



# spring conference

## agenda and directory

sheffield 11th – 13th march 2011



in government  
**on your side**

— ADVERT —

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## Welcome to the Liberal Democrat spring conference 2011.

I am delighted that we have chosen to hold this conference in Liberal Democrat-run Sheffield, which includes the constituency of Nick Clegg.



**Andrew Wiseman is Chair of the Federal Conference Committee**

When we chose this venue, little did we realise the changed political circumstances we would find ourselves in. So much has happened since the last spring conference, it just shows what can happen in the space of a year in politics!

Our agenda for this conference includes a number of important motions including one on party strategy from the Federal Executive, policy papers on volunteering and youth justice from the Federal Policy Committee and the opportunity to question both the Deputy Prime Minister and members of the Business Innovations and Skills parliamentary team.

These Q&A sessions along with motions developing our policy set us apart from the other main parties. Our conference is truly democratic and that is something we should be proud of.

I look forward to welcoming you to Sheffield.

**Andrew Wiseman**  
**Chair, Federal Conference Committee**

For conference details and registration online:  
**[www.libdems.org.uk/conference](http://www.libdems.org.uk/conference)**

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Front cover photo by Alex Folkes.

# the federal conference committee is here to serve you!



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Joanne Shaw,  
FE rep



Ian Walton,  
Welsh rep



Adrian Beavis,  
Chief Steward,  
co-opted

## Ex officio:

Alistair Carmichael MP, Chief Whip.

Tim Farron MP, Party President.

Chris Fox, Chief Executive (non-voting).

If you need to find any of the members of the FCC throughout the weekend, you should be able to identify them easily by the larger photo pass holder with the words 'Federal Conference Committee' written on it.



# in government on your side

by Nick Clegg MP

Welcome to Sheffield. It's a huge pleasure for me, as a Sheffield MP, to welcome our party to this great city – we have a proud heritage in steel and manufacturing which continues to this day, we're the home to two equally brilliant football teams and we're the gateway to the beautiful Peak District.

With all that and the conference agenda ahead of us, I'm certain this will be a great weekend for all of us and that Paul Scriven and his team on the council will do a wonderful job looking after you all.

Last year saw an historic election where we defied the odds to win nearly a million more votes than ever before and a momentous change for us as a party, entering government for the first time as Liberal Democrats.

I know it hasn't always been easy to adjust to this new world but I'm hugely positive about what we are accomplishing, every day.

We are part of a government that is redefining politics, defying the two party system just as we did during the election campaign. And we are part of a government that has taken up a huge, but essential challenge: sorting out the deficit to put our country on a stable footing once again, so we can build the fair society you and I have dreamed of for so long.

As the smaller party in the coalition, we can't deliver every policy we had in our manifesto, of course. But the Coalition Agreement we are now implementing is a programme I think we can all be proud of. It commits us

to sweeping reforms to decentralise and personalise our public services, to reform our politics, to restore our civil liberties, to build life chances for our children and to rebalance our economy to make it safe, stable and fair for all.

And most importantly of all, we are making huge progress implementing the four policies we put on the front page of our Manifesto – structural changes which will make our country fair and liberal. We now have the chance, at this year's elections in Wales, Scotland, and in councils across the country, to campaign for the first time on a record of action in government, and it's a record to be proud of.

- Since January, the banks have been paying a new levy to help reduce the deficit they caused. So out on the doorstep you can let everyone know we delivered on our pledge to take on the banks.

I'm hugely positive about what we are accomplishing, every day



© Alex Folkes

## in government on your side continued

- From April, every school in England will have money in its budget from the pupil premium to help stop pupils falling behind. So let every parent know we secured that money for their school.
- On the day of the elections, every citizen will have the chance to choose a new voting system to make MPs work harder and stop scandals like the expenses abuse from happening again. So let every voter know we made that possible.
- And from April every basic rate taxpayer will be receiving up to £200 extra in their pay packet because of our tax reforms. So make sure you let every one of those hard working people know the promises we made are being kept.

We know what we believe in. We know what a huge difference we can make in office – so let's get out and take our message to the voters of Britain. In Holyrood, in Cardiff Bay, in town halls across the country, we can secure the changes people need in their everyday lives. A vote for the Liberal Democrats is a vote for freedom, fairness and responsible government.

Enjoy conference and I'll see you out on the campaign trail.



**The Rt Hon Nick Clegg MP is  
Leader of the Liberal Democrats  
and Deputy Prime Minister**



**We are  
part of a  
government  
that is  
redefining  
politics**



# Welcome to Sheffield

**Simon Ayres**  
Head Chef - The Milestone  
Ramsay's Best Restaurant Finalist  
& White Rose Award Winner

**Sheffield is packed full of award-winning restaurants, pubs and cafes for every palette and pocket.  
Treat your taste buds to fine dining, hearty home cooking or cuisine from across the world.  
Discover more at [welcometosheffield.co.uk](http://welcometosheffield.co.uk)**




# welcome to sheffield

by Paul Scriven

I'm delighted to welcome the Liberal Democrat conference to Sheffield for the first time.

Without doubt this will be the highest profile spring conference in our history and, like you, I'm looking forward to Liberal Democrats coming together again. Being able to welcome you to our national Leader's home city is a great honour.

I know you will enjoy Sheffield's city centre. As the centre of conference is around City Hall, I hope that you manage to spare a few minutes to visit the attractions close-by; the Millennium Galleries, Winter Gardens and the Crucible Theatre. Perhaps even more importantly for some, there are dozens of outstanding bars and restaurants to enjoy and spend all your money in.

There is also Kelham Island which must have the finest array of real ale pubs in the country for those that want to jump on the tram and venture a little further outside the conference venue for a strictly sociable drink!

One thing that will strike you about our city is just how green and leafy it is. I urge you to find the time to visit some of our magnificent green spaces or even the Peak District, which is on our doorstep and just a 10 or 15 minute journey from the city centre.

I know that there is simply too much to do to fit into our busy conference agenda, so I hope you all enjoy your stay and will be back soon to sample even more of the 'Steel' City.

In 1911 one of my many predecessors as Leader of Sheffield City Council returned to power for a record breaking third time. He was opposed to the Labour Party, he was a Liberal and he went by the name of Clegg.

A strange twist of fate then that conference descends on Sheffield 100 years later with another Clegg at our helm. But what's perhaps even more intriguing is that in 1911 Sheffield's William Clegg formed a coalition with the Conservatives during his longest and most successful third administration.

You don't need me to tell you that this is an important period in our party's history. Being in government for the first time whilst having to deal with a financial crisis is tough. There is no doubt about it. However, the last few weeks and months have shown that we can achieve things we could only have dreamt of before.

Our task now is to use this conference as a springboard to spread our positive message. I'm proud that the Liberal Democrats have chosen Sheffield as the place to do just that.



**Cllr Paul Scriven is Leader of the Liberal Democrats on Sheffield City Council**



© Sheffield Tourism

In 1911 Sheffield's William Clegg formed a coalition with the Conservatives

# a few words from your new president

by Tim Farron MP

I have only missed two Lib Dem conferences since the party was formed in 1988. They were Bournemouth in March 1989 – I was a student in Newcastle and skint – and Torquay in March 2001 – when I was an aspiring candidate in Westmorland at the time of the foot-and-mouth crisis.

Last spring conference in Birmingham was going to be my third no-show. I took the view that, with a tiny majority of 267 to defend and a general election in a few weeks, I was better off knocking on doors in Kendal than knocking back pints in the conference bar. But then they asked me to do the rally on the opening night of conference! I would have resisted even this temptation until I was told that I would be doing the rally alongside Nick Clegg, Shirley Williams and Paddy Ashdown.

I returned to Westmorland late that night and discovered a Conservative leaflet which had as its front page story 'Hung Parliament Chaos!', which warned voters not to vote for that Farron chap because it would only lead to the unspeakable disarray that comes when you don't have majority single party government. I must say that our Conservative colleagues deserve genuine credit for having so comprehensively proved themselves wrong on this over the last year!

So, coalition governments are not unstable, balanced parliaments are not chaotic, the markets are actually encouraged by the signs of politicians working together in the national interest.... so, remind me, are there any reasons to vote against Fairer Votes in May?

Well, maybe you are an MP with a safe seat and you don't want to have to work hard enough to earn re-election; in which case you should vote no. Perhaps you are a member of a party that would never get the 51% of the vote you would need to legitimately take majority power, but you would like to have that power anyway; in that case you should also vote no. Or you may be a journalist whose intellect has been challenged by our new plural politics with two parties being in power at the same time – after all, counting to 2 can be quite difficult; if you can avoid getting lost on the way to the polling station, you should vote no.

So, there are still reasons to vote against fairer votes – just not any good ones!

In May we face vital elections to the Scottish Parliament, the Welsh Assembly and local councils across the UK. Our candidates deserve our support, they deserve the resources they need to campaign and our physical help, and they also deserve help with strong and effective messages to help convince voters.

The fairer votes referendum is, however, beyond important. Its game-changingly, earthshatteringly significant. If we lose it, the coalition will continue to be strong; after all we've got many more vital things to do, including ensuring that the Lords is elected by PR (no referendum required for that). But if we win it, our achievement will have been historic. British politics will have been changed for good.

Dare I say that winning that referendum is even more important than the other elections we face on that day? Go and make it happen.



**Tim Farron is MP for Westmorland and Lonsdale and is President of the Liberal Democrats**

The fairer votes referendum is, however, beyond important



# conference information

General information about this year's spring conference is listed below in alphabetical order.

The main conference sessions will take place in the **auditorium** in the **Irwin Mitchell Oval Hall** on the ground floor of **Sheffield City Hall (SCH)** – see *map of Sheffield city centre* on the **back cover** and the *conference venue plan* on **page 12**.

For information about the conduct of the business of conference, submitting amendments and appeals, speaking etc, see *auditorium information* on **pages 13–18**.

If you have any questions on-site, please ask a conference steward or go to the conference **Information Desk** in the **foyer** of **SCH**.

## access

Access to the secure area of **SCH** is possible **only with a valid, visible conference photo pass worn with the official lanyard**. You will be asked to show your photo pass at the **security check point** at the **entrance to SCH**. You are required to wear the photo pass with the lanyard visible **at all times** within **SCH**.

Please allow time for security check queues at SCH during key times – particularly after lunch and ahead of popular events.

If you are attending a fringe session in the **Mercure St Paul's Hotel**, **Jurys Inn** or **Leopold Hotel**, conference photo passes are not necessary unless you are attending a party training session, where you may be asked to show a valid photo pass or party membership card.

## local discounts

Sheffield businesses are pleased to offer a series of special offers for attendees at Liberal Democrat spring conference 2011.

Conference-goers can enjoy exclusive offers at the city's eateries and attractions.

Find them in your delegate bag or pick them up at the Sheffield information stand, B22, in the Exhibition area on level -3 of SCH.



© Sheena Woodhead, Sheffield Tourism

## accommodation

The conference hotel, the **Mercure St Paul's Hotel**, is fully booked. Alternative accommodation is bookable directly via our local accommodation partner, Yorkshire South Tourism.

For more information on rates and how to book, call Yorkshire South Tourism on 0114 281 4048 or visit:

[www.conferencebookings.co.uk/delegate/YSTLIBDEMS11](http://www.conferencebookings.co.uk/delegate/YSTLIBDEMS11)

To ensure you are getting the best possible rates we encourage you to book before **4th March**.

## banking facilities

There are no ATM facilities within SCH but there are several banks and ATM facilities within a minute's walk of the conference centre.

## car parks

See *parking* under *transport and travel* on **page 22**.

## cloakroom

There is a complimentary cloakroom off the City Bar on **Level -2** of **SCH**.

**Under no circumstances will any large bags or suitcases be allowed into SCH.**

## conference bags

Your biodegradable, environmentally-friendly conference bag will be available for collection from

## conference information continued

the **foyer** of **SCH**. Please bring your photo pass covering letter, which, if you register before **1st February**, you will receive before conference. Conference bag collection is open at the following times:

Friday	11th March	15.00 – 18.30
Saturday	12th March	08.30 – 17.30
Sunday	13th March	08.30 – 12.00

### conference daily

**Conference Daily** will be published on **Saturday 12th** and **Sunday 13th March**. It will contain last-minute changes to the order of business, movers, amendments to motions, topical issues, emergency motions for debate or the ballot, questions to reports, etc. and updates to information about the fringe and exhibition.

**Conference Daily** will be available at the start of each morning session from the **Information Desk** in the **foyer** of **SCH**. Please make sure you collect your copy, as the information it contains will always be vital to understanding the day's business.

You can place an advert in **Conference Daily** to give up-to-date information about your organisation or event to conference-goers. Contact the Conference Office, [conferences@libdems.org.uk](mailto:conferences@libdems.org.uk), 020 7227 1350 or at conference via the **Information Desk** in the **foyer** of **SCH**.

**Conference Extra** is not published at spring conference – all the relevant information is contained in this *Agenda and Directory* or in *Conference Daily*.

### consultative sessions

Consultative sessions take place on **Friday 11th March** between **15.00 and 17.30** in the **Mercure St Paul's Hotel**. See **page 36** for details.



During conference we will be tweeting live from the auditorium. For updates on who's speaking, when agenda items are about to start and how conference has voted, follow us at:

[www.twitter.com/LibDemConf](http://www.twitter.com/LibDemConf)

### disabled access and parking

Please see *access and facilities for disabled people* on **page 20**.

### distribution of literature

**Distribution of literature is not allowed inside, or directly outside, SCH.**

Exhibitors may only distribute material, sell raffle tickets, etc. directly from their stands. Gangways, stairways, entrances and catering areas must not be used for this purpose, and any fliers found in these areas will be removed.

Excessive distribution of promotional literature is not in line with the party's environmental policies. Any persons attempting to bring a large number of fliers into the conference centre may be prohibited from entering the secure area of SCH and a dilapidation charge will be levied against any organisation or individual responsible for 'fly-posting'.

### documents for conference

For registrations received after **30th January**, conference documentation cannot be mailed but can be collected at conference from the **foyer** of **SCH**

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

### exhibition

The exhibition is located in **The Ballroom** on **Level -3** of **SCH** and will be open at the following times:

Friday	11th March	15.00 – 18.30
Saturday	12th March	08.30 – 18.30
Sunday	13th March	08.30 – 12.30

See **pages 23–26** for exhibitor details.

### fcc helpdesk

Do you have any questions on the conference agenda? Do you want any tips on filling in your speaker's card that'll make you more likely to be called to speak in a debate? Are you unclear about



# conference information continued

any aspect of conference procedure? If so, drop by the Federal Conference Committee's Helpdesk, where FCC members will be able to give you advice.

The FCC Helpdesk is located in the **foyer** of **SCH**, and will be open at the following times:

Friday	11th March	16.30 – 18.15
Saturday	12th March	08.45 – 10.30
Sunday	13th March	14.00 – 16.00

## feedback

We welcome your feedback. Following conference, representatives will be emailed a link to an online questionnaire.

**Your feedback is important to us. Please take the time to complete the questionnaire as your answers provide important information that helps us to improve conference.**

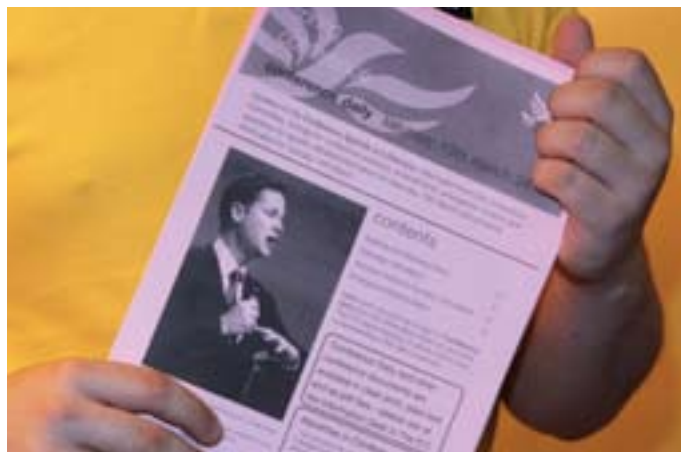
## first aid

In the event of needing First Aid assistance, please approach a member of the stewarding team (either Lib Dem or SCH) or go to the **Information Desk** in the **foyer** of **SCH**. The stewards will arrange for First Aiders to attend and/or request a paramedic.

