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# Saturday 27<sup>th</sup> October

*The morning session runs from 10.00 to 12.30.*

## 10.00 Conference opens

**Welcome address from Cllr Tim Brett, Group Leader, Fife Council**

### **10.10 SC1: Container deposit legislation – reverse vending machines *Inverness, Nairn, Badenoch & Strathspey Liberal Democrats***

Mover: David Green

Summator: Cllr Kate Stephen

18 Conference notes:

- 19 1. Current Party policy and the genuine commitment to the environment within the
- 20 Liberal Democrats.
- 21 2. The Scottish Liberal Democrats reiterated their commitment to 0% waste in their
- 22 manifesto for the 2011 Scottish parliamentary election
- 23 3. The Climate Change Act 2009 passed by the Scottish Parliament provides for the
- 24 introduction of reverse vending machines in Scotland.
- 25 4. The long term success of similar state wide projects across Europe – i.e.
- 26 Germany, Sweden, Denmark and Norway.

27 Conference believes:

- 28 1. A financial reward (via the machine) would encourage individuals to recycle and
- 29 provide income to individuals and organisations.
- 30 2. Scotland has the ability to replicate the success of European countries by
- 31 recycling up to 90% of waste with the help of reverse vending machines.
- 32 3. This would help reduce litter in the environment such as along highways and in
- 33 waterways and reduce the danger to animals and children from broken glass and
- 34 discarded drinks cans.
- 35 4. In addition, increased recycling will reduce the need for landfill sites and therefore
- 36 the burden on both the environment and government spending.
- 37 5. The nature of reverse vending machines will ease the responsibility to recycle
- 38 onto the state and empower the individual to recycle.

39 Conference resolves:

- 40 1. To put pressure on the Scottish Government's manifesto commitment to "pilot a
- 41 deposit return/reverse vending system for single use plastic, glass and aluminium
- 42 containers and work with partners in the retail sector to explore options."
- 43 2. To follow Alison McInnes MSP's 2009 Scottish Parliamentary Motion (S3M-
- 44 03227) with real commitment to expand previous pilot schemes run by Tesco,
- 45 Aberdeenshire Council and Stagecoach.
- 46 3. To examine the potential to set up a scheme administrator to manage the system
- 47 as outlined in the Climate Change Act (2009) as done in Denmark where that
- 48 body makes a profit.
- 49 4. To examine the potential to legislate so that all possible materials have to meet
- 50 standardised recycling requirements (to be compatible with the machines) and
- 51 therefore maximise recycling.

*Deadline for amendments is midday 25<sup>th</sup> October. Send to: [dunfermline2012@scotlibdems.org.uk](mailto:dunfermline2012@scotlibdems.org.uk) – No Amendments taken*

Cards – room for 4

Move/ Sum Up: David Green, Inverness, Nairn, Badenoch & Strathspey - called  
Jim Hume MSP, South Scotland - called  
Nicola Prigg, Ayrshire & Arran - called  
Alex Paul, Edinburgh South - called

Votes

Motion: Carried nem con

**10.40 Speech by Jo Swinson MP,**

**10.50 SC2: Home Rule Community Rule Commission  
Policy Committee**

Mover: Menzies Campbell MP

Summator: Cllr Robert Brown

- 1 Conference welcomes the work of the Home Rule and Community Rule Commission,  
2 established by conference in autumn 2011, and the publication of its report *Federalism – the*  
3 *best future for Scotland*.
- 4 Conference endorses the three strands of Liberal Democrat thinking contained in the report:
- 5 1. That the best and most stable future for Scotland and the United Kingdom is home rule  
6 for Scotland within a federal United Kingdom;
- 7 2. That the Scottish Parliament – and other jurisdictions if they choose – should be  
8 equipped with tax and borrowing powers and fiscal responsibility that allows it to raise  
9 the greater part of its own resources, whilst protecting the ability of the United Kingdom  
10 to reduce inequalities between nations and regions, and accepting the economic  
11 importance of the single United Kingdom market for businesses and individuals;
- 12 3. That the distribution of power and responsibilities should not stop and start at  
13 government level and that the centralisation of local authority functions in Scotland  
14 should be reversed, giving more powers to local councils and more powers to the  
15 diverse communities within those councils.
- 16 Conference endorses the report and its route map to a federal United Kingdom, and calls for its  
17 principles to be part of the 2015 Liberal Democrat manifesto across the United Kingdom.
- 18 Conference supports the Scottish Parliament acquiring home rule powers, and a federal  
19 relationship with the rest of the United Kingdom, in advance of a full federal solution for the UK,  
20 if the other nations wish to proceed more slowly.
- 21 Conference further calls for the proposals on localism and community power to be taken forward  
22 to the Scottish Parliament and the principles included in the 2016 Scottish Liberal Democrat  
23 manifesto.

