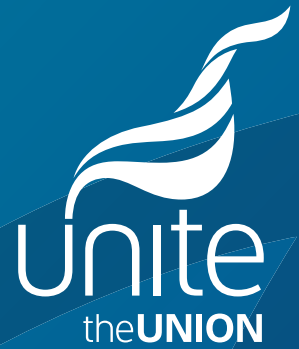


FIGHTING FOR
**JOBS, PAY &
CONDITIONS**



1st Standing Orders Report

6th Policy Conference, Liverpool

18-22 October 2021

Sharon Graham: General Secretary

Tony Woodhouse: Chair - Executive Council

Report of the Standing Orders Committee

1. Schedule of Meetings

We have elected James Mitchell as Chair with Tracy Downie and Barry Hartshorn as Vice-chairs. We met on 17 November 2020, 7 April and 12 August 2021. SOC will be available to meet with delegates during Conference as follows:

- Sunday 17 October 14:00 to 17:30 (from 14:10 to 16:20 dealing with composites only)
- Monday 18 October 10:00 to 12:00 and 16:30 to 17:30
- Tuesday 19 October 08:30 to 09:15 and 13:30 to 14:00 and 16:30 to 17:30
- Wednesday 20 October 08:30 to 09:15 and 13:30 to 14:00 and 16:30 to 17:30
- Thursday 21 October 08:30 to 09:15 and 13:30 to 14:00 and 16:30 to 17:30
- Friday 22 October 08:30 to 09:15

2. Committee Membership

Of those elected to SOC at the 5th Policy Conference in 2018 the following are no longer available to serve on the Committee: Dave Allan; Patricia Davis; Agnes Hilditch; Siobhan McCready; Martin McMulkin and Sam Webster-Moore. Replacement representatives have been put forward from the London & Eastern; North East, Yorkshire & Humber; North West; Scotland; South East and South West Regions.

Ian Bruce, the substitute delegate from the North West Region, has had to resign from SOC on health grounds.

3. Consideration of Motions

Because of the passage of time between the date originally set for Conference in July 2020, and a subsequent delay, with a final date in October 2021 we decided to allow branches and committees to revisit any Motion submitted to consider if it needed amendment in light of the new circumstances. We also allowed branches and committees to withdraw a Motion completely and submit a new, alternate Motion. As the coronavirus crisis continued we gave the senior committees of the union, which were mostly meeting usually electronically, authority to submit a supplementary Motion so long as it was connected with the coronavirus crisis.

Out of order

Rule 12.2 states that “Motions to the Policy Conference shall be confined to the general policies of the Union and shall not deal with matters relating to the interpretation or amendment of rule or which are concerned solely with the Union’s policy within an Industrial Sector”.

Accordingly we have ruled seven Motions, as listed below, “out of order” on the grounds indicated:

- East Midlands/Passenger RISC *contrary to Rule 4.3*
- London & Eastern/524 C/London V/Sector Branch *sector specific*
- London & Eastern/RM005 C/London Retired Branch *ineligible*
- Scotland/160 Dundee Retired Members’ Branch *ineligible*
- Scotland/162/Edinburgh Taxi Branch *sector specific*
- Scotland/164/OCS Glasgow Airport Branch *sector specific*
- Wales/Road Transport & Logistics RISC *sector specific*

Seven Amendments, as listed below, were ruled “out of order” on the grounds indicated:

- Ireland/NI/RM001 Belfast Retired Members’ Branch *ineligible*
- London & Eastern/Education RISC *contrary to Rule 4.3*
- London & Eastern/RM002 N/London Retired Branch *ineligible*
- Scotland/155/209 Glasgow Hospitality Branch *unconnected with motion*
- Scotland/162 Edinburgh Hospitality Branch *contrary to Rule 4.3*
- Scotland/163 Borders Retired Members’ Branch *ineligible*
- Wales/B5001 N/West Wales Retired Members’ Branch *ineligible*

a) Motions remitted to Executive Council

The movers of Motion 103 have remitted their Motion to the Executive Council.

