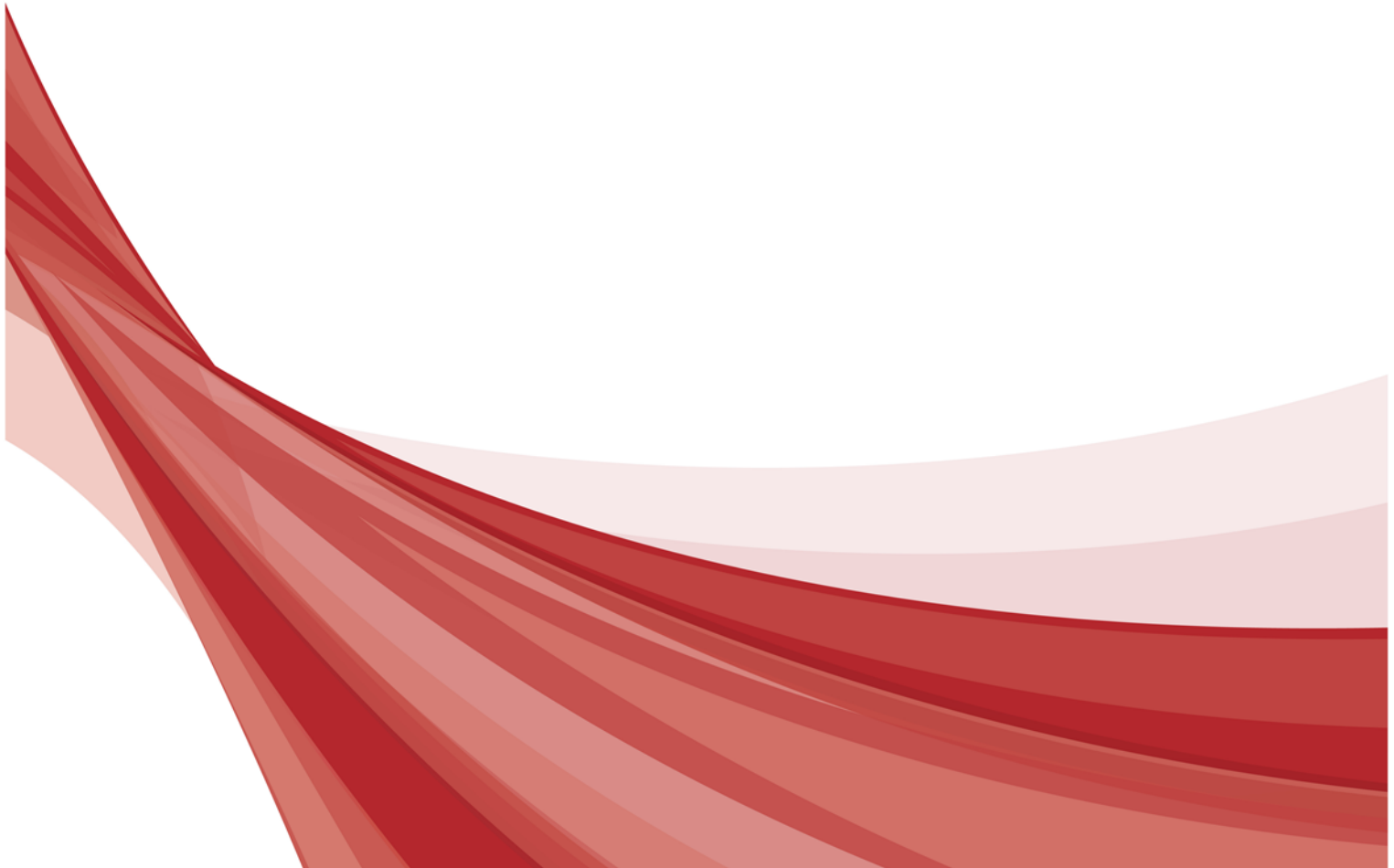




2017 TUC Disabled Workers' Conference

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Section one

Motions

1 Disabled people, Brexit and the age of bigotry

The attack on the rights of disabled people over the last seven years has been compounded by the result of the American election and Brexit. This has led to a climate of bigotry, intolerance and blaming of the ‘other’.

There was no mention of disability in the government’s white paper on Brexit.

If the UK government does not protect access to personal assistants (PAs) and carers from EU countries, Brexit could result in disabled people losing the right to independent living, leading to greater uncertainty and insecurity.