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Cards – room for 10

Move: Menzies Campbell MP, North East Fife - called  
Sum Up: Cllr Robert Brown, Rutherglen  
Charles Kennedy MP, Ross, Skye & Lochaber - called  
Fred Mackintosh, Edinburgh South - called  
Gerry McMullan, Dunfermline - called  
David Fleming, Angus & Mearns – Called, NOT IN THE HALL – recalled at end of debate  
Alex Cole-Hamilton, Edinburgh West - called  
Dr Iliyan Stefanov, Dundee - called  
Phil Wheeler, Edinburgh West - called  
Graeme Cowie, Glasgow North - called  
David Ogilvie, East Lothian - called  
Joan Mitchell, Galloway – called

Votes

Motion: Carried

**11.45 SC3: Access to affordable, high quality childcare and early education  
Policy Committee**

Mover: Liam McArthur MSP

Summator: Jo Swinson MP

- 1 Conference believes that access to affordable, integrated, high quality childcare and
- 2 pre-school education supports children’s learning and development and enables parents
- 3 to return to, or remain in, work.
  
- 4 Conference notes with concern the 2012 *Scottish Childcare Lottery report*, published by
- 5 Children in Scotland and the Daycare Trust, which found that:
- 6 • Parents in Scotland face some of the highest childcare costs in the UK, which are
- 7 already amongst the highest in the world.
- 8 • There is greater geographic variation in childcare costs in Scotland than in any
- 9 other part of Britain.
- 10 • There are very significant gaps in the availability of childcare in Scotland and a
- 11 strong link between an inconsistent supply of childcare and varied and high costs.
  
- 12 Conference further notes research from Save the Children, published in *Making Work*
- 13 *Pay, the Childcare Trap*, which reports that Scots families on low-incomes are being
- 14 forced to leave work and turn down jobs because they can’t afford to pay for childcare.
  
- 15 Conference recognises the Scottish Government’s plans - through its Children and
- 16 Young People Bill - to secure a minimum provision of 600 hours per year of free early
- 17 learning and childcare, for three and four year olds and looked after two year olds, and
- 18 increase flexibility in delivering these hours to parents.

19 In order to deliver accessible, high quality, affordable childcare for all Scottish families,  
20 and meet the commitments of its Early Years Framework, conference calls on the  
21 Scottish Government to to:  
22 • provide local authorities with adequate resources to deliver its planned increase in  
23 funded hours.  
24 • ensure that sufficient childcare is available across the country, particularly for:  
25 working parents requiring wrap around care, parents working outside normal  
26 hours, older children, families in rural areas and disabled children.  
27 • update guidance to local authorities on accessing childcare supply and demand  
28 locally.

29 Conference calls on local authorities to assess regularly local demand, for different  
30 types of child care and different delivery options, and analyse the extent to which local  
31 supply meets this.

32 Conference welcomes the provision of free early learning and childcare for looked after  
33 two years olds and the Scottish Government's acknowledgement that evidence  
34 suggests that high quality, early learning provision is particularly effective in improving  
35 outcomes for the most vulnerable young children.

36 However conference is disappointed that the Scottish Government is not using this  
37 opportunity to follow the lead of the Coalition Government where Ministers are  
38 extending entitlement to free early years education to 40 per cent of two year olds,  
39 focusing on children from the poorest backgrounds.

40 Conference believes that this is an important initiative in tackling the attainment gap,  
41 between the poorest children and their more well off peers, and further calls on the  
42 Scottish Government to extend free early learning and child care to two year olds from  
43 the most deprived families.

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#### Cards – room for 4

Move: Liam MacArthur MSP, Orkney - called

Sum Up: Jo Swinson MP, East Dunbartonshire - called

CLlr Eileen McCartin, Paisley & Renfrewshire - called

Katy Gordon, Glasgow South - called

Sophie Bridger, Glasgow North - called

Emma Sykes, Edinburgh North East & Leith – called

Keith Jacques, Stirling & Clackmannanshire – card put in during penultimate speech (after summer-up had been asked to stand by)