The Executive Council asked the movers of Motions 56, 76, 84, 109 (to IEC), 130 to remit their Motions to the EC; the movers have agreed, the Motions will not be moved.

The EC has asked SOC to thank the movers of these Motions for their assistance.

Corrected text

The Scottish Regional Office advised SOC that the incorrect text had been submitted in connection with a Motion submitted by the Scottish Regional Disabled Members' Committee. The SOC has accepted this explanation and has allowed the correct text for Motion 30 to go forward for inclusion on the Agenda. The correct text of Motion 30 is included in this report.

4. Compositing and Grouping

SOC has drafted composites and are consulting about the text. If necessary, consultations will continue at Conference. A decision on movers and seconders will be taken at the SOC meeting on Sunday 17th October. Groups of Motions for common debate will appear in the Daily Report.

5. Standing Orders for Policy Conference.

The proposed Standing Orders for Conferences are attached. These have been drafted by the Executive Council in accordance with Rule 12(9) and are presented to Conference for approval.

6. Conference Timetable

The outline Conference timetable is attached. SOC will monitor progress and keep this under review.

7. Voting at Conference

The Standing Orders for Conference provides that votes shall be cast by a show of hands from among those delegates present at the Conference. In the event of a close vote, a delegate or the Chair may call for an electronic vote.

Delegates attending the Conference electronically will vote electronically at the same time as the show of hands.

8. Elections

Elections required at this Policy Conference are for the 7th Policy Conference Standing Orders Committee due to be held in 2023 and the Appeals Committee to hold office during 2021/23.

In the case of a ballot the stewards shall distribute and collect the ballot papers; the SOC (excluding any member seeking re-election) shall conduct the count. Delegates attending the Conference electronically will vote electronically at the same time as the paper ballot.

9. Conference Stewards

The Executive Council have appointed lay members to act as stewards. Stewards will assist delegates, distribute approved paperwork, collect nomination and expenses forms and provide security into and out of the conference hall.

10. Distribution of Paperwork to Conference Delegates

Only paperwork authorised by SOC can be issued to delegates within the conference centre.

11. Delegates leave of absence

Delegates who wish to leave conference early must seek the approval of the Standing Orders Committee. They may do this using the form provided, which is obtainable from their Regional Secretary who must indicate that they have acknowledged the request.

12. Emergency Motions

Emergency Motions shall be put in writing to the General Secretary for the attention of the Standing Orders Committee. No such motion shall be deemed an 'emergency' that is connected with circumstances which could have been dealt with by a branch or committee prior to the time allowed to forward motions for the agenda.

Emergency Motions, other than any submitted by the Executive Council, must be agreed at a statutory meeting of a Regional, National Industrial Sector or National Equalities Committee or must be signed by at least 10% of Conference delegates.

13. Collections

All collections must be authorised in advance by Standing Orders Committee.

14. Visitors

Standing Orders Committee welcomes member visitors and reminds them that they may not participate in Conference proceedings in any way.

Standing Orders Committee

James Mitchell (Chair)

Tracy Downie (Vice-chair)

Steve Froggatt

Lisa Higgins

John Kelly

Barry Hartshorn (Vice-chair)

Naomi Gravett

Frances Hourihane

Isabella Sutherland

30 Meaningful Sector Employment for People with Disabilities

Conference notes, that Governments across the UK and Ireland have published plans to support employment for disabled people as a response to the United Nations Convention on the Rights of Persons with Disabilities.

Disabled people make up 20% of the population yet make up just 11% of the private sector workforce and 11.7% of the public sector workforce.

Disabled adults are more often than not, simply unable to get access to paid employment. Despite actions to tackle this, progress seems slow and information and support is not reaching those who need it. This is compounded by cuts to local Government funding impacting on the availability of advice and support staff.

