



Spring Conference

Harrogate 6th - 8th March 2009



Agenda and Directory

LIB DEM
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AWARDS

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AWARDS



Winning can be emotional!

Liberal Democrat Council Group of the Year Awards:
a night of high hopes, awards and speeches
- make sure you and your Council are a part of it

10pm - 1am
Friday 6th March 2009
Harewood Suite, Holiday Inn, Harrogate
It's THE event of Conference

For more information contact the LGA office on
020 7664 3235 or email libdemgroup@lga.gov.uk


Local Government Association


LGA LIBERAL DEMOCRATS

Introduction

2009 is an extraordinary year. Two hundred years ago the great Liberal Prime Minister W. E. Gladstone was born; 150 years ago the Liberal Party was founded and John Stuart Mill published *On Liberty*, the symbol of our party's Presidency, and 100 years ago Lloyd George introduced the radical 'People's Budget'.

And just twenty-one years ago, almost to the day, the Liberal Party and the SDP formally merged to form the Liberal Democrats. We'll be celebrating this birthday in Harrogate at the conference rally on Friday evening, with our leader, Nick Clegg and our new President, Ros Scott, among others.

The agenda for the conference is worthy of the great achievements of our past. In concentrating on higher, further and school education and child care, with three major policy papers from the Federal Policy Committee, we are putting into place hugely important parts of the manifesto for the next election – which could follow just a few weeks later.

Remember that we are a democratic party in reality as well as name – all the motions on the agenda are open to amendment by conference reps and local parties. You've got until 3rd March to submit them, alongside emergency motions and topical issues.

But conference isn't just about debates. We have an impressive line-up of speeches, including Nick Clegg, Vince Cable, Simon Hughes and our new Welsh leader, Kirsty Williams, and also Howard Dean, the mastermind of Barack Obama's US Presidential election campaign.

And of course there is our normal range of training and fringe opportunities, exhibition, seeing old friends and making new ones.

It's a conference not to be missed! I look forward to seeing you there,

Duncan Brack

Chair, Federal Conference Committee



LIBERAL DEMOCRATS

www.libdems.org.uk

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For conference details and registration online, please see www.libdems.org.uk/conference

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The Federal Conference Committee is here to serve you!



Duncan Brack,
Chair



Justine McGuinness,
Vice Chair



Geoff Payne,
Vice Chair,
English rep



Andrew Wiseman,
Vice Chair



Adrian Beavis,
Chief Steward,
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Jenni Lang,
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Chris Maines



Tessa Munt



Ruth Polling



Ian Walton,
Welsh rep



Erlend Watson,
FE rep

Ex officio:

Paul Burstow MP, Chief Whip.

Ros Scott, Party President.

Lord Rennard, Chief Executive (non-voting).

If you need to find any of the members of the FCC throughout the weekend, you should be able easily to identify them by the larger photo pass holder with the word 'FCC' prominently displayed.

Welcome to spring conference

By Nick Clegg MP

Since our last conference, Vince Cable and I have been setting the agenda on how to best deal with the recession.

Our clear and costed tax cuts for low and middle incomes would put money in the pockets of those who need it most and would kickstart the economy. The plans we have outlined to help tackle fuel poverty and housing repossession would also make a real difference to hard-working families and individuals.

Our green road out of recession, which I launched at the end of last year, demonstrates clearly how we would invest in a green stimulus to provide both jobs and a positive environmental legacy for future generations. Even in times of economic difficulty, we must keep green issues at the heart of our political message.

We will also continue to lead the fight for radical improvements in the delivery of public services. At this conference we will be debating exciting new policy ideas for education and childcare.

This conference gives us a chance to renew that appeal by showing how a Liberal Democrat government would build a better future for our children, from their first day in childcare to their last day at university or college. The Liberal Democrat commitment to the future of the country's children is unique in British politics.

In a few months' time we face hugely important elections – with European elections across the country and local

elections in many areas. We will be standing on an unashamedly pro-European platform: outlining the positive role that Europe can play in combating climate change, fighting cross-border crime and terrorism and rebuilding the economy.

In the local elections across the country we will be putting the case that Liberal Democrat councils are best placed to deliver value for money, improvements in local environments and making communities safer.

Both are real opportunities for our party. With hard work and commitment, I'm confident that we will enjoy strong results in June.



Nick Clegg MP
Leader of the Liberal Democrats



© Alex Folkes/fishnik.com

Since our last conference, Vince Cable and I have been setting the agenda on how to best deal with the recession.

Welcome back to Harrogate

By Claire Kelley

Harrogate is a favourite conference venue for the Liberal Democrats, and this spring's agenda with its emphasis on education cannot fail to provide fascinating and closely argued debates.

Representatives will be pleased to remember that the seats of the Harrogate International Centre are the most comfortable of any in the country as they settle down to take part in the formulation of a key area of policy for the next general election!

I anticipate a keen local interest in our deliberations as well. Harrogate has many wonderful schools with very high numbers of young people going on into higher education. School admissions has been the subject of local debate during the past year and, with a Roman Catholic and a Church of England secondary school in the town, discussion about faith schools has strong local relevance.

But Harrogate is popular for many reasons as well as the excellent facilities of the International Centre. As you leave the conference centre, intellectually refreshed and invigorated, the wide range of restaurants, bars, shops and other attractions within the compact and elegant town centre provide welcome diversions.

One final word of advice. Pack an extra sweater.

Take note of the historic spa buildings near the conference centre. Local Liberal Democrats initiated and championed the restoration of the magnificent Royal Hall, known as the Kursaal until the patriotism of the Great War demanded a new English name. Heritage Lottery funding and a fantastic public appeal generated the funds required. The Hall, which reopened last year, has once again become the focus of cultural activity in the town. I am delighted that this unique and splendid building will play host to this year's rally, kicking off conference in fine style.

The beautiful main room of the Royal Baths, where I attended my first election count, is now back in use as a restaurant. The stunning conversion carried out by the owners combines Victorian splendour with oriental calm and is worth a visit in itself. The food is also excellent.

One final word of advice. Pack an extra sweater. The famous pure air in Harrogate that reminded the founder of Betty's Café of his native Switzerland often arrives in the form of a sharp north-easterly breeze!



Claire Kelley is Liberal Democrat Prospective Parliamentary Candidate for Harrogate and Knaresborough.



The Royal Hall © Paul Harris, courtesy of Harrogate International Centre



A few words from your new President

Ros Scott

I'm really looking forward to my first conference as Party President, and I'm particularly pleased that we will be in Harrogate, where I attended my first Federal Conference in 1992.

I've always loved coming to conference; there's something about the gathering of the clan, with its opportunity to meet so many old friends and colleagues. And of course, in Harrogate, there are the delights of a surreptitious visit to Betty's Tea Room ...

Whilst rumours are swirling around about a possible spring general election, this conference marks the start of our local government and European election campaigns, although much work has been done in preparation already.



The Europeans are, apart from General Elections, the only ones which are fought across the country and provide a real testing ground for our campaigners wherever they are. So, no matter what the particular electoral circumstances are in your area, I urge you to do all that you can to maximise our share of the vote in June.

There are so many major issues facing our country: the economy, the environment and international conflict, the effects of which reach us through terrorist activity.

The solutions to all of these problems lie in stronger, more democratically accountable international institutions, and our long and proud record of internationalism should stand us in good stead when calling for action and suggesting how we can work globally and regionally to make people's lives better locally.

Success in the European elections makes our voice that bit louder, and that bit stronger, and helps gain us credibility in our future campaigning.

So enjoy conference, whether in the debates, or through the excellent training on offer, or simply by sharing ideas with colleagues across the country, and then go back to your constituencies and prepare ... for the contests that lie ahead.



Baroness Scott of Needham Market is President of the Liberal Democrats.

Success in the European elections makes our voice that bit louder, and that bit stronger.

Conference information

Everything you need to know about this year's spring conference is listed below in alphabetical order. If you have any questions on-site, please ask a conference steward or go to the Information Desk in the lower foyer on level 4 of the Harrogate International Centre (HIC).

Access

Access to all areas of the **Harrogate International Centre (HIC)** is possible *only with a valid, visible conference photo pass worn with the official lanyard*, with the exception of the **Queen's Suite** (where a Party membership card will suffice) and the **registration area** (the King's Suite).

You will be asked to show your photo pass when you enter the HIC and you are required to wear the pass with the lanyard visible at all times within the building.

Please note that the layout of conference at the HIC is different from previous years. The main entrance to the HIC is the **Springfield House Entrance** on Kings Road, where bag checks will be conducted. See venue plan on **page 17**.

Accommodation

Bedrooms in the conference hotel, the Holiday Inn Harrogate, are now fully booked.

If you have not yet booked your accommodation, contact:

The Harrogate Accommodation Service on 01423 537304
or via the link on the Lib Dem website at:
www.libdems.org.uk/conference/accommodation

Amendments to motions

All motions (F3, F6, F8, F12, F13 and F19) are open to amendment.

Amendments must be signed by 10 voting representatives, or submitted by local parties, State Parties, Regional Parties in England, Federal Specified Associated Organisations or Federal Party Committees.

The deadline for amendments is **12.00 Tuesday 3rd March**; they should be sent to the Policy Projects Team, preferably by email to motions@libdems.org.uk, or by post to 4 Cowley Street, London SW1P 3NB.

A standard form is included with the Agenda mailing; if posting, please use this or a photocopy. Those submitting amendments are encouraged to include a short explanation of the intended effect of the amendment.

All amendments accepted for debate will be detailed in Saturday's *Advance Notice* sheet.

Appeals

Appeals against non-acceptance of motions should:

- be typed clearly on one side of an A4 sheet;
- give a contact name and telephone number;
- include a copy of the original motion to which they relate; and
- specify the justification for the appeal and provide new information of which the Conference Committee was unaware when it made its original decision.

Appeals must be signed by 10 voting representatives, or submitted by local parties, State Parties, Regional Parties in England, Federal Specified Associated Organisations or Federal Party Committees.

The deadline for appeals is **12.00 Tuesday 3rd March**; they should be sent to the Policy Projects Team, preferably by email to motions@libdems.org.uk, or by post to 4 Cowley Street, London SW1P 3NB.

Applicability of motions

The Federal Conference makes policy for the Federal Party. However, the English Party has 'passed up' responsibility for policy-making to the Federal Party in all areas and the Welsh Party for some areas. The applicability of each motion is shown in the Agenda.



© Mike Cooper

Conference information continued

Car parks

There is a car park at the HIC with 450 spaces, including 12 disabled parking spaces (located in the Green and Red car parks), free for those representatives displaying a blue badge. For further information see *transport and travel* on **page 16** and *access and facilities for disabled people* on **page 14**.

Cash points

There are numerous cash points that do not charge a fee in Harrogate town centre, approximately a four-minute walk from the HIC.

Cloakroom

Under no circumstances will any large bags or suitcases be allowed into the HIC. Your accommodation should be able to store them for you upon check out.

There is a cloakroom located on **level 4 of the HIC**. A charge of £2 per item applies.

Communications centre

The communications centre is located on **level 5 of the HIC**, where free use of computers is available. Internet charges will apply – see *internet access* on **page 9**.

Consultative sessions

Consultative sessions take place on Friday 6th March between 15.00 and 17.30. See **page 33** for details.

Crèche

The crèche will be open at the following times:

Saturday	7th March	08.30 – 18.30
Sunday	8th March	08.30 – 13.30

The Children Act 1991 strictly controls the ratio of staff to children in crèches. This means that the crèche staff are not allowed to accept children who are not pre-registered.

The deadline for crèche registrations has now passed. For information on how to register your child for the autumn conference creche, please visit **www.libdems.org.uk/conference/conference-creche**.

Daily Announcements and Advance Notice

An *Advance Notice* and *Daily Announcements* sheet will be published on Saturday 7th March; this will contain amendments to motions, topical issues, emergency motions for debate or the ballot and questions to reports selected by the Federal Conference Committee, and last-minute changes to the order of business, movers etc.

A *Daily Announcements* sheet will be published on Sunday 8th March; it will include last-minute changes to the order of business, movers, emergency motions etc.

Please make sure you collect your *Advance Notice* and *Daily Announcements* sheets as the information they contain will always be vital to understanding the day's business. They will be available at the start of the morning session from the **Information Desk on level 4 of the HIC**.

Advertising in the *Advance Notice* and *Daily Announcements* is a fantastic opportunity to promote your business or fringe event. For more details, contact Carol Caruana, Commercial and Exhibition Manager, **carol.caruana@libdems.org.uk**; 020 7227 1323.

Day visitors

Please see *day visitors* under *registration* on **page 11**.

Disabled persons' access

Please see *access and facilities for disabled people* on **page 14**.

Distribution of literature

Distribution of literature **is not allowed** inside, or directly outside, the HIC. Exhibitors may only distribute material, sell raffle tickets, etc, directly from their stands.

www.libdems.org.uk/conference

Visit us online!

Our new look website contains all the conference information you need. For detailed information on motions and voting, registration and accommodation, participating in our fringe and exhibition, and much more, visit **www.libdems.org.uk/conference**.

Conference information continued

Gangways, stairways, entrances and catering areas must not be used for this purpose. Any fliers found in these areas will be removed.

Please bear in mind that excessive distribution of promotional literature is not in line with the Party's environmental policies.

Fly-posting is prohibited inside the HIC.

Documents for conference

If you registered for conference **before Friday 30th January**, your conference documents will be mailed to you in mid-late February.

For registrations received after **Friday 30th January**, conference documentation cannot be mailed but can be collected at conference from the **registration area** in the **King's Suite of the HIC**.

Extra copies of the *Conference Agenda and Directory* are available for sale from the **registration area** for £5.00 each. You can also purchase a complete pack of policy papers from the **Information Desk** for £25.00.

Emergency exits

The Auditorium in the HIC has emergency exits located around the perimeter, numbered Towers 1–6 (these are not the main entrances via the centre of the Auditorium). In the event of an emergency, the lights will come on and the stage manager will direct you to the nearest exit.

Emergency motions

The slot at **F17** is reserved for emergency motions or topical issues (see *topical issues* on **page 12**).

Emergency motion debates are debates with a vote, which make formal party policy like any other policy motion, but which refer to a development since the **7th January deadline for motions**.

New to Conference?

Unsure what Federal Conference is all about?

Anyone unfamiliar with conference is invited to come and join this session aimed at helping you to get the most out of your first – and subsequent! – visits.

Location: Charter Suite, Holiday Inn Harrogate

Time: 21.45 – 22.30

Date: Friday 6th March

Emergency motions must be signed by 10 voting representatives, or submitted by local parties, State Parties, Regional Parties in England, Federal Specified Associated Organisations or Federal Party Committees.

The deadline for emergency motions is **12.00 on Tuesday 3rd March**; they should be sent to the Policy Projects Team, preferably by email to **motions@libdems.org.uk**, or by post to 4 Cowley Street, London SW1P 3NB. A standard form is included in the Agenda mailing; if posting, please use this or a photocopy.

Emergency motions may be the subject of priority ballots among voting representatives. Ballot papers and the ballot box will be available at the **Speakers' Table** in the Auditorium of the HIC. The poll will be held, if necessary, between **09.30 and 13.00 on Saturday 7th March**. In the event that there is a simple choice between two motions, a card vote will be held in the **Auditorium** at **10.45 on Saturday 7th March**.

The emergency motions accepted for debate will be detailed in Saturday's *Advance Notice* sheet.

Exhibition

The exhibition is being held in **Hall D of the HIC**. Please see **pages 18 – 21** for opening times, exhibitor details and plan.

First Aid

The First Aid room is located adjacent to the stage door on floor 4 of the HIC. It will be staffed from 13.00 on Friday 6th March until 14.00 on Sunday 8th March.

Flash photography

Representatives vulnerable to epilepsy should note that flash photography is frequently used in the conference Auditorium.

Fringe

For details of fringe meetings, see the *fringe guide* on **pages 22 – 26**.

The official fringe meeting venues are the **Queen's Suite** of the **HIC** and the **Holiday Inn Harrogate**, adjacent to the HIC. See venue plan on **page 17**. A conference photo pass or Party membership card is required for access to fringe events in the Queen's Suite; those in the Holiday Inn Harrogate are open to all.

Conference information continued

HQ fringe events:

Conference Welcome Drinks

Pre-Rally drinks reception - all representatives welcome. (See page 22.) *Kindly sponsored by the Federation of Small Businesses.*

Friday 6th March, 17.30 – 18.15
Royal Hall Pavilion, HIC *



Federation of Small Businesses
The UK's Leading Business Organisation

Conference Rally

Coming of Age: the 21st Birthday of the Liberal Democrats

Nick Clegg MP, Elaine Bagshaw and Ros Scott launch spring conference and celebrate 21 years of the Liberal Democrats. (See page 22.)

Friday 6th March, 18.15 – 19.30
Royal Hall, HIC *

** Access to Royal Hall by separate entrance on Ripon Road only. Conference photo pass required.*

New to conference?

Session to help you get the most out of conference. (See page 23.)

Friday 6th March, 21.45 – 22.30
Charter Suite, Holiday Inn Harrogate

Glee Club

The traditional end-of-conference celebration of songs old and new.

Saturday 7th March, 22.00 'til late
Harewood Suite, Holiday Inn Harrogate

Information Desk

The Information Desk is located in the lower foyer on **level 4 of the HIC**. It will be clearly marked and members of the Conference Team can answer any questions.

The Information Desk telephone number is:

01423 537350

Information Desk opening times:

Friday	6th March	14.00 – 17.30
Saturday	7th March	08.30 – 18.30
Sunday	8th March	08.30 – 13.30

Internet access

Visitors can access the internet using their WiFi equipped laptop or PDA through a wireless network installed in the catering areas, foyers of the main Auditorium and the exhibition halls.

To use this facility, purchase a WiFi voucher from the HIC reception desk on level 4 of the HIC. The 'standard' voucher allows 60 minutes access for £4. You choose when you want to use your minutes and any unused time can be carried over until your next visit.

Interventions

There will be interventions during debates **F8, F12** and **F19**. This procedure offers voting or non-voting representatives the opportunity to make concise (one-minute) speeches from the floor during the debate on the motion. Eligibility to make an intervention is exactly the same as for those wishing to make a speech (see *speaking at conference* on **page 12**).

There are two microphones in the body of the Auditorium facing the platform. Those wishing to speak during interventions should take their place in the designated seats and complete the form handed to them by the Steward overseeing those seats. Three lights will be visible on either side of the platform: the green light is switched on at the start of the intervention; the amber light will show 20 seconds before the end of the intervention; the red light will be switched on at the end of one minute and the intervention must stop immediately.

Lost photo passes

If you have lost your photo pass please report immediately to the **Registration Desk** in the King's Suite of the HIC. A replacement fee of £25.00 applies.