#### Votes

Motion: carried

**Speech by Michael Moore MP, Secretary of State for Scotland**

**12.30-14.00 Lunch**

**12.40-13.40 Fringe meetings**

*The afternoon session runs from 14.00 to 17.00.*

### **14.00 Emergency/Topical Motion 1 – Reverse the savage cuts to student bursaries**

- 1 Conference notes:
- 2 1. That the SNP announced new student support arrangements effective from 2013,
- 3 meaning that all students will receive between £4,500 and £7,250 in student
- 4 support. However, for independent students the makeup would be £750 bursary
- 5 and £6,500 loans, and for the poorest students under 25 the makeup would be
- 6 £1,750 bursary and £5,500 loans.
- 7 2. That it was revealed on October the 5<sup>th</sup> 2012 that as a result of this change,
- 8 student bursaries for the poorest students would be cut by over £1000 in most
- 9 cases.
- 10 3. That the threshold for loan repayments remains unchanged at £15,000 per
- 11 annum, as opposed to £21,000 in England and Wales.
- 12 Conference believes:
- 13 1. That increasing the money available upfront will make a big difference for
- 14 students and should be welcomed\_as 77% of respondents from a NUS survey in
- 15 2012 highlighted having enough upfront money was important. However, the
- 16 make-up of this money should not involve cutting bursaries as additional money
- 17 solely through loans will only result in additional debt, a massive deterrent to
- 18 potential students.
- 19 2. That the loan repayment threshold is\_now too low in Scotland.
- 20 Conference calls on:
- 21 1. The Scottish Government to reverse the decision to cut bursaries but keep intact
- 22 the additional money available in loans.
- 23 2. The Scottish Government to increase the student loan repayment threshold to
- 24 bring it into line with the rest of the UK at £21,000.

#### Cards

Move: Hannah Bettsworth, LYS - called

Sum Up:

Alexandra White, Galloway – not called

Tina Ng-a-Mann, ?, called

Ewan Hoyle, Glasgow South – called

Alex Paul, LYS - called

Allan MacBain, Ayrshire & Arran – not called

Sophie Bridger, Glasgow North – request for separate vote on Calls On item 1 – not taken as not following standing orders

#### Votes

Motion: Carried

### **14.25 Speech by Willie Rennie MSP, Leader of the Scottish Liberal Democrats**

**14.45 SC4: The National Grid**  
***Argyll & Bute Liberal Democrats***

25 Conference notes that :-

- 26 1. The national electricity grid in Scotland has developed in order to move power  
27 efficiently from large centres of power production to domestic, commercial and  
28 industrial users of electricity.
- 29 2. As a consequence, the National Grid supplying the Highlands and Islands has  
30 progressively become less and less capable of accepting the increasing quantity  
31 of distributed renewable sources of electricity production being introduced by  
32 power companies and community groups across the region. The result of this is  
33 that community groups are being restricted from introducing renewable energy in  
34 their communities above 50kW output until the grid is upgraded sometime  
35 between 2016 and 2020.
- 36 3. The Highlands and Islands with their huge renewable resources, large land  
37 areas, and small well-distributed settlements are ideally suited to lead the  
38 transfer to largely renewable sources of power for electricity, heating and  
39 transport.
- 40 4. Scottish Liberal Democrat policy is for the whole of Scotland's energy needs in  
41 the future to be supplied from renewable resources. This is to be progressed by  
42 a) supporting the introduction into the market place of developed renewable  
43 sources of power, through mechanisms such as FITs and  
44 b) supporting the development of new technologies.
- 45 5. Scottish Liberal Democrats also believe that there are benefits for community  
46 groups in taking advantage of small scale renewables to reduce the  
47 disproportionate costs of energy in the Highlands and Islands and to move in the  
48 direction of energy self sufficiency.

49 Conference therefore:-

- 50 1. Calls on DECC and the Scottish Government to collaborate to ensure that  
51 National Grid and the relevant power companies upgrade the system as a matter  
52 of urgency, making it a priority so that the grid is able to accept the increased  
53 capacity of generated power from businesses and in particular community scale  
54 renewable schemes.
- 55 2. Urges the Westminster and Scottish Parliaments to continue and enhance their  
56 support for  
57 a) community renewable energy using existing technologies such as solar, wind,  
58 hydro, biofuels and biomass, and  
59 b) the development and introduction of newer technologies such as wave and  
60 tidal power and electric, fuel cell and hydrogen power for transport.
- 61 3. Further calls on the Westminster government to urge National Grid to revise its  
62 charging scheme, so that it does not penalise renewable industries in Scotland  
63 when they transport their energy to where it is required.

*Deadline for amendments is midday 25<sup>th</sup> October. Send to:*  
[dunfermline2012@scotlibdems.org.uk](mailto:dunfermline2012@scotlibdems.org.uk) – No Amendments taken

[Cards – room for 3](#)