Disabled people gaining work report that the support is not in place to sustain employment and the awareness of existing support schemes such as Access to Work need to improve. Employers who use long term conditions and resultant absence rates as a reason to terminate employment against the person's wishes should also be held to account.

Conference therefore calls on the Union to lobby both the UK and regional Governments to work with public sector bodies to act now to improve the employment prospects of disabled adults. We seek a specific commitment for the public sector to commit a percentage of overall employment, fair paid meaningful work to be set aside for disabled people who currently receive PIP or legacy benefits and who want to work. We recognise that this will require improved linkage to Access to Work and other schemes that can support and maintain this employment.

Scotland/Regional Disabled Members' Committee

Monday 18 October – afternoon session – 1:00 pm

- Chair’s address – **Tony Woodhouse**
- Adoption of Standing Orders
- Report of Standing Orders Committee
- Obituary

Green Industrial Revolution – composites and motions

Comp #9 (inc M60, M61, M62 + A, M65, M68, M71, M74)	Climate Change and Just Transition
Comp #10 (inc M64, M66, M69, M70 + A, M73)	Climate Emergency
Motion 72	Fossil Fuels/Climate Change/Pensions
Motion 63	Balanced Energy Policy
Motion 67	Fuel Poverty
Comp #20 (inc M138 + A, M139, M140) Motion 141	Greening Unite

Improving Health & Safety – composites and motions

Motion 75	Mental Health
Motion 134	Mental Health/Reps’ Training
Motion 77	Tackling Alcohol Harm

Tuesday 19 October – morning session – 09:30

Economy & Industry – composites and motions

Comp #1 (inc M1, M2 + A, M3, M4, M5, M6) Motion 7	Manufacturing Matters
Comp #2 (inc M8 + A1 + A2 + A3, M9)	Collective Bargaining
Comp #3 (inc M10, M11, M12, M13 + A)	Automation & Digitisation
Comp #4 (inc M14, M15)	Apprenticeships & Skills

10:30 ***General Secretary Address - Discussion on Manifesto Programme to include Q&A***

SHARON GRAHAM

LUNCH: 12:30 – 2:00

Tuesday 19 October – afternoon session – 2:00 pm

Economy & Industry – composites and motions (contd)

Motion 16	Working Time
Motion 17	Modern Industrial Nation
Motion 18 + A	Trade Union Facility Time
Motion 19 + A	Employment Charter
Motion 20	Road from Casualisation
Motion 21	Fair Tips

Covid-19 and the Coronavirus Crisis – composites and motions

Motion 145 Motion 150 Motion 151 Motion 152	A New Deal in the Post Covid World
Comp #21 (inc M146, M147) Motion 162	Organising Post Covid
Comp #22 (inc M147, M153, M155)	Covid-19, Sick Pay and Support
Comp #23 (inc M149, M156)	Covid-19 and Mental Health
Comp #24 (inc M157, M158, M159) Motion 160	Covid-19 and Equalities
Motion 144	New Ways of Communicating/Meeting
Motion 154	Covid-19, Cash and Bank Branches
Motion 161	Care in the Community

Wednesday 20 October – morning session – 09:30

Equalities – composites and motions

Comp #5 (inc M39, M40, M41) Motion 38 Motion 42	Migrant Workers
Motion 22 Motion 23 + A1 + A2	Unite and Equalities
Motion 24 +A	Equality Reps
Motion 25	Paternity Leave
Motion 26	Domestic Abuse
Motion 27	Unite Women’s Network
Motion 28	Abortion Rights
Motion 135	BAEM Employment with Unite
Motion 82	Growing Unite and BAEM Members
Motion 29	Independent Living
Motion 30	Jobs for those with Disabilities/Scotland
Motion 31	Disabled People/Buses
Motion 32	TUC Disability Passport

Motion 33	Social Model of Disability
Motion 34	Disability Related Absence
Motion 35	Commercialisation of Pride
Motion 36	LGBT+ Sexual Harassment
Motion 37	LGBT+ Education