## fringe

For details of fringe meetings, see the *fringe guide* on **pages 27–32**.

The official fringe meeting venues are **Sheffield City Hall (SCH)**, the **Mercure St Paul's Hotel**, **Jurys Inn** and **Leopold Hotel**. For locations of these and other useful venues, see *map of Sheffield city centre* on the **back cover**.



© Manny Begum

If you are attending a fringe session outside SCH, conference photo passes are not necessary, unless you are attending a party training session where you may be asked to show a valid conference photo pass or party membership card.

## Headquarters' fringe events:

**Conference Rally: Delivering for You**  
 Speakers: Nick Clegg MP; Tim Farron MP; Ros Scott; plus some of our leaders from local government. Hosted by Floella Benjamin. After a historic year that has seen Liberal Democrats at the heart of national government for the first time, we celebrate our values and achievements and the difference we are making for Britain locally and nationally, as we prepare for May's crucial elections.  
**Friday 11th March, 18.30 – 19.30.**  
 (Doors open at 18.15.)  
**Auditorium, SCH.**  
*(Photo pass required for entry.)*

**Glee Club**  
 The traditional end-of-conference celebration of songs old and new.  
**Saturday 12th March, 22.00 – 02.00.**  
**City Suite, Mercure St Paul's Hotel.**

## information desk

The Information Desk, where members of the Conference Team can answer your questions, is located in the **foyer** of **SCH**.

The Information Desk is open at the following times:

Friday	11th March	15.00 – 18.30
Saturday	12th March	08.30 – 18.30
Sunday	13th March	08.30 – 13.30

To contact the Information Desk:

telephone: 0114 2233799  
 email: [conferenceinformation@libdems.org.uk](mailto:conferenceinformation@libdems.org.uk)

## left luggage

**Please note there will be no left luggage facilities available in any conference venue.** On Sunday 13th March your hotel should be able to store your luggage for you after checkout. You will not be able to leave your luggage at the Mercure St Paul's Hotel unless you have been a resident there.

## conference information continued

### lost photo passes

A replacement fee of £25.00 applies and photo passes are reissued at the discretion of the Registration Manager.

### lost property

All lost property should be handed in to, and reclaimed from, the **Information Desk** in the **foyer** of **SCH**.

### photo passes

If you pre-registered for conference before **31st January 2011**, your photo pass will be mailed to you in mid to late February. We will also endeavour to mail out photo passes for registrations received between **31st January** and **11th February**.

If you have registered, but have not received your photo pass before conference, it will be available for collection at conference, from the **registration area** in the **Millennium Gallery** from **15.00** on **Friday 11th March** – see *map of Sheffield city centre* on **back cover**.

### prayer and meditation room

A multi-faith prayer and meditation room is located in **Meeting 2** of the **Mercure St Paul's Hotel**.

### recycling facilities

Recycling facilities are provided throughout SCH. Please make use of the collection bins.

### refreshments

Hot and cold snacks and a wide variety of beverages are available in the exhibition area in **The Ballroom** on **Level -3** of **SCH**.

The Conference Office has worked closely with the professional catering team at SCH to ensure that representatives can enjoy a wide variety of good food at reasonable prices.

### registration on-site

On-site registration is available to representatives who have yet to register or need to query or change their registration. The **registration area** is located in the

**Millennium Gallery**, Arundel Gate, Sheffield, S1 2PP – see *map of Sheffield city centre* on **back cover**.

On-site registration is a simple four-step process:

1. Complete the relevant registration form which is available in the registration area.
2. Have your party membership confirmed at the Membership Desk – please ensure you bring your membership card with you.
3. Pay any applicable charges at the Finance Desk.
4. Last stop, collect your conference pass from the Registration Desk – no need to bring a photograph as one can be taken on-site, free of charge.

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

Registration is open at the following times:

Friday	11th March	15.00 – 18.30
Saturday	12th March	08.30 – 17.30
Sunday	13th March	08.30 – 12.00

### security and safety

All security measures are taken in consultation with the police and SCH management. **Conference photo passes must be worn visibly at all times within the secure zone of SCH**. Anyone found in the secure zone without a valid photo pass will be escorted from the building.

All bags will be searched at the **security check point** at the **entrance** to **SCH**.

**Under no circumstances will any large bags or suitcases be allowed into the secure zone of SCH**. Any bag left unattended will be brought to the

### promote your organisation at conference

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

For more information about **Conference Daily** and how to advertise in that or other conference publications at future conferences, contact the Conference Office on **conferences@libdems.org.uk** or via the **Information Desk** in **SCH**.



## conference information continued

attention of the police and may be removed and/or destroyed.

### smoking

All areas of SCH are non-smoking.

### 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.

### training events

An extensive range of free training events for party members is taking place on **Saturday 12th March** between **09.15 and 17.30**, in the **Jurys Inn**.

Only party members may attend training events and a valid conference photo pass or party membership card must be shown for entry.

For details of the training courses see the *training programme* on **pages 31–32** or go to **[www.libdems.org.uk/conference](http://www.libdems.org.uk/conference)**.

### transport and travel

For information on transport to and around Sheffield, see *transport and travel* on **page 22**.

### twitter

During conference, we will be tweeting live from the auditorium. For updates on who's speaking, when agenda items are about to start and how conference has voted, follow us at:

**[www.twitter.com/LibDemConf](http://www.twitter.com/LibDemConf)**



© Mike Cooper

## security and safety

The safety of the people who live in, work in and visit Sheffield is South Yorkshire Police's top priority.

The Liberal Democrat Party has received and accepted advice from South Yorkshire Police regarding security measures for the spring conference 2011. As a result, an enhanced security operation will be running for the duration of the conference. These measures have been agreed and put into place to ensure, as fully as possible, the safety of everyone attending the conference, as well as the residents and employees surrounding the venue.

***All those attending the conference must have a pass issued by the party in order to gain access to the conference venue. Conference photo passes must be worn visibly at all times within SCH. Anyone found in the secure area without a valid pass will be escorted from the building.***

Everyone will be subject to an 'airport type' search process at the entrance to SCH. This will include metal detecting archways and searches of bags and packages which will be subject to physical search by security staff. Boxes and packages should be unsealed wherever possible. Under no circumstances will any large bags or suitcases be allowed into SCH. Any bag left unattended will be brought to the attention of the police and may be removed and/or destroyed.

In order to ensure your process through the new security measures is as quick as possible please only bring essential items with you into the conference venue.

***South Yorkshire Police thank you for your patience and co-operation. These search processes are in place and ensure and maintain the safety and security of the Liberal Democrat 2011 spring conference.***



# conference information continued

## website

For conference details online, please see:

[www.libdems.org.uk/springconference](http://www.libdems.org.uk/springconference)

## wifi

Free unsecured public wifi is available throughout **SCH**.

## venues

The main conference venue is:

Sheffield City Hall (SCH)  
Barkers Pool, Sheffield S1 2JA  
[www.sheffieldcityhall.co.uk](http://www.sheffieldcityhall.co.uk)

The main conference sessions will take place in the **auditorium** in the **Irwin Mitchell Oval Hall** on the **ground floor** of **SCH** – see *conference venue plan* below.

Conference / fringe hotels:

Mercure St Paul's Hotel (main conference hotel)  
119 Norfolk Street, Sheffield S1 2JE  
Tel: 0114 2782000  
<http://bit.ly/cttV6P>

Jurys Inn (fringe hotel)  
119 Eyre Street, Sheffield S1 4QW  
Tel: 0114 291 2222  
<http://sheffieldhotels.jurysinns.com>

Leopold Hotel (fringe hotel)  
2 Leopold Street, Leopold Square, Sheffield S1 2GZ  
Tel: 08450 780067  
[www.leopoldhotel.co.uk](http://www.leopoldhotel.co.uk)

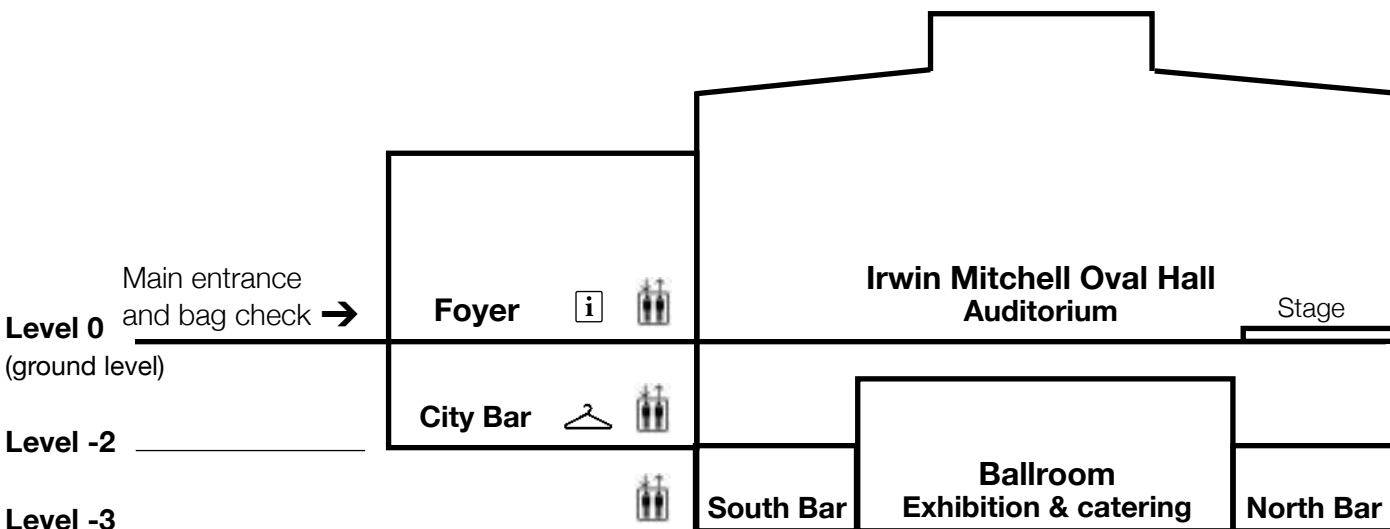
A *map of Sheffield city centre* showing these venues is on the **back cover**.



© Manny Begum

# conference venue plan

## Cross-section of Sheffield City Hall (SCH)



Information Desk and FCC helpdesk

Lifts and stairs to all levels

Cloakroom

(not to scale)



# auditorium information

Everything you need to know concerning the main conference sessions in the auditorium at this year's spring conference is listed below in alphabetical order.

For general *conference information*, see pages **7–12**. If you have any questions on-site, please ask a steward or go to the **Information Desk** in the **foyer** of **SCH**.

## amendments to motions

**All motions** 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 **13.00 on Tuesday 8th March**; they should be sent to the Policy Unit, preferably by email to **motions@libdems.org.uk**, or by post to 4 Cowley Street, London SW1P 3NB.

Please download a form from the conference papers page at **www.libdems.org.uk/springconference**.

Those submitting amendments are encouraged to include a short explanation of the intended effect of the amendment.

You are also encouraged to use our drafting advisory service; the deadline for draft amendments is **13.00 on Tuesday 22nd February** and they should be sent to **motionsadvice@libdems.org.uk**.

All amendments accepted for debate will be detailed in Saturday's *Conference Daily* – see **page 8**.

## 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 ten voting representatives, or submitted by local parties, State

## conference daily

Make sure you pick up a copy of *Conference Daily* from the Information Desk as you enter SCH each morning.

*Conference Daily* contains information, updates and changes, including amendments and emergency motions, which is vital to your understanding of the day's business.

Parties, Regional Parties in England, Federal Specified Associated Organisations or Federal Party Committees.

The deadline for appeals is **13.00 on Tuesday 8th March**; they should be sent to the Policy Unit, 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* on **pages 35–53**.

## auditorium

The main conference sessions will take place in the **auditorium** in the **Irwin Mitchell Oval Hall** on the **ground floor** of **SCH**. See the *conference venue plan* on **page 12**.

The **Speakers' Table** is located at the front of the auditorium, to the left of the stage.

**Sign language interpretation** will be provided during all sessions held in the auditorium. Please be mindful of not obstructing sightlines to the signers when moving around the auditorium.

Please note that **votes will only be counted** from the **ground floor of the auditorium**. Voting members should ensure that they sit on the ground floor of the auditorium when votes are being taken.

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

# auditorium information continued

## conference daily

Information about any changes to the order of business, details of amendments and emergency motions, etc, will be published in *Conference Daily*, available on **Saturday** and **Sunday morning** from the **Information Desk** – see **page 8**.

## consultative sessions

Consultative sessions take place on **Friday 11th March** between **15.00 and 17.30** in the **Mercure St Paul's Hotel**. See **page 36** for details.

## emergency motions

The slot at **F15** is reserved for emergency motions.

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 **12th January** deadline for motions. 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 **13.00 on Tuesday 8th March**. Emergency motions should be sent to the Policy Unit, preferably by email to **motions@libdems.org.uk**, or by post to 4 Cowley Street, London SW1P 3NB. Please download a form from the conference papers page at **www.libdems.org.uk/springconference**.

You are encouraged to use our drafting advisory service; the deadline for draft emergency motions is **Tuesday 22nd February**, and they should be sent to **motionsadvice@libdems.org.uk**.



© Manny Begum

Emergency motions may be the subject of a priority ballot among voting representatives. Ballot papers and the ballot box will be available at the **Speakers' Table** in the auditorium. The poll will be held, if necessary, between **09.00** and **13.00** on Saturday **12th March**. If there is a simple choice between two motions, a card vote will be held in the auditorium at **11.45 on Saturday 12th March**.

The emergency motions accepted for debate or the ballot will be detailed in Saturday's *Conference Daily*.

## flash photography

**Representatives vulnerable to epilepsy should note that flash photography is frequently used in the auditorium.**

## interventions

There will be interventions during debates **F3, F5, F7, F9** and **F16**.

This procedure offers voting or non-voting representatives the opportunity to make concise (one-minute) speeches from the floor during the debate. Eligibility to make an intervention is the same as for making a speech (see *speaking at conference* on **page 17**).

Those wishing to speak during interventions should complete the form available from a steward in the auditorium. Speakers will be chosen by the Chair by random ballot, and called to the **intervention microphone** on the ground floor of the auditorium facing the stage. Three lights will be visible on either side of the stage: the green light comes on at the start of the intervention; the amber light will show after 40 seconds; the red light will come on at the end of one minute and the intervention must stop immediately.

## question and answer sessions

This conference features two Q&A sessions, with the Business, Innovation and Skills Team (**F6**) and with the Party Leader (**F8**).

Any voting or non-voting representative may submit a concise question (maximum 25 words) to either of these sessions, and, if selected by the chair of the

*Continued on page 17*





# 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 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 Speakers' Table and from the stewards in the auditorium. They can also be collected from the Information Desk in SCH or the foyer of the Mercure St Paul's Hotel.

*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.