Move: David Pollard, Argyll & Bute - called

Sum Up: Jack Matthews, Perth & Kinross - called

Tom Leatherland, Dunfermline - called

Ruaraidh Dobson, Inverness, Nairn, Badenoch & Strathspey - called

Christine Jardine, ? - called

## Votes

Motion: carried

### **15.10 Q & A with Danny Alexander MP, Chief Secretary to the Treasury**

#### Cards:

Ruaraidh Dobson, LYS - called

Nigel Lindsay, East Lothian - called

Euan Robson, Roxburgh & Berwickshire - called

D Ross Carruthers, P&K - called

Eilidh MacFarlane, Ross, Skye & Lochaber - called

David Green (No Card) – called

Galen Milne, Stirling - called

Dave Walker (No Card) - called

Lorne Fraser (No Card) – called

Sue Tritton, Edinburgh South – called

Jack Daniels - answered as same as Sue Tritton's question

### **15.40 SC5: Extending the scope of Freedom of Information legislation *Policy Committee***

Mover: Alison McInnes MSP

Summator: Cllr Robert Brown

- 1 Conference applauds the success to date of the Freedom of Information (Scotland) Act
- 2 2002 delivered by Liberal Democrats in government in Scotland and believes that it has
- 3 made Scottish society more open, transparent and accountable.
  
- 4 Conference, however, believes that the scope of FOI legislation should be expanded to
- 5 ensure that, as far as possible, it allows scrutiny of organisations that spend public
- 6 money.
  
- 7 Conference notes that when the FOI Bill was debated and passed in the Scottish
- 8 Parliament, the presumption was that periodic designation would ensure that access to
- 9 information kept pace with the change in delivery of public services.
  
- 10 Conference notes with concern:
- 11 • That while the UK Government has brought UCAS, the Association of Chief Police
- 12 Officers and the Financial Ombudsman Service within the scope of the Freedom
- 13 of Information Act 2000, no further bodies have been designated under the
- 14 Scottish FOI Act since it was passed.
- 15 • The January 2012 report, from then Scottish Information Commissioner Kevin
- 16 Dunion, which warned that the right to information is being eroded in many places
- 17 by the provision of public services by arm's length organisations and private
- 18 contractors and that Scotland is in danger of falling behind other countries,
- 19 including the rest of the UK.
- 20 • That the failure to extend FOI laws has meant a loss of rights to information for
- 21 ordinary Scots. For example, council tenants in Argyll and Bute lost their FOI
- 22 rights when the council's housing stock was transferred to Argyll Community
- 23 Housing Association in 2006.



24 Conference considers that the SNP Government is increasingly showing a disregard for  
25 freedom of information and notes in particular its:

- 26 • Refusal to substantiate its views on EU membership in an independent Scotland  
27 despite the Information Commissioner issuing a decision requiring it to do so.
- 28 • Organising secrecy workshops to train civil servants in dealing with information  
29 requests regarding independence, despite the Information Commissioner advising  
30 that, rather than adopting a blanket approach, each request should be considered  
31 individually.
- 32 • Failing to extend the scope of the FOI Act despite consulting in 2010 on  
33 designating: local authority leisure services trusts; PPP/PFI contractors  
34 building/running hospitals, schools, trunk roads and private prisons; the Glasgow  
35 Housing Association, and the Association for Chief Police Officers in Scotland.

36 Conference notes that the Freedom of Information (Amendment) (Scotland) Bill,  
37 currently before the Scottish Parliament, makes a small number of technical changes  
38 but has not been accompanied by any designation of additional bodies carrying out  
39 public functions.

40 Conference calls on the SNP Government to:

- 41 • Embrace the letter and the spirit of FOI law to ensure that principles of openness  
42 and transparency are upheld.
- 43 • Bring additional public service providers within the scope of the Freedom of  
44 Information (Scotland) Act 2002, beginning with those bodies already consulted,  
45 as part of a rolling review of designation to ensure that rights to information are  
46 safeguarded and keep pace with changes in the delivery of public services, as  
47 recommended by Kevin Dunion.

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#### Cards – room for 4

Move: Alison McInnes MSP, Aberdeenshire - called

Sum Up: Cllr Robert Brown, Rutherglen - called

Duncan Crowe, Glasgow Rutherglen - called

Helen Watt, East Dunbartonshire - called

Katy Gordon, Glasgow South - called

#### Votes

Motion: carried overwhelmingly

### **16.10 SC6: Empowering tenants to take action against illegal landlord fees *Liberal Youth Scotland***

Mover: Callum Leslie

Summator: Alex Paul

1 Conference notes:

- 2 1. That Section 82 of the Rents (Scotland) Act 1984 says “Any person who, as a  
3 condition of the grant, renewal or continuance of a protected tenancy, requires, in

- 4 addition to the rent, the payment of any premium or the making of any loan  
5 (whether secured or unsecured) shall be guilty of an offence under this section.”  
6 2. That despite this, research by Shelter and the Citizens Advice Bureau shows that  
7 tenants are still being charged such illegal premiums.  
8 3. That in the “Consultation on the Charging of Premiums in the Private Rented  
9 Sector, 4th April 2012” Keith Brown, Scottish Minister for Housing and Transport,  
10 states that “there is confusion around what a premium is and whether some fees  
11 charged to tenants are reasonable and should be allowed.”  
12 4. That on 25th August 2012, the Scottish Government announced a clarification of  
13 the law, so that all fees apart from monthly rent charges and a security deposit  
14 would be considered illegal premiums.  
15 5. That very few landlords are ever struck off the Accredited Landlord Scheme, with  
16 some areas such as Edinburgh never having struck any landlord off.