Unless PAs and carers, employed are afforded the same attention as other health professionals, the current social care crisis will worsen putting further pressure on other health services.

Though the world seems to have turned ‘upside down’, it is also an opportunity for disabled people, through their trade unions, to defend, fight back and campaign for justice for disabled people.

Conference calls upon the TUC to campaign:

- i) to minimise the impact of Brexit on disabled people
- ii) for freedom of movement for personal assistants and carers from EU countries to work in the UK

iii) for investment in skills and training for PA's and carers.

GMB

2 Disabled women and domestic abuse

Conference notes that disabled women experiencing domestic abuse face additional barriers to getting the right support.

Women with learning disabilities face particular challenges; they often have the least resources in society and so are less able to escape from domestic abuse and coercive control.

Several studies show that disabled women are at greater risk of domestic abuse. Social and cultural views of disabled people as passive, undesirable and dependent increase this risk.

Domestic violence services must become more aware of disability equality issues including learning disability. Domestic violence services for disabled women are patchy and minimal and many areas have no accessible services.

Savage and ongoing cuts to funding have led to specialist women only services being replaced by cheaper, generic services that do not meet their needs.

The withdrawal of Legal Aid means more disabled women and children remaining in abusive, life threatening situations.

Conference calls on the TUC Disabled Workers Committee to:

- i) pressure government to hold to its commitment to ratify the Istanbul Convention and ensure disabled women's voices are at the forefront of the campaign

Motions

- ii) highlight the devastating impact cuts to social security and the domestic violence sector are having on disabled women's lives.

USDAW

3 Access to work is impossible without the social model of disability

Conference congratulates the TUC on the Manifesto for Disabled People which focuses on the right issues which will support disabled people in their everyday lives including work. It recognises that equality requires financial and practical support. It requires employers to implement reasonable adjustments, cultural change and training and education for all staff.

This conference is disappointed and angry at the government's Green Paper on "Work, Health and Disability". The Government's agenda to cut the welfare bill by 'encouraging' more disabled people into work doesn't mention reasonable adjustments, financial support or sanctions on employers for discriminatory practices. The emphasis on therapy and coaching is insulting and lacks any understanding of how being disabled impacts on people's lives.

The discriminatory postcode lottery for Access to Work means some workers get the support required whilst others have experienced a funding cut of 70 per cent making work impossible.

This Conference calls on the TUC Disabled Workers Committee to:

- i) disseminate the TUC Manifesto and encourage unions to use it in all campaigns

- ii) collect evidence from affiliates on the impact of changes to Access to Work to identify the impact of the postcode lottery
- iii) campaign with disabled people's organisations to change the 'scroungers' narrative and in support of the social model of disability.

University and College Union

4 Using a more than the minimum approach to disability – in support of the social model

Conference notes that while some employers do not even apply the minimum measures required by legislation for disabled employees, many simply do the minimum legally required. This is particularly true when dealing with reasonable adjustments in the workplace.

To truly embed the social model of disability in employment, with its emphasis on the removal of barriers to inclusion, employers need to do more than the minimum legally required of them for the benefit of their disabled employees.

Conference therefore calls on the TUC Disabled Workers' Committee and affiliated unions to campaign for all employers to adopt a more than the minimum approach to disability inclusion in employment.

FDA

5 Separating disability-related absence from sickness absence protects disabled workers

Conference notes:

Sixty five per cent of union reps responding to the TUC's 2016 Equality Audit said disability-related sickness absence was the leading workplace equality issue they dealt with.

TUC guidance on attendance management policy states "The critically important starting point for changing an employer's approach is to get absence for reasons associated with disability counted separately from sickness absence.

POA members had the protection of disability-related absence being counted separately until the 05/01/2017 when a new attendance management policy affording no equivalent protection was implemented by CE Michael Spurr. The POA had raised a lawful dispute which he disregarded maliciously, declaring it necessary to align NOMS with wider civil service policy.

The truth is recent EAT rulings on disability-related absence have diminished the protections within EA2010 consequently HR departments now freely circumvent separating disability-related absence.

Without clear legislation or mandatory policy to separate disability-related absence, disabled workers face being forced out of employment.

Conference calls on the TUC and DWC to:

- i) register with government disabled workers' abhorrence toward this draconian eradication of TUC best practice

- ii) lobby government demanding application of TUC guidance, whereby there are guarantees for disability-related absence being counted separately from sickness absence.