## 2 fill in your card completely

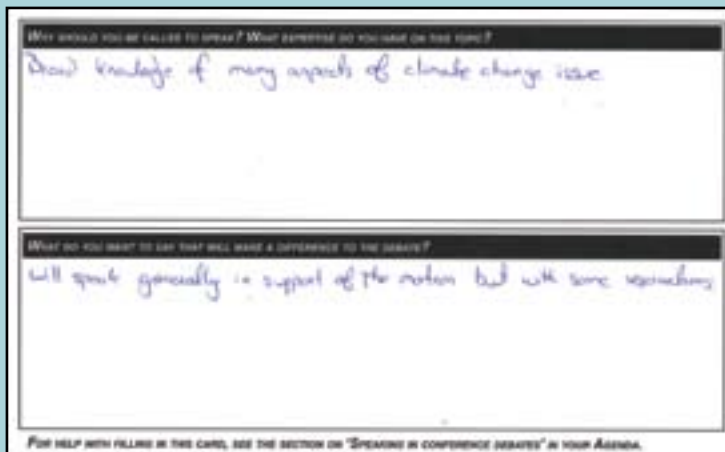
The second major mistake potential speakers make is not to fill in their card completely. As well as the information on the front of the card (name, local party, for or against the motion, etc.), there are two sections on the back, for relevant background (professional or consumer experience, party background,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

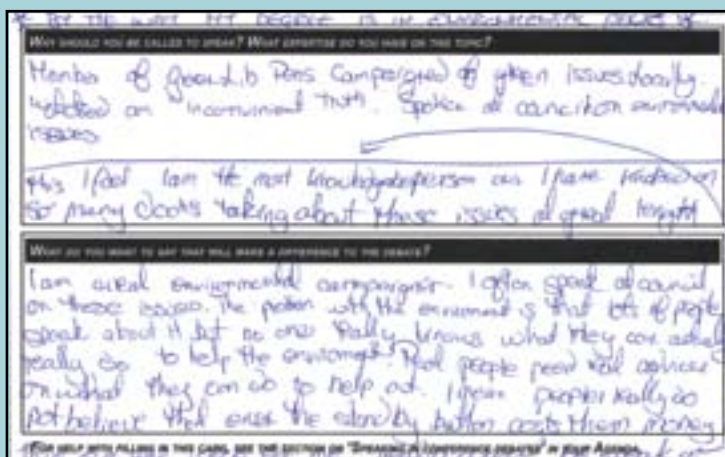
## 3 make sure it's readable!

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 are to be called.

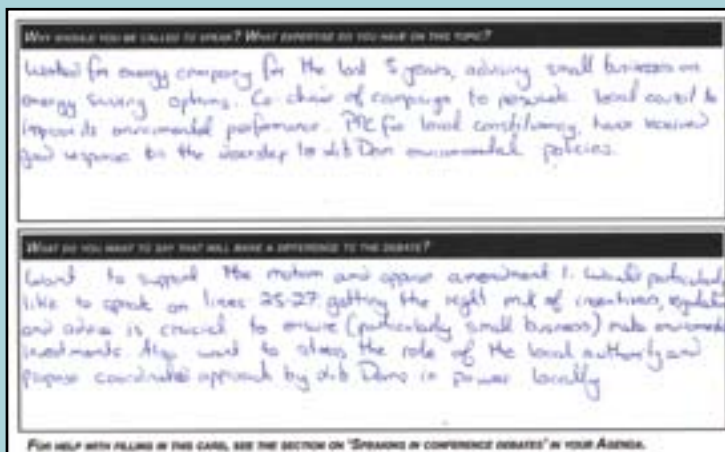
### **The wrong way to fill in a speaker's card (1): no useful information**



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

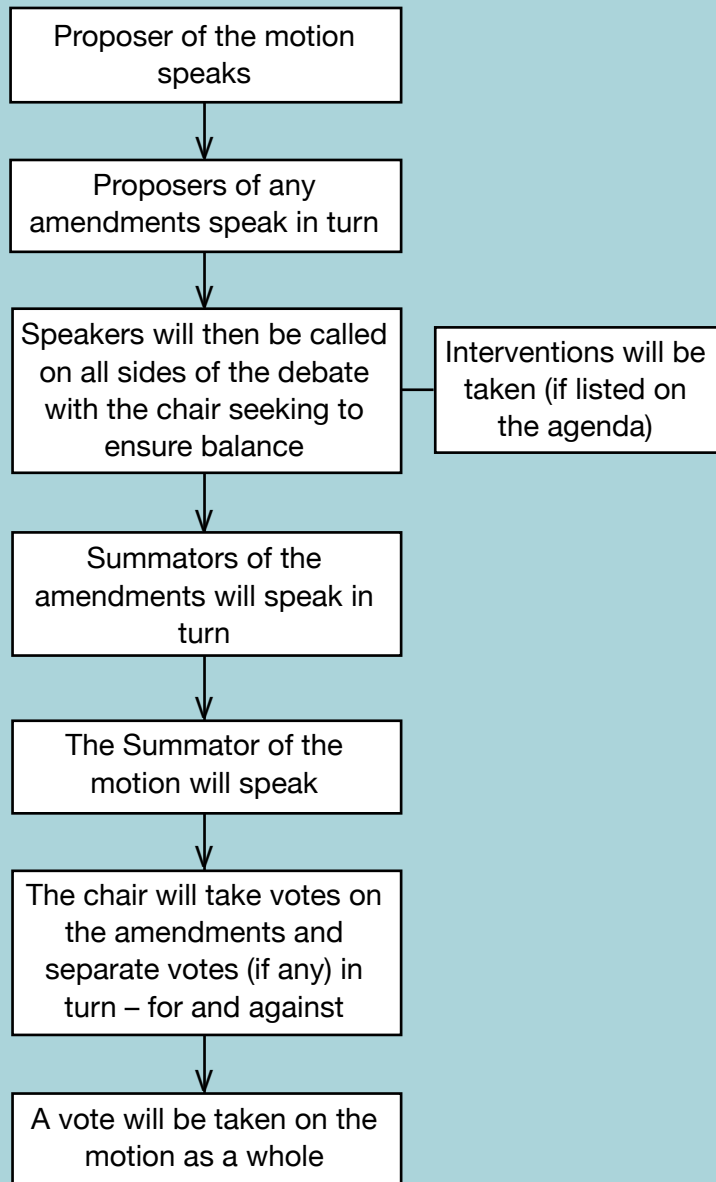


### **The right way to fill in a speaker's card: clear, concise, to the point, and probably different from anyone else's**



# the order of debate at conference

**Policy and business motions:** generally, conference will consider a motion in the following way:



**Voting:** decisions on the motion, on amendments and separate votes are by simple majority of those voting.

**Separate vote:** any voting representative can submit a request for a separate vote – for procedure and deadlines see page 17. When a separate vote is taken, the chair shall ask conference to vote on whether to delete or retain the specified words or section.

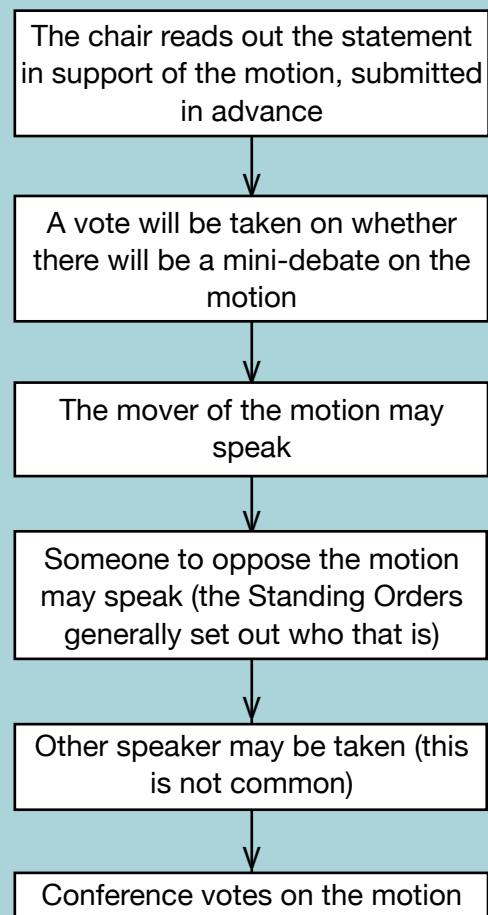
**Counted vote:** the chair of the session may decide that a vote is so close that it needs to be counted. Alternatively, if any voting representative wants a counted vote, they may request one from the floor; if fifty other voting representatives stand and show their voting cards in support, a count will be taken.

**Procedural motions** concern the procedure by which conference operates. They are:

- Reference Back (to stop debate and send the motion to a specified body for more work);
- Next Business (to stop debate and move to the next item of business on the agenda);
- Suspension of Standing Orders (to lift one or more of the rules governing the operation of conference).

They may be submitted by voting representatives in writing at the Speakers' Table together with a statement of reasons of 75 words or less.

They generally work in the following way (there are some exceptions – see Standing Orders on page 54 for specific guidance):



**Voting:** decisions on procedural motions are made by simple majority of those voting, except for the suspension of standing orders, which requires the support of two-thirds of those voting.



## auditorium information continued

session, will be asked to put the question from the **intervention microphone** in the auditorium.

Questions may be submitted on a card collected from and returned to the **Speakers' Table** in the auditorium; no later than **10.00 on Saturday 12th March** for F6 and no later than **12.20 on Saturday 12th March** for F8. Questions may also be emailed to [questions@libdems.org.uk](mailto:questions@libdems.org.uk) up until **17.00 on Thursday 10th March**.

During F8, the Q&A with the Party Leader, supplementary questions may also be asked by other voting or non-voting representatives, to follow up the original question. Anyone wanting to ask a supplementary question must sit on the **ground floor of the auditorium**, and should put their hand up when asked to do so; if chosen, they will be passed a hand-held microphone.

### questions to reports

Any voting representative can submit a question to any of the reports of the Federal Committees and the Parliamentary Parties, included in the separate reports document. The chair will select which questions will be asked during the session.

The deadline for questions to the reports of the Federal Committees is **13.00 on Tuesday 8th March**. Questions should be sent to the Policy Unit, preferably by email to [questions@libdems.org.uk](mailto:questions@libdems.org.uk), or by post to 4 Cowley Street, London SW1P 3NB. Please download a form from the conference papers page at [www.libdems.org.uk/springconference](http://www.libdems.org.uk/springconference). Questions will be detailed in Saturday's *Conference Daily* – see **page 8**.

Questions on events occurring after the **8th March** 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**.

Each of the reports of the Parliamentary Parties, will be moved briefly, and voted on at the end of the session (**F14**). During the session, any voting representative can submit a question on any aspect of Liberal Democrat activities in the UK or European Parliaments.

The deadline for questions to reports of the Parliamentary Parties is **18.00 on Saturday 12th March**. Concise questions (maximum 25 words), may be submitted on a form collected from

and returned to the **Speakers' Table**. Questions may also be emailed to [questions@libdems.org.uk](mailto:questions@libdems.org.uk) up until **17.00 on Thursday 10th March**.

### separate votes

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

For debates scheduled for the first day of conference requests for separate votes must be submitted by **13.00 on Tuesday 8th March**; and they should be sent to the Policy Unit, preferably by email to [motions@libdems.org.uk](mailto:motions@libdems.org.uk), or by post to 4 Cowley Street, London SW1P 3NB.

For debates scheduled after the first day of conference, requests for separate votes must be submitted to the **Speakers' Table** in the auditorium by the commencement of the first conference session on **the day before** the debate is scheduled.

### 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.

### your views are important to us!

Conference feedback questionnaires will no longer be available in hard copy. Instead, following conference, representatives will be emailed a link to an online questionnaire.

*Please take the time to complete the questionnaire as your answers provide important information that helps us to improve conference.*

## **No other person may be called to speak in debates, including during interventions.**

Anyone who is entitled and wishes to speak must complete a **speaker's card** to speak in the debate.

Speakers' cards can be obtained from the **steward** overseeing the block of seats in the auditorium in which you are sitting, from the **Information Desk from 14.00 on Friday 11th March** and from the foyer of the **Mercure St Paul's Hotel from Friday evening**.

**You must complete all sections of the speaker's card legibly.** Hand the completed card to a steward in the auditorium before the beginning of the morning or afternoon in which the debate occurs. If this is not possible, hand it in well in advance of the debate.

Lengths of speeches for each debate are shown in the **agenda** (on **pages 35–53**) 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.

## 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** written notification from the Returning Officer of your local party that you have been elected as a voting representative\*; or



© Mike Cooper

## multi-faith prayer and meditation room

A multi-faith prayer and meditation room is located in Meeting Room 2, Mercure St Pauls Hotel.

The room is available all day throughout conference – please be respectful of others using the room.

- 2 **has already received** written 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 informed them that s/he is unable to attend\*.

\* For a voting photo pass to be sent out before conference this information must have been received by **Friday 14th January**. Otherwise you may 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 write or email to **Membership Services** (see below), informing them 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 or email to **Membership Services** (see below) with the name, address and membership number of the representative you are substituting for, as well as your own full details.

Please ensure any changes are made by **17.00 on Monday 14th February**.

You must then bring a copy of the letter/email to the **Membership Desk** in the **registration area** in the **Millennium Gallery** – see *map of Sheffield city centre* on **back cover**.

If you have any queries, please contact Membership Services:

Write to: Membership Services, 4 Cowley Street, London, SW1P 3NB  
email: [membership@libdems.org.uk](mailto:membership@libdems.org.uk)  
phone: 020 7227 1335



# 50% off coach travel to the Liberal Democrat conference in Birmingham



## Booking your ticket

Booking your coach travel to Birmingham is easy, just follow the steps below:

- 1 Visit [www.nationalexpress.com/offers](http://www.nationalexpress.com/offers)
- 2 Choose your journey, using the Journey Planner.
- 3 Enter your dates of travel (between 15 and 26 September 2011)
- 4 Enter 'libdems' into the Promotional Code box on the Journey Planner.
- 5 Follow the onscreen instructions to complete your booking.

National Express, Britain's only national coach network, is offering all delegates to this year's Liberal Democrat Party Conference in Birmingham a 50% discount on travel. The discount is available for coach travel to the newly refurbished Birmingham Coach Station, between Thursday 15 and Monday 26 September 2011.

## Environmentally friendly travel

Coach is the most environmentally friendly form of transport and with National Express you get to travel in comfort aboard our modern coaches with ample leg room, air conditioning and toilet facilities. Our friendly drivers will also be happy to assist with your luggage. Competitively priced fares mean that coach travel offers you great value for money.



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SITA UK is a recycling and resource management company with a vision.

We want to reach a stage where there is no longer any 'waste', because we recognise the intrinsic value of the materials we handle as a secondary resource.

Find out more at [www.sita.co.uk](http://www.sita.co.uk)



# access and facilities for disabled people

## sheffield

For information and tips for getting around Sheffield, this useful guide is available to download which tells you about travel services and products in Sheffield:

[www.signpostsheffield.org.uk/out-about/transport/mobility-strategy](http://www.signpostsheffield.org.uk/out-about/transport/mobility-strategy)

## sheffield city hall (sch)

There is a ramp at the front of the building for **wheelchair users** that leads to the main entrance. SCH has lifts to all floors and accessible toilets on every level. If you need assistance at the venue, please contact any of our stewards who will assist wherever possible.

Wheelchair users will find spaces on the ground floor of the auditorium to the right of the front of the stage, where there is also lift access to the stage. The chair of the session will ensure wheelchair users are called in plenty of time to access the stage.

An induction loop system, which can be linked to visitors' hearing aids, is in operation in the front central seating area on the ground floor of the auditorium.

Sign language interpretation will be provided during all sessions held in the auditorium. A number of seats are reserved for representatives using this service, to the right of the stage at the front of the auditorium.

For representatives who would benefit from being closer to the stage due to a visual impairment, a small number of seats are reserved at the front of the auditorium.

## hq and fringe hotels

During peak fringe times (Friday evening, Saturday lunchtime and Saturday early evening) transport will be provided to assist wheelchair users and representatives with mobility problems between SCH and the fringe hotels – visit the **Information Desk** in the foyer of SCH for information about this service.

All the meeting rooms in our fringe hotels are wheelchair-accessible. Please note that the main entrance to the Leopold Hotel is step access only.

## Services For The Blind And Visually Impaired

A range of electronic versions of the Conference Agenda and Directory, Training Schedule and policy and consultation papers are available for download online. These include PDF files, plain text files for blind computer users and clear print versions (designed in line with RNIB guidelines). Download from the conference papers page at: [www.libdems.org.uk/springconferencepapers](http://www.libdems.org.uk/springconferencepapers)

If you are unable to access the Internet and would like any files emailed or posted to you, contact the Conference Office on 020 7227 1350 or at [conferences@libdems.org.uk](mailto:conferences@libdems.org.uk)

For clear print copies of any papers whilst at conference (eg. Conference Daily), ask at the Information Desk.