**12:10 Solidarity speaker: Andy McDonald MP, former Labour
Shadow Secretary of State for Employment Rights**

LUNCH: 12:30 – 2:30

Wednesday 20 October – afternoon session – 2:30 pm

LEN McCLUSKEY – an appreciation and farewell

Rights for Workers and their Unions – composites and motions

Comp #16 (inc M99, M100, M101) Motion 98 + A1 + A2	Anti-union Laws
Comp #17 (inc M105, M106 +A)	Surveillance & SpyCops
Motion 102	Agency Worker Regulations
Motion 104	ILO Convention on Violence and Harassment

Thursday 21 October – morning session – 9:30 am

Social Action – composites and motions

Comp #18 (inc 111 + A, 113 + A) Motion 110 Motion 112 Motion 119	National Health Service
Comp #19 (inc M117, M118) Motion 114 Motion 115 Motion 116	Local Authority Cuts
Motion 120 + A	Public Services
Motion 121	End Unfair Evictions
Motion 122 + A	Accessible Welfare
Motion 123 Motion 124	Digitisation and Welfare
Motion 126 Motion 127	Care Homes
Motion 125	Unfair Overdraft Charges
Motion 129	Power of Attorney

Organising – composites and motions

Comp #11 (inc M79, M80, M81) Motion 137	Precarious Workers
Motion 83	Organising Young Workers
Motion 136	National Youth Co-ordinator
Motion 78	Organising in Hospitality and Tourism

Executive Council Report

LUNCH: 12:30 – 2:00

Thursday 21 October – afternoon session – 2:00 pm

Global Solidarity, International & Europe – composites and motions

Motion 43	Brexit & Ireland
Motion 44	Brexit & Gibraltar
Comp #6 (inc M45, M46) Comp #7 (inc M47, M48) Comp #8 (inc M50, M51) Motion 49 Motion 107 Motion 108	The Post Brexit World

15:00 **Solidarity speaker: Frances O’Grady, TUC General Secretary**

Motion 52	Black Lives Matter
Motion 53	India & Kashmir
Motion 54 + A	Palestine
Motion 55	IHRA
Motion 57 Motion 58	Latin America
Motion 59	Turkey/Kurds

Solidarity speaker (video clip): Tom Conway, President, United Steel Workers

Friday 22 October – morning session – 9:30 am

Pensions & Retirement – composites and motions

Comp #12 (inc M88 + A, M89) Motion 86 Motion 85	State Pension
Comp #13 (inc M91, M128)	Dignity for Older People
Motion 87	Pension Protection Fund
Motion 90 + A	National Pensioners' Convention
Motion 132 Motion 133	Retirement & Pensions Education

Political & Labour Party – composites and motions

Comp #14 (inc M92, M93, M95)	Preferential Voting
Comp #15 (inc M96, M97)	Clause IV

Union Administration & Membership Services – composites and motions

Motion 141	Strike funds
Motion 142	Branch ICT
Motion 143	Trade Union Councils
Motion 131	Transport from Heathrow

- Business not dealt with previously
- Closing speech – **Sharon Graham, General Secretary**

6th POLICY CONFERENCE 2021

Standing Orders for Conference, issued by the Executive Council

1. Purpose

The Policy Conference shall have the following purpose:

- 1.1 to be the supreme policy making body of the Union;
- 1.2 to determine general policies of the Union but not matters relating to the interpretation or amendment of rules/or matters pertaining solely to an industrial sector; following the conference any motion which commits the union to expenditure of funds must be put to the Executive Council for consideration and ratification before implementation;
- 1.3 to present to the union's wider membership, and the general public, the union's policies in an informative, favourable and accessible way;
- 1.4 to elect a Standing Orders Committee for the subsequent Policy Conference with members of the Committee drawn from each region as determined by the Executive Council; the procedure for this election is attached as an appendix to these standing orders;
- 1.5 to elect an Appeals Committee as per Rule 27.7.4 with members of the Committee drawn from each region as determined by the Executive Council; the procedure for this election is attached as an appendix to these standing orders.