17 Conference believes:

- 18 1. That there are a great many tenants who have felt powerless to avoid paying  
19 illegal fees in the face of competition for housing.  
20 2. That while this clarification from the Scottish Government is welcome, it does not  
21 go nearly far enough.  
22 3. That those who have paid fees in the past should be able to reclaim them now  
23 the law has been clarified.  
24 4. That those who wish to reclaim fees should be able to do so easily and quickly,  
25 without having to take action through the small claims court.

26 Conference therefore calls on the Scottish Government to go further than the proposed  
27 clarification, by legislating for the following:

- 28 a) ‘Mystery shopper’ style checks on letting agencies to see if they are charging  
29 illegal fees.  
30 b) The quick and easy removal of Accredited Landlord status from anyone found to  
31 be charging these premiums.  
32 c) Systems for the quick, cheap and easy reclaiming of illegal fees from letting  
33 agencies, backdated to the last ten years.

34 Conference also calls on the Scottish Government to put in place an education  
35 campaign for tenants making them aware of their rights.

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#### Cards – room for 4

Move: Callum Leslie, LYS - called

Sum Up: Alex Paul, LYS - called

Vaughan Moody, East Dunbartonshire - called

David Green – did not pass the card via the speaker’s table

Hamish Mackenzie, Aberdeen Central – again, didn’t bother to put his card through the  
speakers table.

Graeme Cowie, Glasgow Liberal Youth – and yet again, another who did not bother to pass his  
card by the speakers table.

Incidentally, all three appeared after the sum-up was called, but were taken because there was

still time. Think we need a 5 mins talk on how/when to request to speak.

#### Votes

Motion: carried nem con.

## 16.40 Party Business

### **BM1: Subscription Rates for 2013** ***Finance and Membership Committee***

Mover: Caron Lindsay

Summator: Caron Lindsay

- 1 Conference notes that:  
2 1. The subscription rates for 2012 are:  
3     • Minimum - £12  
4     • Concession - £6  
5     • Recommended - £62  
6     • Special Fresher's Fair rate - £1  
7 2. There are elections to the European, Westminster and Scottish Parliaments in three  
8 of the next four years which will require significant investment by the Scottish Party.  
9 3. The Scottish Executive is proposing that the recommended rate should rise from £62  
10 to £65. This is in line with proposed changes to the English subscription level.  
11 4. The Scottish Executive is proposing that there be no change in the Minimum,  
12 Concessionary, Youth and Student or Freshers Fair subscription rates.
- 13 Conference therefore resolves that:  
14 The recommended subscription rate for 2013 is increased to £65 and that the remaining  
15 subscription rates remain unchanged.

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[dunfermline2012@scotlibdems.org.uk](mailto:dunfermline2012@scotlibdems.org.uk) – No Amendments taken

#### Cards

Move/Sum Up: Caron Lindsay, Party Treasurer  
Sophie Bridger, Glasgow North

#### Votes

Motion: carried

## OTHER EVENTS AT CONFERENCE

### European candidate selection hustings 17.15

Saturday 27<sup>th</sup> October, Vine Venue, Dunfermline



A hustings will take place following the close of conference business. All members will have the opportunity to question the candidates standing for selection in the European Parliamentary Elections in 2014 and hear their views.

**This event is free and open to all members.**

It will take place at 17.15 in the Main Hall of the Vine Venue in Dunfermline following conference. Those who are not registered for conference will be admitted to the Vine Venue after 17.00 for the purposes of attending the hustings.

Ballot papers will be issued to all members in November so come along and decide who you want to see top of the list for MEP.

### Fringes

- Action for Land Taxation and Economic Reform
- The Hardest Hit

### Exhibitions

- Scottish Police Federation
- Friends at the End
- RNIB Scotland
- Scottish Women's Liberal Democrats
- Shelter Scotland
- Educational Institute of Scotland
- Community Pharmacy Scotland
- Royal Pharmaceutical Society
- Liberal Youth Scotland
- Action for Land Taxation and Economic Reform

## Scottish Liberal Democrats - Standing Orders

### 1. The Conference Committee

- 1.1. The Conference Committee shall be constituted as specified in Section E10 of the Constitution. The annual election of members by the conference shall be by Single Transferable Vote in a ballot of all members of the Party registered to attend Conference ('Conference Representatives').
- 1.2. The Conference Convener shall be the Chair of the Conference Committee. At its first meeting after a new election under Section E10 of the Constitution, the Conference Committee may elect one or more Vice-Conveners.