The hotel's wheelchair accessible entrance is located off Leopold Square round the side of the hotel.

## car parking

For information on parking for Blue Badge holders in the Sheffield area, visit:

[www.bluebadge.direct.gov.uk](http://www.bluebadge.direct.gov.uk)

## taxis

See *taxis* under *transport and travel* on **page 22**.



# access and facilities for disabled people continued

## train

**Sheffield Railway Station** has step-free access across the whole station with lift access to all platforms. If assistance is required at Sheffield station, please contact East Midlands Trains customer services so help can be tailored to individual needs and assistance given at each stage of the journey.

### East Midlands Trains:

Tel: 08457 125 678 (local rate) –  
press 1 for enquiries; 3 for assisted travel  
Textdirect: 18001 08457 125 678 – for people  
with hearing impairments  
**www.eastmidlandstrains.co.uk** – for service  
and station information and to book tickets

See also *train* under *transport and travel* on **page 22**.

## electric scooters

The Liberal Democrats have a limited number of mobility scooters available for conference representatives, free of charge, to use around and between SCH and the fringe hotels. They are available on a first-come, first-served basis and will need to be returned to SCH each evening for

charging. To request use of a mobility scooter, email **conferences@libdems.org.uk**.

## other requirements

If you have any specific requirements that are not mentioned, please contact the Conference Office: email **conferences@libdems.org.uk** before **19th February** and they will endeavour to assist.

## information and assistance at conference

Anyone who requires assistance should approach a conference steward or one of the staff at SCH.

Robert Littlehales is the disabled access steward at conference. You can contact him both in advance of and during conference:

telephone: 07712 667702 or  
email: **rlittlehales@aol.com**  
or ask for him at the **Information Desk** in the  
**foyer** of **SCH**



# Sheffield City Hall

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Call our Conference Team on 0870 121 3690  
or email **eventsales@sivltd.com**  
**www.sheffieldcityhall.co.uk** **www.sivltd.com**

Sheffield City Hall • Ponds Forge International Sports Centre • Don Valley Stadium • Beauchief Golf Course • Tapton Park Golf Course • Tinsley Golf Course  
Birley Wood Golf Course • Hillsborough Leisure Centre • Concord Sports Centre • English Institute of Sport Sheffield • iceSheffield

# transport and travel

There is a *map of Sheffield city centre* on the **back cover**.

## air

**Robin Hood Doncaster Sheffield airport**, the UK's newest international airport, is less than 10 miles from the centre of Doncaster and is served by over 40 European and long haul destinations.

**Leeds/Bradford Airport** and **Nottingham East Midlands** are also well served by both European and long haul destinations, and it takes only around an hour to reach Sheffield by road.

**Manchester International Airport**, one of the UK's busiest airports, is just across the Pennines with a regular direct rail service to Sheffield and Doncaster.

## bus, coach and tram

National Express run a service arriving at the **Pond Street** coach terminal in the city centre. For further information on routes and timetable, visit:

[www.nationalexpress.com](http://www.nationalexpress.com)

Sheffield City Hall (SCH) is a 10 minute walk or short taxi journey from the coach terminal.

SCH can also be reached by a great number of local bus services. Local bus information can be found at:

[www.firstgroup.com/ukbus/south\\_yorkshire](http://www.firstgroup.com/ukbus/south_yorkshire)

SCH is well serviced by the Supertram, with a stop at the rear of the building. For more information visit:

[www.supertram.com](http://www.supertram.com)

## car

Sheffield is served well by the M1 Motorway, running to the east of the city with a direct link at junction 33 (The Parkway) into the centre of town. For help planning your route, visit:

[www.rac.co.uk/route-planner](http://www.rac.co.uk/route-planner)

**Reduce congestion and pollution by using public transport or car-sharing where possible.**

## parking

**There is no on-site parking at SCH.** However, there are city centre car parks within easy walking

distance. The nearest car parks are **Carver Street** (1 min walk) or NCP on **Campo Lane** (1 min walk).

For disabled parking, see *parking* under *access and facilities for disabled people* on **page 20**.

## taxis

**Sheffield City Taxis** – the largest taxi company in South Yorkshire, operating with over 750 vehicles ranging from private hire vehicles, hackney carriages, wheelchair accessible vehicles and 6- to 7-seater people carriers.

0114 239 3939

[www.sheffieldcitytaxis.com](http://www.sheffieldcitytaxis.com)

## train

**Sheffield train station** is just a 10 minute walk from SCH and the fringe hotels.

For information and to book tickets:

08457 125 678 (local rate)

[www.eastmidlandstrains.co.uk](http://www.eastmidlandstrains.co.uk)

Yorkshire South, In conjunction with East Midlands Trains, are pleased to offer discount return rail travel on selected routes – for more information go to:

[www.lidems.org.uk/springconference](http://www.lidems.org.uk/springconference)

and follow the "Discount Rail Offer" link



## conference sponsors



**SITA UK** is a recycling and resource management company with a vision. We want to live in a society where waste materials are reused, recycled or recovered for their energy content. We deliver solutions to 12 million residents and over 42,000 business customers, to help everyone reduce the impact of their waste on the environment.



# the exhibition

The exhibition is located in **The Ballroom** on **Level -3** of **Sheffield City Hall**. See *plan of exhibition* below and *conference venue plan* on **page 12**.

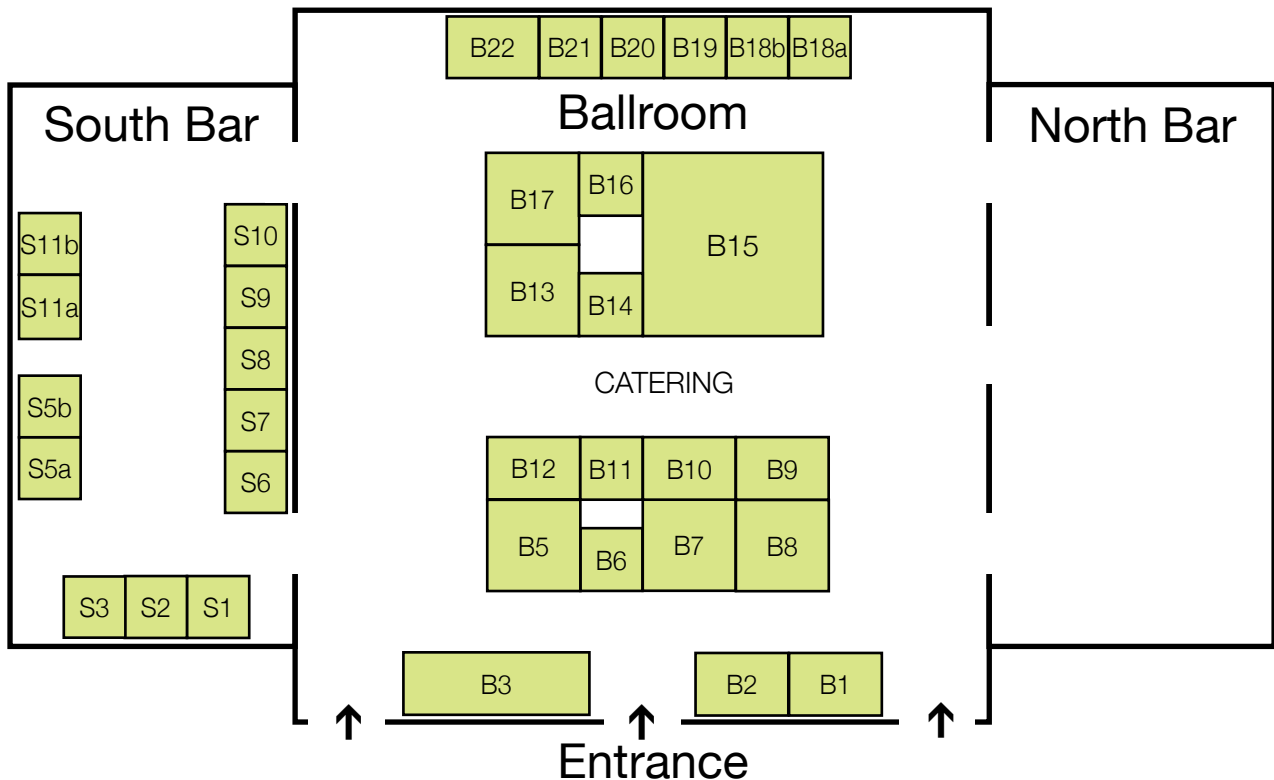
Exhibition opening times:

Friday	11th March	15.00 – 18.30
Saturday	12th March	08.30 – 18.30
Sunday	13th March	08.30 – 12.30



© Manny Begum

## plan of the exhibition



exhibition

## exhibitors listed by stand number

- |      |  |      |  |
|------|--|------|--|
| B1   | EARS – Election Agents Record System   | B18b | Politico Internet                              |
| B2   | Liberal Youth  | B19  | <i>Liberator</i>                               |
| B3   | Association of Liberal Democrat Councillors and Local Government Improvement and Development | B20  | Liberal Democrat European Group                |
| B5   | Local Government Association Liberal Democrats   | B21  | Prater Raines                                  |
| B6   | Liberal Democrat History Group   | B22  | Sheffield                                      |
| B7   | Harmsworth Printing Ltd  | S1   | Women Liberal Democrats                        |
| B8   | PCA (Parliamentary Candidates Association)   | S2   | Campaign for Gender Balance                    |
| B9   | Green Liberal Democrats  | S3   | Liberal Democrat Christian Forum               |
| B10  | Yes! To Fairer Votes   | S5a  | Agents and Organisers Association              |
| B11  | Postroom-online Ltd  | S5b  | EMLD   |
| B12  | Birmingham Convention Bureau   | S6   | ALTER  |
| B13  | Business Sprinkler Alliance  | S7   | Liberal Democrat Lawyers Association           |
| B14  | CentreForum  | S8   | ALDES – Engineers and Scientists               |
| B15  | Liberal Democrat Image   | S9   | Yorkshire and the Humber                       |
| B16  | Humanist and Secular Liberal Democrats   | S10  | Liberal Democrat Disability Association (LDDA) |
| B17  | Riso UK Ltd  | S11a | Liberal Democrat Education Association         |
| B18a | Airport Operators' Association   | S11b | LGBT Liberal Democrats (DELGA)                 |

# directory of exhibitors

## Stand S5a

### Agents and Organisers Association



Advice, support and advocacy for all election agents and organisers. Come and meet us, get your questions answered, and get your hands on the 2010 *Agents' Manual!*

## Stand B18a

### Airport Operators' Association



The Airport Operators Association is the voice of UK airports. We work with government and regulators on bringing sustainable growth to the sector, delivering jobs and investment for UK plc.

## Stand S8

### ALDES – Engineers and Scientists

ALDES is the Liberal Democrat group for Engineering and Science. We're building a network of engineers, scientists, medics and technicians within the party.



## Stand S6

### ALTER

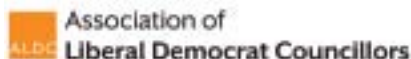
ALTER, the party's economic special interest group with a focus on sustainable tax. Discover more about the next generation 'Green Switch' here.



## Stand B3

### Association of Liberal Democrat Councillors and Local Government Improvement and Development

ALDC represents councillors and provides advice, information and resources for all councillors and activists. Visit us for publications, resources and advice from ALDC and Local Government Improvement and Development staff.



## Stand B12

### Birmingham Convention Bureau

Birmingham Convention Bureau is ready to help with accommodation booking, venue finding and city information services to make your 2011 autumn conference in Birmingham the best it can be.



## Stand B13

### Business Sprinkler Alliance



The Business Sprinkler

Alliance works to enhance the resilience of UK PLC by reducing its risk from fire through the promotion of the installation of fire sprinkler systems in commercial buildings.

## Stand S2

### Campaign for Gender Balance

The Campaign exists to support and encourage potential women parliamentary candidates. It provides training, mentoring and development opportunities for women throughout the approval and selection process.



## Stand B14

### CentreForum



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

## Stand B1

### EARS – Election Agents Record System

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 S5b

### EMLD

EMLD is an SAO of the Liberal Democrats and exists to develop the education, participation and representation of ethnic minorities within the party. It pursues a policy of equal opportunities for all.



## Stand B9

### Green Liberal Democrats

We believe in a future that's sustainable. We work to ensure that the environmental agenda lies at the heart of party policy. See stand B9. *Renewables – living within our means.*



## Stand B7

### Harmsworth Printing Ltd



Harmsworth Printing produce the weekly *LibDem News* and vast numbers of campaign tabloid newspapers for many constituencies. Visit our stand B7 for quotation.

## Stand B16

### 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. Join our meetings here in Sheffield.

## Stand S11b

### LGBT Lib Dems (DELGA)

Actively campaigning on Equal Marriage and other issues, we are the party's body for Lesbian, Gay, Bisexual and Trans people. Learn about our policy and campaign work, and conference events!



## Stand S3

### The Liberal Democrat Christian Forum

We are here to connect and support Christians within the party. Do come and visit us to find out what we are doing at conference.



## Stand S10

### Liberal Democrat Disability Association (LDDA)

Liberal Democrat Disability Association – working to help the party use the skills and abilities of disabled people and gain their votes.

## Stand S11a

### Liberal Democrat Education Association

Publications and information available. Visit our stand to exchange and share ideas concerning education issues with members, who will be on hand to provide information about LDEA.



## Stand B20

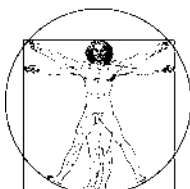
### Liberal Democrat European Group

We stimulate debate on European issues by working with our MEPs, publishing *Eurofile* and holding fringe meetings. We play a full role in European policy formation through our links with ELDR.

## Stand B6

### Liberal Democrat History Group

Discussion and research of the history of the Liberal Democrats, Liberal Party and SDP, and of liberalism. Subscribe to the *Journal of Liberal History*. Buy our new booklet, *Liberal History*.



## Stand B15

### Liberal Democrat Image

Visit Liberal Democrat Image for your election and campaigning supplies and save money on postage, or visit our website [www.libdemimage.co.uk](http://www.libdemimage.co.uk).



## Stand S7

### 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](http://www.libdemlawyers.org.uk).

## Stand B2

### Liberal Youth

The youth and students wing of the Liberal Democrats. Essential information on integrating younger people with your campaigns. Youth-targeted literature available to order.



## Stand B19

### Liberator

*Liberator* is bursting with articles with ideas to help the reader through these uncertain times. Along with lid-lifting *RB*, and the unmissable Lord Bonkers. Subscribe – £25 a year.



## Stand B5

### Local Government Association Liberal Democrats

We work with Liberal Democrat councillors, parliamentarians and ministers to provide a national voice for Lib Dems with an interest in local government. Come and visit us at stand B5.



## Stand B8

### PCA (Parliamentary Candidates Association)

The PCA is *in the thick of it* representing the party's frontline campaigners. Meet the Executive and parliamentarians... and complete your entry for the new *Who's Who in the Liberal Democrats?*



## Stand B18b

### Politico Internet

Politico Internet supports political activists and organisations with cost-effective website hosting and online campaign assistance. Visit us for advice and follow us on Twitter (@PoliticoInter) for special conference offers.



Stand B11

**Postroom-online Ltd**

Paper folding machines and inserters, greatly increase your campaigns efficiency. Range of machines suitable for local campaigners, regional offices through to national resource centres. Demonstrations available at our stand today.



Stand B21

**Prater Raines Ltd**



Website supplier to hundreds of local parties, regions, campaigners, and parliamentarians. Visit us for: instant setup, training, new feature demonstrations, answers to your questions, feedback, or just to say "hello".

Stand B17

**Riso UK Ltd**

Latest Riso printer options on display for production of party documentation in single, two- and full-colour at lowest possible print costs and fastest possible turnaround times.



Stand B22

**Sheffield**

# Sheffield

Sheffield's tourism team is on site to help with all things Sheffield. Pick up city visitor information, advice on the best places to eat and what to see and do in the area.

Stand S1

**Women Liberal Democrats**

WLD influences policy and campaigns on issues that impact on women in the UK and worldwide. We encourage and support women to be active at all levels in the party.