Prison Officers Association

Amendment

Add new sub-paragraph iii):

“iii) to consider the feasibility of a strategy and campaign for disability leave to become a requirement under law”

UNISON

6 Supporting disabled members to access Apprenticeships

Conference notes the government paper ‘Work, Health and Disability Green Paper: Improving Lives’. Conference acknowledges that this green paper aims to secure a number of good benefits for disabled workers and disabled members fighting to access the workplace. Conference believes that this strategy entirely ignores the accessibility of apprenticeships and therefore young people, and this must be addressed. Conference calls on the TUC to:

- i) focus on developing awareness amongst employers to challenge negative or inaccurate perceptions of disabled members
- ii) address the accessibility of apprenticeships for disabled members within the government’s new scheme.

Community

Motions

Amendment

At end, after “new scheme”, add: “, ensuring ease of entry to Access to Work.”

Add new sub-paragraphs iii) and iv):

iii) press employers to create good quality and well-paid apprenticeships, across a wide range of skills and qualification levels

iv) ensure employers give an undertaking to employ disabled people as they complete their apprenticeships; and not to use the schemes as a means of cheap labour.”

Unite

7 More support for disabled people seeking or in work

Conference notes that many disabled people working in the creative industries and journalism are ‘atypical’ workers, often freelancers, who use self-employment as a means to manage work around their impairment. Not always by choice.

According to the Shaw Trust there are currently 1.3 million disabled people in the UK who are available for and want to work and only half of disabled people of working age are in work (50 per cent), compared with 80 per cent of non-disabled people.

The Department of Work and Pension’s (DWP) Green Paper pledges to halve the disability employment gap but gives limited consideration to the needs of self-employed disabled people and disabled people with higher levels of education and work experience trying to retain/gain employment.

Disabled people on Employment and Support Allowance (ESA) are obstructed by a highly inflexible system. Access to Work provisions are increasingly harder to secure and miss an important opportunity to liaise with employers to make reasonable adjustments and speak to disabled people themselves who are best placed to advise on and provide support for disabled people.

Conference calls on the TUC to:

- i) campaign to improve policy and support available for disabled people seeking employment and for those managing disability around work.

National Union of Journalists

Amendment

In paragraph 4, after first sentence, insert new sentence: “Since changes to Personal Independence Payments were introduced, 14,000 disabled people have had their adapted mobility vehicle taken away from them.”

In paragraph 4, in original second sentence delete “an” and replace “opportunity” with “opportunities”, after “employers” insert “in order” and after “adjustments and” insert “with”.

Add to end of sub-paragraph: i)

“including quicker assessment and implementation of reasonable adjustments”

Prospect

8 Improving support for disabled workers

Conference notes the Prime Minister's speech in January on the need to enhance mental health services, including her recognition of the need for additional training for employers in supporting staff who need to take time off.

Conference is concerned about the gap between the Prime Minister's aspirations and the experience in many workplaces, where terms and conditions providing protection for disabled workers are under pressure. For example provision of disability sick leave, appropriate reasonable adjustments and phased returns play a key role in successfully sustaining employment relationships.

Conference welcomes the TUC's guidance on "Sickness Absence and Disability Discrimination" and asks the Disabled Workers' Committee to build on this by:

- i) producing and promoting a summary of key negotiating points for workplace representatives;
- ii) surveying unions to build a broader picture of any changes to employment provisions directly affecting disabled workers;
- iii) updating the TUC's guidance on mental health; and
- iv) identifying and sharing examples of good practice.

Prospect

9 DWP closures

Conference condemns the announcement on the proposal to close 147 DWP Offices. A short consultation period has started for Jobcentres ear marked for closure by March 2018. No Equality

Impact Assessment has been carried out and the impact on disabled people has been ignored.

Conference notes the likely impact on disabled people is twofold - those that use DWP for services and those that work for DWP.

PCS are actively campaigning to oppose these closures.

Conference calls on the TUC and the Disabled Workers Committee to:

- i) raise awareness and support throughout the trade union, disabled and equality movement around the disproportionate impact on disabled people, and campaign across the wider TUC to oppose these closures
- ii) encourage local Trades Councils to support campaigns against the closures, providing visible support at public meetings, helping with the distribution of materials and using contacts to lobby local politicians
- iii) work with PCS to ensure that regular briefings and factsheets are available via the TUC website and invite PCS speakers to TUC regional meetings. Use all TUC/DWC sponsored events to highlight the impact of DWP office closures and other attacks to public services on disabled people and other service users throughout the UK.