Free training for party members

An extensive range of training courses will take place at conference.

Training courses are open to all party members. (Proof of membership – Party membership card or appropriate photo pass – is required.)

Full details of the training courses are listed in the *Harrogate training programme* on page 29 or online at www.libdems.org.uk/conference.

Conference information continued

Information

Lost property

With the exception of photo passes, which should be handed in at the **Registration Desk**, all items of lost property should be handed in to, and reclaimed from, the **Information Desk** on level 4 of the HIC.

Mobile phones / pagers

Please ensure that all mobile phones/pagers are switched off before entering the Auditorium.

Photo passes

If you register in advance of conference and your registration details are received **before 16th February**, then your conference photo pass will be mailed to you. If your details are received after 16th February we will endeavour to mail your photo pass, but cannot guarantee to.

If you have registered in advance of conference but not received your photo pass, you should collect it from the **Registration Desk** in the King's Suite of the HIC.

Postal and facilities

The staff on the **HIC reception desk** located in the lower foyer on level 4 of the building can accept post; there are also stamps available for purchase.

Press Office

The Press Office is located on **level 4 of the HIC**. The Press Office telephone number is 01423 537424. It is open during the following times:

Friday	6th March	14.00 – 18.00
Saturday	7th March	08.30 – 18.00
Sunday	8th March	08.30 – 13.30

Question and answer session

The Reports and Q & A session of the Parliamentary Parties of the Liberal Democrats (F16) allows any voting representative to submit a concise question (maximum 25 words) on the reports or on any aspect of Liberal Democrat activities in the UK or European Parliaments. The chair of the session will select which questions shall be asked. Representatives whose questions have been selected will be asked to put their question from one of the intervention mikes in the **Auditorium of the HIC**.

The deadline for the receipt of questions is **18.00 on Saturday 7th March**. A form for submitting questions should be collected from and returned to the **Speakers' Table** in the **Auditorium**.

Questions may also be emailed up until **17.00 on Thursday 5th March** to questions@libdems.org.uk.

Questions to Federal Committee reports

Any voting representative can submit a question to any of the reports of the Federal Committees, which are included in the separate reports document.

The deadline for receipt of questions is **12.00 Tuesday 3rd March**; they should be sent to the Policy Projects Team, preferably by email to questions@libdems.org.uk, or by post to 4 Cowley Street, London SW1P 3NB. A standard form is included in the Agenda mailing; if posting, please use this or a photocopy. Questions to reports will be detailed in the *Advance Notice* sheet on Saturday.

Questions on events occurring after the deadline may be submitted on speaker's cards at the **Speakers' Table** in the Auditorium up until **one hour before the start of the session**.

Recycling facilities

Recycling points are located throughout the HIC and Holiday Inn Harrogate.

Refreshments

Hot and cold meals and soft drinks are available in **Hall D** and on **level 5** of the **HIC**.

Drinking water is provided free of charge at water fountains throughout the HIC.



© Mike Cooper

Conference information continued

Registration on-site

The **registration area** is located in the **King's Suite of the HIC**, accessible via the main conference entrance, the Springfield House entrance, on Kings Road.

To register on-site as a voting, substitute, or non-voting representative, or as a day visitor, you will need to bring:

- Party membership card
- Proof of personal identity
- Completed registration form
- Proof of claimant status if appropriate

To register on-site follow this simple 4-step process:

- 1 Complete the relevant registration form which is available in the **registration area** or download from www.libdems.org.uk/conference.
- 2 Go to the **Membership Desk** to have your Party membership verified. **Please ensure you bring your party membership card.**
- 3 Go to the **Finance Desk** to pay the relevant charges. (See below.)
- 4 Last stop – go to the **Registration Desk** to collect your conference photo pass. There is no need to bring a photograph as one can be taken on-site, free of charge.

Tip: Save time at registration on-site by downloading and completing a registration form before you arrive from www.libdems.org.uk/conference.

You can register on-site at the following times:

Friday	6th March	14.00 – 18.30
Saturday	7th March	08.30 – 17.30
Sunday	8th March	08.30 – 12.00

If you have any questions, one of our Conference Team will help.

Paperless conference

You can help to make conference more environmentally friendly. Please choose the paperless option to receive online versions of consultation and policy papers rather than hard copies. Simply tick the paperless registration box when you next register.

Tip: Register online up to midnight Friday 20th February at www.libdems.org.uk/conference. To collect your badge and documents, go to the **registration area** in the **King's Suite of the HIC**.

Party members: full registration

All Party members are entitled to attend all sessions of the conference once registered. Only voting representatives may vote. Non-voting members who have paid the full registration fee are eligible to submit a speaker's card.

Cost: £76 for whole of conference; claimants: £29

Registration: first-time attendees

As an incentive to encourage new conference-goers, a special rate of £39 is now available to Party members attending Harrogate as their first Liberal Democrat conference. This is not cumulative with any other discount and the special rate is subject to confirmation of first-timer status.

Day visitors – party members

Any Party member may attend conference as a day visitor. Day visitors are not allowed to speak (except in consultative sessions) or vote at conference.

Cost: £19; claimants: £11

Proof of current Party membership, and of claimant status if appropriate, is required.

Security and safety

All security measures are taken in consultation with the police and HIC management.

Conference photo passes must be worn visibly at all times in all areas of the HIC. The only exceptions are the **Queen's Suite** (where a Party membership card will suffice) and the **registration area**. You may be asked to present your Party membership card in the Queen's Suite. Anyone found in the secure area without a valid pass will be escorted from the building.

All bags will be searched at the main entrance to the HIC. Under no circumstances will any large bags or suitcases be allowed into the building. Any bag left unattended will be brought to the attention of the police and may be removed and/or destroyed.

Conference information continued

Separate votes

Requests for separate votes on parts of motions may be submitted in writing by any voting representative.

For debates taking place on Saturday 7th March, requests for separate votes must be submitted by **12.00 on Tuesday 3rd March**; they should be sent to the Policy Projects Team, preferably by email to **motions@libdems.org.uk**, or by post to 4 Cowley Street, London SW1P 3NB.

For debates taking place on Sunday 8th March, requests for separate votes must be submitted to the **Information Desk** on **Friday 6th March**, or to the **Speakers' Table** in the Auditorium by **9.15am on Saturday 7th March**. They can also be submitted in advance of conference, by **12.00 on Tuesday 3rd March** to the Policy Projects Team as shown above.

Smoking

The HIC is entirely non-smoking.

Speaking at conference

Only three categories of people are entitled to speak in a debate at conference:

- Voting representatives (or substitutes), elected by their local parties or appointed ex-officio (e.g. MPs, PPCs, council group leaders, etc.), who have paid their full registration fee for the conference.
- Non-voting representatives who have paid their full registration fee for the conference (this does not include day visitors).
- Persons who have been given permission to speak by the Federal Conference Committee.

No other person may be called to speak in debates.

Anyone who is entitled and wishes to speak must complete a **speaker's card** to speak in the debate. Cards can be obtained from the **steward** overseeing the block of seats in which you are sitting, or from the **Information Desk** and Springfield House Foyer from Friday afternoon.

Hand the completed card to a **steward in the Auditorium** before the beginning of the morning or afternoon in which the relevant debate occurs. If this is not possible, hand it in well in advance of the debate.

See **page 32** for tips on filling in your speaker's card.

Lengths of speeches

Lengths of speeches for each debate are shown after each motion.

The speaker's rostrum in the Auditorium has three lights. The green light is switched on at the beginning of the speech. The amber light is switched on 60 seconds before the end of the speech. The red light is switched on when all the time is used up, and speeches must stop immediately. Duplicate lights will be visible to the audience on either side of the stage.

See also *interventions* on **page 9**.

Stewards

The security team includes volunteer stewards who act under the direction of the Chief Steward, with advice from the local police, whose decision is final in any dispute regarding security.

Topical issues

The slot at **F17** is reserved for emergency motions or topical issues (see *emergency motions* on **page 8**).

Topical issue discussions, unlike other debates at conference, will not make party policy, but are intended to allow representatives and spokespeople an opportunity to discuss and comment on a political issue live at the time of conference, but where it might be premature to move to formal policy-making.

Suggestions for topical issues may be submitted by any voting representative, and should be emailed to **motions@libdems.org.uk** by **12.00 on Tuesday 3rd March**.

The title of the issue should be no more than ten words, and should not include an expression of opinion. For

Advance Notice and Daily Announcements

Make sure you collect your *Advance Notice* and *Daily Announcements* sheets from the Information Desk as you enter the conference centre each morning.

Check the information, updates and changes they contain, which are vital to your understanding of the day's business.

Conference information continued

example, 'The Chaos on the Railways' would be acceptable, 'The Chaos on the Railways can be solved by Renationalisation' would not. Emails should include full contact details of the submitter and may include up to 100 words explanatory background.

The topical issue to be discussed is chosen by officers of the Federal Conference Committee and Federal Policy Committee. The person submitting an issue that has been chosen will be expected to speak for five minutes to introduce the discussion. The relevant Parliamentary spokesperson will be invited to respond. At the end of the debate, a member of the Federal Policy Committee will sum up the main points and suggest any further actions.

The topical issues accepted for discussion will be detailed in Saturday's *Advance Notice* sheet.

Training events

There is a programme of free training events for party members on the Friday and Saturday of conference, in the Queen's Suite of the HIC. For details of training events, see the *Harrogate training programme* on **pages 29 – 30**.

Only Party members may attend training events – you must show a Party membership card or appropriate conference photo pass for entry.

Transport and travel

See **page 16** for transport and travel information.

Venues

See **page 17** for contact information and venue plan.



© Manny Begum

Voting status and voting / non-voting photo passes

You will only be able to register as a voting representative if the Party's Membership Department:

- 1 has already received in writing notification from the Returning Officer of your local party that you have been elected as a voting representative*; or
- 2 has already received in writing notification from the Returning Officer of your local party that you are a substitute elected by your local party Executive after a voting representative has indicated to them that s/he is unable to attend*; or
- 3 receives at the **Membership Desk** at conference (in the registration area in the King's Suite of the HIC) written notification from the Returning Officer of your local party that you have been elected as a voting representative or as a substitute.

* For a voting photo pass to be sent out before conference this information must have been received by **6th February 2009**. Otherwise you will be sent a non-voting photo pass.

If you have received a non-voting photo pass and believe you are a voting representative, you need to get an officer of your local party to inform Membership Services (see below) in writing of the elected representatives of your local party. Your voting status cannot be changed over the phone.

If you have received a non-voting photo pass but are attending conference as a substitute voting representative, you need to get an officer of your local party to write to Membership Services with the name, address and membership number of the representative you are substituting for, as well as your own full details, **before 12.00 on Wednesday 20th February**, and bring a copy of this letter to the **Membership Desk** at conference.

You may then collect the appropriate pass from the **Membership Desk** in the **registration area** in the **King's Suite of the HIC**.

Write to: Membership Services, 4 Cowley Street, London, SW1P 3NB or email to membership@libdems.org.uk.

Website

For conference details online, please go to www.libdems.org.uk/conference.



Access and facilities for disabled people

Both the Harrogate International Centre (HIC) and the Holiday Inn Harrogate are fully accessible by wheelchair.

The Harrogate International Centre

The main entrance to the HIC is through the Springfield House entrance on Kings Road (see *plan* on **page 17**).

The security bag checks, exhibition, Information Desk and catering are all through the Springfield House entrance. The lifts from the level 4 foyer will take you up to the Auditorium, further catering and other levels. The registration area is in the King's Suite, which is accessed via the Springfield House entrance.

A **wheelchair-only** entrance to the HIC is available opposite the Holiday Inn Harrogate (see *plan* on **page 17**), to give wheelchair users a quicker route between the Auditorium and Holiday Inn fringe events. A bag and badge check will be conducted. This entrance is only available to wheelchair users, showing a valid, visible conference photo pass worn with the official lanyard, and will only be open at the following times:

Saturday	7th March	08.30 – 18.30
Sunday	8th March	08.30 – 13.30

At all other times, please use the Springfield House entrance.

Auditorium

Conference representatives who are wheelchair users should take the lift to level 6a to access the designated area within the Auditorium.

However, if you are a wheelchair user and wish to speak in a debate at conference, please take the lift to level 5. You can then access the Auditorium via the main sloped entrance. The slope is quite long and steep so those using manual wheelchairs may need assistance. There is a ramp to the front of the stage in the Auditorium.

The hearing loop covers the whole of the Auditorium.

Communications centre

There are two dedicated wheelchair-level workstations in the communications centre on the upper section of level 5 of the HIC.

Services to the blind and visually impaired

Copies of the Conference Agenda and Directory and other conference documents can be made available on request in pdf formats.

Please contact the Conference Office on 020 7227 1350 or at conferences@libdems.org.uk, or go to www.libdems.org.uk/conference.

Disabled toilets

There are disabled toilets in the HIC on level 4 and 5 and in the Queen's Suite.

The Holiday Inn Harrogate

Access to the Holiday Inn Harrogate is via the main entrance. The hotel has five disabled car parking spaces for residents. Access to the first floor meeting rooms is via one of the three lifts in the foyer.

Electric buggies and wheelchairs

The Liberal Democrats have a limited number of mobility scooters available to conference members, free of charge. They will need to be returned each evening for charging. These are available on a first come, first served basis. To request use of a mobility scooter, please email conferences@libdems.org.uk.

Car parking

There is free disabled parking on the green and red levels of the HIC underground car park. Twelve disabled spaces are located in front of the lift. There is lift access to all levels of the HIC.

Access and facilities for disabled people continued

Rail

Harrogate Railway Station has entire step free access with ramped access to both platforms and lift access to the footbridge. The station provides three disabled parking spaces and will reserve more if needed. If assistance is required at Harrogate station, contact Northern Rail on 08456 008 008 at least 24 hours prior to travel so help can be tailored to individual needs and assistance given at each stage of the journey, on Northern Rail and other operators' services.

For further information on train services see *transport and travel* on **page 16**.

Taxis

See taxi services under *transport and travel* on **page 16**.

Other requirements

If you have any specific requirements that are not mentioned, please contact the Conference Office, email conferences@libdems.org.uk, before 20th February and they will endeavour to assist if it is at all possible.

Information and assistance at conference

Robert Littlehales is the disabled access steward at conference. You can contact him on 07712 667702 or at rlittlehales@aol.com.



Wheelchair users' accommodation grant

This scheme is designed to assist those wheelchair users who would normally struggle to attend conference due to the often high cost of accessible accommodation. In recognition of the significant extra cost of staying in specially adapted accessible rooms in larger hotels, we offer financial assistance to eligible party members.

We are currently accepting applications for our autumn 2009 conference. For more information and an application form, visit: www.libdems.org.uk/conference.

Exhibition, Sponsorship and Fringe

Exhibition

The diverse and vibrant exhibition provides reps with the opportunity to find out more about the services and activities of participating organisations. Whether it's health checks, a game of political coconut shy, a chance to test one's strength, or advice on the switch over to digital (to name but a few!), there's something of interest to everyone in the exhibition halls.

Sponsorship

Conference features a wide range of unique opportunities for sponsorship. Lanyards, conference bags, stewards' uniforms, receptions and the Internet café are just a few of the sponsorship options available to organisations who want to bring their brand to the attention of the Liberal Democrats.

For more information on exhibition and sponsorship, please contact:
Carol Caruana, Commercial and Exhibition Manager, 020 7227 1323,
carol.caruana@libdems.org.uk.

Fringe

A dynamic line-up of fringe events at conference sees a huge range of animated discussions taking place around the clock. Fringe gives reps the opportunity to mingle with MPs, Peers and other leading Party members, attend receptions and take part in a series of lively debates. Sometimes controversial, but never dull, there is always food for thought in the fringe programme.

For more information on hosting your own fringe event, please contact:
Siân Jenkins, Assistant Conference Organiser, 020 7227 1348,
sian.jenkins@libdems.org.uk.



Photographs © Manny Begum 2008

Transport and travel

For map of Harrogate, see **inside back cover**.

By train

National Express East Coast trains run from London Kings Cross to Leeds or York. Change at either destination using Northern Rail for Harrogate. From York, trains operate on average every hour at 11 minutes past the hour with varying journey times dependent on the time of day. From Leeds the trains are every 20 minutes.

For journeys from other destinations and train times, visit:

www.nationalrail.co.uk

By car

If you are travelling by car, please remember to car share where possible!

From London, journeys take approx 4.5 hours depending on the time of travel. Take the M1 – A1(M) exit Wetherby (Wetherby is 9 miles from Harrogate).

From the North A1, exit Wetherby or Knaresborough (Knaresborough exit is 8 miles from Harrogate).

Journeys can be planned in detail by visiting:

www.theaa.com

Cars may be parked in either the HIC Red car park (height: 2.1m) or the HIC Green car park (height: 2.05m). There are a total of 450 parking spaces, including 14 disabled access spaces in the Green car park and 7 in



© Mike Cooper

the Red car park (see also access and facilities for disabled people on page 39). Parking for disabled persons is free, other fees range from £3.50 for up to 3 hours to £10.00 for 24 hours.

