



Final Agenda: TUC Disabled Workers' Conference 2012

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Section one

Motions

1 A cycle of discrimination for disabled workers

Conference is appalled that disabled workers face a worsening cycle of discrimination as a result of the current economic crisis.

Conference fears that, with escalating numbers of candidates applying for every vacancy, employers can disregard disabled applicants. Conference fears that many disabled workers in work are being forced out as stress and insecurity increase and employers are unwilling or perceive they are unable to make reasonable adjustments.

Conference condemns the introduction of fees in employment tribunals which will make it harder for workers to challenge unfair dismissal because of costs. Conference calls on the TUC to campaign for a free, accessible employment tribunal system.

Conference calls on the government to ensure employers meet their legal responsibility to remove barriers. Conference calls on the government to extend Access to Work as part of their job creation strategy.

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Conference calls on the TUC to strongly refute the stigmatisation of disabled workers as ‘scroungers’ and ‘workshy’ and the demonisation of disabled people who are unable to work.

Conference calls on the TUC to:

- i) vigorously campaign to retain, extend and publicise Access to Work; and
- ii) support campaigns, such as the Time to Talk campaign to end mental health discrimination.

National Union of Teachers

Amendment

At the end of motion add the following additional bullet point:

“iii) campaign with the Remploy trade unions to stop the closures and privatisation of Remploy factories and to enable the factory sites to be part of a national industrial training programme for young disabled people to gain vital experience.”

GMB

Amendment

Add additional bullet point:

“iii) continue to campaign vigorously against the Coalition Government’s ideologically driven attacks on employment

and equality law and on access to justice through changes to the Employment Tribunal system, all of which will disproportionately affect workers with disabilities.”

NASUWT

2 The politics of self-interest

Conference deplores the tone of contemporary political debate. It is dominated by adherence to a narrow self-interest which denies the ethical imperative for mutual support in society and creates a climate of ‘everyone for themselves’. Conference believes that this climate encourages behaviour which strips the dignity from disabled people, as illustrated by discrimination in education as well as recent reports on care homes and the NHS.

Conference welcomes the TUC briefing *Disabled People Fighting the Cuts* and calls on the TUC to include ethical dimensions in its arguments for fairer policy in this area.

Association of Teachers and Lecturers

3 Welfare to Work

Conference is appalled at this government’s continued attacks on disabled people during the recession. We are particularly concerned about ‘workfare’ being used to get disabled people

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claiming disability benefits into work experience as part of the 'Get Britain Working' policy; this is ineffective as it is an inaccessible method of challenging institutional discrimination against disabled people. Furthermore, 'workfare' is exploitative and drives disabled people into even greater poverty. Workfare fails to reflect the significant barriers disabled people face in the job market; employers are unlikely to make reasonable adjustments and the Access to Work Scheme does not make provision for volunteer work situations. We are particularly concerned about the impact of workfare on young disabled people who already face additional economic and social exclusion. The lack of opportunities to fully accessible paid work opportunities will no doubt perpetuate long-lasting and damaging life chances for some of the most vulnerable in our society, especially young people.

Conference calls upon the TUC Disabled Workers' Committee to continue its representations by leading a sustained campaign for improvements to disabled people's work opportunities, challenge disability-related poverty and fight detrimental changes to public service provision to disabled people, especially young disabled people.

UNISON

Amendment

Insert before last paragraph:

“Conference is totally opposed to workfare and welcomes the campaigning activity exposing this as near-on slave working.”

National Union of Rail, Maritime and Transport Workers

Amendment

Add new paragraph at end:

“Furthermore, involvement of companies such as A4e and ATOS casts serious doubts on the role of the private sector in welfare schemes. The TUC Disabled Workers’ Committee is therefore instructed to campaign against further privatisations of core welfare work and for that already privatised to be returned to the public sector to be run for people and not profit.”

Public and Commercial Services Union

Amendment

Add after paragraph 1:

“Conference believes that the Atos-run Work Capability Assessments are designed to reduce the number of people granted Employment and Support Allowances, not about maximising the opportunities for disabled people to find paid employment. Conference demands that the government invest

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in providing support for disabled people to work, not in excluding disabled people from benefits.”

Unite

Composite 1

(Motion 4 and amendments: Discrimination – disability leave, disability-related absence and sickness)

Conference is concerned about the impact upon disabled people of the continuing confusion that exists around disability leave, disability-related absence and sickness leave. This is compounded when employers combine their disability absence figures with their sickness figures when calculating sickness absence.