Stand B10

**Yes! To Fairer Votes**

The 'YES!' To Fairer Votes Campaign is seeking to change the way we choose our politicians. Let's shake those politicians out of their complacency and make Britain Fairer!



Stand S9

**Yorkshire and the Humber**

Visit our stand for a taste of campaigning across Yorkshire and Humber. View the results of our best campaign photograph competition. Yorkshire and Humber delegates can pick up their invite to the Regional Reception.



## Conference Catering in the Ballroom

Head to the City Hall Ballroom for all your food & refreshments



**Breakfast 8.30-11.30am**

Serving local sausage and bacon sandwiches, home baked croissants, Danish Pastries, fruit and fresh coffee.

**Lunch 11.30am-3.30pm**

Serving homemade soup of the day, hot daily specials, a selection of sandwiches and jacket potatoes plus much more.

**Afternoon Tea 3.00-6.00pm**

Enjoy an extra treat with a choice of cream teas and homemade cakes.

**Early Evening Drinks Friday 5.00-6.30pm**



**50% off Draft Beer and House Wine**

Celebrate the start of the conference 5.00 - 5.30pm on Friday 11th



**Afternoon Tea**

Enjoy homemade Afternoon Tea with fresh cream and jam £2.75

Bring your coffee loyalty card to receive your 6th cup free



**Sunday Packed Lunch**

Order your Sunday Packed Lunch from the Catering Station before 4.00pm on Saturday 12th March



[www.sheffieldcityhall.co.uk](http://www.sheffieldcityhall.co.uk)

exhibition



# conference fringe guide

## fringe meeting venues

The official fringe meeting venues are **Sheffield City Hall (SCH)**, **Mercure St Paul's Hotel**, **Jurys Inn** and **Leopold Hotel**. A map of Sheffield city centre showing these venues is on the **back cover**.

**Access to any event held in SCH is possible only with a valid, visible conference photo pass worn with the official lanyard.**

If you are attending a fringe session in the Mercure St Paul's Hotel, Jurys Inn or Leopold Hotel, conference photo passes are not necessary unless you are attending a party training session, where you may be asked to show a valid photo pass or party membership card.

All fringe events listed in the official venues are wheelchair-accessible. For fringe meetings booked outside these venues, the meeting organisers have confirmed that the rooms are wheelchair-accessible. If you experience any access difficulties, please let the **Information Desk** know or make a comment on your online feedback questionnaire.



## key to fringe listings



Refreshments provided



Hearing loop provided



BSL signer provided



Members only



By invitation only

## conference fringe friday 11th march

### friday 11th early evening 18.15 – 19.30

#### **18.30 – 19.30 (doors open at 18.15)**

#### **Conference Rally: Delivering for You**

Speakers: Nick Clegg MP; Tim Farron MP; Ros Scott; plus some of our leaders from local government. Hosted by Floella Benjamin. After a historic year that has seen Liberal Democrats at the heart of national government for the first time, we celebrate our values and achievements and the difference we are making for Britain locally and nationally, as we prepare for May's crucial elections.

SCH, Auditorium

**(Photo pass required for entry)**

### friday 11th mid evening 20.00 – 21.15

#### **Local Government Association Liberal Democrat Group**

#### **Council Group of the Year Awards 2011**

Recognising the very best in local government, the LGA Lib Dem Council Group of the Year Awards illuminate the stars in the local government galaxy. Expect big names and tearful acceptance speeches to municipal fanfare.

**Note: this event will end at 23.00**

Mercure St Paul's Hotel, City Suite A+B



#### **CentreForum**

#### **A mutual future?**

Does mutualism have a role to play in public services delivery? Speakers: Edward Davey MP and others.

Mercure St Paul's Hotel, Meeting 6

*Continued on page 28*

# conference fringe friday 11th march cont.

friday 11th mid evening 20.00 – 21.15 continued

## Green Liberal Democrats

### *GLD EGM with a Special Guest Speaker*

Called by the Executive Committee to cover some important changes to the Constitution. To also include a topical discussion with our special guest. Tim Farron, Party President, has been invited.

Jurys Inn, Suite 2



## FPM Training

### *Justice for Young People*

In anticipation of the upcoming conference debate on youth justice, join Simon Hughes MP, Peter Osborne and Patrick Regan, CEO XLP, to debate how to reduce youth crime in an age of austerity.

Jurys Inn, Suite 5



## Liberal Democrat History Group

### *Lords Reform 1911–2011*

A century after the Liberal government broke the power of the House of Lords in the 1911 Parliament Act, we look at attempts at reform past and present. Speakers: Paul Tyler; Professor Lord Norton. Chair: Ros Scott.

Jurys Inn, Suite 3

## Liberal Democrat Education Association

### *Fringe Event and Annual General Meeting*

Chairman: Denys Robinson. All welcome. Join us for a lively and interesting debate on current educational issues.

Jurys Inn, Suite 7



# conference fringe saturday 12th march

saturday 12th morning 07.15 – 08.30

## Liberal Democrat Christian Forum

### *Morning Praise*

Prayer and praise before the conference.

**Note: this event will start at 08.15 and end at 08.45**

Mercure St Paul's Hotel, Meeting 5

## party training

### **Free training sessions for party members**

Saturday 12th March 09.15 – 17.30  
in the Jurys Inn

A party membership card or conference photo pass is required for entry. For details, see the *Conference Training Programme* on pages 31–32 or online at [www.libdems.org.uk/springconferencepapers](http://www.libdems.org.uk/springconferencepapers)



saturday 12th lunchtime 13.00 – 14.00

## Social Liberal Forum

### *Vince Cable discusses Post-18 Education*

Come and hear Dr Vince Cable MP in conversation with Dr Evan Harris on the future of Further and Higher Education: from funding to improved teaching and wider opportunities. Your chance to question the Business Secretary.

Mercure St Paul's Hotel, City Suite A

## Association of Liberal Democrat Councillors

### *Lunch and Launch with Next Generation Lib Dem councillors*

ALDC invite you to meet councillors on the Next Generation programme for councillor development over a bite to eat for the launch of our newest analysis from Spring and Autumn conference political workshops 2010.

Mercure St Paul's Hotel, City Suite C



## Christian Aid

### *Haven and Hell: tax havens and global poverty*

Chair: Felicity Lawrence, *The Guardian* (tbc). Speakers: Lord Newby; Paul Brannen, Christian Aid; Richard Brooks, *Private Eye*; Government Minister (invited).

Mercure St Paul's Hotel, Meeting 5



Continued on page 29

# conference fringe saturday 12th march cont.

saturday 12th lunchtime 13.00 – 14.00 continued

## **Ethnic Minority Liberal Democrats**

### *BME Representation post Baroness Brinton's Review*

Panel with Baroness Sal Brinton, Tim Farron MP and Brian Haley, chaired by Issan Ghazni, discussing the impact of the recent Candidates Review on ethnic minority representation within the Party.

Mercure St Paul's Hotel, Meeting 6



## **Liberal Youth**

### *The Real Impact of Asylum Policy*

Liberal Youth and guest speakers, including Mike Kaye from 'Still Human Still Here', discuss the real life costs of asylum in human, economic and political terms. Further speakers to be confirmed.

Jurys Inn, Suite 2



## **ALTER**

### *Housing and Land: putting needs first*

Speakers invited include: Ann Santry, Vice Chair, National Housing Federation; Cllr Angela Lawrence, Housing Portfolio Holder, Vale of White Horse DC. Chair: Dr Tony Vickers.

Jurys Inn, Suite 3

## **Women Liberal Democrats**

### *Women and the Coalition*

WLD invite you to a review of how coalition policies have, or will, affect the lives of women. Guest speakers. More details on our conference stand or

[www.womenlibdems.org](http://www.womenlibdems.org).

Jurys Inn, Suite 5

## **Liberal Democrat European Group**

### *Democratic Reform at Home, in Europe and Around the World*

As Britain faces up to democratic reform, MEPs will talk about what we can learn from other countries' experiences.

Jurys Inn, Suite 8

## **CentreForum and LGA Liberal Democrat Group**

### *Glass half full?*

What progress is being made by the Coalition in delivering real local control and what further reforms are needed? Speakers: Cllr Richard Kemp and Andrew Stunell MP. Chair: Chris Nicholson, CentreForum.

Leopold Hotel, Library One & Two



saturday 12th early evening 18.15 – 19.30

## **CentreForum**

### *Breakthrough or breakdown?*

What will joining the Coalition do to the Liberal Democrats' electoral prospects? Speakers: Tim Farron MP; Rt Hon Chris Huhne MP; Prof. Paul Whiteley, University of Essex. Chair: Neil Sherlock.

Mercure St Paul's Hotel, City Suite A

## **Social Liberal Forum**

### *Distinctiveness and Independence*

How can we better demonstrate our differences from the Tories? With Tim Farron, Party President; Lynne Featherstone, Equalities Minister; David Aaronovitch, *The Times*; David Hall-Matthews, Chair, SLF. Chair: Cllr Paula Keaveney.

Mercure St Paul's Hotel, City Suite C

## **Prater Raines Ltd**

### *Turning Visits into Voters*

Make your website more than just a shop window! Top tips and discussion on how to make your website gain you more supporters, more voters and generate more news coverage for the 2011 elections.

Mercure St Paul's Hotel, Meeting 5



## **'YES!' To Fairer Votes**

### *AV: The Final Push*

With just a few weeks to go before the ground breaking referendum on voting reform, join with leading Liberal Democrat politicians to say an emphatic 'YES!' to fairer votes in May and how you can play your part in making Britain fairer.

Mercure St Paul's Hotel, Meeting 6



## **Liberal Democrats for Peace & Security**

### *Annual General Meeting*

LDPS has played a major role in the Party's discussions on Security Policy, Trident and Arms Sales. Members and anyone interested are invited to discuss the current challenges and plans for the future.

Jurys Inn, Suite 2

## **Liberal Democrat Lawyers Association**

### *Wicked Wicked Libel: Law Reform Now*

How can the balance be struck between freedom of expression, legitimate debate and redress for defamation? Are Lib Dem proposals for reform appropriate? Speakers: Lord Lester of Herne Hill; Tracey Brown, Sense about Science.

Jurys Inn, Suite 5



*Continued on page 30*

# conference fringe saturday 12th march cont.

## saturday 12th early evening 18.15 – 19.30 continued

### **Humanist & Secular Liberal Democrats**

#### *Should you have faith in the Big Society?*

The state is in retreat and faith groups may fill the void. What could this mean for secularism, equality and religious influence? Speakers: Julian Huppert MP and Dr Evan Harris. Chair: Peter Kunzmann.  
Jurys Inn, Suite 7

### **Liberal Democrat Friends of Palestine**

#### *Talking to Hamas: the need for long-term regional security*

Discussion. Speakers to include Gabrielle Rifkind, Oxford Research Group Director of the Middle East Human Security programme.  
Jurys Inn, Suite 8



### **The Liberal Democrat Christian Forum**

#### *The role of communities in tackling human trafficking*

More than one person is trafficked across a border each minute, and some will end up in a neighbourhood near you. Join our panel of experts to discuss the role that communities can play in combating this abominable trade of human beings.  
Jurys Inn, Suite 9

fringe

## saturday 12th mid evening 20.00 – 21.15

### **Green Liberal Democrats**

#### *Making Zero Carbon Britain a reality – Energy Market Reform*

Chris Huhne, Minister for Energy & Climate Change, will lead Q&A session on how the Government are proposing the most radical reform of the energy market since privatisation by proposals to decarbonise the power sector.  
Mercure St Paul's Hotel, Meeting 5



### **Association of Liberal Democrat Councillors**

#### *Health matters*

Health and social care is always near the top of the political agenda, and increasingly so for local councils. Hear about the current issues. Speakers include Paul Burstow MP, Minister of State for Health.  
Jurys Inn, Suite 8



### **www.LibDemVoice.org**

#### *Who runs the Internet? Wikileaks, piracy and censorship*

Evan Harris, Mary Reid and Jim Killock of the digital rights champions Open Rights Group debate recent issues about free speech and the Internet with chair Mark Pack.  
Mercure St Paul's Hotel, Meeting 6

### **National Diversity Unit**

#### *Leadership and Diversity – Looking towards 2015*

The Liberal Democrats are committed to candidate diversity and supporting future leaders from under-represented groups. This event outlines why this is such a priority for the Party and how we're going to make it happen!  
Leopold Hotel, Oak Suite



### **ALDES - Engineering and Science**

#### *ALDES New Technology Debate*

Debate on new technology, science, and areas for policy development. ALDES Members and non-members welcome.  
Jurys Inn, Suite 7

## saturday 12th 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.  
Mercure St Paul's Hotel, City Suite





# conference fringe sunday 13th march

sunday 13th morning 07.15 – 08.30

## Liberal Democrat Christian Forum

### Morning Praise

Prayer and praise before the conference.

**Note: this event will start at 08.15 and end at 08.45**

Mercure St Paul's Hotel, Meeting 5

## conference training programme

saturday 12th march morning



Training courses will take place in the Jurys Inn. Training courses are free and for **party members only**. An appropriate conference photo pass or party membership card must be shown for entry.

### 09.15 – 12.30

#### Conciliator Training

(invitation only – for details email [candidates@libdems.org.uk](mailto:candidates@libdems.org.uk))

Competencies covered –

Communication skills, Representing People. Jenny Shorten and Steven Gauge, for Parliamentary Candidates' Office.

Suite 9, Jurys Inn

### 09.15 – 10.45

#### Keeping sane in the campaign

Stress and time management for election agents. Competencies covered – Resilience. Agents & Organisers Association.

Suite 1, Jurys Inn

#### Inspired! Winning against the Tories (Campaigner Training)

Be inspired by campaigners who are beating the Tories and how you can do it! Competencies covered – Values in Action. ALDC.

Suite 2, Jurys Inn

#### What's new on MyCouncillor (Councillor Training)

Cllr Tim Pickstone, ALDC.

Suite 3, Jurys Inn

#### Membership Officer Q&A

How party membership works and the roles of local party membership officers. Plenty of opportunity for questions. Ernest Mitchell, Membership Service Manager and Billi Williams, Membership Development Officer.

Suite 4, Jurys Inn

### 09.15 – 10.45 continued

#### Making the best use of the telephone – data collection and persuasion

Competencies covered – Values in Action. Austin Rathe and Adam Williams, Campaigns Department.

Suite 5, Jurys Inn

#### Thinking about becoming a candidate? (Women only)

An informal Q&A with candidates who have been through the process. Competencies covered – an overview of the competencies. Ros Gordon and Jo Shaw, for the Campaign for Gender Balance.

Suite 7, Jurys Inn

#### Messaging – Defending against Labour in 2011

Competencies covered – Communication Skills, Values in Action. Shaun Roberts and Stuart Bray, Campaigns Department.

Suite 8, Jurys Inn

### 11.00 – 12.30

#### Election law briefing and Q&A

Get up to speed with the latest changes to election law. Agents & Organisers Association.

Suite 1, Jurys Inn

#### Leadership development for London leaders (Invitation only)

Laura Willoughby, for ALDC and London Councils.

Suite 2, Jurys Inn

### 11.00 – 12.30 continued

#### Localism Bill (Councillor Training)

Implications and opportunities for local government. Cllr Howard Sykes, for ALDC and LGID.

Suite 3, Jurys Inn

#### Diversity

Advice on improving the diversity within your branch, particularly engaging with youth minorities. Competencies covered – Representing People. Ann Garner, for Liberal Youth.

Suite 4, Jurys Inn

#### Organising the most effective polling day

Competencies covered – Strategic Thinking and Judgement. Austin Rathe and Dave Smithson, Campaigns Department.

Suite 5, Jurys Inn

#### Leadership skills for women (Women only)

Competencies covered – Leadership. Jo Swinson MP and Candy Piercy, for the Campaign for Gender Balance.

Suite 7, Jurys Inn

#### Messaging – Winning against Labour in 2011

Competencies covered – Communication Skills, Values in Action. Victoria Marsom and Dave McCobb, Campaigns Department.