Bus services (local)

Harrogate and the surrounding area have an extensive and efficient local bus service. The main bus station is located on Station Parade, Harrogate. A staffed Information Kiosk is located at Harrogate Bus Station, and is open as follows:

Mondays to Fridays	06.00 – 24.00
Saturdays	08.00 – 24.00
Sundays	09.00 – 23.30

Further information and timetables, including routes to Leeds, Skipton, Pateley Bridge, Ripon, Boroughbridge and Wetherby, can be obtained by visiting:

Harrogate & District Travel
www.harrogateanddistrict.co.uk

Information from the Yorkshire Dales Public Transport Users Group, including routes from Harrogate to Pateley Bridge, Grassington, Skipton, Middlesmoor, Hawes and Leyburn, can be found at:

www.dalesbus.org

Or plan your bus journey using the online journey planners recommended by North Yorkshire County Council:

www.transportdirect.info
www.traveline.org.uk

Taxi services (local)

The following companies provide a taxi service:

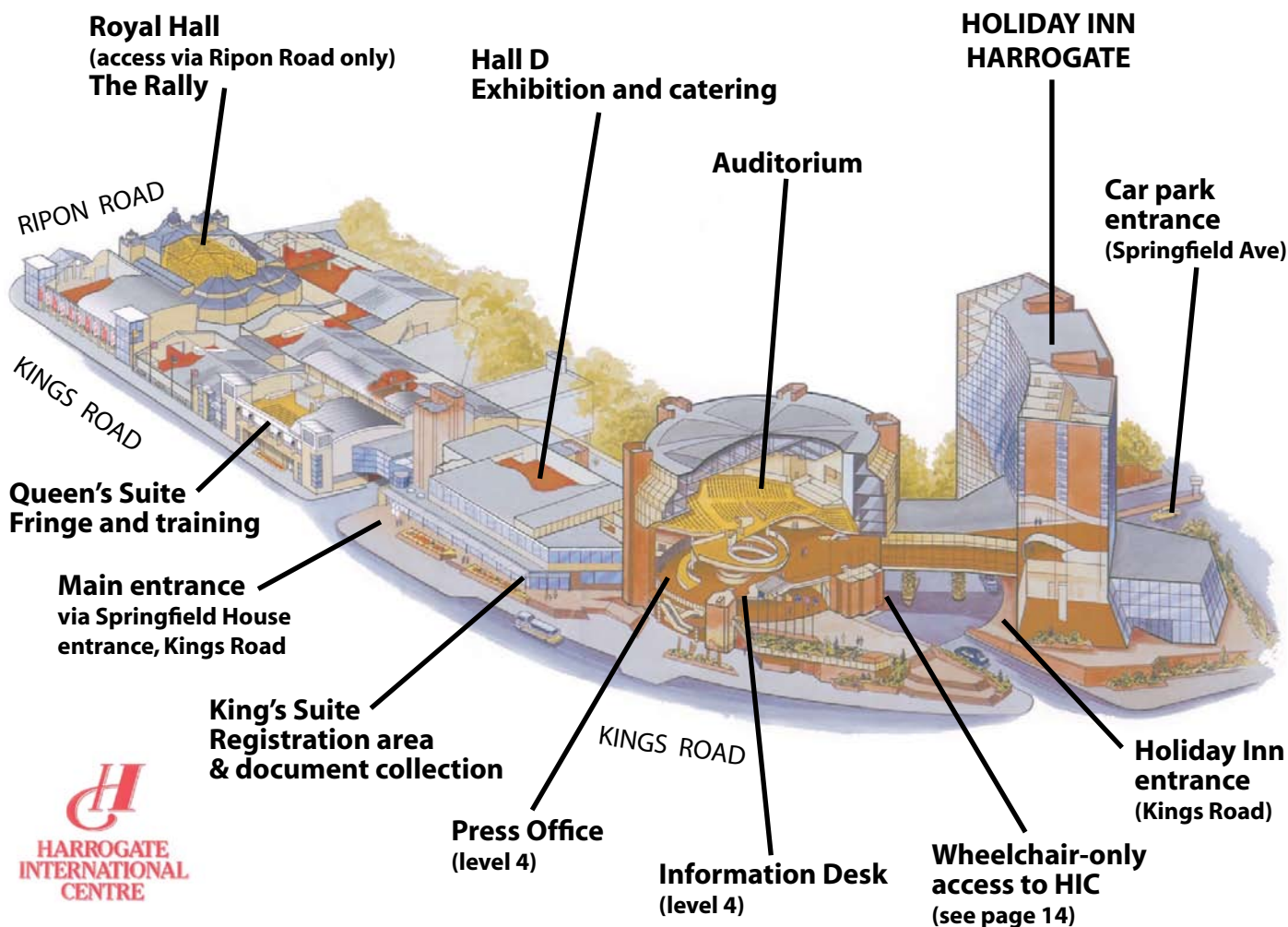
Yellowline	01423 521 531
Central	01423 50 50 50 *
Mainline	0500 131 211 (freephone)
Blueline	01423 530 830 *

* Wheelchair accessible vehicles available.



Conference venues

Harrogate International Centre and Holiday Inn Harrogate



The main conference venue is:

Harrogate International Centre (HIC)
 Kings Road, Harrogate, HG1 5LA
 Tel: +44 (0) 1423 500 500
 Fax: +44 (0) 1423 537 210
www.harrogateinternationalcentre.co.uk

The main conference sessions will take place in the **Auditorium** of the **HIC**.

The official conference hotel (adjacent to the HIC):

Holiday Inn Harrogate
 Kings Road, Harrogate, HG1 1XX
 Tel: +44 (0) 1423 849 988
 Fax: +44 (0) 1423 524 435
www.holiday-inn.co.uk

See map of Harrogate on **inside back cover**.

***Want a bigger role in conference?
 Want to make new friends and be part of the
 team that makes conference happen?***

Join us!

If you want to experience a different side to conference or if this is your first time and you're a little unsure of what to expect, why not come along as part of our stewards' team?

Our team of stewards ensures the smooth running of conference by helping with security, coordinating the auditorium, looking after our guests, assisting with registrations and much more! We provide a daily allowance, help with accommodation costs and free registration. So if you're keen to get more involved, we'd love to have you on board.

To find out more, please contact Adrian Beavis, Chief Steward, at adrianbeavis@talktalk.net, or visit www.libdemstewards.co.uk.

The exhibition

The exhibition is located in **Hall D of the Harrogate International Centre (HIC)** (see venue plan on page 17).

Exhibition opening times:

Friday	6th March	14.00 – 17.30
Saturday	7th March	08.30 – 18.30
Sunday	8th March	08.30 – 13.30

Exhibition

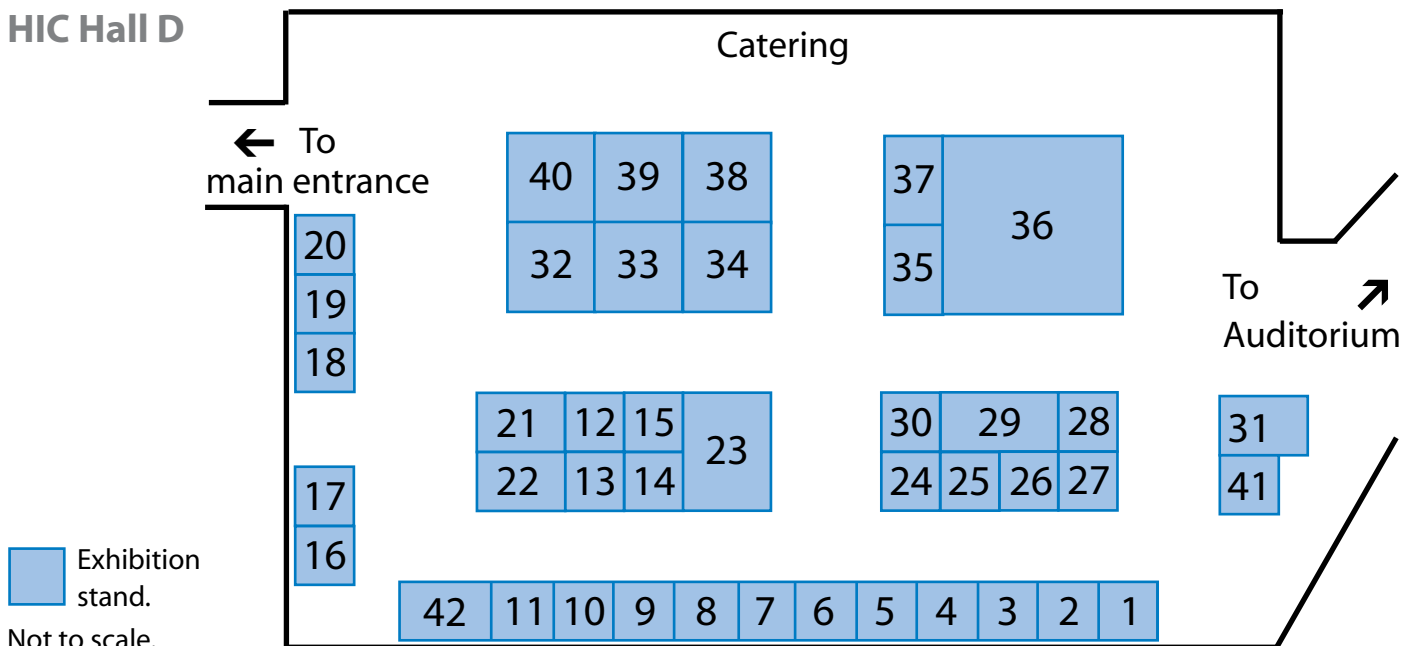
Exhibitors listed by stand number

Stand Organisation

- | | | | |
|----|---|----|--|
| 1 | Liberal Democrat Christian Forum | 13 | Liberal Youth |
| 2 | Liberal Democrat Christmas Draw | 14 | Liberal Democrat Lawyers Association |
| 3 | Liberal Democrat Disability Association | 15 | Liberal Democrat Education Association |
| 4 | DAGGER | 16 | EARS |
| 5 | Liberal Democrat European Group | 17 | ALDES – Engineers & Scientists |
| 6 | Ethnic Minority Liberal Democrats | 18 | Parliamentary Candidates Association (PCA) |
| 7 | Campaign for Gender Balance | 19 | Agents & Organisers Association |
| 8 | Prater Raines Web Sites | 20 | CentreForum |
| 9 | Anti Academies Alliance | 21 | Leeds City Region Partnership |
| 10 | <i>Liberator</i> | 22 | Accord |
| 11 | Women Liberal Democrats | 23 | GovNet Communications |
| 12 | Green Liberal Democrats | 24 | ALTER |
| | | 25 | Chard Group 1992 |
| | | 26 | Humanist and Secular Liberal Democrats |
| | | 27 | DELGA |
| | | 29 | Association of Liberal Democrat Councillors and IDeA |
| | | 30 | Liberal Democrat History Group |
| | | 31 | Yorkshire Region / Diana Wallis MEP |
| | | 32 | Local Government Association (Lib Dem Group) |
| | | 33 | Newsquest Media Print |
| | | 34 | pteg |
| | | 35 | Riso UK Ltd |
| | | 36 | Liberal Democrat Image |
| | | 37 | The Standards Board for England |
| | | 38 | The Society of Chief Librarians |
| | | 39 | Harmsworth Printing Limited |
| | | 40 | WRAP |
| | | 41 | Harrogate & Knaresborough Liberal Democrats |
| | | 42 | UK Sports Parks plc |

Plan of the exhibition

HIC Hall D



Exhibition stand.
Not to scale.

Directory of exhibitors

Stand 22

Accord

Accord is the national coalition of religious and non-religious organisations campaigning for an end to special arrangements for state-funded religious schools.



Stand 19

Agents & Organisers Association

We support Liberal Democrat agents and organisers with training and information services. We publish the popular *Agents Manual*. Accreditation after our training helps agents demonstrate their status within the party.



Stand 17

ALDES – Engineers & Scientists

ALDES is building a network of engineers, scientists and medics to support the party's policy making in technical matters and ensure the voice of engineers and scientists is heard.



Stand 24

ALTER

ALTER, the party's economic special interest group with a focus on sustainable tax. Discover more about the next generation 'Green Switch' here.



Stand 9

Anti Academies Alliance

Academies are schools which are no longer in local democratic control. They are run by a private sponsor. They break up the local family of schools.



Stand 29

Association of Liberal Democrat Councillors and IDeA

The Association of Liberal Democrat Councillors is at the cutting edge of campaigning and provides essential support to all activists and councillors. We produce an extensive range of publications on campaigning and local government issues and provide support and training.



Stand 7

Campaign for Gender Balance

For everyone who wants to see more Lib Dem women in Parliament. Thinking of standing? Or can you help women gain the skills they need? Come and let us know.



Stand 20

CentreForum

The CentreForum is an independent, free-thinking forum for new ideas and progressive debate.



Stand 25

Chard Group 1992

The Chard Group is a party organisation that encourages co-operation with others (as and where appropriate). Newsletter, quiz, traditional Lib Dem raffle(!) etc to enjoy.

Stand 4

DAGGER

Liberal Democrats Action Group for Gaining Electoral Reform in multi-member constituencies by means of the single transferable vote.

Stand 27

DELGA

The party's lesbian, gay, bisexual and transgender equality group is open to all members who share our aims. We also offer advice on LGBT issues and campaigning.



Stand 16

EARS

EARS, HandS and Casework Manager, the complete solution. EARS for campaigning and elections, HandS for membership and supporters, Casework Manager for casework. Try them all on our stand. Training available.



Stand 6

Ethnic Minority Liberal Democrats

EMLD exists to develop the education, participation and representation of ethnic minorities within the party.



Stand 23

GovNet Communications

GovNet Communications is the UK's leading public sector publisher and events organiser. They produce a wide range of government and public sector magazines, conferences, forums and training courses. Website: www.govnet.co.uk. Tel: 0161 211 3000.



Stand 12

Green Liberal Democrats

We exist to ensure green issues in general and radical action on climate change in particular, always tops our party's political agenda. Check out our stand 12 – 'More from Less'.



Directory of Exhibitors continued

Stand 39

Harmsworth Printing Limited



Harmsworth Printing

HPL provide newspaper printing services to publishers of national and regional newspapers and for many local councillors. Please visit our stand for a quotation.

Stand 41

Harrogate & Knaresborough Liberal Democrats

Support Claire Kelley's campaign to hold the parliamentary seat of Harrogate and Knaresborough for the Liberal Democrats.

Stand 26

Humanist and Secular Liberal Democrats

The organisation for Liberal Democrats who think that humanism and secularism need a louder voice within the party and across the UK.

Stand 21

Leeds City Region Partnership

Our partnership is a pioneer of city-region working, bringing together the eleven Leeds City Region local authorities to work together toward a common vision of prosperity for our communities.



Stand 1

Liberal Democrat Christian Forum

Open to Liberal Democrats of all denominations. We hold fringe meetings and services during party conferences, attend regional conferences and publish a quarterly newsletter. Meet us at our stand.



Stand 2

Liberal Democrat Christmas Draw

Maximise your return from the Christmas Draw. Come to stand 2 to see how.



Stand 3

Liberal Democrat Disability Association

We want to help you win the votes of disabled people. Liberal Democrats take seriously **all** aspects of diversity and equality. Add your voice – join LDDA!

Stand 15

Liberal Democrat Education Association

Publications and information available. Staff will be on hand to answer questions on Liberal Democrat education issues.



Stand 5

Liberal Democrat European Group

Budget rebate. CAP Reform. MEPs. Constitution. We have the briefings and the campaign material: everything you need to know about Europe and how to campaign on it. www.ldeg.org.

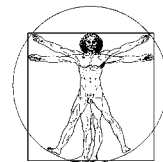
Stand 30

Liberal Democrat History Group

We promote the discussion and research of historical topics relating to the Liberal Democrats and its predecessor parties.

Subscribe to the *Journal of Liberal History*.

Buy the *Dictionary of Liberal Thought*. The past illuminates the future. www.liberalhistory.org.uk.



Stand 36

Liberal Democrat Image

Elections are coming soon.

Update your campaign image by visiting the Lib Dem Image stand. Pre-order and collect at conference and save £££s for your campaign by avoiding postage.



Stand 14

Liberal Democrat Lawyers Association

Liberal Democrat Lawyers Association is the link between the party and those in, or interested in, the justice system and justice for all. New members welcome. www.libdemlawyers.org.uk.

Stand 13

Liberal Youth

Young people are vital to your campaigning and the future of your local party. Find out how to campaign for more young voters, activists and members.



Stand 10

Liberator

Since first published in 1970, *Liberator* has provided a platform for Liberals to discuss and read ideas and enjoy light thrown into dark corners of their party. Come and subscribe.

Stand 32

Local Government Association (Liberal Democrat Group)

LGA Liberal Democrats represent Liberal Democrat councillors throughout England and Wales. Pick up a copy of David Boyle's latest book, *Communities, Actually*, showing how Lib Dems are making a difference in their local communities.



Directory of Exhibitors continued

Stand 33

Newsquest Media Print

Newsquest is one of the largest regional newspaper printers in the UK. Offering superb quality at competitive prices for both newspaper and glossy print formats. Visit us for full details.



Stand 18

Parliamentary Candidates Association (PCA)

Find out more about the Parliamentary Candidates Association and how it can help you with your campaigning. Whether you are a new member or a familiar face, come along and visit the stand.



Stand 8

Prater Raines Web Sites

The leading supplier of Lib Dem sites. Instant site set-up. Site surgeries for current and potential users. User training and site demonstrations. Bespoke site development proposals and quotations.



Stand 34

pteg

pteg represents Britain's seven publicly accountable Passenger Transport Executives. PTEs are the driving force behind the development of public transport networks in some of Britain's largest city regions.



Stand 35

Riso UK Ltd

Come and see just why over 60 party organisations have invested in the two-colour Riso MZ770.



Stand 38

The Society of Chief Librarians

SCL is made up of the Chief Librarian of each library authority in England, Wales and Northern Ireland, and takes a leading role in the development of public libraries.



Stand 37

The Standards Board for England

We promote high standards amongst members from a range of authorities. Our work is important to everyone who cares about an open and honest system of local government.



Stand 42

UK Sports Parks plc

UK Sports Parks plc design and build integrated multi-use sport, leisure and treatment facilities on a range of sites to help meet regeneration and health aspirations.



Stand 11

Women Liberal Democrats

WLD exists to represent women within the party and works for changes to boost opportunities for women. Come and meet us on our stand.

Stand 40

WRAP

WRAP (Waste &



Material change for a better environment

Resources Action Programme) works in partnership to encourage and enable businesses and consumers to be more efficient in their use of materials and recycle more things more often.

Stand 31

Yorkshire Region / Diana Wallis MEP

Yorkshire and Humber Libdems and Diana Wallis MEP invite members to visit our stand. Find out what's happening in the Region in the run up to European Elections in June.

Conference sponsors

Federation of Small Businesses

We would like to thank the Federation of Small Businesses for sponsoring the pre-Rally Drinks Reception.

The Federation of Small Businesses is the leading business organisation that represents the interests of the self-employed and those who run their own businesses.



Federation of Small Businesses

The UK's Leading Business Organisation

Ordnance Survey

We would like to thank Ordnance Survey for providing the map on the inside back cover.



List of advertisers

Local Government Association

inside front and back cover

Federation of Small Businesses

page 26

Leadership Centre for Local Government

page 22

Fringe guide Friday

Early evening 17.30 – 19.30

Fringe meeting venues

The official fringe meeting venues are the Queen's Suite of the Harrogate International Centre (HIC) and the Holiday Inn Harrogate, adjacent to the HIC. The Rally will be held in the Royal Hall of the HIC, accessed via the Ripon Road entrance. See plan on **page 17**.

All fringe venues in the HIC and the Holiday Inn Harrogate are fully wheelchair accessible.

A conference photo pass or Party membership card is required for access to fringe events in the Queen's Suite of the HIC. Fringe events in the Holiday Inn Harrogate are open to all (unless specified). Access to the Rally is possible only with a conference photo pass.