Disability related absence should not be included in an employee’s total sickness record and must not be used to influence decisions relating to promotion, references or selection for redundancy.

Accordingly, Conference calls on the TUC to exert its influence with employers and government in conjunction other interested partners, including disabled self-organised groups, to ensure that the collection and use of this data should be separated to help prevent discrimination.

Finally, all members put under review for their time off for whatever reason will be entitled to have a union representative with them at every stage.

Napo

National Union of Rail, Maritime and Transport Workers

University and College Union

5 Reasonable adjustments

Conference is concerned that despite equality policies often being in place and despite the availability of assistance from Access to Work, many workers continue to experience considerable difficulties in obtaining the reasonable adjustments they are entitled to under the Equality Act.

Conference therefore calls on the TUC and all affiliates to campaign to ensure that:

- i) organisations have a clearly defined pathway for dealing with requests for reasonable adjustments, as well as training and further support if problems occur
- ii) Equality Officers within organisations are granted sufficient status and authority to be able to ensure that equality policies are upheld

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- iii) where necessary, trade union sides keep the issue of reasonable adjustments as a standing item on their negotiating agenda until the situation improves.

Chartered Society of Physiotherapy

Amendment

Add new paragraph at end:

“Further, Conference calls on the government to provide practical assistance to all employers to make a real difference within their organisations, in particular:

- a) access to practical advice and assistance on providing reasonable adjustments
- b) advice on and access to suitable training on all workplace disability issues for line managers.”

Prospect

6 Mentally healthy workplaces

Conference recognises the efforts of previous TUC Disability Conferences to tackle mental health discrimination. However, Conference notes that discrimination against people with mental health impairments is still rife and therefore more needs to be done to address this issue.

Conference welcomes the TUC's lead in collaborating with Mind, and calls on all affiliated unions to work with Mind and other similar organisations to develop practical initiatives

in the workplace which deliver real improvements.

Recognising that line managers have a crucial role in supporting their staff, unions should work with employers to:

- i) ensure line managers are properly equipped to identify, and to deal with, rising levels of stress which may lead to mental health issues in the workplace
- ii) encourage constructive discussion in the workplace about mental health issues
- iii) implement good practice policies, on issues such as work/life balance, performance management, flexible working hours and bullying and harassment which will help all employees to maintain good mental health.

Prospect

Amendment

Insert a new second paragraph:

“Current top-down reorganisations of health, education and other public services is increasing the incidence of work-related stress within public sector workplaces.

Announcements about regional pay will create further insecurity for disabled workers in the public sector.

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Conference calls on the government to recognise that its under-valuing of the public sector threatens the mental health of public sector workers.

National Union of Teachers

7 Decent state pensions for disabled people

Conference is appalled at changes to benefits and attacks on pensions for disabled people.

The government claims that pensions would remain considerably better than those available in the private sector but we know this is classic divide-and-rule and a complete diversion.

People are living longer but there are massive inequalities in life expectancy. The wealthiest can often afford to take early retirement, whereas disabled people have to continue working beyond state retirement age. Forty per cent of people aged 65–74 have impairment or illness that limits their quality of life.

Forcing people to work longer will have a disproportionate impact upon disabled people who will increasingly become targets in the workplace. This is yet another regressive change where disabled people will be the hardest hit.

Action is needed to secure decent state pensions as the foundation for pensioner income and decent employer-sponsored pension provision for all workers in all employment sectors.

Conference agrees to:

- i) organise another national demonstration similar to the 2011 Hardest Hit demonstration
- ii) produce new campaign materials reinforcing our arguments about pensions
- iii) organise lobbies of parliament and other relevant organisations
- iv) work with other groups representing the interests of disabled people on the campaign.

Public and Commercial Services Union

8 Ethical reporting and unionised workplaces

Conference commends the NUJ and its members for continued efforts to promote good practice when covering disability and equality issues.

NUJ members' experience in unionised workplaces demonstrates that trade unions provide security for members and workers to raise concerns and challenge poor practices and poor management. Evidence presented to the Leveson

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Inquiry substantiates the NUJ's position that journalism and journalistic practice are significantly more sensitive and responsible in unionised workplaces, particularly in relation to disability reporting and issues such as benefits and disabled people's rights.