2. Role of the Standing Orders Committee

- 2.1 To consider the eligibility of motions based on Rule 12.2 and their compliance with the Standing Orders (e.g. ruling out late submissions).
- 2.2 Taking responsibility for the compositing process and agreeing the contents of composite motions and their proposers and seconders with the submitting bodies or their representatives.
- 2.3 Proposing the schedule for sessions of the Policy Conference including the order and grouping of motions, subject to the direction of the Chair of Conference.
- 2.4 Advising the Chair of Conference of the presence of any contradictory motions that are on the agenda.

- 2.5 Protecting the integrity of Conference (e.g. agreeing collections, distribution of materials, etc.) With regards to conference exhibition - stalls are let at the discretion of the General Secretary.
- 2.6 To ensure that regions allocate ownership to those motions which do not have delegates in attendance at the Conference.
- 2.7 To ensure that Sectors/Equalities allocate ownership of National Sector and National Equalities Committee motions to appropriate delegates at the conference.

3. Composition and size of the Policy Conference

- 3.1 The Policy Conference will comprise, so far as is reasonably practicable, of one lay delegates for each one thousand three hundred paying members of the Union elected by Regional Industrial Sector Committees and National Industrial Sector Committees as determined by the EC.
- 3.2 Five delegates, one each representing the National Women's, National Black & Asian ethnic minorities, National LGBT+, National Disabled Members' and National Young Member's Committees.
- 3.3 In addition there shall be elected by each Regional Committee of the union:
 - 3 delegates from each Regional Committee,
 - 2 delegates representing LGBT+ members
 - 2 delegates representing Disabled Members
 - 2 delegates representing Young Members
 - 1 delegate representing Retired members

4 Delegates and Attendees

- 4.1 All members of the Executive Council shall be invited to attend, speak but not vote.

5. Chair

- 5.1 The Conference shall be chaired by the Chair of the Executive Council. In his/her absence the conference shall be chaired by a Vice-chair of the Executive Council.
- 5.2 The Chair shall have no vote or casting vote.

6. Secretary

- 6.1 The General Secretary shall act as Secretary to the Conference.

7. Agenda

7.1 The Agenda shall include:

- a) Adoption of Standing Orders
- b) Chair's opening address
- c) Standing Orders Committee Report
- d) Obituary
- e) General Secretary's Keynote Address
- f) Executive Council Report to Conference including:
 - i Report on any substantive policy decisions made by the Executive Council since the previous Policy Conference for ratification as per Rule 14.9.9
 - li Report on implementation of proportionality under Rule 11.2
 - iii Report on changes to lay members expenses under Rule 21
- g) Consideration of general policy motions and composite motions
- h) Election of Standing Orders Committee for next Policy Conference
- i) Election of the Appeals Committee
- j) Political, international and other speakers.

8. Conduct of Elections

- 8.1 All nominees in conference elections shall be individually nominated and seconded. Nominees who do not attend may be elected provided they have given an appropriate apology reported by the General Secretary and accepted by conference.
- 8.2 In the case of a paper ballot the conference stewards shall collect the ballot papers; the SOC shall act as scrutineers.
- 8.3 Any dispute about the conduct of an election should be settled by the Chair. If it is not possible to settle any dispute at the Conference, then an appeal should in the first instance be lodged with the Standing Orders Committee which has overall responsibility for the conduct of the elections.
- 8.4 In the unlikely event that any such dispute cannot be settled by the Standing Orders Committee, a final appeal against the decision of the Chair can be forwarded to the General Secretary, who may delegate handling the appeal to an appropriate senior official.