### 2. The Timetable and Agenda - Normal Meetings

- 2.1. The Agenda for each ordinary meeting of Conference shall include time for:
  - 2.1.1. Motions;
  - 2.1.2. Emergency motions;
  - 2.1.3. Topical motions;
  - 2.1.4. A business session or sessions; and
  - 2.1.5. any other business deemed appropriate by the Conference Committee. The time to be allocated to each type of business and the order of business shall be decided by the Conference Committee.
- 2.2. The Conference Committee shall, before each meeting of the Conference, prepare a timetable which includes:
  - 2.2.1. The closing date for the receipt of motions (other than Emergency or Topical motions), which shall not normally be less than eight weeks before the start of the meeting;
  - 2.2.2. The due date for the publication of the Agenda, which shall not normally be less than six weeks before the start of the meeting;
  - 2.2.3. The closing date for the receipt of Topical Motions, which shall not normally be less than two weeks before the start of the meeting; and
  - 2.2.4. The closing date for receipt of amendments which shall not normally be less than two working days before the start of the meeting.
  - 2.2.5. The Conference Committee may, in special circumstances, specify dates later than the normal dates under this Standing Order. It shall report to the Conference its reasons for doing so.
- 2.3. Submitting organisations shall detail at the time of submission the name and contact details of a person authorised to agree any redrafting of a motion or amendment and the name of the mover and summator of the motion or amendment, should it be selected for debate at Conference.
- 2.4. The Conference Committee shall decide which of the motions duly submitted shall be included within the Agenda. The proposers of the motions selected for debate shall be informed of the Conference Committee's decision. The Agenda shall be circulated to Local Parties and other bodies entitled to submit motions and amendments under the provisions of Section E19 of the Constitution so that amendments can be tabled to these motions by such bodies. Copies of motions not selected for inclusion in the Agenda shall be available for inspection.
- 2.5. The Conference Committee shall meet the day after the deadline for submission of amendments to motions on the Agenda and shall decide which amendments should be accepted and those rejected. The proposers of the amendments selected for debate shall be informed of the Conference Committee's decision.
- 2.6. The Conference Committee shall also meet as soon as practicable after the closing date for the receipt of topical motions and shall decide which of the topical motions duly submitted shall be debated, and the proposers of topical motions selected shall be informed of the Conference Committee's decision. The text of any topical motions selected for debate shall be circulated to Conference Representatives, Local Parties and bodies authorised to submit motions.
- 2.7. The Conference Committee shall also prepare an agenda for the business session of each meeting of Conference. The Committee shall circulate this, with the text of proposed amendments to the Constitution in accordance with Section L of the Constitution, amendments to Standing Orders, and

other party business motions, with the Agenda as per Section 2.4

- 2.8.** The Party's Principal Committees may submit holding motions, which shall identify the issues to be dealt with within the motion but which may be amended and expanded upon later. Standing Orders 2 and 3 shall apply to holding motions as they would apply to ordinary motions, except that:
- 2.8.1.** the final version of the motion shall be submitted not less than two weeks before the start of the meeting of Conference;
- 2.8.2.** The text of the final version shall be circulated to Conference Representatives, Local Parties and other bodies authorised to submit motions under the provisions of Section E19 of the Constitution, who may submit amendments no later than two working days before the start of the meeting of Conference; and
- 2.8.3.** The Committee shall make available to Conference Representatives the text of the final version and any amendments chosen for debate, either by their publication in the Conference Daily Bulletin or by any other means the Committee considers most appropriate
- 2.9.** The Conference Committee may, if the circumstances require, propose to Conference a variation in the order of business as set out in the Agenda. Such variation shall be put to the vote and shall take effect if approved by a majority of those voting.

### **3. Submission of Motions and Amendments**

- 3.1.** The Conference Committee may refuse to select a motion for the amendment of the Constitution or Standing Orders if, in the opinion of the Committee, it is similar in effect to another motion which has been selected for debate at the same meeting of Conference. All other motions in these categories shall be circulated with the Agenda.
- 3.2.** No amendment shall be selected if, in the opinion of the Conference Committee, it is insubstantial, outside the legitimate scope of the motion or tantamount to a direct negative of the motion.
- 3.3.** The movers of any motion or amendment that has not been selected shall be notified as soon as is practicable and may appeal to the Conference Committee in accordance with directions given by the Committee. If an appeal is allowed, the motion or amendment shall be treated as an emergency motion or amendment notwithstanding that it does not comply with Standing Order 5.
- 3.4.** This Standing Order and Standing Order 2 do not apply to procedural motions under Standing Order 8.
- 3.5.** No Topical Motion may be selected for debate at Conference unless the Conference Committee is satisfied that the content of the motion is such that it could not have been submitted in time for the deadline as set out in Section 2.2 for ordinary motions. No Topical Motion can be a holding motion from a Party Committee.

