate this issue and bring a report to a future Conference, suggesting ways in which this matter can be addressed.
2. Raise this issue with the TUC’s Disabled Members Committee to seek additional support.
3. Seek support within Labour Link to raise this issue.
4. Seek examples from members by raising the issue within UNISON publications.

***Cymru/Wales Region***

28.1

Insert new 5th and 6th paragraphs:

“Conference notes that the interim report of the Independent Review of Building Regulations and Fire Safety carried out in the wake of the Grenfell fire found that the whole building regulation system is not fit for purpose.”

“The tragedy of Grenfell, where there were reports of a lack of evacuation routes for disabled tenants, has highlighted how important this issue is. Disabled people not only need to be able to access buildings, but they also have the legal right to be able to exit them safely, such as in a fire.”

Insert new action point 2):

“Support appropriate campaigns seeking to improve fire safety for disabled people and to strengthen oversight and enforcement of Building Regulations and the Equality Act.”

***National Disabled Members Committee***

28.2 Item 1 delete “future” insert “2019”

***West Midlands Region***

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## **29. Ensuring safe and qualified interpreting services for Deaf people accessing public services**

Conference notes that British Sign Language interpreters are regulated by the National Registers of Communication Professionals working with Deaf and Deafblind people (NRCPD). They hold registers of interpreters for deafblind people, lip speakers, notetakers, sign language interpreters, sign language translators and speech to text reporters.

Conference supports a registration system as a way of ensuring interpreters are fully qualified to support Deaf BSL users who may be accessing services including education, health and social care, housing, social security etc. Although increasing numbers of people are now learning BSL, this is not the same as being a trained interpreter which is a skill in its own right. Interpreters who are not qualified may be a danger to our Deaf members, with potential safeguarding issues as a result.

However conference notes with concern that people who sign up to an interpreting course can immediately apply for NRCPD registration as a trainee sign language interpreter (TSLI). Although the NRCPD states that TSLIs may not work in the criminal justice system or mental health settings and must “exercise caution” when accepting work in a social care setting, this still allows them to interpret in certain circumstances. With public services financially stretched there may be a temptation to employ trainees who are not yet properly trained. Conference is concerned that people who may not yet have taken any classes in how to interpret could potentially be called on to offer interpreting services in some settings that could put Deaf service users at risk.

Conference believes that NRCPD trainee status should only be given after the student has passed their interpreting course. Full registration could then be awarded after a year of successful practice, similar to a provisional driving license.

Conference therefore calls on the National Disabled Members Committee to:

1. Raise awareness of this problem and identify any examples
2. Work with service groups and regions to encourage UNISON stewards representing Deaf members to ask for proof of full registration from interpreters provided by employers in workplace meetings and procedures
3. Identify and assess the benefits for UNISON of backing any relevant and suitable campaigns on this issue.

### ***National Deaf (native British Sign Language Users) Caucus***

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## **30. Legal Recognition of British Sign Language**

Conference notes that although the UK government formally recognised British Sign Language (BSL) as a language in its own right in 2003, this did not give full legal status to BSL. Scotland is the only country in the UK to give BSL full legal status and to agree to promote its use. BSL still does not have full legal status in England and Wales and the same is true of BSL and Irish Sign Language (ISL) in Northern Ireland. BSL users are therefore being discriminated against and disadvantaged in three of the four constituent nations of the UK.

Conference recognises that Deaf native BSL users are a distinctive linguistic group whose rights should be protected. Achieving legal status means that BSL would be protected and promoted in a similar way to Welsh and Gaelic languages. Service providers would be

required to produce information and support where appropriate in BSL, giving equal access to services for sign language users and removing many of the everyday barriers that they currently face, and which result in widespread discrimination.

Conference notes that a number of organisations are campaigning for a BSL Act for England, Wales and Northern Ireland that would achieve full legal recognition.

Conference therefore calls on the National Disabled Members Committee to raise awareness of this issue, to support the campaign for a BSL Act and to consider ways UNISON can further contribute to this campaign.

### ***National Deaf (native British Sign Language Users) Caucus***

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#### **31. Tackling LGBT and disability discrimination in the workplace – an Intersectional approach**

Conference notes that disabled people face many challenges in the workplace but this is compounded when disabled workers are also lesbian, gay, bisexual or transgender (LGBT).

The recent Stonewall publication 'LGBT in Britain - Work Report' found:

- Disabled LGBT workers are one and a half times more likely to face harassment and discrimination in the workplace compared to LGBT staff in general
- Almost two in ten disabled LGBT employees (19%) say they didn't get a promotion they were up for at work in the past year because they are LGBT
- 43% of disabled LGBT people have hidden or disguised that they are LGBT at work in the last year because they were afraid of discrimination
- 9% of disabled LGBT people say they have lost a job in the last year because of being LGBT
- One in five (20%) of disabled LGBT workers say that they were encouraged to hide or disguise that they are LGBT by a work colleague compared to 9% of non-disabled LGBT workers
- One in four disabled LGBT workers (26%, higher than the 18% of LGBT workers in general) have been the target of negative comments or conduct from work colleagues in the last year because they are LGBT.
- 24% of disabled LGBT staff were excluded from social events by colleagues in the last year for being LGBT
- One in five disabled LGBT people (21%) say they don't feel able to be themselves at work.

On every measure disabled LGBT staff experience significantly more discrimination in the workplace than LGBT people in general, where discrimination is already high. Where workers are Black and/or trans the discrimination is further compounded. There are also additional challenges for young disabled LGBT workers.

Conference believes that there are a number of measures that could help improve workplaces for disabled LGBT people but it is essential to take an intersectional approach to

workplace equality, recognising that many disabled workers also experience additional discrimination based on their race, sexual orientation, gender identity and other factors.

Conference therefore calls on the National Disabled Members Committee, working with the National LGBT Committee, other self organised groups and National Young Members Forum where appropriate, to:

1. Raise awareness of the specific challenges faced by disabled LGBT workers and consider developing resources to assist branches in negotiating on behalf of these members
2. Work with UNISON's service groups to include mandatory, cross-organisation and intersectionally-aware anti-discrimination training on their bargaining agendas
3. Continue to work towards developing a model reasonable adjustment 'passport' and update and publicise UNISON's Disability Leave factsheet and model policy, ensuring issues of intersectionality are highlighted where appropriate.

### ***National Lesbian, Gay, Bisexual & Transgender Members' Caucus***

31.1

At the end of the third paragraph insert "and for disabled women workers who are LGBT."

### ***National Women Members' Caucus***

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## **32. The Welfare State: A Hostile Environment for Black Disabled People**

Conference notes this government's official policy of creating a 'hostile environment' for non-EU migrants who are predominantly Black. This attempt to make life unbearable for undocumented migrants manifests itself in a growing network of immigration controls across society, including immigration checks to access public services, welfare benefits, healthcare and housing. The Windrush scandal has demonstrated that the hostile environment extends to Black people who are entitled to live in the UK and to access public services. Black disabled people who are disproportionately reliant on the welfare state are particularly badly hit.

The welfare benefits system is already inaccessible for many Black disabled people. The Universal Credit (UC) application system is only available online and in English. Language barriers and higher levels of digital exclusion mean that a disproportionate number of Black disabled claimants find it harder to apply for UC and are more likely to be sanctioned for failure to meet claimant commitments. There are no adjustments in place for visually impaired people or for those with native languages that do not read from left to right.

Research by the Runnymede Trust and the Women's Budget group has found that Black women are disproportionately affected by UC. Black families are also larger on average, and so are disproportionately impacted by restrictions to the Local Housing Allowance, the Benefits Cap, the two child limit and the freeze that has been applied to child benefit.

The roll-out of Personal Independence Payments (PIP) has seen many Black disabled people turned down for benefits that help them to live independently. Assessors are not always aware of the barriers faced by those with impairments that disproportionately affect Black disabled people, such as lupus, sickle cell disease and thalassaemia and the fluctuating nature of these conditions. In addition assessors do not always understand how people from Black communities express themselves, for example mental health problems may be downplayed due to community stigma.

Unnecessary residency checks are also being imposed on Black disabled claimants, leading to benefits being unfairly stopped.

Cuts to local government funding and to legal aid have significantly reduced the advice and advocacy services that are available. This, coupled with the hostile environment that engenders a fear of officialdom in Black disabled people, results in many either being unable to access advice and advocacy or feeling unable to approach advice and advocacy organisations for support and as a consequence they are less likely to succeed through mandatory reconsideration or the tribunal process.

Added to this, Black disabled people also face intimidatory questions when accessing other aspects of the welfare state, including the NHS and public housing.

Conference therefore calls on the National Disabled Members Committee to:

1. Campaign against the government's hostile environment policy and its link to the provision of public services and the welfare state
2. Continue to campaign to stop the roll-out of UC and PIP and call for a fairly funded system that can be made to work for Black disabled people
3. Work with Labour Link and the Labour Party to seek a commitment to fair access to the welfare state under a future Labour government and an end to the hostile environment
4. Work with There for You to consider how UNISON can support members applying for PIP and UC and how we can signpost members to advocacy organisations where appropriate.

### ***National Black Members' Caucus***

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### **33. Improving Access to Sexual Health Information for Disabled LGBT People**

Conference notes that Deaf and disabled Lesbian, Gay, Bisexual & Transgender (LGBT) people may experience barriers in accessing essential sexual health services due to lack of appropriate communication and understanding from service providers. Problems include lack of British Sign Language (BSL) interpreters and electronic notetakers and test results not being communicated in ways that can be understood. Some service providers also continue to stereotype disabled people as sexually inactive. Disabled LGBT people also find their sexual orientation and gender identity is often wrongly assumed or ignored, with significant implications for the sexual health advice and care they receive.

The lack of clear, appropriate communication can lead to confusion and misunderstanding and can potentially put disabled LGBT people at risk of sexually transmitted infections (STIs) due to information, explanations and test results remaining unavailable in appropriate accessible formats such as BSL. This may also prevent new medical advances, such as pre-exposure prophylaxis (commonly known as PrEP), a medication in pill form that protects against HIV infection, becoming widely available to disabled LGBT people.

Removing barriers to access and breaking down stereotypes can lead to improved health outcomes for LGBT disabled people and reduce costs for the NHS.

Conference therefore calls on the National Disabled Members Committee to work with the National LGBT Committee to:

1. Raise awareness that disabled LGBT people need to access sexual health services and may need support to access information on conditions and treatments.
2. Work with Health and Local Government service groups to lobby local authorities and the NHS where appropriate for improved staff training and more accessible information around sexual health, for example BSL and various alternative and accessible formats including DVD's and You Tube and written information supported with pictograms (Makaton)
3. Signpost disabled LGBT members to accessible information on sexual health.