Public and Commercial Services Union

10 Disabled performers

Arts Council England's latest diversity report revealed that 26 of the largest National Portfolio organisations, the organisations that receive Arts Council funding, had no disabled employees at all. Major organisations including English National Opera the

Motions

Roundhouse and Opera North had no disabled people on their permanent staff.

No National Portfolio organisation had a percentage of disabled staff that was representative of the working population. The figure has improved since

2015 when disabled people made up just 1.9 per cent of NPO employees but it is still not enough.

National and publically funded arts organisations must do more to nurture disabled performers to create inclusive, accessible workplaces and ensure disabled workers have the opportunity to be represented at every level of their organisations.

Workforce diversity does not form part of National Portfolio Organisations' 'diversity ratings', the funding-conditional benchmarks that must be achieved in order to avoid financial sanctions.

Conference asks the TUC Disabled Workers Committee to lobby the Arts Council England to:

- i) consider including workforce diversity in the funding conditions set by the Arts Council
- ii) conduct research to discover why the figures for disabled employees are so low and assist NPOs in meeting diversity workforce targets based on the findings.

Musicians Union

Amendment

Replace the first paragraph with:

“Arts Council England’s latest diversity report revealed that 26 of the largest National Portfolio organisations, the organisations that receive Arts Council funding, had no disabled employees at all on their permanent staff.”

Add a third sub-paragraph at the end:

“iii) conduct research to discover why disabled employees are underrepresented in this field and, working constructively with NPOs, to begin to create enabling strategies to encourage and increase workforce diversity.”

Musicians Union

11 Parity for self-employed workers

Conference believes that legal protections should be strengthened and clarified for self-employed and precarious workers, particularly performers, for whom freelancing means that entitlement sick pay is inequitable. Like all workers, disabled people sometimes need to take time off due to sickness and so can experience additional demands and hardship in claiming. The TUC’s report “Living on the edge” highlighted that more than 1.2 million families who rely on self-employment for all or part of their income earned less than £200 a week in 2015. Deaf and disabled performers will rarely be on anything other than a freelance contract – and as a result have no access to the traditional safeguards for employees – no statutory sick pay, and instead prohibitively expensive private insurance schemes or the requirement to apply for welfare benefits which are subject to restricted entitlement and conditionality. Conference calls on the TUC Disabled Workers Committee to support the protection of all

Motions

workers' rights when they cannot work and to campaign for an equivalent to statutory sick pay for self-employed workers in order to create greater parity between employed and self-employed workers.

Equity

12 Building a mentally healthy workplace

Around one in five of the working-age population has a mental health condition. Fifty four per cent of all disabled people who are out of work experience mental health conditions.

In October 2016, the government issued a green paper called "Improving Lives: Work, Health and Disability", which aimed to seek the views of employers, charities, unions and other stakeholders about how to improve employment outcomes for disabled people and people with health conditions seeking employment and remaining in employment.

Conference notes that some employers are already identifying initiatives to respond to the threat of mental ill health, including Nottingham City Council and others.

Conference welcomes such steps, recognising that this represents acceptance of the scale of the problem.

Conference instructs the TUC to:

- i) seek to embed good practices and supportive cultures by creating a one-stop-shop which includes case studies, initiatives like Nottingham City Council's examples of reasonable adjustments as well as training materials for raising awareness of mental health issues.

- ii) work with partners to develop information campaigns on key topics around health and work.
- iii) establish supportive networks around health and work

NUT

Amendment

Insert new paragraph 2, “Many people with mental health conditions fear that disclosure will hinder their career opportunities”.

Add end of motion, add new sub-paragraph iv):

“iv) provide guidance for reps on working with employers to ensure confidentiality for members seeking workplace support”.

Prospect

13 Health and wellbeing of staff

Conference deplores the continued cuts to public sector services leading to spiralling workloads, work-related stress and mental ill health of employees.

Restructuring of the workforce, maintaining high vacancy rates and the introduction of new technology are often undertaken with little or no risk assessment of the impact on staff.

In difficult times employers should be focusing on the health and wellbeing of staff and taking appropriate preventative action. Instead we are seeing more and more members being taken through inappropriate capability and disciplinary processes or being signed off on a prolonged period of sick leave.

Motions

Investing in employee health and wellbeing produces an economic benefit to the employer. It has been estimated that every pound spent on employee wellness delivers £2.50 return on investment through reduced sickness absence and staff retention.