Conference calls on the TUC, together with the Federation of Entertainment Unions (FEU) to campaign to:

- i) raise awareness that NUJ members agree to uphold a code of conduct as a membership condition, that ethical journalism and collective strength within unionised workforces more effectively counter commercial and political pressures that insidiously encourage poor ethical practice
- ii) promote union membership among all workers handling news and information (including PRs and website practitioners) to increase the quality and accountability of journalism (through joint memberships wherever available)
- iii) ensure that unions and organisations concerned with ethical journalism should, to promote the principle of 'union work for union members', wherever possible deal with NUJ members.

National Union of Journalists

9 Defending rights for disabled people

Conference condemns the coalition's attack on social security support for disabled people. Reduction in support is often couched in a debate about rights and responsibilities and the need to help disabled people into work. This is disingenuous and ignores the harsh reality of rising unemployment, discrimination at work against disabled people, employer reluctance to make reasonable adjustments, the fact that not all disabled people can work and cuts to public sector jobs and services.

Conference is appalled by recent headlines labelling disabled people as workshy, scroungers and shirkers. These headlines have real and tragic consequences. Increasingly this debate is also influencing attitudes towards people in work. Reps are reporting resentment of disabled workers in the workplace including a belief that people falsely claim to be disabled, an increase in instances of managers refusing to make reasonable adjustments and disciplining disabled members for performance or sickness absence reasons and harassment.

Conference welcomes the important role the TUC plays in setting the record straight and asks unions to:

- i) continue their work to highlight the damaging consequences of prejudice and hatred

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- ii) ensure that campaigns against cuts, including cuts to benefits, give a voice and space to disabled members.

Union of Shop, Distributive and Allied Workers

Amendment

Insert new paragraph 2:

“Conference is also alarmed that the IT development work for the government’s new flagship benefits system, universal credit, is being off-shored to India.”

Add new sub-paragraph at end:

“iii) campaign to retain all universal credit work within the UK public sector.”

Public and Commercial Services Union

10 Disability hate crime

Conference is very concerned at the recent increase in much of the press and media, of their portrayal of disabled people labelling them as “scroungers” and “workshy”.

This has been highlighted further by the recent comments made by Philip Davies, MP for Shipley, in a House of Commons debate, stating that “disabled people should work for below the minimum wage”.

Conference opposes any under-funding which has a serious impact of the service provided to disabled people. These types of comments are particularly unhelpful in the current economic climate where disabled people are bearing the brunt of the Condem cuts agenda.

Conference believes disability hate crime must have a much higher priority and must work to end the discrimination face by disabled people.

Conference calls and campaigns for:

- i) challenges to the right wing media attacks against disabled people at all levels in society
- ii) more protection for disabled people in relation to their portrayal in the media
- iii) a properly funded hate crime programme provided by the public sector
- iv) appropriate disability training of all such staff carrying out the tasks
- v) the government to honour its hate crime commitment and not force disabled people to face unsafe circumstances.

Unite

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Amendment

Add new paragraphs 5 and 6:

“Conference believes that the prevention of disability hate crime can only be achieved through education, including education about the human rights of disabled children and adults.

“Conference endorses the aims of Disability History Month and calls on affiliates to use Disability History Month and the social model of disability to challenge the attitudes about disabled people that generate hate crime.

National Union of Teachers

11 Media attacks on disabled people

Conference is saddened by the increase in both frequency and ferocity of attacks on disabled people in certain areas of the media. The word “scrounger” is often added when articles refer to those claiming benefit. Facts and figures concerning incapacity benefit and Disability Living Allowance are distorted and misrepresented. This was highlighted in a report produced in October 2011 by the University of Glasgow and Inclusion London entitled *Bad News for Disabled People: how newspapers are reporting disability*.

Conference calls upon the TUC Disabled Workers’ Committee to work together with the TUC and the media

unions to present a positive and accurate view of disabled people and actively to challenge such attacks when they appear.

FDA

12 Media coverage of disabled people

Conference deplores the recent portrayals of disabled benefit recipients as benefit-scrounging, work-shy cheats by some elements of media as part of the Welfare Reform Bill's coverage. Such portrayals are inaccurate and offensive and they generate public resentment toward disabled people and fuel disability hate crime.

In this environment it is more important than ever that the media portrays a range of disabled people on television to act as a counterweight to the negative and one-dimensional portrayals that have become increasingly prominent. Disabled people should be seen on television as presenters, participants in reality TV shows and in television dramas. Despite efforts by the broadcast industry, there are still too few portrayals of disabled people on television.