***National Lesbian, Gay, Bisexual & Transgender Members' Caucus***

33.1

At the end of the first paragraph insert:

“Disabled LGBT women face assumptions about their sexuality and heterosexist myths about sex between women. This can lead to disabled LGBT women not receiving advice on sexually transmitted diseases and not being offered regular Chlamydia testing or cervical screening.”

***National Women Members' Caucus***

**34. Sling the Mesh - campaigning for disabled women**

Conference notes that the recent vaginal mesh scandal has meant that more women have become disabled as a result of secondary and referred illnesses after having implant surgery to deal with female pelvic organ prolapse.

The results of vaginal mesh surgery being used in female pelvic organ prolapse surgery can include puncturing of bowels and bladder, use of colostomy bags and catheters, incontinence, hernias, use of long term medication, further surgery, chronic pain and the resulting impact on mental health and sexual health.

Conference notes the ‘Sling the Mesh’ campaign which argues that surgeons and manufacturers failed to warn patients of the dangers associated with the surgery. It advocates a full investigation and audit into how many people are suffering because of vaginal and rectal mesh surgeries for pelvic organ prolapsed injuries, and a pause in surgeries while that is carried out. It is also calling for the creation of a national register that enables the health of women affected to be appropriately monitored, and for the NHS to write to and advise every woman who has had such operations to visit a GP if they are suffering pain from the mesh.

Many women affected by the vaginal mesh scandal do not get the support and reasonable adjustments they need from their employers as they go through this experience of disablement. Sickness absence procedures are often used against women, with no adjustments made to the procedures on the grounds of disability, with unadjusted trigger points and disability leave often wrongly included as sickness absence.

Under the Equality Act, disability leave is an example of a reasonable adjustment that disabled people are entitled to but not all women who have been affected by the vaginal mesh scandal are being afforded this.

Conference therefore calls on the National Disabled Members Committee to:

1. Work with the Health Service Group and Labour Link to raise awareness of the Sling the Mesh campaign and support its call for the closure of loopholes in regulation.

- Publicise and promote the UNISON factsheet on disability leave and the associated model disability leave policy which makes clear that disability leave is different to sick leave and should not be included in sickness absence triggers.

### ***National Women Members' Caucus***

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#### **35. Campaigning for a Benefits System that acknowledges the needs of disabled workers**

Conference notes National Disabled Members Committee (NDMC) recently undertook a survey of members' experience of claiming Personal Independence Payments (PIP). The results of this survey reflected other samples by other organisations but particularly flagged up the issues for working disabled people who are sometimes overlooked or ignored. 90% of respondents were in full time or part time work.

PIP is not just a benefit for citizens who cannot work but is also an in work benefit enabling many of us to get out of bed to go to work. It also provides essential transport support such as mobility vehicles, mobility scooters, wheelchairs and additional transport costs.

Many of our members previously received Disability Living Allowance and have lost out on the transfer to PIP. Our members reported 18% of decisions were revised at either Mandatory Reconsideration Stage or appeal. This is considerably lower than the national figures for overturned decisions which earlier this year reached 70% of all appeals. This can be explained by the fact that working is wrongly taken by assessors and decision makers as giving someone a degree of capability which in fact can only be maintained by the support PIP provides. The loss of PIP removes the ability to work. The current government claim they have introduced a number of initiatives to get disabled people into work (although these are often part time and low paid roles and they are already failing to deliver the one million additional jobs for disabled people promised by 2027) but they neglect the support needed to get up for work, travel to work and personal support in the workplace.

Many members responding to the PIP survey also reported being made to feel like a liar or a criminal when applying for PIP. Fluctuating conditions, including mental health problems, were also not taken into account by assessors or decision makers and assessments were often not accessible.

Universal Credit will be the next hurdle our disabled members may face if they are not entitled to claim statutory or occupational sick pay. If they have to claim tax credits this will now be through Universal Credit at a lesser value than the existing benefit. If they work part-time they may have to go through work capability assessment in order to claim and may be found fit to work full time.

For both benefits, the assessment does not take into account fully how claimants function and for PIP an assumption is often made that they work so do not qualify.

Conference further notes the latest Government proposals which include responsibility for commissioning homeless hostels, domestic abuse refuges and short term housing for people with mental ill health to be transferred to cash strapped local councils. Disabled women escaping domestic abuse and people experiencing mental illness are likely to face difficulties in accessing the housing they need as they will no longer be able to apply for Housing Benefit. A new 'sheltered rent' rate for sheltered and extra care housing is also planned, which may result in caps to the relevant UC or HB rent payments for these residents, 75% of whom the government estimates are disabled.

Conference is concerned that, as with other responsibilities government has transferred to local authorities, funding is inadequate and will result in a postcode lottery with disabled people yet again the hardest hit.

Conference therefore instructs NDMC to:

1. Work with relevant areas of the union in order to raise awareness both within and outside the union of the importance of PIP in maintaining the ability to work and raise awareness that it is not just an out of work benefit.
2. Lobby government to change PIP assessments to reflect a broader spectrum of criteria in order to identify need more effectively. This should include taking real account of the barriers around mental health and learning disabilities.
3. Identify and support other campaigns from organisations in line with UNISON's policies and values, including the Labour Party (via Labour Link), to stop unfair assessments and remove private companies from the process.
4. Campaign to pause the roll out of Universal Credit and reform the system to reflect the financial value of the benefits it replaces, including disability premiums.
5. Work with the local government and community service groups to support an adequately funded national framework for supported housing (including refuges) that ensures that each local authority properly meets the needs of disabled people.

***National Disabled Members' Committee***

35.1

Insert new 5th paragraph:

“PIP assessors do not always have an understanding of the barriers faced by Black disabled people with conditions such as lupus, sickle cell and thalassaemia and Black disabled workers may find themselves losing their PIP entitlement as a result. Assessors also do not always fully understand Black disabled people's experience of mental health problems. Black people are disproportionately likely to be detained due to mental health problems and may be reluctant to be open about their mental health as a result of this and of stigma about mental health problems within some Black communities.”

At the end of action point 2 insert “, in addition to the specific barriers faced by Black disabled people”.

***National Black Members Caucus***

35.2

Insert new 6th paragraph:

“Universal Credit particularly impacts disabled women through:

- The two child cap on child tax credits
- The “rape clause” which will require women to prove a third or subsequent child was conceived through non consensual sex to avoid the cap
- The payment of Universal Credit to just one bank account per household, risking all family income going to an abusive partner.”

At the end of action point 4 insert “ and campaign against the two child cap and single household payment.”

### ***National Women Members' Caucus***

#### **36. Exiting the EU: Protecting Disabled People's Rights**

Conference is concerned over the UK's impending exit from the European Union (EU) and the impact this will have on our disabled members.

Conference notes that EU law has led to changes in domestic law in the United Kingdom (UK) which protect equality and human rights and include:

- improved protections at work for disabled people
- introducing Braille labelling for medicine
- providing greater protections for individuals around the information held about them
- providing greater protections in cases of human trafficking
- making sure that victims of crime, and their family, have the right to information, support and protection
- workplace discrimination protection on grounds of religion or belief, sexual orientation and age
- making sure that men and women receive equal pay for equal work.

Conference further notes that the EU introduced the Charter of Fundamental Human Rights which includes some rights which are not in the Human Rights Act, for example, on the rights of a child and a general right to non-discrimination and also provides a stronger way of enforcing human rights, in some cases, than the Human Rights Act.

Theresa May has already announced the government's intention to withdraw from the Charter of Fundamental Rights and has been critical of the European Court of Human Rights and the Human Rights Act. Withdrawing from the EU will result in disabled people in the UK having no redress to the European Court of Justice which works to ensure EU directives are equally applied through the different member states, and intervene if they are not.

There are a number of directives originating from the EU that have had an impact on disabled people. For example, the Framework Directive for Equal Treatment in Employment and Occupation (2000) helps protect disabled people against discrimination in employment. In 2008, the European Court of Justice (ECJ) ruled that these rights must be extended to

carers. In addition, between 2006 and 2011 a number of directives were passed to increase assistance for disabled people on transport

The loss of the guarantee of equality rights provided by EU law could result in a future government seeking to pass laws which repeal or weaken our current rights below the standard of EU law rights, having particular impact on disabled people.

Conference therefore instructs the National Disabled Members Committee working with the National Executive Council and Labour Link to:

1. Raise awareness of the impact of Brexit on disabled members
2. Highlight the issues within the Labour movement and campaign for equality law to be maintained at, or go beyond, the standard of EU equality law
3. Campaign for the UK to continue to be party to the Charter of Fundamental Rights.

***National Disabled Members Committee***

36.1

Insert new 7th paragraph:

“In addition, migrant and Black disabled workers, often concentrated in the care industry which is vital to disabled people, face an uncertain future. EU withdrawal is likely to leave some Black EU migrant workers with reduced rights in the UK and there may be increasing requirements to produce proof of citizenship which, given this government’s record, is guaranteed to disproportionately focus on demanding proof of citizenship from Black people.”

***National Black Members’ Caucus***

36.2

Insert new seventh paragraph as follows:

“This Conference further notes that some supermarkets and pharmaceutical companies have warned of potential food and medication shortages after the withdrawal of the United Kingdom from the European Union (Brexit) and the government has acknowledged that it is developing plans to work with industry and the NHS to stockpile food and medication in the event of a no deal “Brexit”. Conference has little faith in this government’s ability to safeguard supplies and is deeply concerned at the impact potential medicine and food shortages could have on the welfare of disabled members, their families and disabled people in general. If the withdrawal of the United Kingdom from the European Union does result in food and medication shortages, people’s health and lives may well be put at risk.”

Insert new action point 4 as follows:

“4. Lobby government and the Labour party for robust plans to be in place in case of a Brexit that results in food and medication shortages, prioritising those most in need”.

***Eastern Region***

## **Amendments ruled out of order**

### **Introduces substantial new business**

#### **17. Breaking down barriers for Neurodiverse women**

After paragraph one insert:

Conference notes with great concern the low employment rates within the UK for people with neurodiverse conditions. For example, in 2017, the House of Commons Work and Pensions Committee's Report "Disability Employment Gap" noted that 32% of autistic adults were in some type of paid work (half of these being in full-time employment). This is compared to 48% employment rate for disabled people, and 80% employment rate for non-disabled people. Being recruited into work in itself is a primary barrier for people with neurodiverse conditions. For women this is compounded by the additional barriers they face accessing and being supported in the workplace. Traditional recruitment methods can be difficult for someone with a neurodiverse condition due to the associated communication difficulties yet few employers explore alternative methods or give greater weight to these. A lack of understanding of how best to support candidates contributes to this.