Suite 8, Jurys Inn

*Continued on page 32*

# conference training programme



saturday 12th march afternoon

Training courses will take place in the Jurys Inn; they are free and for **party members only**. An appropriate conference photo pass or party membership card must be shown for entry.

## 14.30 – 15.45

### Winning at the count

Make sure you don't lose once the polls have closed. Agents & Organisers Association.

Suite 1, Jurys Inn

### Getting out the vote (Campaigner Training)

Competencies covered – Strategic Thinking and Judgement. Getting your votes in the ballot box. John Bridges, ALDC.

Suite 2, Jurys Inn

### Life without Whitehall interference (Councillor Training)

Making decisions for local people & setting priorities that are meaningful locally. Cllr Gerald Vernon-Jackson, for ALDC & LGID.

Suite 3, Jurys Inn

### Becoming a candidate

Guidance for youth and student members on the processes and demands relating to standing for elected Liberal Democrat positions. Naomi Smith, Liberal Youth.

Suite 4, Jurys Inn

### Surveys, canvassing and neighbour letters – getting closer to your voters

Competencies covered – Representing People. Stuart Bray and Adam Williams, Campaigns Department.

Suite 5, Jurys Inn

### Planning and winning your selection campaign (Women only)

Competencies covered – Resilience, Values in Action. Julian Huppert MP, for the Campaign for Gender Balance.

Suite 7, Jurys Inn

## 14.30 – 15.45 continued

### Messaging – Defending against the Conservatives in 2011

Competencies covered – Communication Skills, Values in Action. Victoria Marsom and Richard Pinnock, Campaigns Department.

Suite 8, Jurys Inn

### Yes you can! (be a candidate)

Competencies covered – Overview of all competencies. Tamsin Hewett and Maddy Pite, Parliamentary Candidates' Office.

Suite 9, Jurys Inn

## 16.00 – 17.30

### Election law briefing and Q&A

Get up to speed with the latest changes to election law. Agents & Organisers Association.

Suite 1, Jurys Inn

### FOCUS – What-Why-When-How

Competencies covered – Communication Skills. Cllr Mark Alcock and Cllr Charles Glover, for ALDC.

Suite 2, Jurys Inn

### Inspired! Going Green (Councillor Training)

Be inspired by our Government's action on the environment and how to make your council green.

ALDC. Suite 3, Jurys Inn

## 16.00 – 17.30 continued

### Membership Data Online

A step by step guide to using the Party's online membership management tool for local party membership officers. Ideal for new officers or a refresher for old hands.

David Loxton, Director of Membership and Development, and Billi Williams, Membership Development Officer.

Suite 4, Jurys Inn

### Messaging – Winning against the Conservatives in 2011

Competencies covered – Communication Skills, Values in Action. Shaun Roberts and Richard Pinnock, Campaigns Department.

Suite 5, Jurys Inn

### Media interview skills (Women only)

Competencies covered – Communication Skills, Resilience. Candy Piercy and Tamora Langley, for the Campaign for Gender Balance.

Suite 7, Jurys Inn

### Campaigning against Labour in Oldham

Competencies covered – Values in Action. Dave McCobb and Dave Smithson, Campaigns Department.

Suite 8, Jurys Inn

### Induction session for new Regional Candidates' Chairs

(invitation only – for details email [candidates@libdems.org.uk](mailto:candidates@libdems.org.uk))

Margaret Joachim, Tamsin Hewett and Maddy Pite, Parliamentary Candidates' Office.

Suite 9, Jurys Inn

fringe

[www.libdems.org.uk/conference](http://www.libdems.org.uk/conference)

visit us online!

Our 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](http://www.libdems.org.uk/conference).



# conference diary pullout

If you don't want to carry all your papers, make sure you carry your Conference Diary pullout – an easy reference checklist for the whole weekend. Pencil in the fringe meetings you want to attend, tick the conference sessions you must be there for, add the notes on who to meet, where and when.

## conference diary friday 11th march

15.00–17.30 Consultative Sessions Facing the Future  
Information Technology and Intellectual Property  
Inequality

18.30–19.30 Conference Rally

Evening fringe

## conference diary saturday 12th march

Morning fringe

09.00–09.15	F1 Report	Federal Conference Committee
	F2 Report	Federal Policy Committee Report
09.15–10.15	F3 Policy Motion	<i>Community Futures</i> (Voluntary Sector and Volunteering Policy Paper)
10.15–10.45	F4 Policy Motion	Disability Living Allowance – Mobility Component
10.45–11.45	F5 Policy Motion	Updating the NHS: Personal and Local
11.45–12.40	F6 Q&A Session	Business, Innovation and Skills Team

13.00–14.00 Lunchtime fringe

14.20–15.35	F7 Policy Motion	<i>Taking Responsibility</i> (Youth Justice Policy Paper)
15.35–16.20	F8 Q&A Session	Rt Hon Nick Clegg MP
16.20–17.30	F9 Business Motion	Improving the Diversity of our MPs
17.30–18.00	F10 Report	Federal Executive
	F11 Report	Federal Finance and Administration Committee
	F12 Report	Diversity and Engagement Group
	F13 Report	Campaign for Gender Balance

Evening fringe

# conference diary pullout continued

## conference diary sunday 13th march



### Morning fringe

09.00–09.20 F14 Reports	Parliamentary Party
09.20–09.50 F15 Policy Motion	Emergency Motion
09.50–11.00 F16 Business Motion	Strategy, Positioning and Priorities
11.00–11.15 F17 Speech	Yes to Fairer Votes
11.15–11.45 F18 Policy Motion	Access to Justice
11.45–13.00 F19 Speech (approx.)	Rt Hon Nick Clegg MP, Leader of the Liberal Democrats and Deputy Prime Minister

diary

## notes

### conference timetable autumn 2011

**Saturday 17th – Wednesday 21st September 2011**

#### **Birmingham**

Drafting advice deadline (motions)	13.00	Wednesday	15th June 2011
Motions deadline	13.00	Wednesday	29th June 2011
Drafting advice deadline (amendments emergency motions)	13.00	Monday	22nd August 2011
Deadline for amendments to motions, emergency motions, topical issues, questions to reports	13.00	Monday	5th September 2011



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## conference rally: delivering for you

**Friday 11th March, 18.30 – 19.30, Sheffield City Hall.**

**Speakers: Nick Clegg MP, Tim Farron MP, Ros Scott. Hosted by Floella Benjamin.**



© Mike Cooper

After an historic year that has seen Liberal Democrats at the heart of national government for the first time, Nick Clegg MP, Tim Farron MP and others will take to the stage to reflect on and celebrate our values and achievements as we prepare for May's crucial elections.

The Conference Rally, hosted by Floella Benjamin, will see the passing of the presidential baton from Ros Scott to Tim Farron MP, as well as speeches and contributions by the Deputy Prime Minister and some of our leaders in local government on the difference we are making for Britain locally and nationally.

**Doors open at 18.15. Conference photo pass required for entry.**

# friday 11th march

15.00 Consultative Sessions  
– 17.30

## **Facing the Future**

City Suite A	Chair:	Norman Lamb
Mercure St Paul's Hotel	Rapporteur:	To be announced

## **Information Technology and Intellectual Property**

City Suite B	Chair:	Julian Huppert MP
Mercure St Paul's Hotel	Rapporteur:	To be announced

## **Inequality**

City Suite C	Chair:	David Hall-Matthews
Mercure St Paul's Hotel	Rapporteur:	To be announced

*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.*



## 09.00 Party Business

Chair: Jenni Lang  
Aide: James Gurling

### **F1 Federal Conference Committee Report**

Mover: Andrew Wiseman (Chair, Federal Conference Committee)

*The deadline for questions to this report is 13.00 on Tuesday 8th March, to the Policy Unit, Liberal Democrat HQ. See 'questions to reports' on page 17. Questions selected will be detailed in Saturday's Conference Daily. Questions on events occurring after the deadline may be submitted at the Speakers' Table on speaker's cards up until 08.50 on Saturday 12th March.*

### **F2 Federal Policy Committee Report**

Mover: Norman Lamb MP (Chair, Federal Policy Committee)

*The deadline for questions to this report is 13.00 on Tuesday 8th March, to the Policy Unit, Liberal Democrat HQ. See 'questions to reports' on page 17. Questions selected will be detailed in Saturday's Conference Daily. Questions on events occurring after the deadline may be submitted at the Speakers' Table on speaker's cards up until 09.00 on Saturday 12th March.*

## 09.15 Policy Motion

Chair: Arnie Gibbons  
Aide: Chris Maines

### **F3 Community Futures (Voluntary Sector and Volunteering Policy Paper)**

*Federal Policy Committee*

Mover: To be announced

Summation: Baroness Barker (Chair of the Policy Working Group)

- 1 Conference believes that:
- 2 i) Community and voluntary organisations, by virtue of their independence, are a powerful  
3 means by which citizens can shape and change society. They unite people who are  
4 passionate about particular causes and in doing so they not only foster a sense of community  
5 and empower people to challenge the state and large corporations, but also counteract the  
6 disconnection and atomisation of today's society.
- 7 ii) A vibrant, independent community and voluntary sector, working alongside government and  
8 the private sector, enriches social, environmental and economic well-being. Government,  
9 national and local, must support the development and modernisation of voluntary  
10 organisations and social enterprises to inspire the next generation of active citizens.
- 11 Conference therefore endorses policy paper 98, *Community Futures*, and shares its vision of a  
12 future in which strong, independent voluntary and citizen-led community organisations, working

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13 in partnership with national and local government and the private sector, build safe, sustainable  
14 communities in which individuals and communities thrive. Conference in particular welcomes the  
15 proposals to:

16 1. Capitalise on the wealth of experience in the voluntary sector and build vibrant community  
17 organisations which engage the next generation through:

18 a) Supporting modernisation programmes designed to enable voluntary organisations to  
19 update their infrastructure, IT and business development skills and social networking  
20 skills.

21 b) Simplifying regulation for charities, for example by standardising information reporting  
22 requirements and making the Charity Commission the sole regulator for both  
23 incorporated and unincorporated charities.

24 2. Enhance the capacity of charities and social enterprises through:

25 a) Encouraging the Charity Commission to develop joint programmes with other  
26 infrastructure organisations to ensure that all charities have access to good practice.

27 b) Working with the Small Charities Coalition, the National Association for Voluntary  
28 and Community Action, and local authorities to improve support to local community  
29 organisations and volunteers in statutory organisations such as school governors.

30 c) Negotiating a UK-wide insurance package, available from major insurers, to provide  
31 comprehensive coverage for the vast majority of volunteering, local activity and  
32 celebrations.

33 3 Assist companies and voluntary organisations to design, set and maintain standards of good  
34 ethical, environmental and social practice through:

35 a) Supporting a pilot programme to modernise Corporate Social Responsibility by  
36 developing a network of Professional Services Working Groups across the country, so  
37 that voluntary organisations have access to services such as lawyers, accountants and  
38 architects.

39 b) Working with a range of organisations to develop a new Community Benefit Index in  
40 which companies are encouraged to maximise their 'community footprint'.

41 4 Support the role played by voluntary and community organisations in convincing policy  
42 makers and the public of the need to adopt sustainable policies and technologies through:

43 a) Encouraging local authorities to provide advice and resources to schools, residents and  
44 tenants associations and other community groups to enable them to take an active  
45 role in managing open spaces to make them as attractive as possible for people and  
46 wildlife.

47 b) Working with environmental NGOs to promote individual and community actions which  
48 take forward the green agenda in practical ways.

49 5 Help voluntary organisations to compete for public service contracts on equal terms with  
50 statutory and private sector providers through:

51 a) Reviewing the implementation of the European Commission Directive 2004/18/EC to  
52 ensure that small charities are not being unfairly excluded and that the rules are being





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- 53 implemented with the flexibility which member states are entitled to determine.  
54 b) Encouraging the development of public sector contracts which require bidders to  
55 demonstrate how they will develop social capital.  
56 c) Ensuring that public services are delivered without unjustified discrimination against  
57 service-users or employees, by amending equalities legislation to narrow the exemption  
58 granted to organisations with a religious ethos , and in the interim requiring public sector  
59 commissioners to include non-discrimination clauses in their contracts with providers.
- 60 6 Encourage a range of different forms of charitable giving, and make it easier for charities to  
61 raise and earn income, through:
- 62 a) Setting up a series of initiatives, in partnership with the private sector, to promote digital  
63 giving.  
64 b) Modernising Gift Aid, by enabling online declarations and reclaims.
- 65 7 Promote social investment through:
- 66 a) Piloting programmes under which local authorities could act as guarantors for new local  
67 investment instruments, up to a specified limit.  
68 b) Establishing, in partnership with private investors, a high risk investment fund to enable  
69 innovative projects with the potential to transform the voluntary and community sector to  
70 be supported through early stage research and development.  
71 c) Reviewing the legislation which governs programme related investment so that  
72 foundations would be able to invest in social good rather than always investing for  
73 return.  
74 d) Encouraging a much larger community banking and community development finance  
75 institution sector, funded – as it is in the USA – by the big banks in lieu of the loans which  
76 they find it difficult to make to small business and social enterprises themselves.
- 77 8. Encourage volunteering as a welcome addition to, rather than a substitute for, statutory  
78 service provision, and to increase active citizenship through:
- 79 a) Engaging young people in designing new systems to incentives volunteering.  
80 b) Commissioning research into volunteering programmes to be run by small and medium  
81 enterprises.  
82 c) Encouraging a major increase in voluntary activity through public services, so that  
83 service units like schools, surgeries or housing estates also become volunteering hubs  
84 and catalysts, capable of using the resources that their users represent to reach out and  
85 rebuild local neighbourhood life and mutual support.

*Applicability: Federal, except 1 b) and 2 a) (lines 21–23 and 25–26) which are England and Wales, and 1 a), 2 b), 4 a), 5 b), 7 a), 7 b), 8 a), and 8 c) (lines 18–20, 27–29, 43–46, 54–55, 66–70, 79 and 82–85) which are England only. Applicability of some points varies depending on the public service affected.*

*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 17.*

*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 'interventions' on page 14.*

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*The deadline for amendments to this motion, and for requests for separate votes, is 13.00 on Tuesday 8th March, to the Policy Unit, Liberal Democrat HQ. See 'amendments' on page 13 and 'separate votes' on page 17. Amendments selected for debate will be printed in Saturday's Conference Daily.*

## 10.15 Policy Motion

Chair: Jon Ball  
Aide: Sandra Gidley

### **F4 Disability Living Allowance – Mobility Component**

*Eleven conference representatives*

Mover: Mike Ward

Summation: To be announced

1 Conference regrets the recent decision to remove the mobility component of the new Personal  
2 Independence Payment (replacing Disability Living Allowance) from people in residential care and  
3 from children in residential schools with effect from October 2012.

4 Conference notes that:

5 a) The impact of this decision is that approximately 80,000 people are at risk of losing this  
6 support and that many of these people will be prevented from enjoying the freedom of  
7 movement that is taken for granted by people who are not disabled.

8 b) The impact of the withdrawal of this benefit will be particularly severe for adults who depend  
9 on the Personal Expenses Allowance of £22.30 per week because all their income is taken  
10 to pay for their care and that as the PEA has to cover all personal spending including clothes,  
11 toiletries and mobile phones, there is normally no spare money to pay for transport.

12 c) The outcome of the cut for adults is not in accord with the principle of fairness because it  
13 affects the poorest recipients and allows those people who pay for their own care to retain  
14 the Mobility Component.

15 d) Children in residential schools may be unable to engage with the wider community or  
16 experience the same opportunities to develop independence and life skills as their non-  
17 disabled peers and may be prevented from enjoying family visits.

18 e) These changes may amount to a breach of the UK's obligations under Human Rights  
19 Conventions.

20 Conference therefore:

21 1. Calls on the Coalition Government to reinstate the Mobility Component or otherwise fund the  
22 mobility needs of those who cannot afford to do so themselves.