Conference calls upon the TUC and affiliates to:

- i) emphasise the economic benefit to the employer of investing time and money in employee rehabilitation and preventative action
- ii) resource union reps to challenge employers to properly risk assess and reduce stress and over-work
- iii) ask employers to sign up to the “Mindful Employer” charter demonstrating a proactive approach to support good mental health in the workplace.

Chartered Society of Physiotherapy

14 Mental health

Conference believes that attitudes in the workplace to mental health issues are often hampered by a general lack of understanding or empathy. Mental ill-health can be a major contributing factor to sickness and absence in the workplace. Conference recognises that this can be a difficult subject matter to approach and unions and employers need to look constantly at ways to offer support to those living with the daily reality. Conference believes the full extent of the issue is as yet unknown and therefore instructs the TUC Disabled Workers Committee to:

- i) consult with affiliates to ascertain what practical and positive support can be given and to share best practice

- ii) raise awareness at every possible opportunity
- iii) encourage a greater understanding of mental health issues within the trade union movement thereby ensuring that they are recognised just like any other illness.

Transport Salaried Staffs' Association

15 Young workers and mental health

Conference believes it is clear that young people are amongst those groups where stress and mental health issues are of growing prevalence and concern.

Conference welcomes the work undertaken by the TUC on this issue so far, including their useful guide “Mental Health at Work: A Young Workers Guide”.

Conference believes that one way of supporting young members with mental health issues in particular, and other members more widely, would be to encourage unions to train volunteer ‘mental health first aiders’.

Following a short training course, participants would be able to help colleagues with mental health problems by directing them to the best available help and support.

Conference calls on the TUC Disabled Workers Committee to:

- i) encourage unions to make use of the TUC guide in raising awareness of the issues for young workers and to hold at least one activity around the issue in Young Workers Month (November) this year.

Motions

- ii) explore and promote the Mental Health First Aid concept amongst TUC affiliated unions.

UNISON

16 Improving access to mental health services

Conference notes that mental illness is a serious problem of our times, with increasing numbers of people suffering from common mental health disorders driven by a range of factors, including the pressures of government austerity and the rise in insecure, low paid employment.

Mental health services in this country have persistently failed to meet demand due to a long history of underinvestment, and this means the mental health conditions of many people go untreated. For example, only one in three adults aged 16-74 in England with conditions such as anxiety or depression were accessing mental health treatment in 2014. The stigma of mental illness and a lack of awareness about how to access services are also significant barriers to treatment that must be overcome.

The government has pledged to improve mental health services, but with little extra funding there is serious doubt over the merits of this commitment.

Conference calls on the TUC Disabled Workers Committee to intensify its efforts to support workers suffering from mental illness. This should include a vigorous campaign to increase levels of public funding for mental health services, and the provision of detailed and up-to-date guidance for union reps and members on how to access those services.

Communications Workers Union

17 Hidden disability rights

Conference condemns the on-going attacks on disabled people and the impact of this on securing disability rights for the millions of people with limiting long-term illness and impairments living and working in the UK.

Conference deplores the divisive and disgraceful rhetoric around welfare reform that is fuelling hostility towards disabled people.

Conference notes that of the millions of disabled workers in Britain today, many are confronted by the phrase ‘you don’t look disabled’ when seeking reasonable adjustments from employers.

Conference further deplores the culture of intolerance against disabled workers.

Conference calls upon the TUC Disabled Workers Committee to work with affiliates to:

- i) prioritise campaigning and bargaining policies that defend disabled workers’ rights and
- ii) campaign to raise awareness and remove the stigma associated with ‘hidden’ disabilities.

NASUWT

Amendment

Insert ‘non-apparent or’ before ‘hidden’ both in the title and in action point ii)

UNISON

18 Driver-only operation train services

Conference notes the disproportionate impact the removal of a second safety critical member of staff on trains has on the level of access and service to disabled people

Conference notes that Driver Only Operation (DOO) services have been supported by the government through the franchise system and increasing DOO has been creeping into services across the country not only on Southern GTR, but Arriva Rail North and Merseyrail. There is also the threat of extension of DOO in the new South West Trains and West Midlands this year.

Conference condemns Southern GTR and their refusal to ensure a second safety critical member of staff on their train service.

Conference praises the members of the RMT who have gone on strike for more than 30 days to stand up for safety and access of the travelling public.

Conference calls on the TUC Disabled Workers Committee to ensure that the interests of disabled people are protected when it is assisting affiliates in their industrial and political campaigns.

Conference notes that the only guarantee of a second member of staff is if they are safety critical and calls on the TUC to support safe and accessible train transport.