17.30 – 18.15

Conference Welcome Drinks

The (un)official start to conference! All conference reps are invited to join old and meet new friends at this pre-rally drinks reception. Kindly sponsored by the Federation of Small Businesses. **Conference photo pass required.**

**Harrogate International Centre,
Royal Hall Pavilion** (Access via Ripon Road)



18.15 – 19.30

Conference Rally

Coming of Age: The 21st Birthday of the Liberal Democrats
Don't miss out on the most popular meeting of conference. Your new president Ros Scott and Elaine Bagshaw join Nick Clegg to launch spring conference and celebrate 21 years of the Liberal Democrats. Hosted by Tim Farron.

Conference photo pass required.

Harrogate International Centre, Royal Hall
(Access via Ripon Road)



Key to fringe listing symbols:



Refreshments provided



Hearing loop provided



BSL signer provided



Members only

Leadership Centre Spring Conference fringe events:

Leadership Centre for local government

The Local Parliament debate

Exploring how we can bring back power to local people.

Join us for a drink to discuss the implications of localism and what it really means.

Speakers include:

Simon Hughes MP, Shadow Secretary of State for Energy and Climate Change and **Cllr Richard Kemp**, LGA Lib Dem Group Leader.

Date: Friday 6 March

Time: 20.00-21.00

Venue: Holiday Inn, Harewood 2

'Be a councillor' workshop

Hosted jointly with the Association of Liberal Democrat Councillors, we highlight best practice across the country to encourage and inspire talented people to become Liberal Democrat councillors.

With **Julia Goldsworthy MP**, Shadow Secretary of State for Communities and Local Government, **Laura Willoughby**, London Councils and **Steve Hitchins**, Leadership Centre.

Date: Saturday 7 March

Time: 13.00-14.00

Venue: Holiday Inn, Bramham Suite

Cabinet member for your ward launch and Next Generation reception

Launch of the new publication *Cabinet member for your ward* and Next Generation drinks reception for upcoming Liberal Democrat leaders in local government.

With **Julia Goldsworthy MP**, **Tim Farron MP**, and publication authors **Cllr Richard Kemp** and **Cllr Erica Kemp**, Special Adviser Liberal Democrats, Leadership Centre.

Date: Saturday 7 March

Time: 20.00-21.00

Venue: Holiday Inn, Ripley Suite



Refreshments available



LIBERAL DEMOCRATS

www.libdems.org.uk

Fringe guide Friday continued

Mid evening 20.00 – 21.15

Liberal Democrat History Group

Liberal Democrats in Europe: 21 years of success or failure?


Chair: Sarah Ludford MEP. Speakers: Graham Watson, Leader of ALDE; Florus Wijsenbeek (former Dutch MEP). A look at the record of the Lib Dems in the European Parliament and the Party's place in the European liberal spectrum.

Harrogate International Centre, Queen's Suite 2

National Union of Students (NUS)

Students and post-16 education: Aiming further and higher?


Chair: Tom Stubbs, Liberal Democrat NUS NEC Member. Speakers: Stephen Williams MP, Shadow Innovation, Universities & Skills Secretary; Phil Willis MP, IUSS Committee Chair; Wes Streeting, NUS President.

Harrogate International Centre, Queen's Suite 3 

Green Liberal Democrats

Why resource efficiency makes more sense during the credit crunch

The panel will discuss why making 'more from less' has greater importance in today's economic climate. A number of everyday examples will be highlighted where changes can be made. See GLD stand for names of speakers.

Harrogate International Centre, Queen's Suite 5 

Liberal Democrat Education Association

Annual General Meeting

Chair: Denys Robinson.

Harrogate International Centre, Queen's Suite 6 

Zimbabwe Debate

Discussing the ongoing humanitarian crisis

Speaker: Albert Weidemann. The Zimbabwe Debates are centered on the Federation, Rhodesia's UDI, the armed struggle and who supported them, Zimbabwe's genocide after independence and the MDC's progress.

Harrogate International Centre, Queen's Suite 8

CentreForum

A new liberal education policy


Chair: Julian Astle, CentreForum. Speaker: David Laws MP.

Holiday Inn Harrogate, Bramham Suite 

ALDC / ALDE

Europe matters locally!


How to integrate our international work locally – come and hear our panel of experts with Danny Alexander MP, Andrew Stunell MP, Andrew Duff MEP and Hilary Stephenson. Drinks available.

Holiday Inn Harrogate, Charter Suite 

Leadership Centre for Local Government / LGA Lib Dem Group

The Local Parliament debate

Exploring how to bring back power to local people and the implications of localism. Speakers incl: Simon Hughes MP, Shadow Secretary of State for Energy and Climate Change and Cllr Richard Kemp, LGA Lib Dem Group Leader. (Note: this meeting will end at 21.00.)

Holiday Inn Harrogate, Harewood 2 

Humanist & Secularist Liberal Democrats and Liberal Democrat Christian Forum

Do we believe in faith schools?

Chair: Councillor James Kempton. All welcome – come and hear Paul Holmes MP and other speakers on this important issue, before the Education debate on Saturday.

Holiday Inn Harrogate, Ripley Suite

Late evening 21.45 – 01.00

21.45 – 23.00

Federal Conference Committee

New to conference?

Unsure what Federal Conference is all about? Anyone unfamiliar with conference is invited to join us for a drink at this session aimed at helping you to get the most out of your first – and subsequent! – visits. **Conference photo pass required.**



Holiday Inn Harrogate, Charter Suite 

22.00 – 01.00

LGA Liberal Democrat Group

Liberal Democrat Council Group of the Year Awards

The drama mounts ... the champagne is on ice ... let the tearful acceptance speeches flow! Yes, Lib Dem Council Group of the Year is back. Come and hear how our councillors are helping people and their communities.

Holiday Inn Harrogate, Harewood Suite  

Fringe guide Saturday

Morning 08.15 – 08.45

Liberal Democrat Christian Forum

Morning praise – risky women

Prayer and praise before conference. As part of our celebrations for Women's World Day of Prayer we will be looking at the theme of 'one body, many parts' and the women who risked everything for Moses. All welcome.

Harrogate International Centre, Queen's Suite 4

Lunchtime 13.00 – 14.00

Liberal Youth

Winning the youth and student vote in the Euros

Chair: Elaine Bagshaw, Liberal Youth Chair. Speakers to include candidates and experienced campaigners.

Harrogate International Centre, Queen's Suite 1



Help the Aged, Counsel and Care, Carers UK and Age Concern

Care in Crisis? Social care in the economic downturn

Chair: Paul Cann, Director of Policy and External Relations, Help the Aged. Speakers: Greg Mulholland MP (invited); Colin Breed MP (invited); Cllr David Rogers (invited).

Harrogate International Centre, Queen's Suite 2



Engineers and Scientists (ALDES)

Hydrogen power in the home

Speaker: Jim Heathcote, ITM Power. Hydrogen power – as revolutionary as the Internet? Power for your home that's cleaner, greener, and on sale in the next few months ...

Harrogate International Centre, Queen's Suite 3

Accord

Should religious people oppose faith schools?

Accord is a dynamic new organisation uniting religious and secular voices concerned about the impact of faith schools on society at large. Take part in our cutting edge debate and help shape the future. Speakers TBC.

Harrogate International Centre, Queen's Suite 4

Ethnic Minority Liberal Democrats

Countering extremism in our own backyard

Chair: Cllr Meral Ece. Panel speakers: Julia Goldsworthy MP; Cllr Nader Fekri; Mohammed Shafiq.

Harrogate International Centre, Queen's Suite 5



ALTER

After the storm: a coalition for economic justice

100 days ago, 29 people from 12 organisations and 5 political parties formed a Coalition for Economic Justice. Now, leading CEJ members set out the 'post-crunch' policies Britain *must* adopt to avoid another economic storm.

Harrogate International Centre, Queen's Suite 6



Zimbabwe Debate

Discussing the ongoing humanitarian crisis

Speaker: Albert Weidemann. The Zimbabwe Debates are centred on the Federation, Rhodesia's UDI, the armed struggle and who supported them, Zimbabwe's genocide after independence and the MDC's progress.

Harrogate International Centre, Queen's Suite 8

ALDC / Leadership Centre for Local Government

Be a councillor

Struggling to find good candidates? We highlight best practice from across the country. With: Julia Goldsworthy MP; Laura Willoughby, London Councils; and Steve Hitchins, Leadership Centre.

Holiday Inn Harrogate, Bramham Suite



Women Liberal Democrats

Who will make the difference for women, Europe or Westminster?

Chair: Lorely Burt MP, Speakers: Diana Wallis MEP and Claire Kelley, PPC Harrogate. A welcome to Yorkshire and celebrating 10 years in Brussels for Diana.

Holiday Inn Harrogate, Charter Suite

Lib Dem Euro-Campaigners

Beat up UKIP

Speakers: Chris Davies MEP and others. Do we fight a pugnacious Euro-election campaign, or wimp out and lose seats?

Holiday Inn Harrogate, Harewood 1

CentreForum

Iraq, Congo or nowhere at all: where next for liberal interventionism?

Chair: Alasdair Murray, CentreForum. Speakers: Edward Davey MP; Lord Wallace of Saltaire.

Holiday Inn Harrogate, Harewood 2



Fringe guide Saturday continued

Early evening 18.15 – 19.30

Liberal Democrat Lawyers Association

Lawless in Gaza?

Chair: Alistair Webster QC. Speakers: a distinguished panel of international lawyers will examine the lessons to be learnt from Israel's attack on Gaza. Was it lawful?

Harrogate International Centre, Queen's Suite 2



University and College Union / National Union of Teachers

Joint UCU and NUT event at spring conference

Details to be confirmed.

Holiday Inn Harrogate, 701 Restaurant



LGA Liberal Democrat Group

Happy Birthday Vale of White Horse and Oadby & Wigston

Celebrate two councils' 30 years of Lib Dem control. Come and find out which two. Birthday cake and drinks. Bring your own doggy bag.

Holiday Inn Harrogate, Bramham Suite



ALDC

Social housing – credit crunch crisis!

Labour's targets are in tatters; the pressures on social housing providers are growing ever stronger. What can we do to create the social capacity required? With Sarah Teather MP.

Holiday Inn Harrogate, Charter Suite



Liberal Democrat European Group

Rally 2009: Winning the European Elections

Speakers: Andrew Duff MEP; Graham Watson MEP; Willie Rennie MP; and key candidates to win on 4th June.

Holiday Inn Harrogate, Harewood 1

Social Liberal Forum

A Liberal Democrat vision for social justice

Speaker: Steve Webb MP. Come along to the launch of a new progressive voice in the Party, the Social Liberal Forum. Steve Webb MP will urge the Party to make bold new commitments for the social justice agenda for the next election manifesto.

Holiday Inn Harrogate, Harewood 2

CentreForum

Liberalism in a cold climate: will recession harm or help the Lib Dems electoral prospects?

Speakers: Dr Vince Cable MP; Julia Goldsworthy MP; Dr Andrew Russell, University of Manchester. Chair: Neil Sherlock.

Holiday Inn Harrogate, Ripley Suite



Mid evening 20.00 – 21.00

www.LibDemVoice.org

Learning the lessons from the Obama campaign

Ed Davey MP, Mark Pack and Obama speechwriter Jake Rigg discuss what the Lib Dems can learn from Obama.

Harrogate International Centre, Queen's Suite 6

Leadership Centre for Local Government / LGA Lib Dem Group

Cabinet member for your ward and Next Generation reception
Publication launch of *Cabinet member for your ward* and Next Generation drinks for upcoming Lib Dem local government leaders. With Julia Goldsworthy MP, Tim Farron MP, and the authors Cllr Richard Kemp and Cllr Erica Kemp.

Holiday Inn Harrogate, Ripley Suite



Late evening 22.00 – late

Glee Club

The traditional end-of-conference celebration of songs old and new. Pick up your copy of the *Liberator* songbook so you can raise the roof, with songs from the days of Gladstone and Lloyd George to satirical songs from 20 years of the Liberal Revue. Cash bar.

Holiday Inn, Harewood Suite

Fringe guide Sunday

Morning 07.15 – 09.00

07.15 – 09.00

Zimbabwe Debate

Call to prayer for Zimbabwe and other areas of conflict
Join Kath Weidemann and others to pray for the persecuted, the beaten and the downtrodden whom all need our prayers. From Zimbabwe to Israel and Gaza, young and old, rich and poor, black and white brought together in unity.

Harrogate International Centre, Queen's Suite 8

07.45 – 09.00

Liberal Democrats Training Task Group

Regional training coordinators' meeting
Liberal Democrat regional training coordinators' breakfast meeting. Latest training news and ideas swap. Light breakfast available.

Holiday Inn Harrogate, Charter Suite 1



08.15 – 08.45

Liberal Democrat Christian Forum

Morning praise – united by faith
Prayer and praise before conference. As part of our celebrations for Women's World Day of prayer we will be looking at the theme of 'one body, many parts' and the unity and diversity of the Early Church. All welcome.

Harrogate International Centre, Queen's Suite 4

Promote your organisation at conference

You can promote your organisation, event or message to thousands of conference-goers by taking advertising space in the *Advance Notice* and *Daily Announcements* booklets, issued to all attendees each day at conference.

You can also plan now to advertise in the *Agenda and Directory* at future conferences.

To place an advert or for more information contact Carol Caruana on 020 7227 1323 or email carol.caruana@libdems.org.uk.

To place an advert at conference in Harrogate, contact Carol via the Information Desk.

Fringe



Federation of Small Businesses

The UK's Leading Business Organisation

we can help you brave the storm

Formed in 1974, The Federation of Small Businesses (FSB) is the leading business organisation in the UK and exists to protect the interests of the self employed and owners of small firms.

The FSB has over 215,000 members across 33 regions and 230 branches. Our vision is a community that recognises, values and adequately rewards the endeavours of those who are self employed and small business owners within the UK.

The FSB is delighted to be sponsoring the pre-rally drinks reception on Friday 6th March, 5.30–6.15pm

www.fsb.org.uk

Helping businesses through the tough times

Conference diary

If you do not want to carry the whole Agenda and Directory around with you, use this page as a conference diary pullout to give an easy reference checklist for conference.

Friday 6th March

15.00 – 17.30	Consultative Sessions: Consumers; Women; Youth
17.30 – 18.15 18.30 – 19.30	Welcome drinks Conference Rally
	Evening fringe

Saturday 7th March

	Morning fringe
09.00 – 09.15	Formal Opening of Federal Conference
09.15 – 09.55	Report: Federal Conference Committee Constitutional Amendment: State Party Representatives to Federal Conference Committee Report: Federal Policy Committee Report: Campaign for Gender Balance
09.55 – 10.30	Reforming the Financial Sector
10.30 – 10.45	Speech: Simon Hughes MP
10.45 – 12.15	<i>Investing in Talent, Building the Economy</i> (Adult Further and Higher Education Policy Paper)
12.15 – 12.40	Speech: Howard Dean
13.00 – 14.00	Lunchtime fringe
14.20 – 14.40	Presentation: Liberal Democrat Group on the Local Government Association
14.40 – 15.00	Speech: Dr Vincent Cable MP
15.00 – 17.00	<i>Equity and Excellence</i> (5–19 Education Policy Paper)
17.00 – 17.40	Prisons and Criminal Justice Policy
17.40 – 18.00	Report: Federal Executive Report: Federal Finance and Administration Committee
	Evening fringe

Conference diary

Sunday 8th March

	Morning fringe
09.00 – 09.15	Reports and Q & A Session: Parliamentary Parties of the Liberal Democrats
09.15 – 10.10	Emergency Motions or Topical Issues
10.10 – 10.30	Speech: Kirsty Williams AM
10.30 – 12.00	<i>The Best Start for Children, the Best Deal for Families</i> (Childcare Policy Paper)
12.00 – 13.00	Presidential Handover Party Awards Speech: Rt Hon Nick Clegg MP, Leader of the Liberal Democrats
13.00 (approx.)	Close of Conference

Notes

Conference timetable 2009

**Autumn conference:
Saturday 19th – Wednesday 23rd September
Bournemouth**

Deadline: drafting advice (motions)	Wednesday 17th June
Deadline: motions, constitutional amendments etc	Wednesday 1st July
Deadline: drafting advice (amendments)	Tuesday 25th August
Deadline: emergency motions, topical issues, questions to reports, amendments to motions	Tuesday 8th September
<i>Advance Notice</i> available	Tuesday 15th September

An extensive range of free training events for Party members is taking place at conference, in the Queen's Suite of the Harrogate International Centre (HIC).

Only Party members may attend training events and must show an appropriate conference photo pass or Party membership card to enter.

Friday 6th March
09.15 – 10.45

Recruiting and using volunteer phone banks
(Invitation only)

Campaigns Department
HIC, Queen's Suite 6

Making the most of every minute – good time management
(Invitation only)

Campaigns Department
HIC, Queen's Suite 7

Get your petitions and surveys online!

Come and see how to use our online system to create petitions with simple websites attached, and our tool for complex surveys. And the collation of the results is easy too!

Will Howells and Mark Pack,
Innovations Department
HIC, Queen's Suite 8

Building and leading a team
(Invitation only)

Campaigns Department
HIC, Queen's Suite 9

Friday 6th March
11.00 – 12.30

Making life easier with template literature and campaign packs
(Invitation only)

Campaigns Department
HIC, Queen's Suite 4

Engaging with students and winning their votes

An opportunity to share best practice from around the country
(Invitation only)

Campaigns Department
HIC, Queen's Suite 6

Winning hearts and minds
(Invitation only)

Campaigns Department
HIC, Queen's Suite 7

Friday 6th March

11.00 – 12.30 continued

Your innovations action plan

Winning means getting our message out through every available channel, but are we missing any? Come and join this informal session and make sure YOUR campaign isn't missing out.

Helen Duffett and Pete Dollimore,
Innovations Department
HIC, Queen's Suite 8

Don't throw it away at the count
(Invitation only)

Campaigns Department
HIC, Queen's Suite 9

Friday 6th March

14.00 – 17.30

Women's voices must be heard!

A complete guide to speaking at conference
(Women only)

Candy Piercy, Campaign for Gender Balance and Women Liberal Democrats

HIC, Queen's Suite 5

Making email work for your campaign

Ideally bring a laptop so you can take part practically in this afternoon course in using email as a campaign tool. Will cover the technical tools, how to build your email database, playing fair and staying legal and a new section on designing effective content.