Conference therefore calls on the TUC Disabled Workers' Committee to create an online petition to demand that broadcasters take urgent action to increase the visibility and range of disabled people and disabled character roles on TV.

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This online petition is to be distributed to affiliates and will support Equity's campaign to improve the portrayal of disabled people on TV.

Equity

13 Sustainable supported employment

Conference recognises the need and reiterates its support for the maintenance and expansion of supported employment for disabled workers across the UK. Conference notes that there are only 22,000 places in total available in England, Wales and Scotland in the highly successful DWP Work Choices Programme, with placements in Remploy and local authority factories and in wider employment, helping to underpin sustainable supported employment.

Conference recognises that supported employment placements contribute to a balanced programme of choice for disabled people in an economy where it is increasingly difficult for disabled people to find decent jobs with terms and conditions negotiated by trade unions.

Therefore, to help even more disabled people find work, Conference calls on the TUC to lobby the DWP to expand the number of places available in all aspects of the Work Choices programme and in particular in supported employment.

Furthermore, Conference calls for the continued development

of sustainable models of supported employment across the UK to provide jobs for disabled people.

Community

14 Defence of supported employment establishments

Conference notes with concern and anger the attacks on disabled people by the Condem Government, in all aspects of their lives that help towards having an equal quality of life with people who are not disabled. For example cuts in welfare, the attacks on benefits, DLA etc.

Conference also notes again with anger and concern the attacks on supported employment establishments such as Remploy, which if closed will see thousands of people with disabilities and their families consigned to a life of poverty.

Conference recognises that good quality employment is the best way of eradicating poverty for people with disabilities and that the individual is best placed to decide what type of employment is suitable for their own needs and requirements.

Conference therefore calls on the TUC and its affiliate unions to vigorously campaign and defend supported employment establishments that are under threat, by whatever means is deemed appropriated by the trade unions involved on those sites.

GMB

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Amendment

Add after second paragraph:

“Conference is appalled at the announcement by the Condem Government to close 36 of the 54 remaining Remploi sites with the complete closure of all 54 factories by the end of 2013. These factories have been systematically run down so they become unprofitable and is a disgraceful attack on disabled workers.”

Unite

15 Access to education

Conference recognises the importance of education for disabled people and notes that the government’s education and welfare reform agenda is eradicating not only the opportunity to be educated but the ability to work in education. The dismantling of a cohesive free education system makes access even harder and the funding and course cuts leave even less options for disabled people. This ideologically driven vicious agenda to make disabled workers and students disappear from our educational establishments at a time when disabled people face severe cuts to their living standards must be challenged through a co-ordinated campaign through the TUC.

Conference calls upon the TUC to work with the education unions and organisations representing disabled people to produce a detailed briefing covering primary through to higher education, including:

- i) information on the impact of the cuts including changes to benefits, including EMA, on disabled students' access to education
- ii) the impact of the cuts in jobs in education on disabled workers
- iii) the impact of the cuts on educational outcomes for disabled people.

Conference calls on the TUC to publicise the findings and find parliamentary opportunities to challenge the ConDem agenda.

University and College Union

Amendment

Add after paragraph 1:

“Conference condemns the decision of the Coalition Government to block the EHRC from issuing statutory codes of practice for the Public Sector Equality Duty and instructs the TUC vigorously to campaign for such statutory provisions.”

NASUWT

16 Standing up for standards

Conference condemns the Coalition Government's ideological assault on state education and concerted attacks on the working conditions of teachers.

Conference notes with concern the results of the NASUWT "Big Question" survey, showing that 73 per cent of disabled teachers are seriously considering quitting teaching, and the union's research on prejudice-related bullying and harassment showing that between 2007 and 2011, bullying and harassment of disabled teachers rose by 10 per cent.

Conference asserts that an attack on disabled teachers is an attack on the education of children and young people.

Conference applauds action by affiliates in Standing Up For Standards and continuing to campaign for the rights of all teachers in terms of pay, pensions, working conditions and job security.

Conference calls on the TUC to work with affiliates to highlight the impact of the attacks on teachers and on children's education.

NASUWT

Amendment

Insert after paragraph 3:

“Evaluation by students of teaching staff in further and higher education can often become a mechanism for bullying, harassing and discriminating against disabled staff.

Discriminatory attitudes can impact on the way in which students rate courses and lecturers. Management can use these feedback forms as an objective indicator of teaching quality for the purpose of staff probation and promotion.”