After bullet point 1 insert new bullet point 2 and renumber the remaining points:

2. Highlight examples of good recruitment practices for people with neurodiverse conditions and incorporate this within guidance developed on neurodiversity in the workplace.

***South Lanarkshire Branch***

#### **25. Disability Hate Crime must be treated as hate crime**

Insert new 9<sup>th</sup> and 10<sup>th</sup> paragraphs:

"Like disability hate crime, lesbian, gay bisexual and transgender (LGBT) hate crime is also less likely to receive a sentence uplift. There is a need to remove the "hierarchy of hate" in current law which means both disability and LGBT hate crime are likely to result in lower sentences compared to race or religious hate crimes.

Conference notes the findings of the October 2017 University of Sussex "Hate Crime and the Legal Process: options for law reform" report which highlights the need to, at a minimum, amend the Crime and Disorder Act to include disability, sexual orientation and transgender identity and preferably for a new Hate Crime Act which covers all protected characteristics and includes a definition of hate crime that is more suited to disability hate crime in particular."

Insert new action point at end:

"Work with the National LGBT Committee to support the campaign for new hate crime legislation to level up sentencing for both disability and LGBT hate crime and to provide a more workable definition of hate crime."

***National Lesbian, Gay, Bisexual and Transgender Caucus***

For information:

## **NATIONAL DISABLED MEMBERS COMMITTEE (NDMC) CONSTITUTION**

i) Membership of the Committee shall consist of:

two delegates elected from their Regional Disabled Members' Group;

three National Executive Council(NEC) members, two of whom must be the disabled members seat holders;

two co-opted members from the National Lesbian, Gay, Bisexual & Transgender Committee;

two co-opted members from the Lesbian, Gay, Bisexual & Transgender caucus at Disabled Members' Conference;

two co-opted members from the National Women's Committee;

two co-opted members from National Black Members' Committee;

two co-opted members from the Black members' caucus at Disabled Members' Conference;

two co-opted members from the Deaf native British Sign Language (BSL) users caucus at National Disabled Members Conference.

All members of the committee shall be entitled to vote.

At least half of the members elected from each of the above constituencies must be a woman.

A post of a delegate can be job-shared but only one of that job-share team will be funded nationally to attend any meeting. If both job-share delegates attend a meeting, both will have speaking rights but only one will have voting rights.

- iii) UNISON's National Disabled Members' Officer and other UNISON staff attend to support and service the Committee with speaking but non-voting rights.
- iv) The Committee can set up working groups to undertake specific areas of work relating to its work programme.
- v) Convenors of the Committee's working groups will be agreed by the members of the Committee.
- vi) The Committee shall meet formally four times a year, including a meeting for a policy weekend, with provision for extraordinary meetings if business requires it.
- vii) Officer positions within the Committee shall be two Co-Chairs, at least one of whom must be a woman and two Co-Deputy Chairs, at least one of whom must be a woman. As set out in iv) the committee can appoint members of NDMC for specific areas of responsibility aligned to the NDMC work programme.

- viii) Caucus Groups will be able to appoint a liaison representative on behalf of the committee for:

Black Members

Deaf (BSL) Members

Lesbian, Gay, Bisexual & Transgender Members

Women Members

Labour Link

All of whom will be accountable to the full committee.

Caucus network meetings for Black members, Deaf (BSL) members, Lesbian, Gay, Bisexual & Transgender members and Women members will be held in accordance with standing orders SO3, 3.1 and 3.4 to enable greater participation of underrepresented groups and to enable submission of caucus motions and amendments

- ix) The officers will be elected at the first meeting of the NDMC following Disabled Members Conference. Where the position is contested there will be a secret ballot.
- x) No person can hold the same officer post for more than two consecutive years, but can put their name forward for the same post after a year's break. Any member leaving a post after two years can put their name forward for election to any other officer post.
- xi) Quorum for the meetings shall be 33 per cent of the Committee membership.
- xii) The National Disabled Members' Committee Constitution may only be amended by a formal amendment agreed at National Disabled Members Conference by two-thirds of the delegates present and voting.

# **3. GUIDE TO CONFERENCE PROCEDURES**



### **3. A GUIDE TO CONFERENCE PROCEDURES FOR DELEGATES ATTENDING THE 25th UNISON NATIONAL DISABLED MEMBERS' CONFERENCE**

#### **3.1 IS THE CONFERENCE MORE THAN MOTIONS?**

A major function of the Conference is to formulate policy proposals for disabled members' organisation, the National Disabled Members Committee and future conferences. It is also a mechanism for exchanging information and knowledge and encouraging disabled members.

With a gathering of this size, it is difficult to avoid the formality that a motion-based conference brings. It does however result in a body of policy, democratically arrived at by disabled members in UNISON. The National Disabled Members' Committee is working towards a disabled member-friendly supportive atmosphere in which disabled members feel able to express themselves and be a part of procedures and create an agenda for the National Committee to work from until it's the next conference.

Workshops are also included in the timetable of events, to encourage participation.

#### **3.2 CONDUCT OF CONFERENCE**

The Conference will proceed in accordance with the Standing Orders and the information contained in this guide.

Members and staff at conference are expected to treat each other with respect.

Delegates are asked to note, in particular, the guidelines on conduct. These are a contract to which everyone attending the Conference must adhere.

All delegates, visitors, staff and facilitators are expected to behave in a courteous manner. Aggressive, offensive or intimidatory language or behaviour will not be tolerated. This includes printed material. Anonymous and offensive material will not be tolerated.

Complaints will be treated seriously and may be dealt with under the Union's disciplinary procedures.

### **3.3 ROLE OF CHAIR AT CONFERENCE**

The Standing Orders for Conference give the Conference Chair wide powers to ensure the conduct of Conference, including attendance at private sessions, speakers, adjournments, voting.

There may be occasions when the Chair has to exercise her/his authority, including the right to make a ruling on a question of Standing Orders or a point of order. The Chair's ruling is final.

### **3.4 ROLE OF REGIONS AT CONFERENCE**

Regional groups may submit motions, amendments and emergency motions to Conference. Regions may send regional delegates to Conference, with voting and speaking rights.

Prior to Conference, regions are encouraged to arrange training and briefing sessions for all delegates in the region.

At Conference, regions are encouraged to identify a regional convenor or delegation leader, to co-ordinate the region's participation. Regions should take responsibility for providing reports back from Conference at regional level.

### **3.5 ROLE OF NATIONAL DISABLED MEMBERS' COMMITTEE AT CONFERENCE**

The National Disabled Members' Committee, made up of regional and caucus representatives, has rule book responsibilities to provide an annual report of its activities to Disabled Members' Conference.

The Committee helps in the preparation of the Disabled Members' Conference by:

- \* Nominating a disabled person to Chair Conference.
- \* Proposing workshop topics.
- \* Recommending guest speakers.

During Disabled Members' Conference, the National Disabled Members' Committee acts together, as a collective body, presenting its annual report, proposing its motions, explaining its policy on other motions.

Individual committee members are not delegates to Conference, therefore they do not have voting rights.

In the workshop-based part of Conference, committee members are involved in preparing and leading workshop discussions.

### **3.6 ROLE OF CAUCUSES**

There are four national caucuses: National Lesbian Gay Bisexual Transgender (LGBT) Caucus; National Black Members' Caucus; National Women's Caucus; National Deaf (native British Sign Language users) Caucus. These caucuses meet prior to Conference, to submit motions, amendments and emergency motions. Guidance is provided to the caucuses on the suitability of subject matter.

The LGBT Caucus and Black Members' Caucus also elect two members each to serve on the following year's Standing Orders Committee.

In addition, the following caucus groups elect their two representatives to serve on the National Disabled Members' Committee for the following year: Black Caucus, LGBT Caucus and Deaf (native British Sign Language users) Caucus. Note – proportionality for women is maintained through elections of all caucus groups and regional representation to the NDMC - at least 50 per cent of representatives must be women.

### **3.7 ROLE OF SERVICE GROUP NETWORKS AT CONFERENCE**

These meetings are being held again this year to allow service group members to meet up with each other, to consider the agenda from a service group perspective, to identify issues of concern to disabled members in their service group, including areas for possible motions to the next service group conference, and to elect two representatives to the next service group conference.

### **3.8 ROLE OF DELEGATES AT CONFERENCE**

Regional and branch delegates have speaking and voting rights at Conference. Some delegates will be responsible for moving motions from their region or branch. Delegates are encouraged to participate in the debates. Come to the front if you want to speak, and staff will be available to assist you.

Delegates vote on the Standing Orders Committee reports, motions and procedural motions outlined by the Conference Chair.

### **3.9 ROLE OF THE STANDING ORDERS COMMITTEE**

The Standing Orders Committee is made up of eight members, elected at the previous year's Conference.

The composition of the Standing Orders Committee ensures that it is a completely impartial body, responsible only to Conference. The Committee is responsible for the preparation of the agenda for conference, determining the order of business, considering whether emergency motions should be put to Conference, and generally ensuring that Standing Orders are adhered to so as to ensure the smooth running of Conference.

The Standing Orders Committee meets throughout Conference. This is where you should go if you want to raise an issue concerning the business of Conference. The meetings of the Standing Orders Committee will take place in Room 3. Any problems outside of the business of conference should be referred to the National Disabled Members' Committee.

The Chair of the Standing Orders Committee ensures that decisions are reached, and that a fair hearing is given to all delegates coming before the Committee. Representatives of the Standing Orders Committee will deliver regular reports from the Standing Orders Committee to Conference. These reports include items such as the proposed order of business, withdrawals and emergency motions.

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

### **3.10 MEETING WITH THE STANDING ORDERS COMMITTEE**

If you want to raise an issue concerning the business of Conference, you can come and see us in Room 3. The Committee only meets delegates, but you may ask your regional representative to accompany you if you wish.

There is a steward outside who will give you a time to meet.

We take it in turns to chair each session so when you come in, the Chair will introduce her/himself as will the other members. The Chair will also ask you to introduce yourself and explain where you are delegated from.

There will also be officers present: the Secretary to the Committee who advises on standing orders procedures, and an Administrative Officer for other support.

After an initial exchange of views, the Chair may ask for a recess, while the Committee considers the points that have been made, before asking you to return so that the Committee can report the outcome of its further discussions.

We know that often delegates come to the Standing Orders Committee about an issue you feel strongly about, and when you think that an issue has not been handled well.

When you are in session with the Standing Orders Committee we will try our best, as the Chair and the full Committee, to ensure that everyone feels equal and able to make a contribution if they wish.