RMT

19 Guide Dogs and Assistance Dogs are working dogs

Under current legislation owners of working dogs such as racing greyhounds, sheep dogs and gun dogs are exempt from paying VAT on dog food.

However, since guide dogs and other assistance dogs are seen as pets, owners of these dogs as well as the charities that train them have to pay VAT on dog food.

These dogs are essential for normal day-to-day living for those affected by blindness, deafness and other impairments. These types of dogs, regardless of breed, are working dogs.

Additionally, disabled people have to pay VAT on veterinary charges for their guide dogs/assistance dogs. As it is necessary for a disabled person to own a dog they should be exempt from paying VAT on these fees.

Currently, Guide Dogs UK is lobbying the government to classify guide dogs/assistance dogs as working dogs and for their food to be zero rated.

Conference calls upon the TUC Disabled Workers' Committee to:

- i) campaign for equality for the owners of guide dogs and other assistance dogs
- ii) lobby the government for a change in legislation to reclassify guide dogs and other assistance dogs as "working dogs" for tax purposes ensuring a VAT exemption on food and veterinary care for these dogs.

Unite

Section two

Guide for delegates and visitors

Who attends the Disabled Workers' Conference?

All affiliated unions are entitled to be represented by a minimum of two delegates, provided always that they have paid the fee prescribed in Rule 3 of the Rules and Standing Orders of the Trades Union Congress. For affiliates with 10,000 or more members, the following entitlements also apply:

Affiliated organisations with between 10,000 and 20,000 members shall be entitled to be represented by a total of 5 delegates.

Affiliated organisations with between 20,001 and 50,000 members shall be entitled to be represented by a total of 10 delegates.

Affiliated organisations with between 50,001 and 100,000 members shall be entitled to be represented by a total of 15 delegates.

Affiliated organisations with between 100,001 and 500,000 members shall be entitled to be represented by a total of 20 delegates.

Affiliated organisations with between 500,001 and 1,000,000 members shall be entitled to be represented by a total of 25 delegates.

Affiliated organisations with over 1,000,001 members shall be entitled to be represented by a total of 30 delegates.

TUC Regional Councils, together with the larger Trades Union Councils, are also invited to send an observer. Observers sit

together in a separate section on the floor of Conference next to the delegates, and are able to speak in any debate, but not allowed to vote.

Many unions and outside organisations also send visitors to the Conference for all or part of the proceedings. The visitors sit separately and are not entitled to participate in any of the business of the Conference. Also in attendance are journalists and TUC staff.

How long does the conference last?

The Conference lasts two days; opening at 11.00 on Thursday and closing at 18.00; opening at 09.30 on Friday and closing at 17.30, with a break for lunch from 12.45 to 14.15 on both days.

Who is responsible for conference arrangements?

The TUC Disabled Workers' Committee acts as the Conference Arrangements Committee.

Who chairs the conference?

The Conference is chaired by members of the TUC Disabled Workers' Committee.

How is the committee elected?

The Disabled Workers' Committee will be composed of members of the TUC General Council appointed by the General Council and of seventeen members elected at the Disabled Workers' Conference; 14 (Section A) are general seats, 1 seat (Section B) for black members, 1 seat (Section C) for LGBT members, and 1 seat (Section D) for women members. Each affiliated union is entitled to make one nomination to each section and the nominees must be delegates to the Conference.

What does the conference discuss?

Each union is invited to submit one motion, of not more than 200 words, which must deal with one subject only. Motions are published in a preliminary agenda and unions are then invited to submit not more than one amendment, of not more than 60 words. A final agenda is then distributed to delegates.

Delegates' printed Order of Business indicates the Committee's attitude to each motion:

- **Support:** In order to allow more time for delegates the Committee usually (but not always) waive their right to speak in a debate on a motion or amendment they support.
- **Support with Reservations:** If necessary a Committee member will explain to Conference any reservations they may have on a motion or amendment they otherwise support. The union concerned is notified in advance of the Committee's reservations.
- **Remit/Oppose:** The Committee may ask remission of a motion before Conference. If the union will not agree to remit the motion a Committee member will speak in opposition to it.
- **Oppose:** A Committee member will speak on any motion or amendment opposed by the Committee.

A Committee member may also speak in order to make observations or points of explanation on a motion or amendment. In doing so the Committee member accepts collective responsibility on behalf of the Committee and does not represent a union or personal view.

A number of speakers of special relevance to the business of the Conference will address delegates at various times during the Conference.