University and College Union

17 Lost Arts

The UK has an unrivalled reputation for the quality of its arts, culture and heritage. This reputation has been earned over many years and is due in no small part to public funding from successive governments. The arts in the UK are having to share the burden of an economic policy which has led to substantial cuts in public funding over the next three years.

Lost Arts has been set up by eight unions that represent people who work in the arts in the UK. It records and catalogues all of the projects, events, initiatives, performances, organisations and companies that will be lost due to the cuts in public funding. Many of these are arts organisations which

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exist to support, encourage or champion artists and audiences with disabilities.

We want to make sure that the effects of these cuts are properly accounted and freely publicised. By keeping an account of the damage done, we hope to win the argument for public funding of arts and culture once and for all.

Conference calls upon the TUC Disabled Workers' Committee to support the Lost Arts campaign.

Musicians' Union

18 Free internet broadband

Conference instructs the incoming TUC Disabled Workers' Committee to pressure our government to provide funding that will enable individuals who have physical restrictions linked to a disability to have free internet broadband services and in addition, where required, specialist adapted computer equipment.

Communication Workers' Union

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:

- a) Affiliated organisations with between 10,000 and 20,000 members shall be entitled to be represented by a total of 5 delegates.
- b) Affiliated organisations with between 20,000 and 50,000 members shall be entitled to be represented by a total of 10 delegates.
- c) Affiliated organisations with between 50,000 and 100,000 members shall be entitled to be represented by a total of 15 delegates.
- d) Affiliated organisations with between 100,000 and 500,000 members shall be entitled to be represented by a total of 20 delegates.

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- e) Affiliated organisations with between 500,000 and 1,000,000 members shall be entitled to be represented by a total of 25 delegates.
- f) Affiliated organisations with over 1,000,000 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 Wednesday and closing at 18.00; opening at 09.30 on Thursday 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.

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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 23 May 2011, 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.
- g) *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.
- h) *Speaking on a Report paragraph* - the Chair calls each paragraph in the Report in turn, and any delegate may

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intervene to make a point on that paragraph. Again, up to three minutes are allowed. A member of the Committee will usually then reply.

- i) *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.

Report of the TUC Disabled Workers' Committee

As well as discussing motions, the Conference receives the Report of the TUC Disabled Workers' Committee, which reports the work of the Committee over the past year, including the implementation of resolutions from the previous Conference. Each paragraph is listed on the printed Order of Business distributed to delegates and the Conference proceeds paragraph by paragraph through the Report. Delegates are entitled to question the Committee on the issues contained in any paragraph when the number of that paragraph is called by the Chair.

Motions are ordered to correspond to the subjects of the paragraphs in the Report. The place of a paragraph or motion on the agenda is no reflection on the importance or priority of its content.

What other facilities and events are provided?

TUC Publications together with a broad selection of books covering trade union and disability issues are on sale at the Conference bookstall and there is an exhibition with stalls from a number of disability organisations.

Some bodies also hold fringe meetings to which delegates and visitors are invited. Whilst these are an accepted feature of the Conference, the TUC is not able to publicise them formally or assist in their organisation. However, the TUC circulates an informal list of such fringe events as they are notified to the TUC office.

Section three

Constitution and Standing Orders

Constitution

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.
- b) Affiliated organisations with between 20,000 and 50,000 members shall be entitled to be represented by a total of 10 delegates.
- c) Affiliated organisations with between 50,000 and 100,000 members shall be entitled to be represented by a total of 15 delegates.
- d) Affiliated organisations with between 100,000 and 500,000 members shall be entitled to be represented by a total of 20 delegates.
- e) Affiliated organisations with between 500,000 and 1,000,000 members shall be entitled to be represented by a total of 25 delegates.
- f) Affiliated organisations with over 1,000,000 members shall be entitled to be represented by a total of 30 delegates.

4 The Disabled Workers' Committee

- a) *General Council representation*

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

- b) *Elected members – seventeen*

There are seventeen elected members of the Committee; 14

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(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 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.

c) Conference Arrangements Committee

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

5 Motions

- a) 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.

- b) 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.

- c) 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.
- d) 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.
- e) Notwithstanding the above provisions, the Committee may submit emergency motions. Additionally, any union may, subject to the approval of the Committee, be permitted to

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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 23 May 2011; and
 - ii. at least two-thirds of the delegates agree to its inclusion on the agenda
- f) 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.
- g) 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 Wednesday and closes at 18.00; opening at 09.30 on Thursday 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.

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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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