So please:

- \* listen to others and avoid being dismissive of their contribution
- \* wait until a speaker has finished and do not interrupt their train of thought
- \* aim to have reasoned discussion, not argument
- \* try to make criticism constructive so that it helps others develop confidence, skills and knowledge
- \* make your own contribution as clear and concise as possible and do not dominate the discussion
- \* take care to explain any jargon or initials that you use
- \* ensure that everyone who wishes to speak is given the encouragement and opportunity to do so.

Racist, sexist, homophobic, ageist or disablist language will not be tolerated.

We expect that delegates will adhere to the principles underlying these guidelines so that we can all feel relaxed and secure and can get as much as possible from meetings between the Standing Orders Committee and delegates and above all enjoy ourselves.

### 3.11 THE BUSINESS OF CONFERENCE

At the start of Conference on Sunday morning, the Standing Orders Committee report will be put to Conference and voted on. That will agree the timetable and order of business for Conference.

At the start of each debate the Conference Chair will explain how the debate is to be conducted. Usually a single motion and its amendment are debated. At other times a group of motions/composites on the same subject may be taken together.

The following explains how a **motion without amendments** is debated:

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

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

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

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

Where, in the view of the Standing Orders Committee, separate debates on specified motions and/or amendments dealing with the same subject would lead to undue repetition in the debates, a grouped debate and/or sequential voting may be adopted by Conference.

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.
- 4) Vote in order, amendments then motion.

### **3.12 WHO MOVES A MOTION/COMPOSITE?**

Delegates from within the region decide who will move the regional motions. Branch delegates decide who will move their branch's motion. Caucuses will decide who moves a caucus's motion. Those involved in composites choose someone to move the composite.

### **3.13 IF YOU WANT TO SPEAK**

An officer will be in charge of the rostrum and can advise those wishing to speak, and where to wait.

If you are moving a motion or speaking in the debate, then please come to the front of the Hall in good time so you are ready.

A row of seats are kept free for this purpose. Seats are reserved for those wishing to speak 'for' or 'against' the motion. A seat is also reserved for the delegate with the right of reply.

The Conference Chair will call speakers in turn.

When you speak please give your name, branch and region, say which motion you are speaking about, and whether you are moving, supporting or opposing it.

Lights/buzzers will be operated to indicate the end of speaking time.

Please note that racist, sexist, disablist or homophobic remarks will not be tolerated.

### **3.14 SPEAKING TIMES**

The mover of a motion or amendment may speak for up to five minutes. Subsequent speakers to a debate may speak for up to three minutes. Standing Orders. The Conference Chairperson may exercise their right to

extend speaking times for individuals with access requirements- see Standing Orders 11.2.

**The right of reply lies with the mover of the original motion in all debates.** The mover may use the right of reply at any time, at her/his discretion.

### **3.15 RAISING A PROCEDURAL MOTION OR A POINT OF ORDER**

A delegate may at any stage in the Conference raise a point of order if she/he considers that the business is not being conducted in accordance with the Union's Rules or Conference Standing Orders, or wishes to move a procedural motion.

If you wish to raise a point of order, indicate to the officer in charge of the rostrum and you will then be shown where to wait.

The Chair will call you to speak, after the current speaker has finished. The point of order must be moved **without** making a speech.

A delegate may move the following **procedural motions** at any time:

- \* **That the question be now put.**
- \* **That Conference proceeds to the next business.**
- \* **That the debate be adjourned.**

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

No one who has already spoken in a debate may move any of these procedural motions.

A delegate may also move at any time **that Conference move into private session.**

Points of Order relating to the conduct of Conference and queries about whether things are being done according to the rules should be raised as soon as possible by the same method.

### **3.16 REFERENCE BACK**

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

### **3.17 WITHDRAWING MOTIONS/AMENDMENTS**

If branch or regional disabled members' groups or the National Disabled Members' Committee wish to withdraw motions or amendments they should notify the Standing Orders Committee who will put the request to Conference. Conference decides whether to accept the withdrawal. A withdrawal form is available from the Standing Orders Committee.

### **3.18 EMERGENCY MOTIONS**

Emergency motions will only be considered by the Standing Orders Committee if they are signed on behalf of the submitting body and provide details of the meeting of disabled members at which the motion was adopted. The subject matter giving rise to the emergency must have occurred after the deadline for motions and amendments. The deadline for 2017 Conference is **5.00pm, Friday 20<sup>th</sup> October 2017**. The Standing Orders Committee will apply strict criteria to proposed emergency motions.

### **3.19 HOW IS THE VOTE TAKEN?**

Voting is restricted to branch delegates and regional delegates. Members of the National Disabled Members' Committee do not vote.

Decisions are taken by a simple majority vote, except on certain procedural motions. Appointed tellers will take a count if the vote is close.

### **3.20 WHAT HAPPENS TO MOTIONS AFTER CONFERENCE?**

Motions that are carried at Conference form the basis for action by the National Disabled Members' Committee until the next National Disabled Members' Conference. They are also referred to UNISON's other national committees where appropriate.

Motions that are not heard, because time does not allow, are also referred to, and considered by, the National Disabled Members' Committee at its first meeting after the Conference.

### **3.21 COLLECTIONS**

The only official collections which take place at Conference are those which take place within the Conference venue with the approval of the Standing Orders Committee. Any approved collections will be announced to Conference and organised by UNISON staff.

# **4. Standing Orders**



## **STANDING ORDERS FOR NATIONAL DISABLED MEMBERS CONFERENCE (as amended October 2017)**

### SO1 Standing Orders

- 1.1 Standing Orders are the rules which say how conference must be run. They provide every delegate with an equal opportunity to contribute.
- 1.2 These Standing Orders are agreed by the National Disabled Members Conference.
- 1.3 Where these Standing Orders are silent on any issue, practice at National Delegate Conference will prevail.
- 1.4 These Standing Orders may only be amended by a formal amendment to Standing Orders agreed at National Disabled Members Conference by two-thirds of the delegates present and voting.

### SO2 Standing Orders Committee

- 2.1 The Standing Orders Committee will be made up of:
  - 1 Four members elected, by ballot if required, (as stated in SO15.1.1) at the National Disabled Members' Conference;
  - 2 two members elected by the Lesbian, Gay, Bisexual & Transgender (LGBT) Caucus;
  - 3 two members elected by the Black Members' Caucus.

At least half the members elected from each of the above constituencies must be women.

- 2.2 The Committee will be advised by a UNISON staff member, who shall be the Committee secretary.
- 2.3 The members of the Standing Orders Committee shall hold office from the end of one National Disabled Members Conference until the end of the next National Disabled Members Conference. -
- 2.4 At its first meeting after it takes office, the Committee shall elect a Chairperson and a Deputy Chairperson from amongst its members, at least one of whom shall be a woman.
- 2.5 The functions of the Committee shall, subject to these Standing Orders, be to:
  - 2.5.1 ensure that the National Disabled Members Conference Standing Orders are observed, and notify the Chairperson of any violation that may be brought to the Committee's notice;
  - 2.5.2 draw up the preliminary agenda and final agenda of Conference business, and the proposed hours of business, to be circulated in accordance with a timetable published in the official Conference bulletin;

- 2.5.3 determine the order in which the business of Conference shall be conducted, subject to the approval of Conference.
- 2.5.4 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 Standing Orders;
  - 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.
- 2.5.5 Any decisions of the Committee which are to be reported to Conference shall be announced by the Chairperson or Deputy Chairperson of the Committee and shall be subject to ratification by Conference. Any section or part of section of the Standing Orders Committee Report can either be accepted or referred back.
- 2.5.6 Members of the Standing Orders Committee shall take no other part in the conduct of Conference.

### SO3 Motions and Amendments Pre-Conference

- 3.1 Motions, amendments and other appropriate business may be proposed for the Conference by properly-constituted meetings of the following:

Branch Disabled Members Groups

Regional Disabled Members Groups

National Disabled Members Committee

National Disabled Lesbian, Gay, Bisexual & Transgender (LGBT) Caucus

National Disabled Black Members' Caucus

National Disabled Women's Caucus

National Deaf (native British Sign Language Users) Caucus

National Young Members Forum

- 3.2 Each of the above bodies may submit up to 3 motions, with no limit on the number of amendments that may be submitted, except for the National Young Members Forum which may submit up to 2 motions and up to 2 amendments (as per Rule D6.2.2).
- 3.3 Motions and amendments shall be submitted in accordance with the timetable and by the method specified in the official conference bulletin.
- 3.4 The caucus groups set out in SO.3.1 shall be entitled to meet in accordance with the National Disabled Members' Conference timetable to submit motions and amendments of concern to their respective member groups.

SO4 Attending, speaking and voting at Conference

- 4.1 Only branch disabled delegates are entitled to speak and vote in debates at conference.

- 4.2 Representatives of the following have speaking rights only in debates:

Regional Disabled Members' Groups

National Disabled Members Committee

Black Members Self-Organised Group

National Disabled Black members' Caucus

National Deaf (BSL) caucus

Lesbian, Gay, Bisexual and Transgender Members' Self- Organised Group

National Disabled Lesbian, Gay, Bisexual and Transgender members' caucus

Women Members Self-Organised Group

National Disabled Women members' caucus

National Young Members Forum

National Retired Members Organisation

- 4.3 The following may address Conference:

Conference Co-Chairs

Co-Chairs of the Standing Orders Committee

UNISON staff called to speak by the Conference Chair

Speakers identified in a Standing Orders report that has been accepted by conference.

SO5 Chairing of conference

- 5.1 The Conference co-chairs shall be members of the National Disabled Members Committee.

- 5.2 The Conference Chair decides on any procedural motions and points of order. The Conference Chair's ruling is final and binding.
- 5.3 The Conference Chair may at any time propose that Conference be adjourned for a specified period. Conference will immediately vote on this proposal.

#### SO6 Voting Procedure

- 6.1 The method of voting shall be by a show of the voting card which is provided to each branch delegate.
- 6.2 If the Chair cannot make a clear declaration s/he may call for a count or at least 20 delegates present may also call for a count.
- 6.3 The count must be completed and the result reported to Conference before proceeding to the next item of business.

#### SO7 Withdrawals of motions and amendments

- 7.1 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 for a formal vote on whether to accept that Committee's decision, or refer it back to them for further consideration.

#### SO8 Emergency motions and amendments

- 8.1 Emergency motions and amendments are those items of business which are submitted after the relevant scheduled deadline and relate to matters which have occurred after the relevant deadline.
- 8.2 Emergency motions may be submitted by properly-constituted meetings of the following bodies, in accordance with the procedure set out in the official conference bulletin:

Branch Disabled Members' Groups

Regional Disabled Members' Groups

National Disabled Members' Committee

National Lesbian, Gay, Bisexual & Transgender (LGBT) Members' Caucus

National Black Members' Caucus

National Women members' Caucus

National Deaf (BSL users) Caucus.