### **4. The Agenda - Special Conferences**

- 4.1.** Special Conferences shall deal only with the business stated in the notice of requisition, save that the Conference Committee may allow time for emergency motions and for business which is formal or, in the opinion of the Committee, uncontentious.
- 4.2.** The Conference Committee shall draw up an Agenda and circulate in line with Section 2.4. If the Committee deems it necessary the Agenda can be circulated with amendments to be submitted as Emergency Amendments.
- 4.3.** The provisions of Standing Orders 2 and 3 shall, so far as they are not inconsistent with Standing Orders 4.1 and 4.2, apply to special meetings of the Conference.

### **5. Emergency Motions**

- 5.1.** An emergency motion or amendment must relate to significant developments which have occurred since the relevant closing date or so shortly before that date as to make it impracticable to submit a motion, Topical Motion or amendment in due time. It must be brief and specific.
- 5.2.** An emergency motion or amendment may be submitted by five Conference Representatives or by any persons or bodies authorised to submit motions under the provisions of Section E9 of the Constitution.
- 5.3.** The Conference Committee may, for each day of the meeting of Conference, set aside time convenient for the debate of Emergency Motions. In such an event, proposed Emergency Motions must be submitted to the Conference Committee, duly signed, by 5pm the day before they are to be debated. Emergency Amendments to motions already on the Agenda for that meeting of Conference must be

submitted by 5pm the day before the motion is to be debated.

- 5.4. The Conference Committee may refuse to select an emergency motion or amendment if, in the opinion of the Committee, it is similar in effect to another motion which has been selected for debate at the relevant meeting of Conference.
- 5.5. The Conference Committee will choose the emergency motions or amendments which, in the opinion of the Committee, are most relevant to the concerns of the Conference and can be debated within the time available. The Committee shall make available the text of all emergency motions and amendments chosen for debate either by publication in the Conference Daily Bulletin or any other means the Committee finds most appropriate.
- 5.6. Amendments shall not normally be taken to the text of an Emergency Motion. However Conference Committee may consider amendments duly signed by 5 Conference Representatives or by any body authorised to submit motions under the provisions of Section E9 of the Constitution. These amendments must be brief, suitable for debate and of a similar emergency nature. The deadline for submitting amendments to an Emergency Motion will be listed in the Conference Daily Bulletin alongside the text of the Emergency Motion. The movers of the Emergency Motion must be given the opportunity to agree that the text of the amendment be accepted without debate or vote, and the text must be circulated to voting representatives before the start of the debate.

## **6. Conduct of Debate**

### **6.1. Length of Speeches**

- 6.1.1. The Conference Committee shall decide the time to be allocated for each debate. The Conference Committee shall determine the times allocated to speakers in debates.
- 6.1.2. Movers of motions shall normally be allocated not more than 12 minutes to move and summate on a motion. Movers of amendments shall normally be allocated not more than 8 minutes to move and summate on a motion. Movers of emergency and topical motions shall normally be allocated 5 minutes to move the motion. Speakers from the floor shall normally be allocated 4 minutes but this may be varied at the discretion of the chair of the debate.
- 6.1.3. The allocation of the time between moving and summing shall be at the discretion of the mover subject only to notification of the Chair of the debate before the start of the debate. In the absence of such notification the Chair shall be entitled to limit speeches to three quarters of the time allocation for moving and one quarter for summation.

### **6.2. Order of Debate**

- 6.2.1. The Conference Committee shall direct the order of debate. Generally, however, a motion will be moved and immediately thereafter the amendments will be moved in the order directed by the Committee. There will then be a general debate. The movers of amendments (or their nominees) shall have the right to summate in the same order, after which the mover of the motion (or their nominee) shall have the right to summate.
- 6.2.2. Votes will be taken on amendments in the order in which they have been moved and finally, a vote shall be taken on the substantive motion.
- 6.3. The Conference Committee may direct that parts of any motion or amendment or group of amendments may be the subject of a separate debate the Conference Committee may also direct that a debate may comprise of more than one substantive motion. In this case it shall be up to the discretion of the Chair as to the allotment of speakers, save that the rights of movers of motions or amendments shall not be infringed.
- 6.4. The Committee may authorise members of other State or Regional Parties to speak. The Committee may also, with the approval of conference, invite any person to address a Conference as a guest.
- 6.5. On any topical motion, policy motion or emergency motion not moved on behalf of the Policy Committee, the Policy Committee shall have the right to nominate one of its members to report to the Conference its views on the motions and/or amendments under debate. Such persons shall be called to speak at any time up to the conclusion of the debate and before any replies and shall be entitled to speak for the same length of time as the mover of the motion. The Executive Committee shall have similar rights on business motions or motions to amend the constitution and the Conference Committee shall have similar rights in relation to motions to amend Standing Orders or motions otherwise relating

to the proceedings of the Conference.