23 2. Reminds the Coalition Government of its obligations under Human Rights Conventions  
24 namely Article 20 (Personal Mobility) of the UN Convention on the Rights of Persons with  
25 Disabilities and the UN Convention on the Rights of the Child Article 31.



- 26 3. Re-affirms the party's commitment to the principle of fairness in implementing all cuts.
- 27 4. Resolves to campaign for this restriction in Mobility Allowance to be reversed at the earliest
- 28 possible opportunity.

*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 17.*

*The deadline for amendments to this motion, and for requests for separate votes, is 13.00 on Tuesday 8th March, to the Policy Unit, Liberal Democrat HQ. See 'amendments' on page 13 and 'separate votes' on page 17. Amendments selected for debate will be printed in Saturday's Conference Daily.*

## 10.45 Policy Motion

Chair: Andrew Wiseman (Chair, Federal Conference Committee)  
Aide: Arnie Gibbons

### **F5 Updating the NHS: Personal and Local**

*Twelve conference representatives*

Mover: To be announced

Summation: Paul Burstow MP (Minister of State for Care Services)

- 1 Conference believes that the NHS is an integral part of a liberal society, reflecting the social
- 2 solidarity of shared access to collective healthcare, and a shared responsibility to use resources
- 3 effectively to deliver better health.
- 4 Conference welcomes our Coalition Government's commitment to the founding principles of the
- 5 NHS: available to all, free at the point of use, and based on need, not the ability to pay.
- 6 Conference notes that while spending on the NHS has risen significantly in recent years this
- 7 investment has not been matched in terms of productivity or healthcare outcomes for patients.
- 8 Conference notes with regret that:
- 9 A. 23% of cancer patients are only diagnosed when they turn up as emergencies.
- 10 B. England continues to have poorer survival rates for bowel, breast and lung cancer than
- 11 Australia, Canada, Sweden and Norway.
- 12 C. Premature mortality rates from respiratory disease are worse than the EU-15 average.
- 13 Conference notes that if NHS was performing at the level of the best in Europe in cancer survival,
- 14 10,000 lives could be saved every year, and therefore recognises the importance of updating the
- 15 NHS to ensure that it is able to deliver world-class outcomes and value-for-money for taxpayers.

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16 Conference welcomes the vision for the NHS set out in the Government's White Paper, *Equity*  
17 *and Excellence: Liberating the NHS*, which commits the Government to an NHS that:

18 i) Is genuinely centred on patients and carers.

19 ii) Achieves quality and outcomes that are among the best in the world.

20 iii) Refuses to tolerate unsafe and substandard care.

21 iv) Puts clinicians in the driving seat and sets hospitals and providers free to innovate, with  
22 stronger incentives to adopt best practice.

23 v) Is more transparent, with clearer accountabilities for quality and results.

24 vi) Is more efficient and dynamic, with a radically smaller national, regional and local  
25 bureaucracy.

26 vii) Gives citizens a greater say in how the NHS is run.

27 Conference particularly welcomes the proposals to introduce real democratic legitimacy and local  
28 accountability into the NHS for the first time in almost forty years by:

29 a) Extending the powers of local authorities to enable effective scrutiny of any provider of any  
30 taxpayer-funded health services.

31 b) Giving local authorities the role of leading on improving the strategic coordination of  
32 commissioning across the NHS, social care, and related childrens' and public health services  
33 through councillor-led Health and Wellbeing Boards.

34 c) Creating Health Watch to act as a local consumer champion for patients and to ensure that  
35 local patients are heard on a national level.

36 d) Returning public health duty to local government by ensuring that the majority of public  
37 health services will now be commissioned by local authorities from their ring-fenced public  
38 health budget.

39 Conferences calls on:

40 1. The Government to uphold the NHS Constitution and publish an audit of how well  
41 organisations are living by its letter and spirit.

42 2. Liberal Democrats in local government to establish local Health and Wellbeing Boards and  
43 make progress developing the new collaborative ways of working necessary to provide  
44 joined-up services that are personalised and local.

*Applicability: England.*

*Mover of motion: 7 minutes; other speakers: 4 minutes. For eligibility and procedure for speaking in this debate, see 'speaking at conference' on page 17.*



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*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 'interventions' on page 14.*

*The deadline for amendments to this motion, and for requests for separate votes, is 13.00 on Tuesday 8th March, to the Policy Unit, Liberal Democrat HQ. See 'amendments' on page 13 and 'separate votes' on page 17. Amendments selected for debate will be printed in Saturday's Conference Daily.*

## 11.45 Question and Answer Session

Chair: Baroness Brinton (Vice Chair, Federal Conference Committee)  
Aide: Qassim Afzal

### **F6 Question and Answer Session with the Business, Innovation and Skills Team**

Panellists will include:

- Dr Vince Cable MP, Secretary of State for Business, Innovation and Skills
- Edward Davey MP, Minister for Employment Relations, Consumer and Postal Affairs
- Lorely Burt MP, Chair of the Business, Innovation and Skills Parliamentary Party Committee
- Simon Hughes MP, Advocate for Access to Education

*This session will allow conference representatives to put questions on any Business, Innovation and Skills issue, to a panel. Conference representatives may submit concise questions (maximum 25 words) on a form collected from and submitted to the Speakers' Table by 10.00 on Saturday 12th March. Questions may also be emailed to [questions@libdems.org.uk](mailto:questions@libdems.org.uk) until 17.00 on Thursday 10th March. The Chair will select which questions shall be asked during the session. See 'question and answer sessions' on page 14.*

## 12.40 Lunch

## 14.20 Policy Motion

Chair: Baroness Doocey AM (London)  
Aide: Jenni Lang

### **F7 Taking Responsibility (Youth Justice Policy Paper)**

Federal Policy Committee

Mover: Tom Brake MP (Co-Chair of the Parliamentary Party Committee on Home Affairs, Justice and Equalities)

Summation: Linda Jack (Chair of the Policy Working Group)

1 Conference notes that although it is a minority of young people that commit crimes and acts of  
2 anti-social behaviour, those actions can lead to fear and misery in local communities.

3 Conference also notes that while young people are more likely than older people to be the  
4 perpetrators of crime, they are disproportionately the victims of crime as well.

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5 Conference welcomes the fact that from October 2002 to November 2010, the number of  
6 children in custody fell by a third from 3,175 to 2,045.

7 Conference endorses policy paper 99, *Taking Responsibility*, as a statement of the party's key  
8 policies on youth justice and especially welcomes the proposals to:

9 1. Invest in preventing youth crime by:

- 10 a) Supporting children with misconduct problems before they reach school through Sure  
11 Start services.
- 12 b) Promoting a 'whole family' approach towards offending children by engaging parents,  
13 grandparents and others to take responsibility for them through family mentoring  
14 schemes like those used in New York.
- 15 c) Encouraging Local Government, the voluntary sector and local communities to offer the  
16 opportunity for young people to engage in valuable diversionary activities.
- 17 d) Establishing systems across government to gather evidence of and to measure the long-  
18 term savings that accrue from early intervention so as to promote future investment.

19 2. Empowering local communities to deal better with the policing of youth crime by:

- 20 a) Encouraging police officers to use their discretion to deal with youth offending such  
21 as by adopting a problem-solving approach rather than unnecessarily arresting young  
22 people who admit responsibility.
- 23 b) Giving local people a direct say in crime and policing in their areas through the  
24 empowering of Police Authorities, including the right to set local policing priorities.

25 3. Ensure more appropriate treatment of children in the justice system by:

- 26 a) Recognising that the criminal courts are not the most effective place to deal with  
27 younger children suspected of committing criminal acts and, accordingly, raising the age  
28 of criminal responsibility in England and Wales to 14.
- 29 b) Holding those under 14 who know right from wrong accountable for their criminal acts  
30 through the use of panels of specially trained people with the power to impose a range  
31 of measures, including, exceptionally, secure accommodation, with the aim of reducing  
32 re-offending and avoiding the imposition of a damaging lifelong criminal record.
- 33 c) Decriminalising children in circumstances where they are best treated as victims, for  
34 example in the case of child prostitutes.
- 35 d) Protecting young people through educating them rather than by criminalising them in the  
36 context of victimless crimes, such as in some cases of consensual sexual acts between  
37 those under 16.

38 4. Promoting effective alternatives to custody by:

- 39 a) Reserving the use of secure accommodation for repeat offenders, those for whom  
40 previous sentences have failed and those considered a danger to themselves or others.
- 41 b) Stopping its use for technical breaches of license, which are better dealt with by the  
42 Youth Offending Team.
- 43 c) Increasing the use of Intensive Fostering as an alternative to custody.
- 44 d) Providing stringent, intensive mental health and drug and alcohol treatment to those  
45 young people who need it.



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- 46 e) Extending the use of Restorative Justice programmes such as the Northern Ireland  
47 Youth Conference System, which require the offender to confront their behaviour and  
48 make reparation.
- 49 f) Extending the use of other community sentences where possible.
- 50 g) Encouraging the devolution of custody costs so as to provide a financial incentive for  
51 local authorities and others to invest in community-based measures to prevent further  
52 offending.
- 53 5. Putting rehabilitation at the heart of custodial provision by:
- 54 a) Ensuring that such accommodation is as small and local as is safely feasible to ensure  
55 that young people are not institutionalised and can maintain links with their family and  
56 community.
- 57 b) Banning painful ‘distraction techniques’ except in exceptional circumstances where they  
58 are the only option available to prevent serious harm to the young person themselves or  
59 others, and permitting the use of physical restraint only to prevent harm or escape.
- 60 c) Requiring local authorities to be responsible for the education of children in custody to  
61 ensure that they continue to study.
- 62 d) Implementing a targeted rehabilitation programme for offenders involved in gun, knife  
63 and gang crime.
- 64 e) Improving the provision of mental health and drug and alcohol related treatment in  
65 custody.
- 66 6. Assisting those leaving custody to rebuild their lives by:
- 67 a) Ensuring that they have suitable accommodation upon release by changing Housing  
68 Benefit rules to allow provision to be made beforehand and by guaranteeing them the  
69 same entitlements as those leaving care.
- 70 b) Promoting mentoring schemes that work with the offender whilst in custody but which  
71 ensure that they can be supported upon release by, for example, having them met at the  
72 gate if they choose, taken to their new accommodation and assisted in finding work.
- 73 c) Ensuring that, save for the most serious violent or sexual offences, convictions for those  
74 who were under 18 at the time are treated as ‘spent’ after 12 months and need not be  
75 disclosed save for reasons of public safety or for applications for jobs involving young  
76 people or vulnerable adults.
- 77 7. Adopting a new approach to 18–24 year olds by applying some of the same proposals  
78 including, for example, the measures to divert young people from the criminal justice system,  
79 a replacement of short custodial sentences with more effective community ones and, where  
80 custody is inevitable, holding them separately from older offenders and providing effective  
81 post-release support.

*Applicability: England and Wales, except 6 a) (lines 67–69) which is Federal.*

*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 17.*

*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 ‘interventions’ on page 14.*

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*The deadline for amendments to this motion, and for requests for separate votes, is 13.00 on Tuesday 8th March, to the Policy Unit, Liberal Democrat HQ. See 'amendments' on page 13 and 'separate votes' on page 17. Amendments selected for debate will be printed in Saturday's Conference Daily.*

## 15.35 Question and Answer Session

Chair: Andrew Wiseman (Chair, Federal Conference Committee)  
Aide: Jo Shaw

### **F8 Question and Answer Session with Rt Hon Nick Clegg MP, Leader of the Liberal Democrats and Deputy Prime Minister**

*This session will allow conference representatives to put questions, on any topic, to the leader of the Liberal Democrats in a 'Townhall' style event. Conference representatives may submit concise questions (maximum 25 words) on a form collected from and submitted to the Speakers' Table by 12.20 on Saturday 12th March. Questions may also be emailed to [questions@libdems.org.uk](mailto:questions@libdems.org.uk) until 17.00 on Thursday 10th March. See 'question and answer sessions' on page 14.*

## 16.20 Business Motion

Chair: Geoff Payne  
Aide: Susan Gaszczak

### **F9 Improving the Diversity of our MPs**

*Federal Executive*

Mover: Jo Shaw

Summation: Baroness Falkner

- 1 Conference notes with concern that at the General Election in 2010 the party did not improve  
2 the number of women MPs, and does not have any black or minority ethnic (BAME) MPs at  
3 present. Conference also notes that in June 2010 the President and Leader asked the Federal  
4 Executive to commission a Candidates Review, to be written by Sal Brinton, and following the  
5 Diversity Motion passed at Federal Conference in September 2010, the Federal Executive asked  
6 Sal Brinton to extend the scope of her review to address the issues covered in the motion, and to  
7 propose a course of action for the party to address the diversity deficit, and to improve it at the  
8 next general election.
- 9 Conference further notes that the party is clearly divided over the issue of compulsory short lists  
10 (all-women short lists, and a percentage of BAME candidates).
- 11 Conference therefore agrees:
- 12 1. That diversity champions should be mainstreamed throughout the party; the only way to  
13 improve the diversity of our MPs is to improve the diversity of our party itself:
- 14 a) Regions will set themselves targets for improving the diversity of approved candidates,  
15 Prospective Parliamentary Candidates (PPCs), Assessment Centre staff and Returning  
16 Officers.





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- 17            b) Regions and local parties will actively encourage members and supporters from under-  
18            represented groups to become more active in the party, including standing for election.
- 19            2. The creation of a Leadership Programme for outstanding candidates from under-represented  
20            groups, which will:
- 21            a) Have a maximum number of approved candidates, with a minimum of 30 by the end of  
22            2011, and within that, 50% of the places will be reserved for women, and 20% for those  
23            from BAME backgrounds, and 10% for those with disabilities.
- 24            b) Provide advanced training and support, particularly in media, leadership and team  
25            building skills, and fundraising.
- 26            c) Provide mentoring and coaching from the moment they are approved as a candidate  
27            until after the election day.
- 28            d) Offer them opportunities to shadow a Parliamentarian.
- 29            e) Raise funds to provide practical support to PPCs from under-represented groups.
- 30            3. Selection for the Leadership Programme will be based on competencies, references and  
31            an interview with the Programme Panel, and membership of the Panel will be agreed and  
32            might include an MP, a Peer, a Federal Executive representative, a Campaigns Department  
33            representative and a member of the Diversity Engagement Group, with the process to be run  
34            by the Diversity Unit at Federal Party Headquarters.
- 35            4. Where candidates from the Leadership Programme apply to a priority seat at least two  
36            candidates from the Leadership Programme should be shortlisted on their short list.
- 37            5. Groups of Development Seats should get together to advertise and recruit PPCs in clusters,  
38            using the Region's targets for shortlisting (eg 50% women candidates, and a relevant local  
39            ethnic minority percentage).
- 40            6. The Federal Executive should review progress of the Leadership Programme and the other  
41            arrangements in the Candidates Review in 2013, and consider more urgent action if not  
42            sufficient candidates from under-represented groups have been selected in our priority  
43            seats.