National Young Members' Forum

- 8.3 If the Standing Orders Committee gives its approval to the emergency motion or amendment being considered by Conference, copies will be made available to delegates at least one hour before Conference is asked to decide whether to consent to the Emergency Motion being added to the Conference agenda.

8.4 An emergency motion will not be given a higher place in the order of business over other motions and amendments on the agenda except where the Standing Orders Committee decides that its purpose would be frustrated if it were not dealt with earlier in the Conference.

#### SO9 Points of Order

- 9.1 A Point of Order draws Conference's attention to a breach of the Rules or Standing Orders.
- 9.2 A Point of Order may be raised by a delegate at any stage during Conference if s/he considers that business is not being conducted in accordance with UNISON's Rules or the Conference's Standing Orders.
- 9.3 The Point of Order must be raised as soon as the alleged breach occurs, or at the earliest practicable moment.
- 9.4 The Point of Order shall not be debated or amended, and the Conference Chair shall make an immediate and final ruling.

#### SO10 Procedural Motions

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

10.1.1 "That the question be now put," provided that

- i) the Conference Chair may advise Conference not to accept this motion if in her/his opinion the matter has not been sufficiently debated.
- ii) if this procedural motion is carried, it shall take effect at once, subject only to any right of reply under these Standing Orders.

10.1.2 "That the Conference proceed to the next business"

If this is carried it means that the matter being discussed immediately falls from the agenda and Conference proceeds to the next item of business.

10.1.3 "That the debate be adjourned".

10.1.4 "That the Conference (or part of Conference) be held in private session."

10.1.5 The only people permitted to attend a private session of Conference are:

- i) Delegates
- ii) Members of the National Disabled Members' Committee
- iii) Members of the Standing Orders Committee
- iv) Representatives as set out in SO 4.2
- v) Personal assistants working with any of the above

- vi) Members of staff who have been authorised by the National Disabled Members' Committee or the UNISON General Secretary to attend Conference
  - vii) Any other people as the Conference Chair shall determine.
- 10.2 Procedural motions are put to the vote immediately without discussion and no amendment is allowed, except for motion 10.1.4, where the Conference Chair may allow debate and/or amendments.
- 10.3 A person who has already spoken on the motion or amendment in question shall not move one of the procedural motions above.

#### SO11 Conduct of debates

- 11.1 The mover of a motion or an amendment may speak for no more than five minutes, and each subsequent speaker may speak for no more than three minutes.
- 11.2 The Chairperson may exercise their discretion to extend speaking times for delegates whose access requirements, in the Chairperson's judgement, would otherwise impact on their contribution, up to a maximum of double the speaking limits set in 11.1.
- 11.3 When an amendment to a motion is moved no further amendment may be moved until the first one is disposed of, except during grouped debates.
- 11.4 When an amendment to a motion is carried, the motion, as amended, becomes the substantive motion, to which a further amendment may be moved.
- 11.5 A delegate may not move more than one amendment to any one motion. The mover of a motion may not move an amendment to their own motion.
- 11.6 No delegates shall speak more than once on a motion or amendment, except that the mover of the original motion may exercise a right of reply for not more than three minutes. No new material may be introduced during a right of reply.

#### SO12 Grouped debates and sequential voting

- 12.1 The Standing Orders Committee may propose grouped debates or sequential voting on motions or amendments which deal with the same subject matter.
- 12.2 The following procedure will be followed:
  - 12.2.1 The Conference Chair 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;
  - 12.2.2 All motions and amendments included in the debate shall be moved;
  - 12.2.3 The general debate shall take place;
  - 12.2.4 The Conference Chair shall again state the order of voting and advise Conference which, if any, motions and amendments will fall if others are carried;
  - 12.2.5 Voting will take place on motions, preceded by relevant amendments, in the order in which they were moved.

12.2.6 A grouped debate may not be adjourned until after all the motions and amendments have been moved.

#### SO13 National Disabled Members' Committee at Conference

13.1 At the start of each Conference the National Disabled Members' Committee shall present its report for the past year, which shall be circulated to delegates prior to Conference.

13.2 Any report which contains proposals or recommendations requiring approval and adoption by Conference shall be submitted in advance in the form of a motion, in accordance with the timetable.

13.3 The National Disabled Members' Committee will indicate its policy on all items to delegates, in advance of a vote on the item.

#### SO14 Reference of outstanding items to the National Disabled Members Committee

14.1 Any motions not reached on the agenda shall stand referred to the National Disabled Members' Committee and reported on after the first meeting of that Committee after conference.

#### SO15 Elections at Conference

15.1 The following elections will take place at Conference:

15.1.1 National Disabled Members Conference Standing Orders Committee

15.1.2 Two delegates to the union's National Delegate Conference

15.1.3 One newssheet representative for the union's National Delegate Conference

15.1.4 One delegate for UNISON's delegation to Trade Union Congress

15.1.5 Two delegates to each of the union's service group conferences

15.1.6 Two delegates to Labour Party Conference, who shall also be delegates to the Labour Link Forum

15.1.7 Two delegates to the National Disabled Members Committee from each of the following caucuses:

(i) the disabled lesbian, gay, bisexual and transgender members' caucus;

(ii) the disabled Black member's caucus;

(iii) the Deaf (native British Sign Language users) caucus.

15.2 Nominees for these posts must be eligible to stand in the relevant capacity and be amongst those registered to attend Conference as:

(i) delegates from branches or regions;

- (ii) the National Disabled Members Committee;
  - (iii) the Standing Orders Committee;
  - (iii) Representatives of Self-Organised Groups;
  - (iv) Representatives of the National Young Members Forum.
- 15.3 Any contested election for positions under 15.1.1, 15.1.2, 15.1.3, 15.1.4 will be decided by ballot. Only those registered as conference delegates from branches or the National Disabled Members Committee shall be entitled to vote.
- 15.4 Any contested positions under 15.1.5, 15.1.6, or 15.1.7 will be decided by the meetings convened at Conference for members of those constituencies.
- 15.5 All elections will be subject to proportionality for women members.
- SO16 Selection of motions for National Delegate Conference
- 16.1 A ballot will be conducted at Conference to determine from amongst those motions carried by Conference, which two shall be submitted as proposed business for National Delegate Conference.
- SO17 Suspension of Standing Orders
- 17.1 Any one or more of these Standing Orders may be suspended by a resolution of Conference in relation to a specific item of business before the Conference or to the proceedings of Conference, provided that at least two-thirds of the delegates present and voting vote for the resolution.

# **5. ELECTION AND BALLOT ARRANGEMENTS**



## 5. ELECTION AND BALLOT ARRANGEMENTS

Elections for representatives from the National Disabled Members' Conference to various bodies and the selection of motions from the Conference to the 2019 National Delegate Conference will take place over the course of the weekend.

These are:-

1. Two delegates to National Delegate Conference 2019.
2. One representative for the Newssheet Team to National Delegate Conference 2019.
3. Two delegates to each Service Group Conference 2019.
4. Four representatives for the 2019 Disabled Members' Conference Standing Orders Committee.
5. One representative to the Trade Union Congress 2019.
6. Two delegates to UNISON's Labour Link Forum and Labour Party Conference 2019.
7. Two motions to National Delegate Conference 2019.

### **Nominations:**

A nomination pack, also containing guidance on the work of the representatives is contained in the delegates' mailing.

If you wish to be nominated, complete ONE relevant nomination paper and return to Susan Mawhood ([s.mawhood@unison.co.uk](mailto:s.mawhood@unison.co.uk) or UNISON, 130 Euston Road, London, NW1 2AY) by noon on Monday 22 October 2018.

### **Ballots**

Ballot papers for contested elections and the ballot for motions to NDC 2019 will be available for collection from the conference enquiry desk from 1pm on Sunday 28<sup>th</sup> October. These should be completed and placed in the sealed, ballot box before the close of ballots.

Ballot papers for the Service group meetings and the Labour Link meeting will be available at the meetings. These ballots will take place in the relevant Service Group and Labour Link meetings. Members should give their ballot paper to the staff member steward before leaving those meetings.

Conference will be advised at the end of business on Monday which motions agreed by Conference are relevant to forward to National Delegate

Conference. Complete the relevant ballot paper and place it in the ballot box at the conference enquiry desk.

<b>Ballot papers available</b>	<b>From 1pm Sunday 28<sup>th</sup> October 2018</b>
<b>Ballot boxes open</b>	<b>From 1pm Sunday 28<sup>th</sup> October 2018</b>
<b>Close of ballots</b>	<b>1pm Monday 29<sup>th</sup> October 2018</b>

**6. CODE OF CONDUCT**  
**Guidelines for Delegates at**  
**National Disabled Members’**  
**Conference**



## **6. CODE OF CONDUCT FOR DELEGATES ATTENDING UNISON NATIONAL DISABLED MEMBERS CONFERENCE**

### **6.1 INTRODUCTION**

UNISON is committed to the fullest possible participation of all its members in the activities of the trade union.

All delegates, visitors, staff and facilitators are expected to behave in a courteous manner. Aggressive, offensive or intimidatory language or behaviour will not be tolerated. This applies to all aspects of communication, including social media.

Complaints will be treated seriously and may be dealt with under the union's disciplinary procedures.

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

As disabled people we have probably all at one time or another been at the receiving end of others discriminatory or abusive attitudes, actions or language. It is therefore particularly important that during this weekend we are all aware of our own attitudes and actions as they affect others and are willing to constructively challenge each other and are ourselves open to challenge.

The following guidelines have been drawn up to help all delegates meet UNISON's commitments to the full participation of all its members in a practical and constructive way. Underlying these guidelines is a commitment to the principle that all delegates have an equal right to benefit from this weekend, to contribute to debate and discussion and to enjoy the Conference.

We expect that all delegates to Conference will accept these principles and will assist in putting them into practice.

## **6.2 HARASSMENT**

There must be no sexual, racist, disablist, ageist, homophobic, biphobic or transphobic harassment at any time.

Harassment consists of unwanted and unsolicited, physical, verbal or non-verbal conduct for example:

- distasteful jokes and abusive comments;
- displaying offensive materials e.g. pornographic pictures, pin-ups;
- unwanted comments on dress and/or appearance;
- repeated requests for dates;
- demands for sexual favours;
- asking intimate questions about someone's personal life;
- gossip and speculation;
- verbal and physical abuse and using threatening behaviour;
- making assumptions based on stereotyping;
- exclusion from workplace social events;
- excluding someone from a conversation.

This list is neither exclusive nor exhaustive and other forms of behaviour can also constitute discrimination, harassment, intimidation or victimisation.