Helen Duffett and Pete Dollimore
HIC, Queen's Suite 8

Friday 6th March

14.30 – 15.45

Squeezing the Greens and winning the green vote

An opportunity to share best practice from around the country
(Invitation only)

Campaigns Department
HIC, Queen's Suite 6

Getting the most from the media
(Invitation only)

Campaigns Department
HIC, Queen's Suite 7

Election law for key seats
(Invitation only)

Campaigns Department
HIC, Queen's Suite 9

Friday 6th March

16.00 – 17.30

Raising the funds

An opportunity to share best practice from around the country
(Invitation only)

Campaigns Department
HIC, Queen's Suite 6

Your complete postal vote campaign
(Invitation only)

Campaigns Department
HIC, Queen's Suite 7

Project management for organisers
(Invitation only)

Campaigns Department
HIC, Queen's Suite 9

Saturday 7th March

09.15 – 10.45

Making the leap – pavement politics to strategic politics

Cllr Mark Alcock, ALDC, and the IDEa

HIC, Queen's Suite 1

Getting the basics right - polling day

Cllr John Bridges and Cllr Charles Glover, ALDC

HIC, Queen's Suite 2

How to make your website part of your election campaign

Mark Pack and Pete Dollimore,
Innovations Department
HIC, Queen's Suite 3

Understanding your membership and building your local party

Chris Keating and Dave Hodgson,
Membership Department

HIC, Queen's Suite 4

Convincing a crowd – answering questions effectively

(Women only)

Jo Swinson MP, Campaign for Gender Balance

HIC, Queen's Suite 5

Fundraising for your campaign

Jake Holland and Austin Rathe,
Campaigns Department

HIC, Queen's Suite 6

Making your candidate a star

Dave McCobb and Alan Muhammed,
Campaigns Department

HIC, Queen's Suite 7

Continued overleaf

Continued from previous page

Saturday 7th March
09.15 – 10.45 continued

An introduction to agenting
Miranda Roberts and Gavin Steel,
Agents Association
HIC, Queen's Suite 9

Saturday 7th March
11.00 – 12.30

Making the most of your MyCouncillor website
Cllr Tim Pickstone, ALDC
HIC, Queen's Suite 1

If you don't do this you won't win!
Direct mail and the postal vote for Local Elections
Cllr Charles Glover and Cllr Mark Alcock, ALDC
HIC, Queen's Suite 2

Beating the Tories
Hilary Stephenson and Shaun Roberts,
Campaigns Department
HIC, Queen's Suite 3

Winning the youth vote
Chris Keating and Ben Rawlings,
Liberal Youth
HIC, Queen's Suite 4

Working toward PPC selection: Raising your profile and gaining experience within the Party
(Women only)
Candy Piercy, Mark Pack and Helen Duffett, Campaign for Gender Balance
HIC, Queen's Suite 5

Engaging with BME Voters
An opportunity to share best practice from around the country
Chris Leaman and Austin Rathe,
Campaigns Department
HIC, Queen's Suite 6

Election law – what you need to know to run an election
Victoria Marsom and Ruth Younger,
Campaigns Department
HIC, Queen's Suite 7

So you want to be a PPC? The new approvals process explained
Jenny Shorten, English Candidates Office
HIC, Queen's Suite 8

Saturday 7th March
11.00 – 12.30 continued

Taking better photos
(Please bring a digital camera with you – though not essential)
Dave Radcliffe and Season Prater,
Agents Association
HIC, Queen's Suite 9

Saturday 7th March
14.30 – 17.30

Media and television interview skills
(Invitation only)
Candidates Office
HIC, Queen's Suite 8

Saturday 7th March
14.30 – 15.45

Scrutinising finance – making it work
ALDC and the IDEa
HIC, Queen's Suite 1

Keeping your council seat
Cllr Tim Pickstone and Cllr John Bridges, ALDC
HIC, Queen's Suite 2

Lessons from America
Shaun Roberts, Campaigns Department, and Elspeth Finlay, Dunfermline and West Fife
HIC, Queen's Suite 3

Running a successful Freshers Fair
Naomi Smith and Sarah Green, Liberal Youth
HIC, Queen's Suite 4

Dealing with conflict within your local party
(Women only)
Candy Piercy and Miranda Roberts,
Campaign for Gender Balance
HIC, Queen's Suite 5

Beating Labour
Dave McCobb and Stuart Bray,
Campaigns Department
HIC, Queen's Suite 6

Improving your voter data
Richard Pinnock and Jon Aylwin,
Campaigns Department
HIC, Queen's Suite 7

Winning on polling day
Mike Dixon and Jon Walsh, Agents Association
HIC, Queen's Suite 9

Saturday 7th March
16.00 – 17.30

Finding and recruiting good and diverse council candidates
Laura Willoughby, London Councils, and Steve Hitchins
HIC, Queen's Suite 1

11 weeks to go!
Everything you need to do to win in the County and Unitary elections on 4 June 2009

Andrew Stunell MP and Hilary Stephenson
HIC, Queen's Suite 2

MPs' staff seminar, briefing, information sharing and Q&A
Victoria Marsom and Jake Holland,
Best Practice Team
HIC, Queen's Suite 3

Communications with members and supporters
Colin Ross and Dave Hodgson,
Membership Department
HIC, Queen's Suite 4

Thinking of standing for Parliament? An introduction to candidacy
(Women only)

Ros Harper and Sarah Green,
Campaign for Gender Balance
HIC, Queen's Suite 5

Winning in the last four weeks
Ian Horner and Jon Aylwin, Campaigns Department
HIC, Queen's Suite 6

Fighting the BNP
An opportunity to share best practice from around the country
Dave McCobb and Richard Pinnock,
Campaigns Department
HIC, Queen's Suite 7

Eye-catching literature
Chris Keating and Season Prater,
Agents Association
HIC, Queen's Suite 9

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The 21st birthday rally

Hosted by Tim Farron MP

Coming of Age: The 21st Birthday of the Liberal Democrats

Nick Clegg MP, your new President Ros Scott and Elaine Bagshaw will launch spring conference and celebrate 21 years of the Liberal Democrats

All representatives are invited to join us for a welcome drink beforehand from 17.30, kindly sponsored by the Federation of Small Businesses.

Friday 6th March

17.30 – 18.15 Welcome drinks, Royal Hall Pavilion, HIC

18.15 – 19.30 The Rally, Royal Hall, HIC

(Access from Ripon Road only – conference photo pass required)

Speaking in conference debates

Debates are the heart of federal conference: they're where the party sets its policy and decides its future direction. Unlike in the other parties, the Liberal Democrat conference is sovereign, and what it decides really matters.

Any party member can speak in debates: all you need is to be registered for the whole conference, as either a voting or a non-voting representative. Then fill in and submit a speaker's card and wait to see if you're called in the debate.

Speaker's cards are available from the Speaker's Table and from the stewards in the Auditorium. They can also be collected from the Information Desk and Springfield House Foyer.

There are three key points to remember to maximise your chances of being called:

1 Submit your card well in advance

If you hand your card in late, in a popular debate you're virtually guaranteeing you won't be called. The chair and aide team for the debate always meet well in advance to plan the debate – sometimes the previous day.

For debates starting at the beginning of conference, it's a good idea to submit your card via the Information Desk the evening before, as soon as you arrive.

2 Fill in your card completely

The second major mistake potential speakers make is not to fill in their card completely. As well as the information on the front of the card (name, local party, for or against the motion, etc.), there are two sections on the back, for relevant background (professional or consumer experience, party background, etc.) and for a brief outline of what your speech is going to be about.

These sections are needed for the chair and aide to balance the debate – to make sure that people with relevant experience are called (not necessarily to the exclusion of others, but professional or user backgrounds are always valuable), and to make sure that they don't call a whole string of people who'll make the same point.

3 Make sure it's readable!

Don't take this as an invitation to fill every square centimetre of the card; and don't write illegibly, or in very small letters, or in green ink ... the easier you make it for the chair and aide to read your card the more likely you will be to be called.

The wrong way to fill in a speaker's card (1): no useful information

<p>USE THIS SPACE TO GIVE THE CHAIR INFORMATION ON WHY YOU SHOULD BE CALLED TO SPEAK (INCLUDE, FOR EXAMPLE, WHETHER YOU HAVE SPECIAL KNOWLEDGE OF THIS AREA, EITHER THROUGH YOUR JOB OR LIFE EXPERIENCES). PLEASE BE CLEAR AND CONCISE.</p> <p>Broad knowledge of many aspects of the climate change issue.</p>
<p>PLEASE INDICATE THE TOPIC OF YOUR SPEECH (IF NOT OBVIOUS FROM THE DETAILS OVERLEAF). THIS INFORMATION IS REQUIRED SO THAT THE CHAIR CAN TRY TO BALANCE THE DEBATE BETWEEN DIFFERENT ASPECTS OF THE MOTION. PLEASE BE CLEAR AND CONCISE.</p> <p>Will speak generally in support of motion, but with some reservations.</p>

The wrong way to fill in a speaker's card (2): too much information, but mostly neither helpful nor easily readable!

<p>USE THIS SPACE TO GIVE THE CHAIR INFORMATION ON WHY YOU SHOULD BE CALLED TO SPEAK (INCLUDE, FOR EXAMPLE, WHETHER YOU HAVE SPECIAL KNOWLEDGE OF THIS AREA, EITHER THROUGH YOUR JOB OR LIFE EXPERIENCES). PLEASE BE CLEAR AND CONCISE.</p> <p>Mentor of Green/Dem. Campaigns on the Environment for years. (watched 'an Inconvenient Truth'). Spoken at council on environmental matters.</p> <p>direction on how will help and affect they can have a great impact on the carbon emissions they produce. the one big and small changes that are too much for the big (green) and companies. locally need to be able to fill conference and deal all these changes as they are so important to everyone's health and safety.</p>
<p>PLEASE INDICATE THE TOPIC OF YOUR SPEECH (IF NOT OBVIOUS FROM THE DETAILS OVERLEAF). THIS INFORMATION IS REQUIRED SO THAT THE CHAIR CAN TRY TO BALANCE THE DEBATE BETWEEN DIFFERENT ASPECTS OF THE MOTION. PLEASE BE CLEAR AND CONCISE.</p> <p>I am a real environmental campaigner. I often speak at council on the subject. The problem with the environment is that no one really takes it seriously and I am very serious about it. I started with my own home a changed the way it is organised to make sure that it is totally green. Most people think No one really tells real people about the environmental impact their own home can have. I really think this is what we should do. Green the environment with real direction in the way they are run.</p>

The right way to fill in a speaker's card: clear, concise, to the point, and probably different from anyone else's

<p>USE THIS SPACE TO GIVE THE CHAIR INFORMATION ON WHY YOU SHOULD BE CALLED TO SPEAK (INCLUDE, FOR EXAMPLE, WHETHER YOU HAVE SPECIAL KNOWLEDGE OF THIS AREA, EITHER THROUGH YOUR JOB OR LIFE EXPERIENCES). PLEASE BE CLEAR AND CONCISE.</p> <p>Worked for energy advice company for last five years, advising small businesses on energy saving options. Co-chair of campaign to persuade local council to improve its environmental performance. PPC for local constituency, have received good response on doorstep to Lib Dem environmental policies.</p>
<p>PLEASE INDICATE THE TOPIC OF YOUR SPEECH (IF NOT OBVIOUS FROM THE DETAILS OVERLEAF). THIS INFORMATION IS REQUIRED SO THAT THE CHAIR CAN TRY TO BALANCE THE DEBATE BETWEEN DIFFERENT ASPECTS OF THE MOTION. PLEASE BE CLEAR AND CONCISE.</p> <p>Want to support the motion and oppose amendment 1. Would like to speak particularly on lines 25-27: getting the right mix of incentives, regulation and advice is crucial to ensure business (particularly small business) makes environmental investments. Also want to stress key role of local authorities and propose coordinated approach by Lib Dems in power locally.</p>

Friday 6th

15.00 Consultative Sessions
- 17.30

Consumers

Ripley Suite
Holiday Inn

Chair: Jonathan Marks QC
Rapporteur: Debbie Enever

Women

Harewood Two
Holiday Inn

Chair: Jo Swinson MP
Rapporteur: Navprit Rai

Youth

Harewood One
Holiday Inn

Chair: Cllr Laura Willoughby
Rapporteur: Helen Banks

Consultative sessions provide a less formal mechanism than full-scale conference debates for conference representatives and other Party members to participate in the Party's policy- and decision-making process. Each session examines a particular topic and hears contributions from Party members and in some cases outside speakers.

Each session will be organised by the relevant Policy Working Group. The conclusions of the sessions will be taken into account by the groups when drawing up their final policy papers.

Saturday 7th

09.00 Formal Opening of Federal Conference

Chair: Baroness Scott of Needham Market (President of the Liberal Democrats)
Aide: Geoff Payne (Vice Chair, Federal Conference Committee)

F1 Speeches of Welcome from Phil Willis MP and Claire Kelley, Prospective Parliamentary Candidate for Harrogate and Knaresborough

09.15 Party Business

Chair: Arnie Gibbons
Aide: Cllr Chris Maines

F2 Federal Conference Committee Report

Mover: Duncan Brack (Chair, Federal Conference Committee)

The deadline for questions to this report is 12.00, Tuesday 3rd March, to the Policy Projects Team, Liberal Democrat HQ. See page 10 for further information. Questions selected will be detailed in Saturday's Advance Notice sheet. Questions on events occurring after the deadline may be submitted at the Speakers' Table on speaker's cards up until 09.00 on Saturday 7th March.

F3 Constitutional Amendment: State Party Representatives to Federal Conference Committee

Federal Conference Committee

Mover: Duncan Brack (Chair, Federal Conference Committee)
Summation: Duncan Brack (Chair, Federal Conference Committee)

1 *At end of 6.10 (c), add:*

2 '(State Parties may appoint a substitute member should the elected member be unable to
3 attend a specific meeting of the FCC)'

Current Article 6.10 of the constitution (extract):

6.10 The Conference shall be organised by the Federal Conference Committee, which shall be subject to the control of the Federal Executive in matters of financial and other resources. Standing Orders for the Conference shall be made by the Conference Committee subject to the approval of the Conference. The Conference Committee shall consist of:

- (a) the President;
- (b) the Chief Whip (or nominee, who shall be a member of the Parliamentary Party as defined in Article 9.1);
- (c) one representative of each State Party, elected by its internal procedures;
- (d) two persons elected by the Federal Executive;
- (e) two persons elected by the Federal Policy Committee;
- (f) the Federal Chief Executive (who shall not be entitled to vote);



Saturday 7th

- (g) a representative of the staff employed by the party at federal level or by or on behalf of either or both parliamentary parties in Westminster and elected by such staff (who shall not be entitled to vote); and
- (h) 12 persons elected by the Federal Conference (casual vacancies shall be filled in accordance with the election regulations).

Applicability: Federal.

Mover of motion: 5 minutes; other speakers: 3 minutes.

For eligibility and procedure for speaking in this debate, see 'speaking at conference' on page 12.

The deadline for amendments to this motion, and for requests for separate votes, is 12.00 noon, Tuesday 3rd March; to the Policy Projects Team, Liberal Democrat HQ. See 'amendments' on page 6 and 'separate votes' on page 12. Those selected for debate will be printed in Saturday's Advance Notice Sheet.

F4 Federal Policy Committee Report

Mover: Dr Richard Grayson (Vice Chair, Federal Policy Committee)

The deadline for questions to this report is 12.00, Tuesday 3rd March, to the Policy Projects Team, Liberal Democrat HQ. See page 10 for further information. Questions selected will be detailed in Saturday's Advance Notice sheet. Questions on events occurring after the deadline may be submitted at the Speakers' Table on speaker's cards up until 09.00 on Saturday 7th March.

F5 Report of the Campaign for Gender Balance

Mover: Rosalyn Gordon (Chair, Campaign for Gender Balance)

The deadline for questions to this report is 12.00, Tuesday 3rd March, to the Policy Projects Team, Liberal Democrat HQ. See page 10 for further information. Questions selected will be detailed in Saturday's Advance Notice sheet. Questions on events occurring after the deadline may be submitted at the Speakers' Table on speaker's cards up until 09.00 on Saturday 7th March.

09.55 Policy Motion

Chair: Dee Doocey AM (London)
Aide: Cllr Jon Ball

F6 Reforming the Financial Sector

Eleven conference representatives, Watford and Oxford West & Abingdon

Mover: Charles Marquand
Summation: David Hall-Matthews

1 Conference notes that:

2 A. From the end of the 1990s financial institutions increasingly engaged in highly risky

Saturday 7th

3 practices, such as excessive lending to individuals, and creating and trading extensively in
4 complex and poorly-understood financial instruments.

5 B. The financial sector has lost sight of its primary function of providing investment funds to
6 businesses in favour of speculative activity and in so doing has become disconnected from
7 the wider economy.

8 C. In 2008 the financial sector underwent a significant shock which pushed major financial
9 institutions into insolvency, threatening systemic collapse and having severe consequences
10 for businesses, ordinary consumers and their families.

11 D. These events were the direct consequence of acts, omissions and developments during
12 previous years and in particular the result of:

13 I. Failures by government and the regulatory agencies to take heed of the warnings of
14 the Liberal Democrats and to take action to moderate levels of personal debt, rising
15 property prices and excessive risk-taking by financial institutions.

16 II. Remuneration policies in financial institutions which encouraged individuals within
17 them to engage in excessively risky behaviour without regard to the consequences.

18 Conference believes that:

19 i) The failure of government and the regulatory agencies to take action flowed particularly
20 from an attachment to the principle that financial markets and actors in them should be
21 subject to as little regulation as possible, which became known as 'light touch regulation',
22 and generally from a belief that unfettered markets produce the best outcomes.

23 ii) These principles and beliefs, as shown by the events in late 2008, were flawed in that they
24 led to the privatisation of profit and the socialisation of risk, such that incomes of individuals
25 and institutions in the financial sector soared whilst business and individuals in the wider
26 economy were exposed to high risks of financial harm in the event of failings and defaults
27 in the financial sector.

28 iii) Events in late 2008 and the role of the financial sector in producing them highlight the
29 need to reform radically the financial sector.

30 iv) Far from retreating, the state will need to intervene to ensure effective regulation of
31 financial markets in order to promote stability, counter short-termism and protect the
32 interests of business and consumers.

33 v) Incentives within the financial sector should be better aligned with the broader goal of
34 building a fairer society.

35 Conference therefore calls for a reconstitution of financial regulation so that:

36 a) Financial institutions and their staff are discouraged from excessive short-term risk taking,
37 for example through remuneration policies which reward only long-term success.

38 b) Financial institutions make credit and investment available on reasonable terms to
39 businesses and individuals in the wider economy.

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40 c) 'Intermediate' financial institutions, such as hedge funds and private equity vehicles, are
41 properly and effectively regulated and in particular are required to be transparent.

42 Conference also calls for:

43 1. The encouragement, support and promotion of credit unions and other kinds of mutual
44 financial organisation.

45 2. The government and financial regulators to work for more decentralised banking
46 institutions and a localised financial infrastructure.