- 6.6. Save as provided in Standing Orders, no person may speak more than once in any debate.
- 6.7. All members wishing to speak in any debate, including the movers and summators of motions and amendments, must submit a speaker's card and indicate whether they wish to speak in favour or against a motion or amendment. The Chair of the session shall be responsible for providing a balanced debate between the different viewpoints in the Conference. In circumstances where there is a preponderance of members wishing to speak on the same side in any debate, the Chair may announce a departure from this rule.

## **7. Voting**

- 7.1. Voting cards shall be issued to all Conference Representatives and shall be shown in respect of all votes taken. A count of voting cards will be taken when either:
  - 7.1.1. This is felt necessary by the Chair of the session to resolve uncertainty as to the outcome, or
  - 7.1.2. A request for a count has been made by 12 Conference Representatives standing in their places and showing their voting cards.
- 7.2. In the event of a count of voting cards being required, the Chair of the session shall appoint tellers for the purpose. A recount will be held only if the Chair of the session is not satisfied that the first count was accurate.

## **8. Points of Order and Procedural Motions**

- 8.1. Any voting member may rise on a point of order. A point of order shall be taken immediately, except that, during a vote no point of order shall be taken that does not refer to the vote itself. The decision of the Chair of the session on all points of order shall be final.
- 8.2. References Back
  - 8.2.1. A voting member may, at any time before the end of speeches in reply to the debate, submit in writing a motion to refer back the motion under debate. Such a submission shall state to whom the motion is to be referred and shall include a short statement of the reasons.
  - 8.2.2. The Chair may decide either to take the motion to refer back immediately or defer it until the end of debate. If more than one request for a reference back is received, the Chair shall have the discretion as to which to take but shall give consideration to the appropriateness of the bodies to which the motion is being referred, the degree to which the stated reasons for reference back reflect views expressed in the debate and the order in which the requests were submitted, before exercising the rights of discretion. No more than one reference back shall be taken to any motion.
  - 8.2.3. The Chair shall, upon taking the motion to refer back, read it and the statement of reasons and ask conference whether it wishes to debate the motion. If the conference decides not to debate the reference back, the reference back automatically falls. If the conference decides, by a majority of those voting to debate the reference back the mover of that motion may speak and the mover of the substantive motion or their nominee may reply. The Chair shall have discretion whether to allow other speakers on the motion.
  - 8.2.4. The reference back shall require a simple majority of those voting to be passed. If the substantive motion is referred to the Executive, Policy Committee or Conference Committee that body shall report to the next meeting of conference stating the action it has taken on the reference back.
- 8.3. Suspension of Standing Orders
  - 8.3.1. A voting member may, during any session of a conference, move for the suspension of Standing Orders. The mover shall submit the motion together with a written statement of its purpose, not exceeding 100 words, to the Chair who shall read them to the Conference.
  - 8.3.2. No motion to suspend Standing Orders may suspend any requirement of the Constitution, not Standing Orders 2 and 3.
  - 8.3.3. No motion to suspend Standing Orders to introduce a motion or amendment onto the Agenda can be taken unless the motion or amendment has been submitted to the Conference Committee in accordance with the published timetable and any right of appeal has been exercised.
  - 8.3.4. The Chair shall read the statement of purpose and if the suspension is allowable, ask Conference whether it wishes to debate the request to suspend Standing Orders. If the Conference decides not to debate the request, it falls. If the Conference decides to hear the request the mover may speak and a



representative of the Conference may reply. The Chair has the discretion to call other speakers and all speeches will be limited to two minutes.

- 8.3.5.** A motion to suspend Standing Orders shall only be carried if supported by at least two thirds of voting Representatives present and voting. If the procedural motion is carried all Standing Orders shall remain in force except only for the purposes set out in the motion.
- 8.4.** Separate Votes
  - 8.4.1.** A Separate Vote shall be taken on a part of a motion or amendment.
  - 8.4.2.** At the direction of the Conference Committee; or
  - 8.4.3.** At the discretion of the Chair, when requested to do so by a voting representative. Any voting representative may submit a request for a separate vote to the Chair of a debate. Such a request must be in writing and received before the commencement of the speeches in reply to the debate. The Chair has complete discretion in such a case on whether to take a separate vote.
- 8.5.** These Standing Orders may be amended by a two-thirds majority of Conference Representatives present and voting on a motion duly submitted under the terms of Standing Order 3. Subject to any amendment they shall remain in force from Conference to Conference.