## **6.3 LANGUAGE**

The language we use is extremely important and reflects deep rooted and longstanding societal power structures and beliefs. Racist, sexist, homophobic, ageist or disablist language will not be tolerated. This type of language can and should always be avoided.

Generalisations are seldom helpful and seldom true. Please avoid making them.

Jokes or comments based on sexist, racist, disablist, ageist or homophobic ideas or prejudices should not be made.

## **6.4 JARGON**

Jargon is a barrier to good communication. The more we become involved in trade union work the more likely we are to use jargon. Please take care to explain any jargon or initials that you use which others may not be familiar with so that everyone understands what you are talking about.

## **6.5 WORKING TOGETHER**

This Conference has been organised in order to bring together disabled members from throughout UNISON. We have between us a wealth of experience and ideas. It is important that everyone feels equal and able to make a contribution if they wish, so please:

- \* listen to others and avoid being dismissive of their contribution
- \* wait until a speaker has finished and do not interrupt their train of thought
- \* aim to have reasoned discussion, not argument
- \* try to make criticism constructive so that it helps others develop confidence, skills and knowledge
- \* make your own contribution as clear and concise as possible and do not dominate the discussion
- \* ensure that everyone who wishes to speak is given the encouragement and opportunity to do so.

## **6.6 ACCESS ISSUES**

### **6.6.1 Smoking**

National Disabled Members' Conference is a no-smoking Conference. Smoking is an access issue. Smoking of cigarettes and e-cigarettes is not allowed in corridors, toilets and other communal areas.

### **6.6.2 Filming, recording and photography at UNISON conferences**

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

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

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

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

If you are not happy to be filmed or photographed:

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

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

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

### **6.6.3 Mobile Phones**

Mobile phones can interfere with access equipment, therefore please turn your mobile phone off while in the Conference Hall

## **6.7 SOCIALISING**

The time during Conference that we spend informally socialising is extremely important. We hope that everyone finds this time valuable and enjoyable. This means on the one hand ensuring that everyone feels free to join in if they want and on the other not putting pressure on individuals to fall in with a group if they don't want. Remember that there may be some people who are recovering from alcohol problems, so please do not put pressure on others to drink. Also we would ask that everyone respects each others differing needs for sleep. If you choose to stay up late please try not to disturb others.

Also remember that if everyone is going to feel comfortable during social occasions then the above guidelines, particularly that regarding harassment, must be adhered to throughout the whole weekend.

We would also like to remind delegates that all the hotel staff and managers are aware that we represent disabled members in UNISON. Because of this we are in a sense in the public eye this weekend and any adverse behaviour may reflect not only on the individual involved but also may affect the reputation of disabled members generally and of UNISON.

## **6.8 CONCLUSION**

We sincerely hope that all delegates will understand the principles underlying these guidelines and will adhere to them in order that we can all feel relaxed and secure and can get as much as possible from the whole Conference and above all enjoy ourselves.

UNISON reserves the right to ask any delegate to leave the Conference whose behaviour does not conform to the guidelines. Conference will be advised from the platform of the named senior officer with responsibility for dealing with alleged breaches of the Code of Conduct.



# **7.HEALTH AND SAFETY INFORMATION**



## **7.1 UNISON Conferences Health and Safety**

**Making UNISON conferences a healthy and safe environment** UNISON has in place a health and safety policy which applies to all the activities that it undertakes, including the organisation and administration of all its conferences.

UNISON is committed to its responsibility to provide delegates, sharers, visitors, and staff to conferences with a healthy and safe environment. UNISON will comply with all health and safety statutory requirements and codes of practice, as well as our own policies and procedures.

To fulfil its commitment to ensuring that our conferences are healthy and safe environments UNISON works closely with representatives of its staff, venue management, contractors and all service providers. In the event of any health and safety issues and problems arising, these should be directed immediately to a member of staff or raised direct with the conference enquiry desk.

Throughout conference UNISON continually monitors the venue and its environs, often in conjunction with a staff health and safety representative, to maintain and ensure a healthy and safe environment.

### **Accidents/injuries/near misses**

Please report any accidents/injuries/near misses to the conference enquiry desk, where they will be recorded on an incident form or in the accident book. Where appropriate, these will be investigated, and the necessary remedial action will be undertaken.

### **Evacuation procedures**

A pre-recorded message will be played before the start of conference each day, with a summary of the evacuation procedures detailed on a large screen. Please take time to familiarise yourself with this information.



## **8. ACCESS DETAILS**



## **8.1 Flash Photography**

The National Disabled Members' Committee has indicated an access issue with flash photography. It can cause visual impairment and disorientation and interferes with signed communications.

Therefore the National Executive Council has decided that there will be no flash photography at National Delegate Conference.

This will also apply to National Disabled Members' Conference, at all times during the Conference, and in the Conference environments, at social events and in shared events.

## **8.2 Mobile Phones**

The signal from mobile phones can interfere with access equipment, therefore please turn your mobile phone off while in the Conference Hall

## **8.3 Accessibility Summary of Brighton Centre**

### **Parking**

The Brighton Centre is well served by 3 multi storey NCP car parks. Russell Road car park is sited in the same block as the Brighton Centre and the pedestrian access from the car park is located at the corner of Russell Road and Cannon Place.

Car parks Churchill 1 and Churchill 2 are located to the North side of Russell Road.

Pedestrian access via lifts is located within the Churchill shopping centre.

For any delegates using wheelchairs and wishing to park close to the Brighton Centre, the NCP Russell Road car park would be the most convenient. The Russell Road car park has 16 dedicated disabled parking bays sited close to the car park passenger lifts and 2 are located on each floor.

### **Main Entrance to the Brighton Centre**

The Brighton Centre comprises of 2 buildings which are interconnected; the Brighton Centre and The Syndicate Wing. The main entrance to the Brighton Centre is located on Kings Road and the main entrance to The Syndicate Wing is located on Russell Road.

Access between each building is also available internally.

## **Exterior Access**

For delegates arriving by wheelchair, there is a dedicated wheelchair access door on the West side of the new frontage, this has push button facility. This allows access to a small foyer area servicing the Brighton Centre Box Office and also FEED café. There is then another push button activated door alongside the three revolving doors which facilitates access to The Brighton Centre main foyer.

For delegates arriving on foot, there is a large revolving door to the new frontage of the venue facilitating access to a small foyer servicing The Brighton Centre Box Office and FEED café, there are then three revolving doors allowing access to The Brighton Centre main foyer. There is also access from FEED café into the Main Foyer which is also fully accessible compliant

Please note that the 3 sets of double doors located to the East section of the King's Road elevation are Fire Doors only and do not provide access into the building.

## **Main Entrance to the adjacent Syndicate Wing**

### **Exterior Access**

The main entrance to the Syndicate Wing is located on Russell Road and is accessed via 3 double door sets which are of manual operation. There is no designated powered accessible entrance door, however a steward should always be available to offer assistance if required.

### **Internal Access into the Syndicate Wing**

The Syndicate Wing can also be accessed from the inside of the Brighton Centre.

For delegates travelling by wheelchair, please travel to the rear of the Brighton Centre at Ground Floor level. There are 3 lifts located at the rear of the building. Take the lift furthest on the right as you face the lifts. Travel one level up to the Mezzanine Level. When you exit the lift you will see a series of Fire Exit doors located in front of you. Turn right and travel to the far end of the Fire Exit doors. Behind the Fire Exit door at the far end of the run, within the lobby, is a semi automatic powered door which is operated by a metal push plate. Push the plate and the door will open to provide access through to The Syndicate Wing, via a ramp sited within a loading bay. This will lead either to a lift or through to Syndicate Room 2 on the Ground Floor.

If you require assistance at any stage, please ask a steward.

For delegates able to use stairs, please use the internal stepped access located at the rear of the Brighton Centre. This will take you straight through into The Syndicate Wing.

### **Main Foyer**

The Main Foyer area within the Brighton Centre is large and generally easy to access.

2 Enquiry Desks will be provided at which portable induction loops are located.

### **Communal Areas: Brighton Centre**

All rooms where meetings are held incorporate perimeter induction loop systems.

#### **Ground Floor**

The Ground Floor Box Office is located at the front of the building (Kings Road side). It has a low level counter section located at the far end and has a portable hearing induction loop installed.

The Ground Floor Information & Gifts counter is located to the front of the building on the East side. It incorporates a low level counter section and a portable induction loop.

Between the ground and the first floor the staircase is made up of 3 steps to a 1500mm deep landing, then 16 steps to another landing then 12 steps up to the first floor. The treads measure 295mm approx. and the risers measure 150mm approx. The unobstructed width of the stairs is approx. 1920mm wide.

There are no contrasting nosings identifying the edge of each tread and riser.

### **Mezzanine Level**

There is a V.I.P. / Security Counter located at the rear of the building (Russell Road side). This incorporates a low level counter section and a portable hearing induction loop. This can be accessed by the lifts at the rear of the building. Take the far left lift as you face them and travel up to the Mezzanine level. The lift exits within the V.I.P. / Security area.

### **First Floor**

The First Floor incorporates Auditorium 1 and Auditorium 2. Both halls have a permanent induction loop installed. There are designated wheelchair locations provided during both standing and seated concerts.

The First Floor also incorporates a 2Bar, East and West bars, each have a low level counter section.

The First Aid Room is situated to the rear of the West Bar.

## **Second Floor**

This is a small floor area incorporating a Meeting Room 3, Office 4, Meeting Room 5 and Kitchen and is located to the rear of the building.

## **Third Floor**

The Restaurant located at the front (Kings Road side) and has a low level counter section. This area is all at one level, is wheelchair accessible via lifts 1 and 2 At third floor level, within the auditorium area a dedicated platform area has been provided for any delegates using wheelchairs. This wheelchair platform is located in a prime area on the South balcony.

There is no direct access between the South side of the building and the North side of the building for any delegates.

2 public telephones are provided on a stair landing at the rear of the Brighton Centre. There are currently no telephones which are considered to be accessible.

On the Third Floor North side of the venue you will find Meeting Rooms 6, 8, 9 and 10 and Offices 7, 11, 12 and 13. These are all fully accessible for wheelchair users via the lifts to the North side of the venue and are also accessed via the North staircase which also takes you to Syndicates 3 and 4

## **Communal Areas: The Syndicate Wing**

The Syndicate Wing has Syndicate Rooms 1 and 2 located on the Ground Floor and Syndicate Rooms 3 and 4 located on the First Floor. There is also an accessible bar area located on the Ground Floor.

## **Lifts: Brighton Centre**

There are 2 passenger lifts located to the front (King's Road) side of the building and 3 passenger lifts located to the rear (Russell Road) side.