47 3. Improved access to financial services thorough the Post Office network.

48 4. Free and independent financial advice to be made available to those on low incomes.

Applicability: Federal.

Mover of motion: 7 minutes; other speakers: 4 minutes.

For eligibility and procedure for speaking in this debate, see 'speaking at conference' on page 12.

The deadline for amendments to this motion, and for requests for separate votes, is 12.00 noon, Tuesday 3rd March; to the Policy Projects Team, Liberal Democrat HQ. See 'amendments' on page 6 and 'separate votes' on page 12. Those selected for debate will be printed in Saturday's Advance Notice Sheet.

10.30 Speech

Chair: Tessa Munt
Aide: Qassim Afzal

F7 Speech by Simon Hughes MP, Liberal Democrat Shadow Secretary of State for Energy and Climate Change

10.45 Policy Motion

Chair: Cllr Ruth Polling
Aide: Justine McGuinness (Vice Chair, Federal Conference Committee)

F8 *Investing in Talent, Building the Economy* (Adult Further and Higher Education Policy Paper)

Federal Policy Committee

Mover: Stephen Williams MP (Liberal Democrat Shadow Secretary of State for Innovation, Universities and Skills)

Summation: To be announced

1 Conference believes that high quality education and training, accessible to all, is crucial to the
2 achievement of a fair, free and open society, in that:

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- 3 A. It helps people gain the skills, knowledge and aspiration to move out of poverty.
- 4 B. It develops their intellectual capabilities so that they can overcome ignorance.
- 5 C. It boosts their individual self-esteem so that they have the confidence to challenge
6 conformity.
- 7 D. It improves the productivity of the nation and employers.
- 8 E. Above all, it widens people's horizons and opens up new choices and experiences to them.

9 Conference affirms that the key principles on which we base our adult further education and
10 higher education policy should be:

- 11 i) The creation of a climbing frame for learning which provides for each student a choice of
12 'pathways' from basic skills to higher level qualifications and the opportunity at every stage
13 to move sideways and upwards rather than just up a straight ladder, mixing academic and
14 practical learning to achieve success by following a variety of routes.
- 15 ii) The creation of a level playing field in which both tuition and maintenance support is
16 offered equitably to those studying part time and full time, in adult further and higher
17 education, and in universities, colleges and work-based settings.

18 Conference recalls that Liberal Democrats opposed the introduction of tuition fees and top-up
19 fees, and reaffirms the policy of free tuition for first Higher Education degree qualifications, while
20 also extending it to part-time students.

21 Conference therefore endorses Policy Paper 90, *Investing in Talent, Building the Economy*, as
22 a statement of the party's policies for Adult Further and Higher Education, and in particular
23 welcomes proposals to:

24 1. Promote a coherent approach across the Adult FE and HE sectors by:

- 25 a) Replacing the Higher Education Funding Council for England (HEFCA) and the
26 Learning and Skills Council (LSC) with a single Council for Adult Skills and Higher
27 Education, while transferring 16–19 LSC funding for education and training,
28 including apprenticeships, to local authorities.
- 29 b) Developing a credit-based framework for learning across the FE and HE sectors,
30 using a modular system with funding following the student.

31 2. Improve opportunities for Adult Further Education by:

- 32 a) Covering the full fee costs for first level 3 qualifications (eg. A-levels, Advanced
33 Apprenticeships and NVQ Level 3) for all adults (including those aged over 25).
- 34 b) Making maintenance grants available to adult first level 3 FE students at the same
35 level and on the same means-tested basis as for full-time HE students.
- 36 c) Enhancing provision for Adult Community Education.
- 37 d) Redirecting resources from the employer-led Train to Gain programme into Adult
38 Education, Adult FE, and Adult Apprenticeships.

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- 39 3. Strengthen Adult Apprenticeships by:
- 40 a) Fully funding the off-the-job training costs of apprenticeships.
- 41 b) Developing a national application system for apprenticeships similar to the Universities
- 42 and Colleges Admissions Service (UCAS).
- 43 4. Enhance University education and research by:
- 44 a) Developing a common recognised teaching qualification for university lecturers
- 45 which should first be introduced as an element of doctoral programmes to train all
- 46 new entrants to university teaching, before ultimately being extended to all those
- 47 teaching in HE.
- 48 b) Developing doctoral programmes which better prepare graduates for the research
- 49 world.
- 50 c) Resisting moves to concentrate research in a handful of universities and creating
- 51 mechanisms to ensure that strategically important new research areas are supported.
- 52 d) Developing with the banks a Career Development Loan scheme to assist students to
- 53 undertake postgraduate study.
- 54 5. Maximise opportunities for study at HE level, and reduce the long-term debt burden on
- 55 students by:
- 56 a) Abolishing fees for first Higher Education degree qualifications, whether studied full or
- 57 part time.
- 58 b) Improving access to Higher Education for under-represented groups through
- 59 transparent and fair admissions criteria which take into account educational
- 60 background when considering attainment.
- 61 c) Reversing cuts to provision for study of Equivalent and Lower Qualifications.
- 62 d) Reforming the existing bursary scheme to make it available more fairly across
- 63 universities on the basis of encouraging study of shortage subjects, and rewarding
- 64 good performance at University.
- 65 6. Defend and strengthen academic freedom and free expression on campus by guaranteeing
- 66 research and publication freedom and removing unjustified and arbitrary restrictions
- 67 – such as ‘No Platform’ policies – on lawful association and lawful free expression.

Applicability: England.

Mover and summation: 16 minutes combined; all other speakers: 4 minutes.

For eligibility and procedure for speaking in this debate, see ‘speaking at conference’ on page 12.

In addition to speeches from the platform, it will be possible for conference representatives to make concise (maximum one-minute) interventions from the floor during the debate on the motion. See page 9 for further information.

The deadline for amendments to this motion, and for requests for separate votes, is 12.00 noon, Tuesday 3rd March; to the Policy Projects Team, Liberal Democrat HQ. See ‘amendments’ on page 6 and ‘separate votes’ on page 12. Those selected for debate will be printed in Saturday’s Advance Notice Sheet.

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12.15 Speech

Chair: Edward Davey MP (Liberal Democrat Shadow Foreign Secretary)
Aide: Duncan Brack (Chair, Federal Conference Committee)

F9 **Speech by Howard Dean, Governor of Vermont 1991–2003 and Chairman of the Democratic National Committee 2005–2009**

12.40 Lunch

14.20 Presentation

Chair: Cllr Chris Maines
Aide: Arnie Gibbons

F10 **Presentation by the Liberal Democrat Group on the Local Government Association: Local Council, Local Parliament – ALDC and LGA getting on with the job**

The presentation will be given by Cllr Richard Kemp and Cllr Kath Pinnock.

14.40 Speech

Chair: Cllr James Gurling
Aide: Cllr Susan Gaszczak

F11 **Speech by Dr Vincent Cable MP, Deputy Leader of the Liberal Democrats and Shadow Chancellor**

15.00 Policy Motion

Chair: Duncan Brack (Chair, Federal Conference Committee)
Aide: Cllr Ruth Polling

F12 **Equity and Excellence (5–19 Education Policy Paper)**

Federal Policy Committee

Mover: Cllr James Kempton (Chair of the Policy Working Group)
Summation: David Laws MP (Liberal Democrat Shadow Secretary of State for Children, Schools and Families)

- 1 Conference is committed to providing every child with access to a first-class education, enabling
- 2 every child to make the most of their natural talents.

- 3 Conference notes that the existing 5–19 education system is currently failing many young
- 4 people, especially those from the most deprived backgrounds.

- 5 Conference believes the objectives of today's education policy should be to:

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- 6 I. Close the gap in outcomes between advantaged and disadvantaged young people.
- 7 II. Close the gap in opportunity between the private sector and the state-funded sector.
- 8 III. Ensure that every pupil and student has local access to a first-class school or college.
- 9 Conference therefore endorses Policy Paper 89, *Equity and Excellence: Policies for 5–19 Education*
10 *in England's Schools and Colleges*, as a statement of the party's key policies for creating an
11 education system fit for the future. Conference particularly welcomes proposals to ensure:
- 12 1. A fair chance for every child, including:
- 13 a) Introducing a Pupil Premium to close the performance gap between children from
14 rich and poor families – £2.5bn of additional investment will be used immediately
15 to bring the funding of the poorest and most educationally disadvantaged 1 million
16 children up to levels in private schools.
- 17 b) Within one Parliament, extending the Pupil Premium to other disadvantaged pupils,
18 by reallocating money already in the education system, to cover around 2.5 million
19 children in total.
- 20 c) Enabling schools to spend the Pupil Premium on cutting class sizes, boosting one-to-
21 one tuition, financial incentives for teachers to work in the most challenging schools,
22 extended school days or after-school tuition and holiday support.
- 23 d) Cutting class sizes for children aged 5–7 to private school levels – to around 15
24 children per class.
- 25 2. A broader curriculum and better teaching, including:
- 26 a) Scrapping the 600-page National Curriculum and replacing it with a slimmed down
27 Minimum Curriculum Entitlement.
- 28 b) Radically slimming down the system of national testing, and reinvesting the savings in
29 supporting early interventions to help improve pupils' literacy and numeracy.
- 30 c) Introducing a General Diploma, to be taken by all pupils, incorporating within
31 it existing academic qualifications such as GCSEs, A-Levels, and existing proven
32 vocational qualifications.
- 33 d) Ensuring there are incentives to meet the needs of all pupils by replacing the
34 Government's present GCSE target which places too much emphasis on C/D borderline
35 pupils.
- 36 e) Requiring the General Teaching Council to develop a formal programme of continuous
37 professional development (including a requirement for a Master's qualification) as part
38 of a new system requiring teachers to regularly re-certify their fitness to practice, as in
39 other professions.
- 40 f) Reforming teacher training by increasing learning overseen by established teachers in
41 the classroom.
- 42 g) Reforming the existing rigid and bureaucratic National Pay and Conditions rules, to
43 give schools and colleges more freedom, including in offering financial and other
44 incentives to attract teachers – particularly in shortage subjects and in schools with
45 the most challenging catchments, while ensuring all staff receive the minimum
46 national pay award.
- 47 h) Ensuring that religious education is inclusive in all schools and teaches about what

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48 people believe rather than what to believe, while leaving faith schools free to offer
49 their pupils religious instruction in the school's own faith, subject to pupils being able
50 to opt out where they have attained the maturity to make that decision for themselves
51 and subject to parental decision until that point.

52 3. More good schools and colleges, including:

53 a) Reviewing the existing funding formula for schools and introducing a Fair Funding
54 settlement for all institutions, bringing funding in all schools up to the level of
55 Specialist Schools.

56 b) Closing the unfair funding gap between pupils in school sixth forms and colleges,
57 by immediately raising college funding to school levels, paid for by abolishing the
58 bonuses awarded as part of the Education Maintenance Allowance.

59 c) Taking action to ensure that every neighbourhood is served by a good local school
60 or college by giving Local Authorities a clear strategic responsibility for oversight of
61 school performance, along with appropriate powers of intervention.

62 d) Ensuring that all pupils leaving primary and secondary education have the skills they
63 need.

64 e) Extending the freedom to innovate to all schools, while ensuring a level playing field
65 on admissions and funding through a new model of Sponsor Managed Schools, which
66 would replace Academies, and which would end Labour's unfair two-tier system and
67 restore strategic Local Authority oversight and commissioning.

68 f) Strengthening school governing bodies, with incentives for employers to release staff,
69 additional governor training and remuneration for Chairs of Governors on the same
70 basis as for NHS Trust Board members.

71 4. Freedom for schools, pupils and parents, including:

72 a) Passing an Education Freedom Act, to devolve power from central government to
73 schools, colleges, local authorities and parents – the central Department of Children,
74 Schools and Families would lose powers to micro-manage education and be more
75 than halved in size.

76 b) Establishing an independent Educational Standards Authority (ESA) to restore
77 confidence in standards.

78 c) Allowing parents and pupils to choose schools, and not schools to choose pupils, by
79 stopping the establishment of new schools which select by ability, aptitude or faith,
80 and by introducing policies radically to reduce all existing forms of selection.

81 d) On faith schools:

82 i) Allowing parents to continue to choose faith-based schools within the state-
83 funded sector, and allow the establishment of additional faith schools.

84 ii) Requiring all existing state-funded faith schools to phase out selection by faith
85 within a five-year period, and preventing new faith schools from using selection.

86 iii) Ending the opt-out from employment and equalities legislation for staff in faith
87 schools, except those responsible for religious instruction.

88 iv) Requiring schools who choose to hold assemblies to ensure that any act of
89 collective worship is optional for pupils who are old enough to decide for
90 themselves and otherwise for parents.

91 e) Requiring local authorities to run a truly independent career and course advisory
92 service for young people.
93

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- 94 f) Introducing a new pupil right to move from school to college or work-related
95 learning provider at age 14.
96 g) Scrapping the Labour Government's plan to criminalise young people who leave
97 education before age 18, and replacing it with a more flexible entitlement for
98 young people to take the additional two years of post-16 education when they
wish to do so.

Applicability: England.

Mover and summation: 16 minutes combined; all other speakers: 4 minutes.

For eligibility and procedure for speaking in this debate, see 'speaking at conference' on page 12.

In addition to speeches from the platform, it will be possible for conference representatives to make concise (maximum one-minute) interventions from the floor during the debate on the motion. See page 9 for further information.

The deadline for amendments to this motion, and for requests for separate votes, is 12.00 noon, Tuesday 3rd March; to the Policy Projects Team, Liberal Democrat HQ. See 'amendments' on page 6 and 'separate votes' on page 12. Those selected for debate will be printed in Saturday's Advance Notice Sheet.

17.00 Policy Motion

Chair: Justine McGuinness (Vice Chair, Federal Conference Committee)
Aide: Dee Doocey AM (London)

F13 Prisons and Criminal Justice Policy

Warrington

Mover: Cllr Dr Jo Crotty
Summation: David Howarth MP (Liberal Democrat Shadow Secretary of State for Justice)

- 1 Conference notes that:
- 2 A. The UK prison population has never been higher and is the highest in Europe.
- 3 B. Prisons are colleges of crime where 92% of young men on first-time short custodial
4 sentences reoffend within two years.
- 5 C. The proposals for Titan-style prisons have been widely condemned by those in the Prison
6 sector, including the Chief Inspector of Prisons, the Prison Governors' Association, Prison
7 Officers' Association and the Criminal Justice Alliance.
- 8 D. The Prison Reform Trust cites 'overwhelming evidence against likely effectiveness' of very
9 large prisons, including higher reoffending rates and greater risks to the safety of both
10 inmates and prison staff.

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11 E. The Labour Government has admitted that increases in capacity do not offer a sustainable
12 solution to the problem of overcrowding in prisons.

13 F. The estimated cost of super-prisons is escalating, with the cost now estimated to be
14 between £1.7bn and £2.3bn and rising.

15 Conference believes that:

16 i) Titan prisons are an expensive and ineffectual solution to prison overcrowding.

17 ii) Catching criminals through better policing and improved detection is more successful in
18 cutting crime than posturing over penalties.

19 iii) Policing and penal policy should be based on what works, not tabloid headlines.

20 iv) Small prisons work best for the rehabilitation of prisoners.

21 Conference therefore calls for:

22 1. An immediate end to the plan for Titan prisons, and a commitment to building smaller, 'fit
23 for purpose' facilities, funded in part by the sale of often Victorian facilities in city-centre
24 locations.

25 2. Reform of the prison system so that the most dangerous and serious offenders are housed
26 in adequate facilities, with greater emphasis on rehabilitation, restorative justice, drug,
27 alcohol and mental health treatment, specifically including:

28 a) All prisoners to have access to education and training as a route into work to
29 reduce the likelihood of reoffending.

30 b) Progress being made towards better paid work for prisoners, while at the
31 same time increasing their responsibility for supporting their families and
32 compensating their victims.

33 3. An extra 10,000 police officers and neighbourhood policing across the country, funded
34 by scrapping the expensive ID card scheme.

35 4. Minor offences and anti-social behaviour to be dealt with by Community Justice Panels
36 in every town, facilitating restorative justice where offenders recognise the effects of
37 their actions and make amends to their victims, where victims are amenable.

38 5. A strengthening of the probation service to enforce community sentences.

39 6. The immediate implementation of the Corston review to end the unnecessary
40 imprisonment of women for minor offences.

Applicability: England and Wales.

Mover of motion: 7 minutes; other speakers: 4 minutes.

For eligibility and procedure for speaking in this debate, see 'speaking at conference' on page 12.



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The deadline for amendments to this motion, and for requests for separate votes, is 12.00 noon, Tuesday 3rd March; to the Policy Projects Team, Liberal Democrat HQ. See 'amendments' on page 6 and 'separate votes' on page 12. Those selected for debate will be printed in Saturday's Advance Notice Sheet.

17.40 Party Business

Chair: Cllr Jon Ball
Aide: Jeremy Hargreaves (Vice Chair, Federal Policy Committee)

F14 Report of the Federal Executive

Mover: Baroness Scott of Needham Market, President of the Liberal Democrats

The deadline for questions to this report is 12.00, Tuesday 3rd March, to the Policy Projects Team, Liberal Democrat HQ. See page 10 for further information. Questions selected will be detailed in Saturday's Advance Notice sheet. Questions on events occurring after the deadline may be submitted at the Speakers' Table on speaker's cards up until 16.40 on Saturday 7th March.

F15 Report of the Federal Finance and Administration Committee

Mover: Cllr Duncan Greenland (Chair, Federal Finance and Administration Committee)

The deadline for questions to this report is 12.00, Tuesday 3rd March, to the Policy Projects Team, Liberal Democrat HQ. See page 10 for further information. Questions selected will be detailed in Saturday's Advance Notice sheet. Questions on events occurring after the deadline may be submitted at the Speakers' Table on speaker's cards up until 16.40 on Saturday 7th March.

18.00 Close of Session

Sunday 8th

09.00 Party Business

Chair: Andrew Wiseman (Vice Chair, Federal Conference Committee)
Aide: Jenni Lang

F16 Reports and Q & A Session: Parliamentary Parties of the Liberal Democrats

Commons: Paul Burstow MP (Chief Whip) and Lorely Burt (Chair of Parliamentary Party)
Lords: Lord McNally (Leader) and Lord Shutt (Chief Whip)
Europe: Andrew Duff MEP (Leader) and Sharon Bowles MEP (Chief Whip)

Each of the three reports will be moved briefly, and voted on at the end of the session, but the bulk of the session will be used to allow conference representatives to put questions on any aspect of Liberal Democrat activities in the UK or European Parliaments to the panel.