*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 17.*

*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 under 'interventions' on page 14.*

*The deadline for amendments to this motion, and for requests for separate votes, is 13.00 on Tuesday 8th March, to the Policy Unit, Liberal Democrat HQ. See 'amendments' on page 13 and 'separate votes' on page 17. Amendments selected for debate will be printed in Saturday's Conference Daily.*

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## 17.30 Party Business

Chair: Jenni Lang  
Aide: Lucy Care

### **F10 Report of the Federal Executive**

Mover: Tim Farron MP (President of the Liberal Democrats)

*The deadline for questions to this report is 13.00 on Tuesday 8th March, to the Policy Unit, Liberal Democrat HQ. See 'questions to reports' on page 17. Questions selected will be detailed in Saturday's Conference Daily. Questions on events occurring after the deadline may be submitted at the Speakers' Table on speaker's cards up until 16.30 on Saturday 12th March.*

### **F11 Report of the Federal Finance and Administration Committee**

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

*The deadline for questions to this report is 13.00 on Tuesday 8th March, to the Policy Unit, Liberal Democrat HQ. See 'questions to reports' on page 17. Questions selected will be detailed in Saturday's Conference Daily. Questions on events occurring after the deadline may be submitted at the Speakers' Table on speaker's cards up until 16.30 on Saturday 12th March.*

### **F12 Report of the Diversity and Engagement Group**

Mover: Dr Vince Cable MP (Chair, Diversity Engagement Group)

*The deadline for questions to this report is 13.00 on Tuesday 8th March, to the Policy Unit, Liberal Democrat HQ. See 'questions to reports' on page 17. Questions selected will be detailed in Saturday's Conference Daily. Questions on events occurring after the deadline may be submitted at the Speakers' Table on speaker's cards up until 16.30 on Saturday 12th March.*

### **F13 Report of the Campaign for Gender Balance**

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

*The deadline for questions to this report is 13.00 on Tuesday 8th March, to the Policy Unit, Liberal Democrat HQ. See 'questions to reports' on page 17. Questions selected will be detailed in Saturday's Conference Daily. Questions on events occurring after the deadline may be submitted at the Speakers' Table on speaker's cards up until 16.30 on Saturday 12th March.*

## 18.00 Close of Session



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## 09.00 Party Business

Chair: Susan Gaszczak  
Aide: Jeremy Hargreaves (Vice Chair, Federal Policy Committee)

### **F14 Parliamentary Party Reports**

Commons: Alistair Carmichael MP (Chief Whip) and Lorely Burt MP (Chair of Parliamentary Party)  
Lords: Lord McNally (Leader) and Lord Shutt (Chief Whip)  
Europe: Fiona Hall MEP (Leader) and Chris Davies MEP (Chief Whip)

*Each of the 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 Westminster and 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 12th March. Questions may also be emailed to [questions@libdems.org.uk](mailto:questions@libdems.org.uk) until 17.00 on Thursday 10th March. The Chair will select which questions shall be asked during the session. See 'questions to reports' on page 17.*

## 09.20 Policy Motion

Chair: Chris Maines  
Aide: Baroness Doocey AM (London)

### **F15 Emergency Motion**

*The deadline for emergency motions is 13.00 on Tuesday 8th March, to the Policy Unit, Liberal Democrat HQ. See 'emergency motions' on page 14. Those selected for debate and/or proposed for the ballot will be printed in Sunday's Conference Daily.*

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

## 09.50 Business Motion

Chair: Jeremy Hargreaves (Vice Chair, Federal Policy Committee)  
Aide: Andrew Wiseman (Chair, Federal Policy Committee)

### **F16 Strategy, Positioning and Priorities**

*Federal Executive*

Mover: James Gurling  
Summation: Gordon Lishman

- 1 Conference notes:
- 2 i) The Liberal Democrats decision after the 2010 General Election to join a coalition government
- 3 with the Conservative Party in order to take the action needed to deal with the severe financial
- 4 and economic crisis.

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5 ii) The inclusion in the Coalition Agreement of many Liberal Democrat policies from the Liberal  
6 Democrat 2010 Election Manifesto and the subsequent success by Liberal Democrat  
7 Ministers in implementing these policies.

8 iii) The continuing strong and effective leadership of the party's Leader and his team.

9 iv) The importance of communicating to the public the distinctiveness of the Liberal Democrats  
10 and our contribution to the programme of the Coalition Government.

11 Conference asserts that:

12 I. The Liberal Democrats will fight the next general election in Great Britain as an independent  
13 party without any pacts or agreements with any other party and presenting our Manifesto as  
14 the clear and distinct basis for liberal government.

15 II. The Liberal Democrats will fight elections as an independent party for the Scottish Parliament,  
16 the Welsh Assembly, the European Parliament and local authorities throughout Great Britain.

17 III. The Liberal Democrats intend to enter the next general election campaign with no preference  
18 for potential future coalition partners.

19 IV. Following the next general election, the Liberal Democrats will decide on their position in  
20 relation to government bearing in mind:

21 a) The will of the British people expressed at the ballot box.

22 b) The party's Manifesto.

23 c) The political position and capacity to govern of other parties.

24 d) Where relevant circumstances apply, the ability to reach an agreed programme of  
25 acceptable policies to ensure a stable coalition government.

26 Conference endorses the five key goals of the Federal Executive's Strategic Plan for the party,  
27 specifically:

28 A. To build the party's appeal for the 2015 General Election, ensuring and communicating the  
29 effectiveness and distinct identity of the party both as part of an effective government and as  
30 a strong and distinctive voice inside and outside the coalition.

31 B. To win elections in 2011 and beyond, including the referendum on the Alternative Vote,  
32 elections to the Scottish Parliament and Welsh Assembly, local authorities and the European  
33 Parliament.

34 C. To reflect more effectively the diversity of the party and the country in our elected  
35 representatives at every level.

36 D. To build further and to maintain a cohesive party, building capacity, membership and support  
37 and communicating effectively with all members and leaders.

38 E. To widen and build the Liberal Democrat movement, recognising the wider support in  
39 communities and interests for liberal ideas and principles.



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- 40 To assist in the party projecting a distinct and effective identity, conference:
- 41 1. Urges all Liberal Democrats, including parliamentarians and ministers, to demonstrate to the  
42 wider public the specific contribution that we have made to the programme of the Coalition  
43 Government by identifying:
- 44 a) Those policies which derive from the Liberal Democrats' existing and emerging policy  
45 platform.
- 46 b) Those aspects of government policy which Liberal Democrats have changed to be more  
47 consistent with our principles and beliefs.
- 48 c) Those aspects of government policy which originated from the Conservative Party policy  
49 platform.
- 50 2. Calls for the development of a radical distinctive and progressive set of Liberal Democrat  
51 policies for the next election, and such policy, although informed by the programme and  
52 record of the Coalition Government, should be derived totally independently of the views of  
53 our coalition partners.
- 54 3. Requests the relevant Party Committees and departments to develop ways of working that  
55 enable us to campaign effectively on a national level against all our future opponents well  
56 before the next general election.
- 57 Conference re-asserts that the UK Liberal Democrats are based firmly in the historical and global  
58 traditions of the liberal and social democratic philosophy and beliefs and commits the party to  
59 developing and promoting a clear narrative setting out what modern liberalism is and can do.

*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 17.*

*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 under 'interventions' on page 14.*

*The deadline for amendments to this motion is 13.00 on Tuesday 8th March, to the Policy Unit, Liberal Democrat HQ. See 'amendments' on page 13. Amendments selected for debate will be printed in Saturday's Conference Daily.*

*The deadline for requests for separate votes is 09.00 on Saturday 12th March, to the Policy Unit, Liberal Democrat HQ. See 'separate votes' on page 17.*

## 11.00 Speech

Chair: Qassim Afzal  
Aide: Jon Ball

### **F17 Yes to Fairer Votes Speech**

*A guest speaker from the Yes to Fairer Votes campaign will address conference.*

## 11.15 Policy Motion

Chair: James Gurling  
Aide: Geoff Payne (Vice Chair, Federal Conference Committee)

### **F18 Access to Justice**

*Liberal Democrat Lawyers Association*

Mover: Alistair Webster QC

Summation: To be announced

1 Conference notes that:

2 I. The party and the coalition government are committed to the promotion of civil liberties,  
3 social justice and the elimination of unnecessary and intrusive state powers brought in by  
4 previous governments.

5 II. Access to the courts and redress to protect and enforce human and civil rights is an essential  
6 component of those rights, as recognised by the European Convention on Human Rights.

7 III. Those least advantaged in society are often those who most need assistance in getting  
8 access to the courts and legal advice.

9 IV. A properly funded system whereby access to justice and the courts is not denied to those  
10 otherwise unable to bear the costs is a mark of a modern, civilised and democratic society.

11 V. Steps taken by the Labour Government in relation to cutting legal aid provision were ill-  
12 considered and inadequately trialled, as was repeatedly found by the relevant Select  
13 Committees.

14 While recognising the many competing claims upon public funds and the poor economic  
15 circumstances bequeathed by the Labour government, conference calls upon the government to  
16 ensure that before any further cuts are made to the Legal Aid budget or new schemes adopted:

17 A. Full consideration, assessments and trials are carried out as to any proposed changes or  
18 reductions before they are introduced; including:

19 i) A full examination of how the administration of justice can become more cost effective  
20 without reducing the quality of that justice.

21 ii) An examination of alternative methods of funding access to justice.

22 B. Those discussions, trials and assessments should study the impact upon:

23 i) The access to courts for those on low incomes.

24 ii) The availability and sustainability of a suitable and adequate number of appropriately  
25 qualified and experienced lawyers prepared to undertake publicly funded work.

26 iii) The effect of such changes upon the sustainability of legal service providers such as  
27 Citizens Advice Bureaux and the burden placed on charities with limited funds providing  
28 support facilities to those who, being unable to afford legal representation, have to  
29 represent themselves in civil and matrimonial matters.



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30 C. A more strategic approach is adopted by public authorities towards provision, funding and  
31 delivery of legal and advice services in communities on issues such as welfare benefits, debt,  
32 housing and employment.

33 Conference further calls upon the government to:

34 1. Ensure that the legal aid budget is not made to bear costs which should fall elsewhere, by:

- 35 a) Ensuring that the costs of acquitted persons do not fall upon the legal aid funds.  
36 b) Repealing section 41 (4) and (5) Proceeds of Crime Act, 2002 (which prevents restrained  
37 funds being used by the person restrained in his own defence).  
38 c) Enabling the courts to use cost orders against public or private bodies which bring  
39 proceedings unsuccessfully, or unnecessarily (such as acting in breach of pre-action  
40 protocols).

41 2. Make the necessary savings from the budget of the Ministry of Justice by significantly  
42 reducing the prison population and investing more in community orders and penalties and  
43 constructive alternatives to criminalisation.

*Applicability: England and Wales.*

*Mover of motion: 5 minutes; other speakers: 3 minutes. For eligibility and procedure for speaking in this debate, see 'speaking at conference' on page 17.*

*The deadline for amendments to this motion is 13.00 on Tuesday 8th March, to the Policy Unit, Liberal Democrat HQ. See 'amendments' on page 13. Amendments selected for debate will be printed in Saturday's Conference Daily.*

*The deadline for requests for separate votes is 09.00 on Saturday 12th March, to the Policy Unit, Liberal Democrat HQ. See 'separate votes' on page 17.*

## 11.45 Party Business

Chair: Tim Farron MP (President of the Liberal Democrats)  
Aide: Baroness Brinton (Vice Chair, Federal Policy Committee)

**F19 Speech by the Rt Hon Nick Clegg MP, Leader of the Liberal Democrats and Deputy Prime Minister**

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.





## 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 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, except for questions to the reports of the Parliamentary Parties in the House of Commons, House of Lords and European Parliament, where the closing date shall be at least one hour before the start of the business session at which the report is due to be considered.
- e) Notwithstanding 1.5(d), 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(d). 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.
- 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.

### 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 (except that where an amendment or option has not been opposed during the debate, the chair of the session shall have the right to direct that its movers shall not exercise their right of reply), 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 of 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.

## 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 11.5 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 11.4 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 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 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 (d) and (e). The Committee shall publish in advance of the report session all the questions submitted under Standing Order 1.5 (d) 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 (e), can be taken. After the conference the Committee shall publish the answers to all questions submitted under Standing Orders 1.5 (d) and (e) 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.

### 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.

## the federal party

### officers of the federal party

Leader	Rt Hon Nick Clegg MP
President	Tim Farron MP
Chair of FFAC	Cllr Duncan Greenland
Treasurer	Richard Duncalf
Vice President (England)	Jonathan Davies
Vice President (Scotland)	Craig Harrow
Vice President (Wales)	John Last CBE
Chief Executive	Chris Fox

### 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 representatives.

### 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

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.

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 representatives; and fifteen members directly elected by conference representatives. It must be chaired by one of the five MP members, and is currently chaired by the Leader.

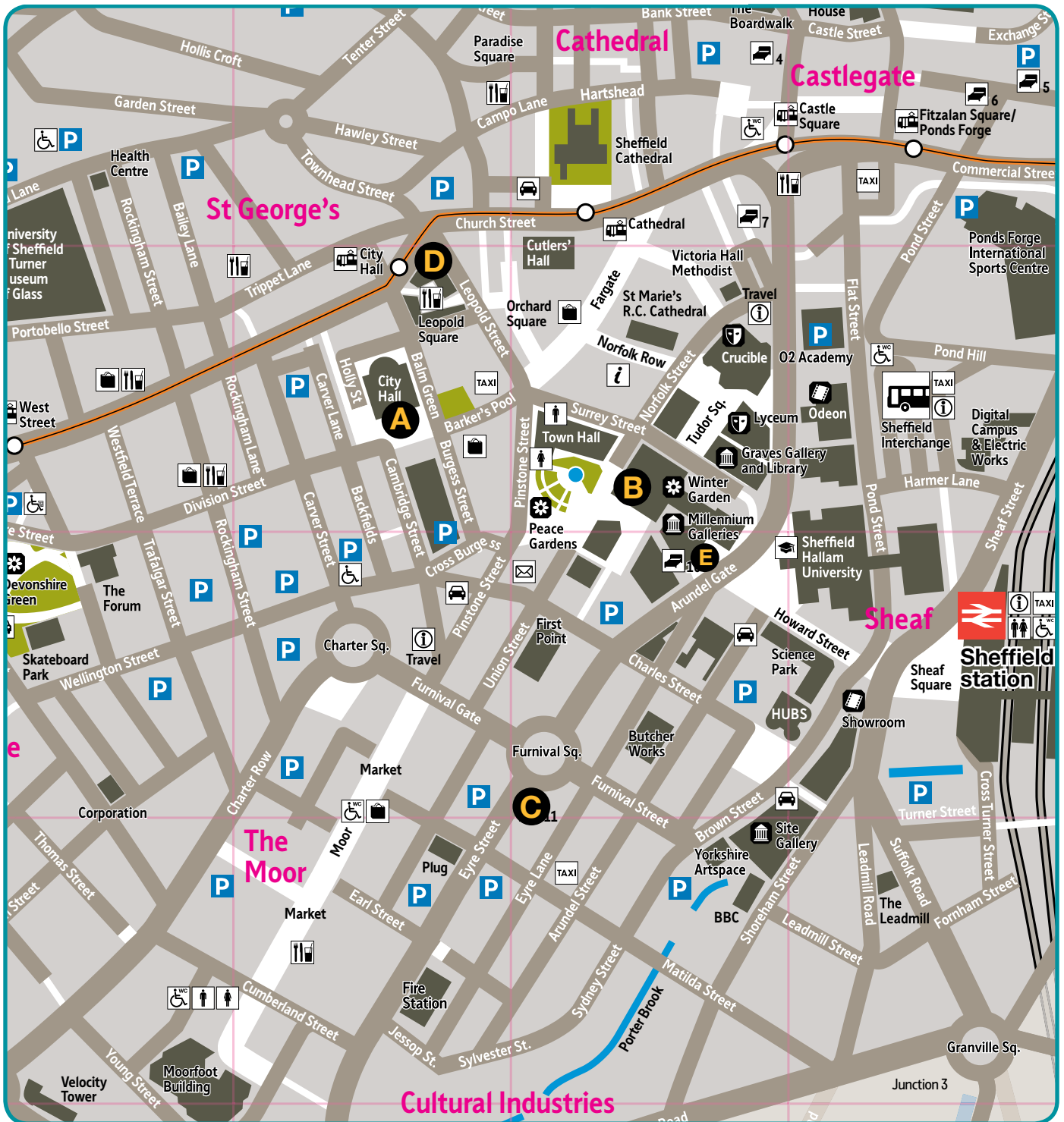
### federal conference committee

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 representatives, 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 representatives; two representatives from the FE and two from the FPC; and twelve members directly elected by conference representatives. It elects its own chair, who must be one of the directly elected or state party representatives.

The members of the FCC are shown on page 2.

# map of sheffield city centre



Map Courtesy of Sheffield City Council

## Main Conference venues

- A** SCH (Sheffield City Hall)
- B** Mercure St Paul's Hotel
- C** Jurys Inn
- D** Leopold Hotel
- E** Registration area



Photo © Sheffield Tourism

in government on your side