All lifts are considered to be adequately large enough to carry a large wheelchair and companion. All lifts have wheelchair accessible control buttons. The lift car measurements are approx. 1970mm x 1760mm. There is a clear width opening of 1100mm approx.

## **Lifts: The Syndicate Wing**

The Syndicate Wing has one passenger lift which serves the Ground and First Floor. The lift is considered to be adequately large enough to carry a large wheelchair and companion. The lift car control buttons are located at 1200mm above the floor level and may not be easily accessible to some users.

## **Toilets: Brighton Centre**

There are wheelchair accessible toilets located on the Ground, First and Third Floors.

The Ground Floor accessible toilets are located within the Male and Female toilets.

The female accessible WC measures approx. 1950mm x 1740mm. The male accessible WC measures approx. 1800mm x 1700mm.

There are 2 Unisex accessible toilets located adjacent to the Male and Female toilets within the East and West Bar areas in the East and West Balcony. The unisex accessible WC at the West Balcony is sited adjacent to the general provision and the compartment measures 1740mm x 1570mm. The unisex accessible WC at the East Balcony is also sited adjacent to the general provision and the compartment measures approx. 1950mm x 1200mm. There is one Unisex accessible toilet located near to the entrance of the Restaurant at Third Floor level on the East side.

There are general Male and Female toilets located on every floor.

## **Toilets: The Syndicate Wing**

There is one Unisex accessible toilet located within the Foyer area on the Ground and First Floors and the compartment measures approx. 2020mm x 1730mm.

There are general Male and Female toilets located within the Foyer area on the Ground and First Floors.

## **Evacuation**

The Brighton Centre and The Syndicate Wing are both well served by Fire Exit routes.

Evac chairs are located within Emergency Escape Stairs. Stewards are responsible for the safe evacuation of delegates from each floor level and will check all toilet facilities on evacuation.

## **Conference hall – Auditorium 1, first floor**

The conference hall is in Auditorium 1 on the first floor. The hall is laid out with seating for delegates in the main body of the hall, with the platform and rostrum control at the front of the hall. Seating for visitors, sharer 2s and guests will be at the back of the auditorium. A seating plan will be available at conference.

## **Standing orders committee – meeting room 3, second floor**

The standing orders committee will be available throughout conference. They will be located in meeting room 3 on the second floor. The standing orders committee steward will be located on the second floor landing. Please contact the steward or a member of the standing orders committee if you want to raise an issue concerning the business of conference.

## **Cash machines – main foyer, ground floor and East bar, first floor**

Cash machines are available in the foyer and the East Bar and withdrawal fees are applicable. All major banks are within five minutes walk from the centre.

## **Catering – FEED Café, main floor, ground floor**

The main conference catering area is the FEED Café in the foyer. Drinks and snacks will also be available from Café East on the first floor.

## **Cloakroom – ground floor**

A free cloakroom service will be available from the ground floor during conference.

## **Crèche – the Restaurant, third floor**

The crèche is situated in The Restaurant at the Brighton Centre. This is on the third floor and accessed via the 2 passenger lifts located in the main foyer of the Brighton Centre (King's Road).

The crèche is only available for delegates who have reserved places for their children in advance.

## **Exhibition Area – main foyer, ground floor**

Exhibitions and displays publicising UNISON and other services will be located in the foyer.

## **First Aid – West Bar, first floor**

The first aid room is located to the rear of the West Bar on the first floor. If you require first aid assistance you can either attend the first aid room or contact a

Brighton Centre steward or the conference information desk for first aid to be called to the location.

## **Photographs**

If you require a photograph for your credentials, please contact the conference information desk.

## **Prayer rooms**

There are prayer rooms available for the use of delegates on request. Please contact the conference information desk for further details.

## **Telephones**

There are public telephones on the mezzanine level between the main building and the syndicate wing.

**Wi-Fi** - Free Wi-Fi is available – no log in ID or password required.

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## **Conference venue**

**Brighton Centre**

**King's Road**

**Brighton**

**East Sussex**

**BN1 2GR**

**Tel: 01273 290 131**

**Access Line: 01273 292 695**

**Email: [brightoncentre@brighton-hove.gov.uk](mailto:brightoncentre@brighton-hove.gov.uk)**

**Web: [www.brightoncentre.co.uk](http://www.brightoncentre.co.uk)**

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## **How to get there**

### **Air**

London Gatwick Airport is located approximately 28 miles from Brighton and can be reached in half an hour by either road or rail (a railway station is located inside the airport terminal).

### **Rail**

Brighton is served by direct rail links from many major central London Stations and has frequent services from Portsmouth, Worthing, Lewes, Seaford, Eastbourne and Hastings.

The railway station is centrally located within a 10 minute walk of the Brighton Centre. There is a taxi rank situated immediately outside of the front of the station.

For details of train services please refer to: [www.nationalrail.co.uk](http://www.nationalrail.co.uk).

### **Road**

#### **From London and the North**

The easiest way to get to Brighton is to connect via the M25 London orbital motorway. Leave the M25 at junction 7 southbound onto the M23, which later becomes the A23 directly into Brighton. The road continues through the City straight to Brighton seafront where the Brighton Centre is located.

#### **From the East and West**

Brighton and its closest neighbors to the East and West are linked via the A27. Leave the A27 via the A23 ramp (signposted Brighton), take the 3rd exit on the first roundabout and the 1st exit on the second roundabout, this will join you onto the A23/London Road into Brighton. The road continues through the City straight to Brighton seafront where the Brighton Centre is located.

#### **Discounted Car Parking**

Delegates are offered a discounted car parking rate of just £12.50 per 24 hours during their visit to the Brighton Centre at the Regency Square car park. The Regency Square car park, King's Road, BN1 2FG is situated along the seafront 3-4 minute walk from the Brighton Centre.

Upon entering the car park take a ticket from the barrier. At any time on the day you wish to leave, you can take your ticket to the information desk located in the foyer of the Brighton Centre where you can pay for your parking and have your ticket validated. Once your ticket has been validated, this will enable you to use it at the car park exit barrier when leaving the car park.

Please be aware that if tickets are paid for and validated at the car park, you will have to pay the standard car parking tariff. Only tickets validated and paid at the Brighton Centre will get the reduced rate.

For further details and directions please refer to the UNISON website, <https://www.unison.org.uk/content/uploads/2015/12/Brighton-Centre-Regency-Square-Car-Park1.pdf>

### **Other Parking**

The Brighton Centre has three NCP car parks adjacent to the main building with over 7500 parking spaces. The Russell Road car park is in the same block as the Brighton Centre and the pedestrian access from the car park is located at the corner of Russell Road and Cannon Place. Car parks Churchill 1 and Churchill 2 are located to the North side of Russell Road.

### **Taxis**

Taxis that you can hail are easily identifiable by their aqua and white livery. They can also be booked or picked up from various ranks around the city. The closest taxi rank to the Brighton Centre is at the bottom of West Street outside the Odeon Cinema. Private Hire vehicles are also available but will not stop if you try and hail them. A taxi from the station to the Brighton Centre will cost approximately £5.00.

Local Taxi companies include:

Radio Cabs – 01273 204060 / 01273 414141 – [www.brightontaxis.com](http://www.brightontaxis.com)

Streamline – 01273 202020 / 01273 747474, [www.streamlinetaxis.org](http://www.streamlinetaxis.org)

City Cabs – 01273 205205, [www.205205.com](http://www.205205.com)

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## **Venue information**

### **Conference information desk – main foyer, ground floor**

Delegates should go to the conference information desk if they have any problems to do with the administration of conference e.g. lost credentials. The

desk will be open:

Saturday 27<sup>th</sup> October – 1.00pm to 6.30pm

Sunday 28<sup>th</sup> October – 8.30am to 6.00pm

Monday 29<sup>th</sup> October – 8.30am to 1.15pm

### **Access and facilitation**

UNISON staff member, Stephanie Grant, is the conference access officer. Questions about access and facilitation should be addressed to her via the conference information desk.

# Get the UNISON conference app



This year we are trying something new at selected UNISON conferences – a dedicated app.

This app gives you the chance to meet and chat to other members at the conference, browse the agenda or save details of meetings and events you want to attend.

It couldn't be easier with the smartphone app for Android phones and iPhones. There is also a web version containing the agenda and online version of the conference guide. And you can use it on tablets too.

Get the full conference agenda and standing orders, use the floorplans of the Brighton Centre to find your meeting or event and connect with other delegates by viewing their posts and pictures or posting your own.

So, what are you waiting for? Search for the UNISON Conferences app now on Google play or in the App Store.

To access UNISON conference on the app you need to use the code **udmc18**. To use the app on either iOS or Android phones you need to create a profile first (you don't have to use real names if you don't want to).

1. Open the app and click the menu icon (three horizontal lines in the top left hand corner). Click 'Sign up'.
2. Enter an email and password, or use Facebook, LinkedIn, Twitter or Google+ to log in automatically.
3. Review and approve your profile information. Be aware that some parts of this information (name, position) will be shown to other users of the app so don't use full names if you're not comfortable with that.

4. Select UNISON conference from the list of events.
5. Click to check in and enter the event code when prompted: **udmc18**
6. Confirm your profile again and you're in the app.

We will be sending an email to all delegates we have email addresses for with further instructions and information.

### **The small print**

All posting and usage of the app must be in line with the UNISON Rule Book and the Terms of Service of the App developer. Everyone should use social media safely and responsibly and follow the guide to conduct in the 'Working Together' menu of the app. Any attendee at the conference will be able to view photos and comments put up via the app, so be careful what you post and don't name or post photos of people without their permission.

If you see content that you don't think is appropriate, report it and it will be referred to UNISON staff acting as moderators. UNISON staff reserve the right to remove any content from the app or to ban any app user not following UNISON rules or otherwise misusing the app and their rights within it.