Conference representatives may submit concise questions (maximum 25 words) on a form collected from and submitted to the Speakers' Table by 18.00 on Saturday 7th March. Questions may also be emailed to questions@libdems.org.uk until 17.00 on Thursday 5th March. The Chair will select which questions shall be asked during the session. See page 10.

09.15 Policy Motion

Chair: Jeremy Hargreaves (Vice Chair, Federal Policy Committee)
Aide: Cllr James Gurling

F17 Emergency Motions or Topical Issues

The deadline for emergency motions and topical issues is 12.00 noon, Tuesday 3rd March, to the Policy Projects Team, Liberal Democrat HQ. See 'emergency motions' on page 8 and 'topical issues' on page 12. The emergency motions selected for debate and/or proposed for the ballot, and the topical issues to be discussed, will be printed in Saturday's Advance Notice sheet.

Mover of motion: 5 minutes; other speakers: 3 minutes.

10.10 Speech

Chair: Baroness Scott of Needham Market (President of the Liberal Democrats)
Aide: Ian Walton

F18 Speech by Kirsty Williams AM, Leader of the Welsh Liberal Democrats

10.30 Policy Motion

Chair: Geoff Payne (Vice Chair, Federal Conference Committee)
Aide: Tessa Munt

F19 *The Best Start for Children, the Best Deal for Families* (Childcare Policy Paper)



Sunday 8th

Federal Policy Committee

Mover: Susan Kramer MP

Summation: To be announced

1 Conference regrets that families in Britain today often struggle to balance work and family life,
2 and that fathers currently have limited leave opportunities to form a relationship with their
3 newborn children.

4 Conference recognises that many parents would welcome the opportunity to work part-time,
5 but that the complicated system of working tax credits and the minimal early years provision
6 (12.5 hrs a week for 3 and 4 year-olds only) can make this an unattractive option.

7 Conference notes the difficulties parents face in finding good quality childcare which is
8 affordable and available flexibly, with costs rising by over 5% between 2007 and 2008.

9 Conference therefore endorses Policy Paper 88, *The Best Start for Children, the Best Deal for*
10 *Families*, as a statement of party policies on parental leave and early years education and
11 childcare, building on the ideas in Policy Paper 72, *Stronger Families, Brighter Futures*, and
12 replacing all previous policy on parental leave.

13 Conference welcomes the recommendation that for the first time, support should be available
14 for caring for children, right through from birth up to the start of school, with proposals to:

- 15 A. Provide nineteen months of shared parental leave to new parents.
16 B. Extend the current early years entitlement to all children from eighteen months up to the
17 start of school, for up to twenty hours a week.
18 C. Focus efforts on improving the quality of childcare.

19 In establishing nineteen months of parental leave for new parents, Conference in particular calls
20 for:

- 21 i) The current system of up to twelve months maternity and two weeks paternity leave to be
22 replaced with nineteen months of parental leave, shared between the parents, making it
23 easier for fathers to play a fuller role.
24 ii) All parents on parental leave to receive Statutory Parental Pay (SPP) at the level of the
25 current statutory maternity/paternity pay, with a right to return to their old job.
26 iii) No parent to be entitled to take more than one year of paid parental leave, ensuring each
27 parent has the option to take at least seven months.
28 iv) Single parents to be entitled to SPP payments for the full nineteen months, with the special
29 provision that after twelve months they could return to work and still receive the money
30 – to assist with childcare costs.

31 In extending the early years entitlement, Conference in particular calls for:

- 32 a) Up to twenty hours per week of early years enriched childcare to be provided to each child
33 over eighteen months whose parents request it, regardless of the working status of the
34 parents.
35 b) This childcare entitlement to be available as flexibly as possible, to suit the needs of the
36 individual family, enabling parents to work part or full time or return to education and
37 training.

Sunday 8th

- 38 c) This childcare to be properly funded, ensuring sufficient direct funding for providers which
39 is truly free to parents at the point of use.
40 d) The twenty hours of free childcare to be supplied by any provider who was suitably
41 qualified and registered, including nurseries, childminders and nannies.
42 e) The role of Children's Centres to be expanded to provide more outreach to families who
43 find it hard to access services, ensuring that all children have the opportunity to use the
44 early years entitlement.

45 In ensuring that provision is of the highest quality, Conference in particular calls for:

- 46 1. A general upskilling of the workforce, with the aim that every group is led by a suitably
47 qualified graduate and that all staff are qualified to a minimum of NVQ Level 3.
48 2. Existing maintained nursery schools and Children's Centres to be developed as examples
49 of leading practice, encouraging them to function as hubs to train and spread best practice
50 amongst the early years workforce.
51 3. Childcare workers to be trained in Special Educational Needs (SEN) to ensure learning
52 difficulties are identified and addressed at an early stage.
53 4. Childcare workers to be trained in disability equality and the specific skills needed to
54 support disabled children, and for facilities to be adapted as appropriate, to ensure that the
55 twenty hours per week entitlement is fully accessible to disabled children.

Applicability: Calls for i-iv) (lines 19 – 30) are Federal; remainder England.

Mover and summation: 16 minutes combined; all other speakers: 4 minutes.

For eligibility and procedure for speaking in this debate, see 'speaking at conference' on page 12.

In addition to speeches from the platform, it will be possible for conference representatives to make concise (maximum one-minute) interventions from the floor during the debate on the motion. See page 9 for further information.

The deadline for amendments to this motion is 12.00 noon, Tuesday 3rd March; to the Policy Projects Team, Liberal Democrat HQ. See Page 6. Those selected for debate will be printed in Saturday's Advance Notice Sheet.

The deadline for requests for a separate votes is 09.15, Saturday 7th March, see page 12.

12.00 Party Business

Chair: Baroness Scott of Needham Market (President of the Liberal Democrats)
Aide: Andrew Wiseman (Vice Chair, Federal Conference Committee)

F20 Presidential Handover

F21 Party Awards

F22 Speech by the Rt Hon Nick Clegg MP, Leader of the Liberal Democrats

13.00 Close of Conference (approx.)



Standing orders for Federal Conference

Glossary of Terms

Business motion

A proposal to conduct the affairs of the Party in a particular way or to express an opinion on the way affairs have been conducted.

Business amendment

A proposal to change a business motion. *Any such proposal should be significant, should be within the scope of the original motion and must not be a direct negative.*

Committee

Throughout these standing orders, Committee means the Federal Conference Committee unless otherwise qualified.

Constitutional amendment

A proposal to change the constitution of the Party.

Secondary constitutional amendment

An amendment to a constitutional amendment. *This must not introduce new material.*

Consultative session

A meeting where selected areas of policy or strategy are considered in greater depth than is possible in full debates.

Day visitor

Someone who has paid the appropriate day visitor fee. Day visitors are not entitled to speak or vote in full sessions of conference.

Elected representative

A person elected by a local party or an SAO to represent them at conference. This term does not include substitutes appointed to replace an elected representative at a particular meeting of conference. It does include elected representatives who have not registered for a particular meeting of conference.

Emergency motion

A proposal which relates to a *specific recent development which occurred after the deadline for submission of motions. **Emergency motions must be brief.***

Emergency amendment

An amendment to a motion which relates to a specific event which occurred after the deadline for the submission of amendments. ***It must be brief and uncontentious.***

Full session

Any part of the conference agenda during which debates, topical issue discussions or discussion of business, including formal reports, takes place. This specifically excludes formal speeches such as those by the Leader or Party Officers.

Non-voting member

A party member who has paid the appropriate registration fee, but, because they are not an elected representative, is not entitled to vote at conference. A non-voting member is, however, entitled to submit a speaker's card for any item on which voting members may submit a speaker's card.

Point of order

A suggestion to the chair of a debate that the conduct of the debate, as laid down in the standing orders, has not been followed correctly.

Policy motion

A proposal to adopt a new policy or reaffirm an existing one. This includes motions accompanying policy papers.

Policy amendment

A proposal to change a policy motion. *Any proposal should be of significant importance, should be within the scope of the original motion and must not be a direct negative.*

Policy paper

A paper prepared by the Federal Policy Committee and submitted to conference for debate under the terms of Article 5.4 of the Federal Party constitution.

Procedural motion

A proposal that the conduct of a debate should be changed in a specific way. Procedural motions are:

Move to next business

A proposal that the conference should cease to consider an item of business and immediately move to the next item on the agenda.

Reference back

A proposal to refer a motion or amendment to a named body of the Party for further consideration.

Request for a count

A request to the chair that a specific vote be counted and recorded rather than decided on the chair's assessment of a show of voting cards.

Separate vote

A request to the chair of a debate that a part or parts of a motion or amendment should be voted on separately.

Suspension of standing orders

A proposal to relax specific standing orders for a stated purpose.

Standing orders continued

Special conference

An additional meeting of the conference requisitioned by the Federal Executive, Federal Policy Committee, conference itself or 200 conference representatives under the provisions of Article 6.6 of the Federal constitution.

Standing order amendment

A proposal to change these standing orders.

Secondary standing order amendment

An amendment to a standing order amendment. ***This must not introduce new material.***

Topical issue discussion

A discussion on a policy issue of significant and topical relevance, conducted without a vote.

Voting member

A person who is entitled to vote at conference. This term includes substitutes replacing conference representatives for a particular meeting of conference. It does not include conference representatives who have not paid any registration fee that may be in force nor does it include day visitors or observers who are not conference representatives.

Standing orders

1. The Conference Agenda

1.1 What is on the agenda

The agenda for each meeting of conference, other than a special conference, shall include time for:

- a) One or more consultative sessions; save that the Committee may decide not to hold any consultative sessions at a spring conference.
- b) A business session or sessions for the consideration of reports from the Parliamentary Party in the House of Commons, the Parliamentary Party in the House of Lords, the Parliamentary Party in the European Parliament, the Federal Executive, the Federal Finance and Administration Committee, the Federal Policy Committee and the Federal Conference Committee together with, when appropriate, reports from any other body the Committee considers appropriate, accounts, the annual report, business motions, constitutional amendments and standing order amendments.
- c) Policy motions (including motions accompanying policy papers).
- d) Emergency motions.
- e) Topical issue discussions.
- f) Any other business which the Committee thinks appropriate.

The time to be allocated to each type of business and the order of that business shall be decided by the Committee provided that conference may decide not to take any particular item on the agenda.

1.2 Conference or council of state parties

In addition, time before or after any meeting may be agreed with the relevant state party for a meeting of the conference or council of that party.

1.3 Right to submit agenda items

- a) Reports to conference may be submitted only by the bodies listed in paragraph 1.1(b).

- b) Business motions (including amendments and emergency business motions and amendments), constitutional amendments and secondary constitutional amendments, standing order amendments and secondary standing order amendments may be submitted by the Federal Executive, Federal Policy Committee, state parties, regional parties in England, local parties, Specified Associated Organisations and 10 conference representatives. Business motions, standing order amendments and secondary standing order amendments may also be submitted by the Federal Conference Committee.
- c) Motions accompanying policy papers may only be submitted by the Federal Policy Committee.
- d) Policy motions (including amendments, emergency policy motions and amendments) may be submitted by the Federal Policy Committee, state parties, regional parties in England, local parties, Specified Associated Organisations and 10 conference representatives.
- e) Proposals for topical issue discussions may be submitted by any voting member.

1.4 How motions and amendments are submitted

All motions and amendments must be submitted to the Committee. They must be typed clearly and accompanied by the name, address and telephone number(s) of a person authorised to agree to their being composited or redrafted. Motions submitted by conference representatives must be accompanied by all their signatures, names and addresses.

1.5 The deadlines by which motions, amendments, reports and questions to reports must be submitted

The Committee shall specify:

- a) The closing date for the receipt of policy motions (including motions accompanying policy papers), business motions, constitutional amendments and amendments to standing orders, which shall be at least eight weeks before the start of conference.
- b) The closing date for the receipt of amendments to motions



Standing orders continued

published in the Agenda and emergency motions, which shall be at least two days before the start of conference.

- c) The closing date for the submission of written reports from the bodies listed in paragraph 1.1(b), which will be set so as to enable their distribution with the Agenda. Any supplementary report submitted later than this deadline may only be tabled at conference with the permission of the Committee.
- d) The closing date for the submission of questions to any of the reports listed in the Agenda, which shall be at least two days before the start of conference.
- e) Notwithstanding 1.5(e), questions may always be submitted to any of the reports listed in the Agenda arising from events occurring after the deadline specified in 1.5(e). The deadline for these questions shall be one hour before the start of the business session at which the report is due to be considered.
- f) The closing date for proposals for topical issue discussions, which shall be at least two days before the start of conference

1.6 Notification of deadlines

All dates specified under Standing Order 1.5 shall be notified to conference representatives and bodies entitled to submit motions. Publication in the party newspaper may be treated as notice for this purpose.

1.7 Later deadlines in special circumstances

In special circumstances the Committee may specify later dates than those indicated above. In particular, where developments which, in the opinion of the Committee, are of great importance have taken place after the closing date for emergency motions and questions to reports, the Committee may make time available for an additional emergency motion or for a statement to be made on behalf of the Party or for additional questions to be submitted to reports.

2. Consultative Sessions

2.1 The subjects for consultative sessions

The subjects for debate at consultative sessions shall be chosen by the Committee on the advice of the Federal Policy Committee and, where appropriate, the Federal Executive, and published in the Agenda. Two or more such sessions may be held simultaneously.

2.2 Speaking at consultative sessions

Any member of the Party may be called to speak at a consultative session and, with the approval of the chair, non-members with relevant expertise may also be called.

2.3 Voting at consultative sessions

At the discretion of the chair a vote by show of hands may be taken to indicate the weight of opinion among members present on any issue that has been debated.

3. The Agenda

3.1 The shortlisting of motions

The Committee shall draw up the Agenda and shall decide which of the motions duly submitted shall be included in it. The Committee may allocate time for one or more policy or business motions to be selected by ballot. Copies of motions not selected shall be available for inspection and will be supplied to any conference representative on payment of a copying charge and postage.

3.2 Motions for the amendment of the constitution or standing orders

Save as detailed below in Standing Order 4.3, all proposed amendments to the constitution or standing orders must be either selected for debate or included in a ballot to allow conference representatives to determine an order of priority for allocating time.

3.3 Balance between State and Federal policy debates

The Committee shall, in drawing up the Agenda, have due regard to the balance of State and Federal policy debates and in particular shall as far as possible organise the agenda so that all matters which relate solely to one or more state parties but not all State Parties or the Federal Party shall be considered at either the beginning or the end of the conference.

4. Selection of Motions and Amendments

4.1 Compositing or otherwise altering motions

In drawing up the Agenda the Committee shall seek to reflect the range of views in the Party as indicated by the motions and amendments submitted. The Committee may:

- a) Treat any severable part of a motion or amendment as a separate motion or amendment.
- b) Redraft a motion or amendment so as to improve expression, remove inaccuracy or superfluity or take account of new developments.
- c) Composite similar motions or amendments.

4.2 Selection of amendments

The Committee shall decide which of the amendments duly submitted to each motion shall be selected. No amendment shall be selected if, in the opinion of the Committee it is insubstantial, outside the scope of the motion, or tantamount to a direct negative of the motion.

4.3 Motions for the amendment of the constitution or standing orders

The Committee may refuse to select a motion for amendment of the constitution or standing orders if, in their opinion, it is:

- a) Similar in effect to another motion which has been selected for debate or ballot at the same meeting of conference.
- b) Similar in effect to a motion that has been rejected at either of the last two meetings of conference.

Standing orders continued

- c) In the case of amendments to the constitution, incomplete in that it leaves unamended some other part of the constitution which contradicts the meaning of the amendment.
- d) In the case of amendments to standing orders, incomplete in that it leaves unamended some other part of standing orders which contradicts the meaning of the amendment.
- e) Ambiguous.

4.4 Emergency motions

The Committee may reject an emergency motion if:

- a) It is similar in effect to another motion that has been selected for debate or ballot.
- b) It is similar in effect to a subject chosen for a topical issue discussion.
- c) It is unclear as to its meaning or intent or is, in the opinion of the Committee, too poorly drafted to provide a sensible basis for debate.
- d) It falls outside the definition of emergency motions.

No amendment shall be taken to any motion selected under this Standing Order.

4.5 Ballots for emergency motions

All emergency motions, except those rejected under Standing Order 4.4, must be placed either on the agenda for debate or in a ballot for selection by Conference. The Committee may hold separate ballots to select which of a range of emergency policy motions and which of a range of emergency business motions to debate. If one or more ballots is held the Committee shall circulate the text of all balloted motions to the Representatives attending Conference as soon as practicable and shall specify a closing time for the ballot. Following the counting of any ballots the Committee shall decide how many motions shall be debated in the time available.

4.6 Emergency amendments

The Committee shall have complete discretion whether to select emergency amendments for debate.

4.7 Topical issue discussions

The choice of subjects for topical issue discussions shall be made by the Officers of the Committee in consultation with the Officers of the Federal Policy Committee. In choosing the subjects, the Officers shall have regard to the significance and topicality of the subjects proposed and whether they are likely to provoke a lively discussion.

5. Special Meetings

5.1 Timetabling of special meetings

The Committee shall, as soon as practicable after the requisitioning of a special meeting of the conference, fix a date for the meeting, draw up the Agenda and, if appropriate, specify a date for the submission of amendments. The meeting shall deal only with the business stated in the notice of requisition save that the Committee may allow time for emergency

motions and for business which is formal or, in its opinion, uncontentious.

5.2 Preferred timescales for special meetings

In setting dates for the submission of motions and amendments and giving notice thereof and of the conference itself the Committee shall endeavour to follow the timescales laid down elsewhere in these standing orders but, where this is not practicable, the Committee shall set such dates as it sees fit.

6. Appeals

6.1 Appeals against rejection of motions

The Committee shall provide written reasoning to the nominee of the proposers for the rejection of any motion or amendment. The proposers may appeal, in writing, to the next meeting of the Committee. Any such appeal shall provide reasons why, in the opinion of the proposers, the expressed reasons for rejection are not valid. If the appeal is allowed, the motion or amendment shall be treated as an emergency motion or amendment according to the stage of the agenda-setting process at which the appeal has been allowed.

6.2 Appeals against exclusion from conference

Any person excluded from conference by a decision of the Chief Steward shall have the right of appeal to the Committee at the next of its regular meetings. The exclusion shall remain in force pending the appeal. If the person who is excluded is a voting member of conference, their local party or SAO shall be contacted immediately and invited to appoint a substitute for the remainder of the conference.

7. The Chair

7.1 Who chairs conference

The President, if present, shall normally take the chair at the formal opening and closing of conference and when the Party Leader is making a formal speech from the platform. At all other sessions the chair shall be appointed by the Committee. Normally no person shall chair more than one session at any meeting.

7.2 The chair's aide

The Committee may appoint an aide or aides to assist the chair of each session.