9. Conduct of Business

- 9.1 The Chair shall be responsible for the conduct of the meeting. Delegates may only speak when called by the Chair.
- 9.2 The mover of a Motion or Executive Statement shall be allowed five minutes and subsequent speakers three minutes each. Subject to the Chair's

discretion, no delegate shall be allowed to speak more than once on any motion except the mover who shall have the right of reply. Replies on behalf of the Executive Council shall be allowed no more than 5 minutes.

- 9.3 Votes shall be cast by a show of hands from amongst those delegates present at the conference. In the event of close vote, a delegate or the Chair may call for an electronic vote.
- 9.4 The Chair may decline a call from a delegate for such an electronic vote if s/he considers that the request is frivolous or vexatious.
- 9.5 Next business, that the vote be taken or such other procedural motions may be moved and seconded by any delegate who has not previously spoken during the debate. There shall be no speeches on such motions.
- 9.6 Emergency motions shall be put in writing to the General Secretary for the attention of the Standing Orders Committee. No such motion shall be deemed an 'emergency' that is connected with circumstances which could have been dealt with by a branch or committee allowed to forward motions for the agenda.
- 9.7 Emergency Motions, other than any submitted by the Executive Council, must be agreed at a statutory meeting of a Regional Committee, National Industrial Sector Committee or National Equalities Committee or must be signed by at least 10% of Conference delegates.
- 9.8 In the event of an Executive Statement being tabled the Chair of Conference, after receiving advice from SOC, shall rule which motions and amendments are covered by it and therefore fall if the Executive Statement is carried.
- 9.9 Motions and Amendments not fully covered by the Executive Statement will be debated in accordance with these Standing Orders.
- 9.10 Where an Executive Council statement is tabled a speaker shall reply on behalf of the Executive at the conclusion of the debate.
- 9.11 If there is a conflict on any point between an Executive Statement and a Motion which are both carried by Conference, the Executive Statement shall take precedence.
- 9.12 The Chair shall have the same speaking rights as any other delegate. In addition, the Chair may intervene during or at the conclusion of any discussion, to clarify the issues decided and/or to sum up the discussion.

- 9.13 A delegate who wishes to raise a point of order (which must be confined to the manner in which the meeting is being conducted) should say “point of order” and hold his/her hand aloft until called by the Chair. Subject to that exception, delegates should not interrupt another speaker.
- 9.14 The ruling of the Chair on any question relating to the conduct of the meeting shall be final unless a challenge to the Chair is supported by at least two thirds of the delegates present.

10. Smoking/Alcohol/mobile phones

- 10.1 There shall be no smoking (including e-cigarettes/vaping) or consumption of alcohol allowed at the Conference.
- 10.2 All mobile phones should be switched to silent at all times during Conference.

Election of Standing Orders Committee for the 7th Policy Conference 2023

- 1) The Standing Orders Committee will consist of 10 members (subject to meeting Rule on gender and ethnic minimum proportionality).
- 2) There is a minimum proportionality requirement of at least 3 women members and at least 1 BAEM member.
- 3) A member of the SOC may not be a delegate to Conference.
- 4) Conference delegates and SOC members may stand for election for the next SOC if proposed and seconded.
- 5) The election will be conducted on a regional basis.
- 6) Should the necessary gender and/or ethnic minimum proportionality not be met a further ballot will be held on a conference wide basis.
- 7) Should a second ballot be used no Region may have more than two members of the SOC.

Election of the Appeals Committee for 2021/23

- 1) The Appeals Committee will consist of 10 members (subject to meeting Rule on gender and ethnic minimum proportionality).
- 2) There is a minimum proportionality requirement of at least 3 women members and at least 1 BAEM member.
- 3) A nominee for the Appeals Committee must be a delegate to Conference.
- 4) The election will be conducted on a regional basis.
- 5) Should the necessary gender and/or ethnic minimum proportionality not be met a further ballot will be held on a conference wide basis.
- 6) Should a second ballot be used no Region may have more than two members of the Appeals Committee.

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