### **Send us your feedback**

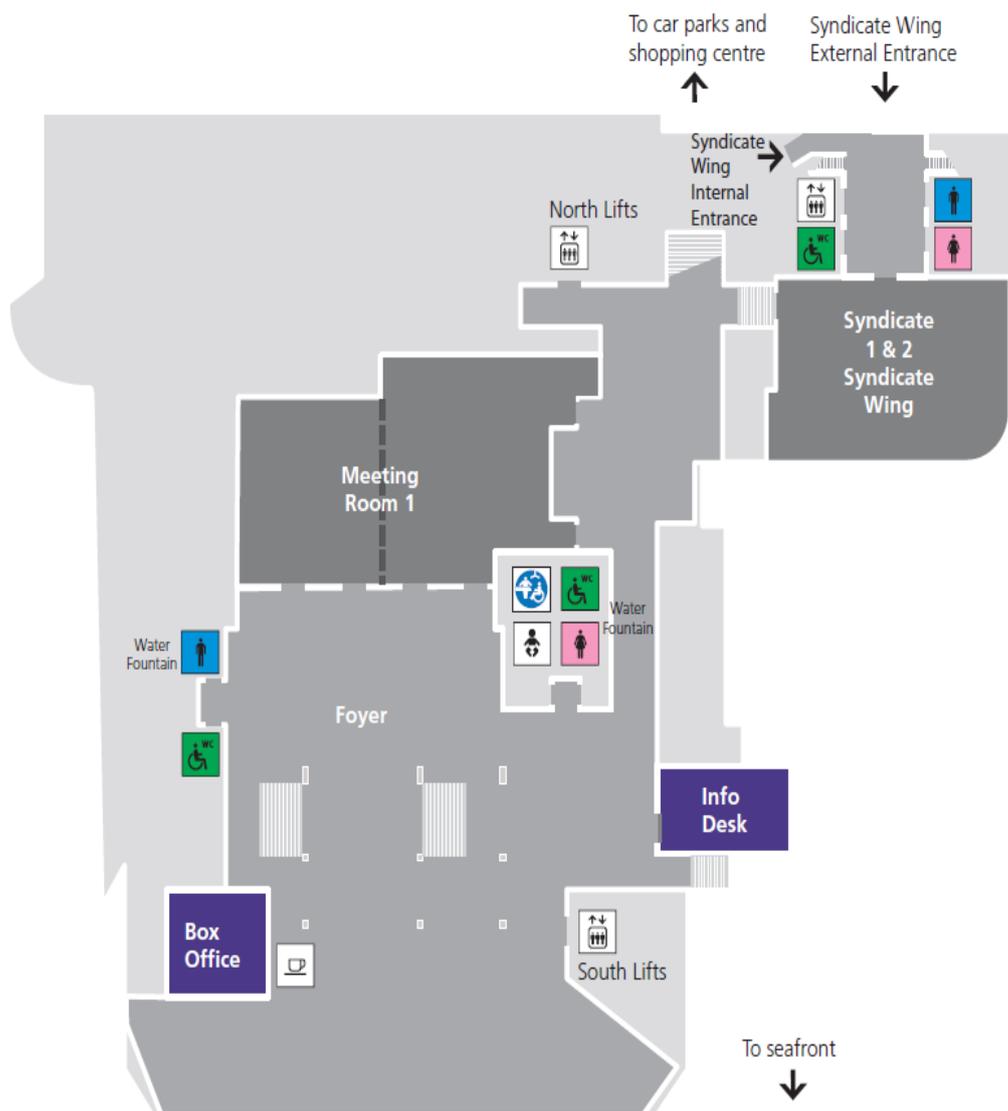
Tell us about your experience of using the app. A member of the UNISON digital team will be at the conference so you're welcome to feedback there – or you can email us with feedback or any questions at **digital@unison.co.uk**

# **9.MAP OF THE BRIGHTON CENTRE**

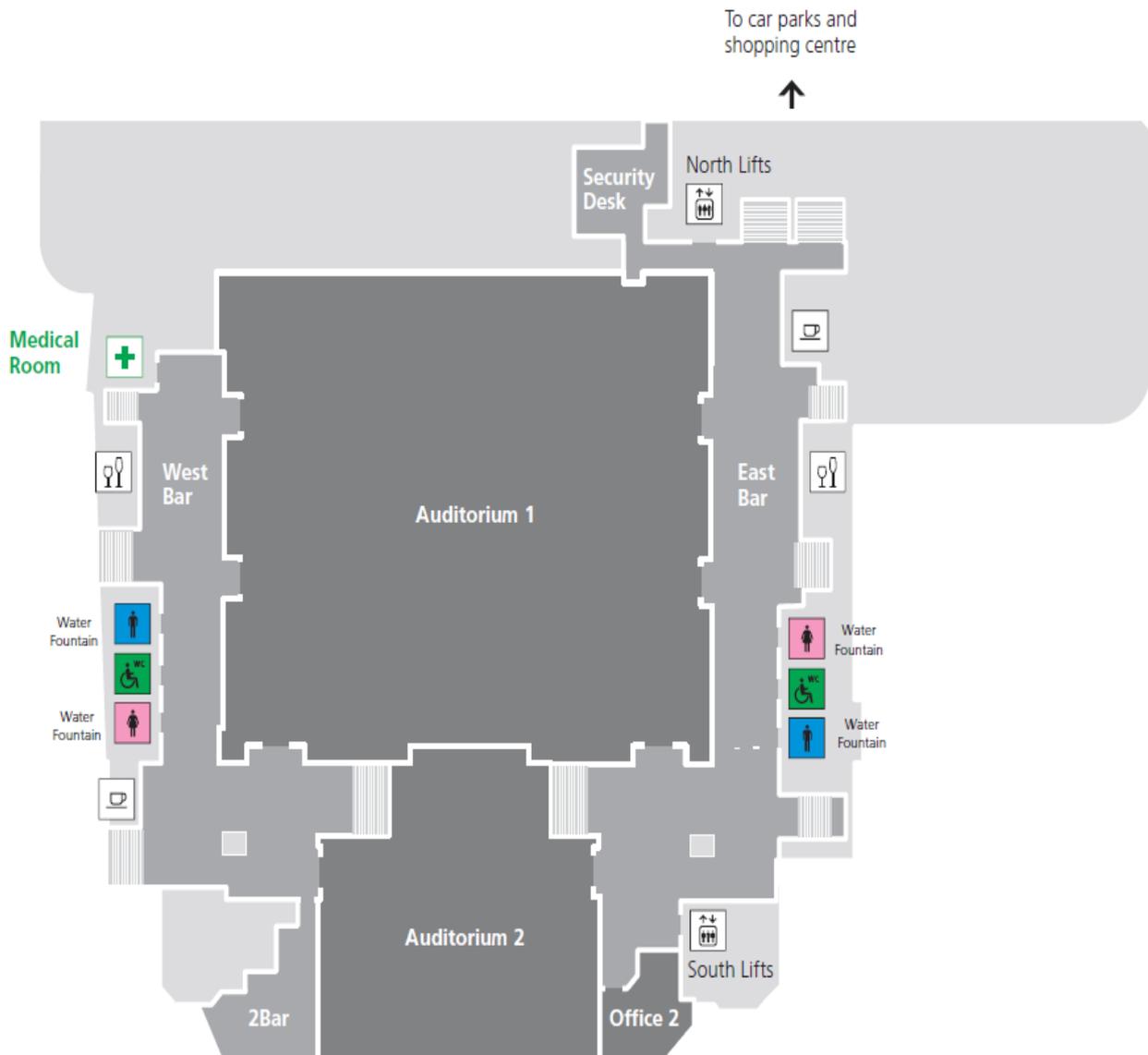


# Floor plans

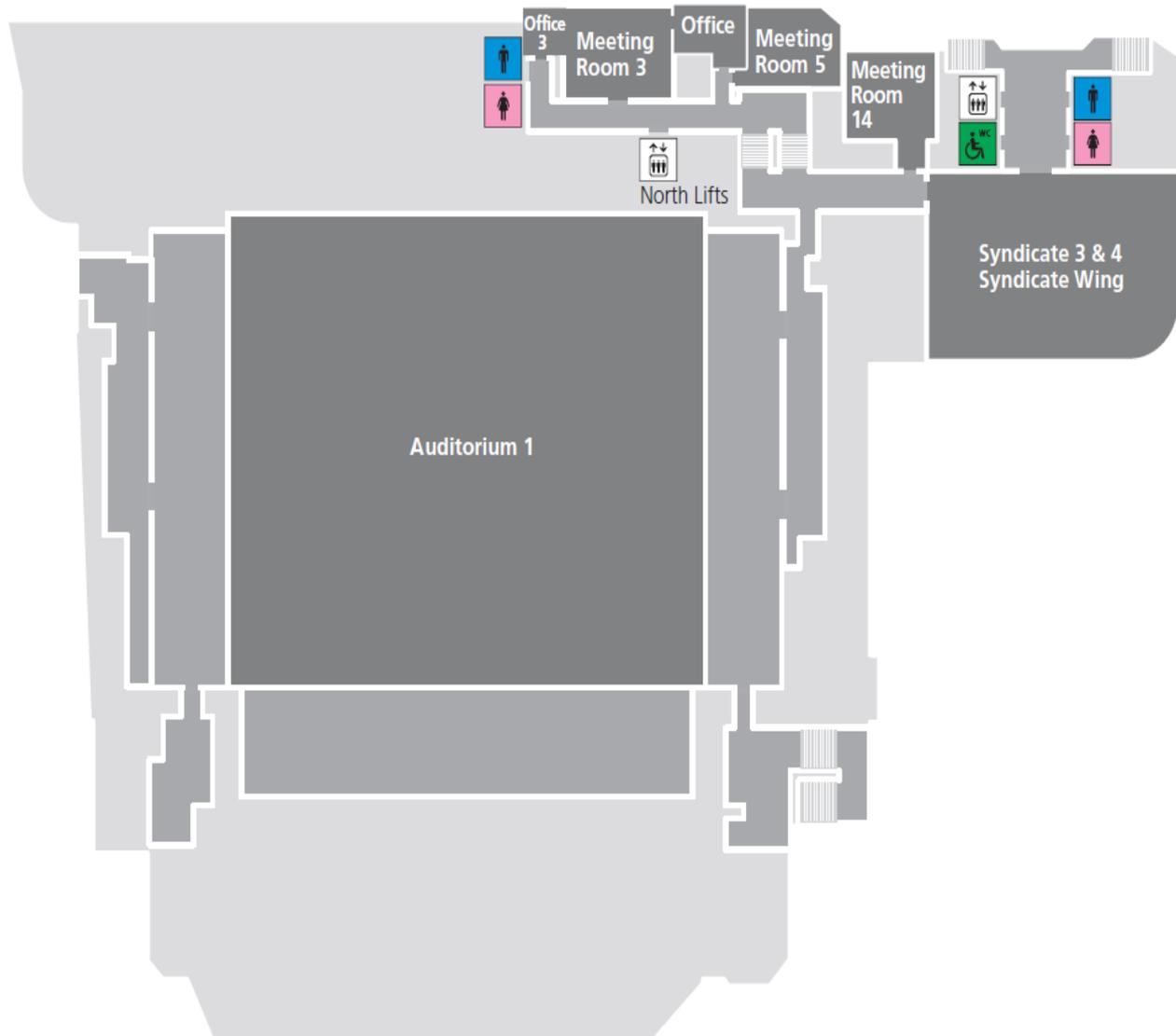
## Ground Floor



## First Floor



**Second floor**



**Third floor**