In addition, there is an informal plenary session during the Conference.

What about emergency motions?

Any union may submit an emergency motion for consideration by the Conference. Such a motion must be signed by the union's General Secretary and received by the TUC General Secretary not later than the morning of 16 May 2017, and it must be accepted onto the agenda by at least two-thirds of delegates.

Motions to Congress

Delegates are able to vote for one resolution (ie one successful motion) of the Conference to go forward onto the agenda of the TUC Congress in September. (This could be a composite motion.)

Delegates receive a ballot paper listing all the motions to be debated. Each delegate is able to vote for the one motion they wish to see on the Congress agenda. The ballot papers will be counted at the end of the Conference and the result announced. The resolution with most votes becomes a motion to Congress. In the event of a tied vote, the Disabled Workers' Committee make the final decision at their meeting following Conference (see next section).

What happens to motions after the conference?

All motions carried (and now termed 'resolutions') or remitted form the basis of action by the Disabled Workers' Committee during the following twelve months. Resolutions are also considered by the General Council itself and TUC departments as part of the overall work of the TUC.

The resolution that the Conference voted onto the Congress agenda becomes the property of the union who moved the original motion. The union deals with it on behalf of the Conference. For example, the union might take decisions about compositing or accepting amendments. The union will move the motion at Congress on behalf of the Conference.

How are the debates conducted?

The rules of debate may differ from those at some union conferences. These are some of the main points:

- a) Moving and seconding a motion – a mover of a motion may speak for up to six minutes. The seconder is allowed three minutes, although a motion can be formally seconded.
- b) Debate and right of reply – subsequent speakers on the motion are allowed three minutes. A delegate is not normally able to speak more than once in any debate unless permission is given by the Chair, to make a point of order or explanation. Whether or not a motion has been opposed, the mover may be allowed three minutes to reply to the discussion on the motion but no new issues may be introduced into this reply.
- c) Moving an amendment – the proposer of an amendment is called to speak immediately after the seconder of the motion. Like a motion, an amendment has to be seconded or it falls. Further amendments are called in their order on the agenda. However, delegates moving amendments have no right of reply.
- d) Voting – delegates must remain in their seats during a vote. Voting is by a show of hands and all delegates are entitled to one vote. There are no union block votes and no card votes. It is the Chair's responsibility to call the result of the vote.

However, four tellers are appointed at the start of Conference to count the hands raised in the event of a close vote.

e) Points of order – delegates can raise points of order on the conduct or procedure of the debates.

f) Chair's ruling – the Chair's ruling is final.

Standing orders – the Standing Orders for the Conference can only be suspended if agreed by at least two-thirds of delegates to the Conference who are present and voting.

Speaking on a Report paragraph – the Chair calls each paragraph in the Report in turn, and any delegate may intervene to make a point on that paragraph. Again, up to three minutes are allowed. A member of the Committee will usually then reply.

Timing of speeches – it is important for delegates strictly to observe speaking time limits. If business over-runs allocated time it may be necessary during the course of Conference to reduce speaking times. This requires a two-thirds majority on a vote to suspend standing orders.

Section three

Standing orders

1 Title and purpose of the conference

The title of the Conference is the TUC Disabled Workers' Conference and its purposes are to:

- a) encourage disabled people to play a full and active role in the trade union movement; and
- b) advise the TUC General Council on issues of concern to disabled working people.

2 Date of conference

The Conference meets annually for two days in the spring, unless otherwise decided by the TUC Disabled Workers' Committee.

3 Basis of representation

All affiliated unions are entitled to be represented by a minimum of two delegates, provided always that they have paid the fee prescribed in Rule 3 of the Rules and Standing Orders of the Trades Union Congress. For affiliates with 10,000 or more members, the following entitlements also apply:

- a) Affiliated organisations with between 10,000 and 20,000 members shall be entitled to be represented by a total of 5 delegates.
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- d) Affiliated organisations with between 100,001 and 500,000 members shall be entitled to be represented by a total of 20 delegates.
- e) Affiliated organisations with between 500,001 and 1,000,000 members shall be entitled to be represented by a total of 25 delegates.
- f) Affiliated organisations with over 1,000,001 members shall be entitled to be represented by a total of 30 delegates.

4 The Disabled Workers' Committee

General Council representation

General Council members of the Committee are appointed by the General Council.