8. Conduct of Debate

8.1 Variation in the order of business

The Committee may propose to the conference a variation in the order of business as set out in the Agenda. Such variation shall be put to the vote and shall take effect if approved by a majority of those voting.

Standing orders continued

8.2 Withdrawal of motions and amendments

Once the Committee has included a motion or amendment, or part of a motion or amendment, in the Agenda, may not be withdrawn except by leave of conference.

8.3 The order of debate

The Committee shall direct the order of debate. Generally, however, a motion will be moved and immediately thereafter the amendments and options will be moved in the order directed by the Committee. There will then be a general debate. The movers of amendments and options (or their nominees) shall have the right of reply in the same order, after which the mover of the motion (or the mover's nominee) shall have the right of reply. Votes shall then be taken on the amendments and options in the order in which they have been moved and, finally, on the substantive motion. The Committee may direct that part of any motion or amendment or groups or amendments may be the subject of a separate debate.

8.4 Topical issue discussions

The Committee shall direct the order of the discussion. Normally the proposer of the subject shall speak first, and a representative of the Federal Policy Committee shall speak last.

8.5 Who may speak

Only voting or non-voting members may speak at a full session of conference, save that other persons may speak in the following circumstances:

- a) As a member of the Federal Policy Committee representing that committee in a policy debate.
- b) As a member of the Federal Conference Committee representing that committee in debates on standing orders and matters of conference procedure.
- c) As a member of the Federal Executive representing that committee on matters of party business.
- d) If called by the chair of the session, after the Committee has given permission. Such permission shall only be given exceptionally.

Additionally the Committee may invite any person to address the conference as a guest.

8.6 The special rights of the Federal Committees

Provided that the Federal Policy Committee is not proposing the motion or any of the amendments to be taken in a debate on a policy motion or on motions relating to the policy-making processes of the Party it shall have the right to nominate a person to report its views on the subject before the conference. The Federal Executive shall have similar rights on business motions or motions to amend the constitution, as shall the Federal Conference Committee on motions relating to the proceeding and procedures of the conference and to amend standing orders. Such a person shall be called to speak for the same length of time as the person replying on behalf of the mover of the motion.

8.7 The selection of speakers

Voting and non-voting members wishing to speak in any debate shall submit a speaker's card, prior to the commencement of the debate in which they wish to speak, stating whether they wish to speak for or against an amendment, the motion or part of the motion. The chair shall be responsible for the choice of the speakers and shall attempt to provide a balanced debate between the different viewpoints in the conference, but may announce a departure from this rule if there is an overwhelming preponderance of members wishing to speak on the same side. The chair shall have the discretion to accept speakers' cards after the start of the debate. Save as provided for in these standing orders, no person may speak more than once in any debate.

8.8 The length of speeches

The Committee shall set out in the Agenda time limits for speeches.

8.9 Where to speak from

All speeches shall be made from the rostrum, save that speeches by the President or Leader of the Party, except when participating in debate, or by a guest invited by the Committee, or on the occasion of the opening or the closing of the meeting, may be made from the platform.

9. Voting at Conference

9.1 The method of voting

Voting cards shall be issued at each meeting to voting members. The Committee may direct that voting on any issue be by ballot. Subject thereto all votes at full sessions shall be taken by show of voting cards.

9.2 Counting of votes

A vote by show of voting cards shall be counted:

- a) If the Committee has so directed.
- b) If the chair so directs.
- c) As the result of a procedural motion under Standing Order 12.5 below.

A recount will only be held if the chair is not satisfied that the first count was accurate.

9.3 Separate votes

A separate vote may be taken on a part of a motion or amendment:

- a) On the direction of the Committee.
- b) At the discretion of the chair.
- c) As a result of a procedural motion under Standing Order 12.4 below.

10 Points of Order

10.1 Making a point of order

Any voting member may rise on a point of order which shall be taken immediately except that, during a vote, no point of order

Standing orders continued

shall be taken that does not refer to the conduct of the vote. The chair's decision on all points of order shall be final.

11 Procedural Motions

11.1 Next business

- a) A voting member may, during any full conference session, submit, in writing, a request that conference move to next business, giving the reasons to do so. The submission shall not exceed 75 words.
- b) The chair may either take the request immediately upon receipt, or at the end of any speech currently being made. If more than one request is received the chair shall decide which to take. No more than one request may be taken in respect to any motion or report.
- c) When the request is to be taken, the chair shall read the statement of reasons and ask conference whether it wishes to consider the request to move to next business. If conference decides, by a simple majority of those voting, to do so, the person who made the request may speak. The chair may allow other speakers. All speeches under this standing order shall be limited to two minutes. If conference decides not to debate the proposal, it falls.
- d) The proposal shall require a two-thirds majority of those voting being to be passed. If it is carried the current agenda item shall be abandoned without any further debate or vote and, at the discretion of the chair, either the next agenda item shall be taken or there shall be an adjournment until the time at which the next agenda item was due to be taken.

11.2 Reference back (moved by a representative)

- a) A voting member, who has not already spoken in the debate, may, at any time before the chair has asked the first speaker in reply to stand by, submit, in writing, a request to refer back the motion under debate. The submission shall state to whom the motion is to be referred and shall include a statement of the reasons, including reasons why voting against the motion would not achieve a similar result, not exceeding 75 words.
- b) The chair may take the request to refer back at whatever stage of the debate they consider appropriate. If more than one request is received, the chair shall decide which to take. No more than one request may be taken with respect to any motion.
- c) When the request is to be taken, the chair shall read the statement of reasons and ask conference whether it wishes to consider the request to refer. If conference decides, by a simple majority of those voting, to do so, the person who made the request may speak and the mover of the substantive motion, or their nominee, may reply. The chair may allow other speakers. All speeches under this standing order shall be limited to two minutes. If conference decides not to debate the reference back, it falls.
- d) The reference back shall require a simple majority of those

voting to be passed. If it is carried the current agenda item shall be abandoned without any further debate or vote and, at the discretion of the chair, either the next agenda item shall be taken or there shall be an adjournment until the time at which the next agenda item was due to be taken.

- e) If the substantive motion is referred to the Federal Executive, the Federal Policy Committee or the Federal Conference Committee that body shall, in its report to the next meeting of the conference, state what action it has taken on the reference.

11.3 Reference back (moved by the Federal Policy Committee)

- a) The Federal Policy Committee may, at any time before the beginning of the debate on a motion, submit, in writing, a request to refer that motion to the next meeting of the conference. The chair shall announce the existence of such a request at the start of the debate.
- b) The chair may take the request to refer back at whatever stage of the debate they consider appropriate. A nominee of the Federal Policy Committee will speak and the mover of the substantive motion, or their nominee, may reply. The chair shall have discretion whether to allow other speakers on the request.
- c) The reference back shall require a simple majority of those voting to be passed. If it is carried the current agenda item shall be abandoned without any further debate or vote and, at the discretion of the chair, either the next agenda item shall be taken or there shall be an adjournment until the time at which the next agenda item was due to be taken.
- d) If passed, the Federal Policy Committee shall, before the next meeting of the conference, circulate its reasons for acting under this section and its comments on the motion and any amendments thereto accepted for debate.

11.4 Separate vote

A voting member of conference may request that the chair take a separate vote on a part of a motion or amendment provided that such a request is in writing and received by the commencement of the first conference session on the day before the debate is scheduled. If the debate is scheduled for the first day of conference, the request must be received in writing by the same deadline as that for emergency motions. The Committee shall have complete discretion whether to take a separate vote. In exceptional circumstances, the Chair of the debate shall have discretion to accept a request for a separate vote if it is received in writing after this deadline.

11.5 Counted vote

Any voting member may ask for a counted vote, which shall be taken if the request is supported by 50 members rising in their places and showing their voting cards.

11.6 Suspension of standing orders

- a) A voting conference member may, during any full conference



Standing orders continued

session, move a motion for the suspension of standing orders. The mover shall submit the motion together with a written statement of its purpose, not exceeding 75 words, to the chair, who shall read them to the meeting. The chair may either take the request immediately upon receipt, or at the end of the speech currently being made.

- b) No motion to suspend standing orders may suspend any requirement of the constitution, nor any part of these standing orders which govern:
 - i) The rights of, or timetable for, submission of motions and amendments.
 - ii) Consultative sessions.
 - iii) Procedural motions for next business or suspension of standing orders.
- c) No motion to suspend standing orders to introduce a motion or amendment on to the agenda can be taken unless the motion or amendment has been submitted to the Committee in accordance with the published timetable and, where a right of appeal against non-selection exists, the right has been exercised.
- d) The chair shall read the statement of purpose and, if the suspension is allowable in the terms of this standing order, ask the conference whether it wishes to debate the request for suspension. If the conference decides not to debate the request, it falls. If the conference decides, by a majority of those present and voting, to hear the request the mover may speak and a representative of the Committee may reply. The chair shall have the discretion to allow other speakers. All speeches on the motion to suspend standing orders will be limited to two minutes.
- e) A motion to suspend standing orders shall only be carried if supported by at least two-thirds of the conference members voting. If the procedural motion is carried all standing orders shall remain in force except only for the purposes set out in the motion.

11.7 No procedural motions during votes

No procedural motion can be moved during a vote.

12 Reports

12.1 Which reports are tabled

The business session or sessions of the conference must include consideration of reports from the bodies listed in Standing Order 1.1(b).

12.2 Submission and selection of questions

A voting member may submit questions to any report tabled for consideration, by the deadlines set under Standing Orders 1.5 (e) and (f). The Committee shall publish in advance of the report session all the questions submitted under Standing Order 1.5 (e) which are in order, compositing similar questions where appropriate.

12.3 Whether questions are in order or not

A question shall be ruled out of order if it asks the body submitting the report about issues which are outside its duties and responsibilities. If the question could be answered by another body reporting to the same conference, the Committee may transfer the question to that body.

12.4 How questions and supplementary questions are put and answered

After the report is moved, the mover, or their nominee, shall answer the questions in turn. After each question has been answered, the voting member who submitted the question will be given the opportunity to put a supplementary question, speaking for a maximum of two minutes, and the mover, or their nominee, will be given an opportunity to respond. The chair shall determine the time given to the mover in moving the report and replying to questions. The chair shall also determine how many of the published questions, and how many of the questions submitted under Standing Order 1.5 (f), can be taken. After the conference the Committee shall publish the answers to all questions submitted under Standing Orders 1.5 (e) and (f) which are in order, and to all supplementary questions asked.

12.5 Approval or rejection of reports from Federal Party committees or sub-committees

Any report tabled by a Federal Party committee or sub-committee must be submitted for approval by the conference and must be voted upon accordingly. A voting member may move the rejection of any part of the report or of the report as a whole. A voting member wishing to move a rejection shall submit a speaker's card prior to the commencement of the consideration of the report, stating the section(s) which they wish to have rejected. All moves to reject a report must be debated (except that the chair shall have discretion to choose between moves to reject the same part of the report), at the conclusion of the question session. The person who made the request shall speak and the mover of the report, or their nominee, shall reply. The chair may allow other speakers, and shall determine the time given to all speakers.

12.6 Receipt of reports from other bodies

Any report tabled by a body other than a Federal Party committee or sub-committee must be submitted for receipt by the conference and must be voted upon accordingly. A voting member may move not to receive the report, by submitting a speaker's card prior to the commencement of the consideration of the report. A move not to receive a report must be debated (except that the chair shall have discretion to choose between more than one move not to receive the same report), at the conclusion of the question session. The person who made the request shall speak and the mover of the report, or their nominee, shall reply. The chair may allow other speakers, and shall determine the time given to all speakers.

Standing orders continued

13 Amendment of Standing Orders

13.1 Amendment of standing orders

These standing orders may be amended by a two-thirds majority of members of conference voting on a motion duly submitted and selected in accordance with standing orders. Subject to any amendment they shall remain in force from meeting to meeting.

14 The Chair and Vice Chairs of the Committee

14.1 Chair and Vice Chairs

At its first meeting after a new election the Committee shall elect a Chair, who must be a member of the Committee directly elected by conference, and at least one Vice Chair, who must be members of the Committee either directly elected by conference or elected by one of the State Parties.

The Federal Party

Officers of the Federal Party

Leader	Rt Hon Nick Clegg MP
President	Baroness Scott
Chair of FFAC	Cllr Duncan Greenland
Treasurer	Lord Clement-Jones
Vice President (England)	Brian Orrell
Vice President (Scotland)	Audrey Findlay
Vice President (Wales)	John Last CBE
Chief Executive	Lord Rennard

Federal Executive

The FE is responsible for directing, co-ordinating and implementing the work of the Federal Party, including overall strategy, campaigning, organisation and staffing. The Federal Finance and Administration Committee and the Campaigns and Communications Committee both report to the FE.

The FE has 29 voting members: the Party President (who chairs it) and three Vice Presidents; the Leader and two other MPs; one peer; one MEP; two councillors; three state party reps; and fifteen members directly elected by conference reps.

Federal Finance and Administration Committee

The FFAC is responsible for planning and administering the budget and finances of the Federal Party, directing its administration and ensuring its compliance with the provisions of the Political Parties, Elections and Referendums Act 2000. It is responsible to the FE, but also reports directly to the Federal Conference.

The FFAC has 14 voting members: the Chair (currently Cllr Duncan Greenland), Party Treasurer and five other members (elected by the FE); the Party President; three state party reps; and the Chief Executive and two other members of Federal (HQ and Parliamentary) staff.

Federal Policy Committee

The FPC is responsible for researching and developing policy and overseeing the Federal Party's policy-making process. This includes producing policy papers for debate at conference, and drawing up (in consultation with the relevant parliamentary party) the Federal election manifestos for Westminster and European elections.

The FPC has 29 voting members: the Party Leader and four other MPs; the Party President; one peer; one MEP; three councillors; three state party reps; and fifteen members directly elected by conference reps. It must be chaired by one of the five MP members, and is currently chaired by the Leader.

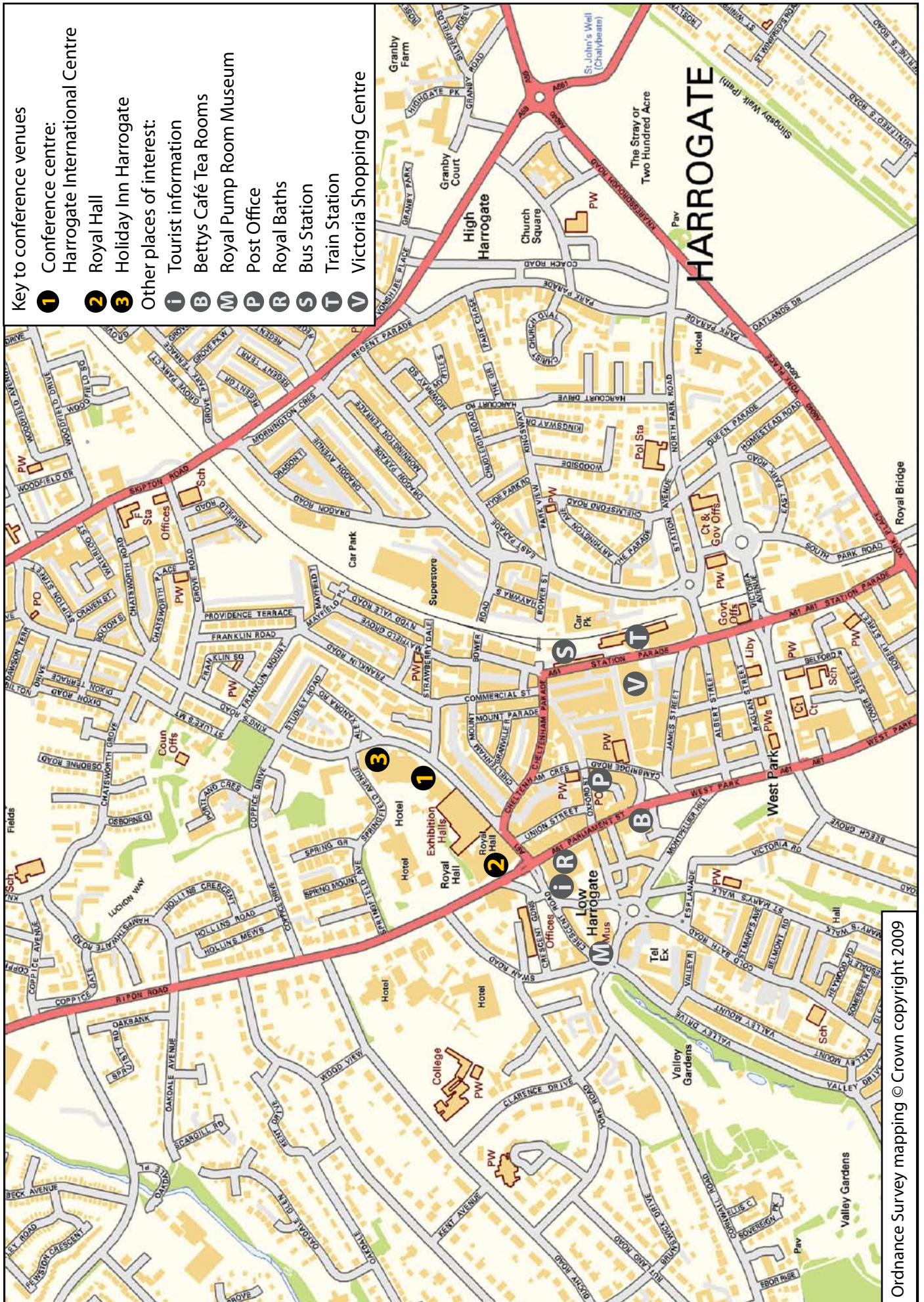
Federal Conference Committee

The FCC is responsible for organising the two Federal conferences each year. This includes choosing the agenda from the policy and business motions submitted by conference reps, local, regional and state parties, specified associated organisations and Federal committees, and taking decisions on topics such as venues, registration rates and other administrative and organisational matters. It works within a budget set by the FFAC.

The FCC has 21 voting members: the Party President; the Chief Whip; three state party reps; two reps from the FE and two from the FPC; and twelve members directly elected by conference reps. It elects its own chair (currently Duncan Brack), who must be one of the directly elected reps.

The members of the FCC are shown on page 2.

Harrogate town centre





Year after year after year...

**Come and celebrate the achievements of the
Vale of White Horse (control since 1995) and
Oadby and Wigston (control since 1991)**

All councillors and good friends of local government welcome

6.15pm - 7.30pm

Saturday 7th March 2009

Bramham Suite, Holiday Inn, Harrogate

Cake, bubbles and much merriment



For more information contact the LGA office on 020 7664 3235 or email libdemgroup@lga.gov.uk

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