Elected members – seventeen

There are seventeen elected members of the Committee; 14 (Section A) are general seats, 1 seat (Section B) for black members, 1 seat (Section C) for LGBT members, and 1 seat (Section D) for women members. Each affiliated union is entitled to nominate one candidate for each Section. No candidate shall be eligible for election unless s/he is a delegate to Conference from her/his union. If a nominee is unable to attend the Conference, the nomination will only stand if the reason for non-attendance is acceptable to the Committee.

Voting shall be by ballot. Each trade union delegate attending the Conference has fourteen votes for Section A and 1 each for

Standing orders

Sections B, C and D, with not more than one vote being given to any one nominee.

Any elected member of the Committee who during the year ceases to be the official representative of their nominating union will cease to be a member of the Committee. Should a vacancy occur during the year among the elected seats, the runner-up in the election at the previous Conference will be invited to fill it

Conference Arrangements Committee

The Disabled Workers' Committee will act as the Conference Arrangements Committee.

5 Motions

Motions for the Conference agenda must be signed by the General Secretary of the union sending them and must reach the General Secretary of the TUC at least ten weeks before the date fixed for the Conference.

Each affiliated union is allowed one motion, of not more than 200 words, which should deal with one subject only. The Disabled Workers' Committee, acting in their capacity as Conference

Arrangements Committee, will draw to the General Council's attention any motion they consider does not comply with this requirement and the General Council will decide whether or not they are eligible for inclusion in the agenda. The decision of the General Council shall be final.

The motions included in the preliminary agenda are sent to each union as soon as possible after the closing date for their submission. The order in which subjects will be discussed is decided by the Disabled Workers' Committee acting as the Conference Arrangements Committee.

Each affiliated union is allowed two amendments, of not more than 60 words. All amendments to motions must reach the TUC General Secretary by a date to be decided by the Disabled Workers' Committee. Such amendments must be signed by the General Secretaries of the unions submitting them.

Notwithstanding the above provisions, the Committee may submit emergency motions. Additionally, any union may, subject to the approval of the Committee, be permitted to submit an emergency motion for consideration of the delegates to the Conference. No such permission will, however, be granted unless:

- i) such an emergency motion is received, signed by the union General Secretary, by the TUC General Secretary not later than the morning of 19 May 2016;
- ii) and at least two-thirds of the delegates agree to its inclusion on the agenda

In making arrangements for the Conference, the Committee has authority to take any steps considered necessary to co-operate with the unions submitting motions and amendments, in order that composite motions may be obtained wherever practicable. Failure to comply with the Committee's arrangements may involve a union's motion being deleted from the final agenda.

Delegates will select, by secret ballot, one resolution of the Conference to go forward onto the agenda of the succeeding TUC Congress.

6 Hours of the Conference

The Conference assembles at 11.00 on Thursday and closes at 18.00; opening at 09.30 on Friday and closing at 17.30, with a break for lunch from 12.45 and 14.15 each day.

7 Conference chair

The Chair of the Conference will be elected by the Disabled Workers' Committee.

8 Business of the Conference

The Conference considers the motions and amendments. There will also be an informal session. The agenda is sent to delegates not later than two weeks prior to the Conference.

9 Appointment of scrutineers and tellers

The delegates appoint four tellers at the start of the Conference.

10 Limitation of speakers

Six minutes are allowed for the movers of a motion and three minutes for each subsequent speaker. Speeches on behalf of the Committee are limited to six minutes unless otherwise agreed by the Conference. The Chair's address should be no longer than fifteen minutes. Guest speakers should not speak longer than the Chair.

A delegate may not speak more than once on any question unless permission to do so, on a point of order or explanation, is given by the Chair.

The mover may be allowed three minutes to reply to discussion on the motion concerned but no new matter may be introduced into such reply.

Delegates vote on the motion immediately the mover has replied.

11 Closure

The Previous question, Next business, or the Closure of the debate may be moved and seconded only by those delegates who have not

previously spoken during the debate and there shall be no speeches on such motions. Should the Closure be carried, the mover of the original motion shall have the right to reply in accordance with Standing Order 10.

12 Voting

The method of voting at the Conference on all matters except the election of representatives to serve on the Disabled Workers' Committee, and the selection of one resolution to go forward onto the agenda of Congress, shall be by a show of hands. The Chair will order votes to be counted by tellers where the result of a show of hands is not clear.

13 Suspension of standing orders

Standing Orders may be suspended only if agreed by at least two-thirds of delegates to the Conference who are present and voting.

14 Chair's ruling

The Chair's ruling on all matters shall be final.



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