



spring conference

# agenda and directory

brighton 8th–10th march 2013



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## Welcome to the *Conference Agenda and Directory* for the Liberal Democrat spring 2013 federal conference.

If you have any questions whilst at conference please ask a conference steward or go to the Information Desk, located in the exhibition.

### conference venue

All conference sessions, fringe events and training will take place in the Hilton Brighton Metropole, located within the secure area and accessible only with a valid conference photo pass.

Hilton Metropole  
Kings Road  
Brighton  
BN1 2FU  
[www.hilton.co.uk/brightonmet](http://www.hilton.co.uk/brightonmet)

There is a *map of Brighton city centre* on the **back cover** and *plans of the Hilton Metropole* on **page 11**.

Please note that the exhibition will open at 14.30 on Friday 8th March, and consultative sessions will start at 15.00.

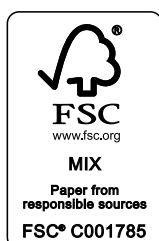
For conference details and registration online:



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

You can navigate around this pdf document: click on a page number to go to that page; click on the page footer to return to the contents page.

The Conference Agenda and Directory and other conference documents, in PDF, plain text and clear print formats, are available online at [www.libdems.org.uk/springconferencepapers](http://www.libdems.org.uk/springconferencepapers)



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# the federal conference committee is here to serve you!



Andrew Wiseman,  
Chair



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Vice Chair



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English rep



Qassim Afzal,  
FE rep



Dinti Batstone,  
FPC rep,  
job-share



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Scottish rep



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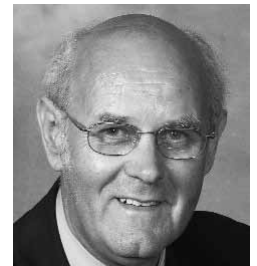
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David Rendel



Julie Smith,  
FPC rep,  
job-share



Paul Tilsley



Mike Ross,  
Chief Steward,  
co-opted

#### Ex officio:

Alistair Carmichael MP, Chief Whip.

Tim Farron MP, Party President.

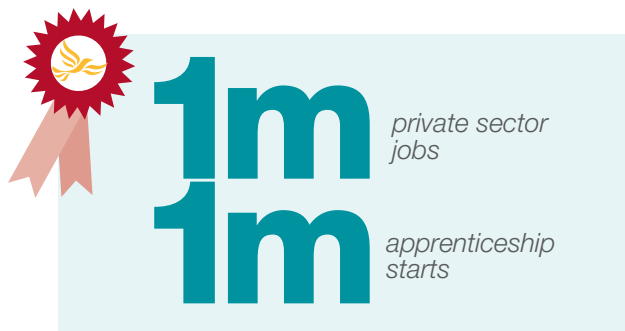
Tim Gordon, Chief Executive (non-voting).

Members of the FCC will be available to give advice about the conduct of conference at the Information Desk in the exhibition at the following times:

|          |           |             |
|----------|-----------|-------------|
| Friday   | 8th March | 17.00–18.00 |
| Saturday | 9th March | 09.00–10.30 |
| Saturday | 9th March | 14.00–16.00 |

FCC members can also be contacted via the Information Desk outside these hours.

# WHAT WE HAVE ACHIEVED IN GOVERNMENT SO FAR



## 1M JOBS, 1M APPRENTICESHIPS

Fixing the mess left by Labour; reduced the deficit by a quarter and created 1 million new private sector jobs and 1 million apprenticeship starts.



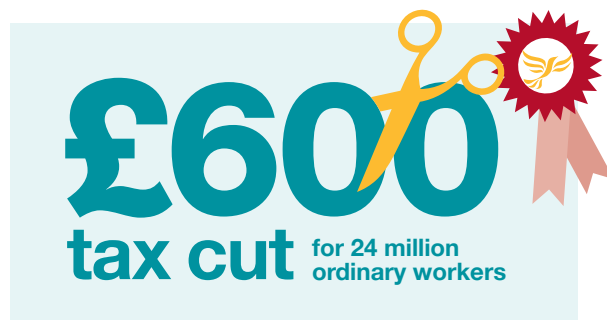
## PUPIL PREMIUM

Delivering an extra £2.5 billion into schools targeted at the least well-off pupils, raising standards for everyone.



## YOUTH CONTRACT

Youth unemployment is lower now than when we took office, thanks to our £1 billion Youth Contract, which gets young people off the dole and into work through apprenticeships, work placement or training.



## FAIRER TAX

£600 tax cut for 24 million working people by ensuring nobody pays any income tax on the first £9,440 they earn.



## GREEN JOBS

Created a Green Investment Bank to unlock billions of pounds of private investment in renewable energy and create thousands more green jobs.



## PENSION REFORM

Secured the biggest ever cash rise in the state pension, worth an extra £650 every year.

LIBERAL DEMOCRATS ARE WORKING FOR A **STRONGER ECONOMY**  
IN A **FAIRER SOCIETY** SO THAT EVERYONE CAN GET ON IN LIFE

# a stronger economy in a fairer society

by Nick Clegg

**Liberal Democrats across the UK are working together at every level to build a stronger economy in a fairer society, enabling everyone to get on in life.**

This weekend we gather together again to debate how we are going to do this and how we will communicate what we have already achieved across the country.

Our starting point must be that next month 23 million people will see a further income tax cut. This will take the annual tax cut Liberal Democrats in Government have delivered to £600 a year.

This means people earning the minimum wage have seen their income tax bills halved under this government compared to what they paid under Labour. And we have every intention of making further cuts to income tax to fully deliver our manifesto commitment to increase the income tax threshold to £10k. This is a policy straight from the front page of our manifesto, to the back pockets of hard-working people.

Every Liberal Democrat member should be proud of this achievement and take every opportunity to ensure that it is as widely known as possible.

Of course that is only one of the flagship Liberal Democrat party policies this Coalition Government has implemented.

Among many other policy achievements we have introduced the pupil premium to help our schools, implemented the pensions triple lock to give pensioners a fair deal, created a record number of apprenticeships to give young people a fair start in life, started the Green Investment Bank to help build a sustainable economy and – as we celebrated last time we were here in Brighton – we have ended child detention for immigration purposes.

And we aren't stopping there. The Mid Term Review has showed that the Coalition Government is committed to continuing to take further steps to deliver our priorities – we have further legislation coming forward to implement Liberal Democrat policies in areas ranging from equal marriage to improving childcare provisions.

Every Liberal Democrat here is playing a valuable part in building a stronger economy in a fairer society



© Dave Radcliffe / Liberal Democrats

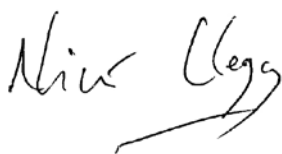
# a stronger economy in a fairer society continued

Over the 25 years our party has existed we have faced many challenges and hurdles but our liberal values – which have anchored us consistently in the centre ground of British politics – have remained strong and true.

This May we face our next test in another round of crucial local elections across England. I know that hard working Liberal Democrat councillors and campaigners will be standing on their records of service to their local communities. These elections give us a real opportunity to confound our critics yet again, as many of you have been doing in council by-elections in the last year.

This weekend is a spring board for us to go into those elections knowing what we have achieved in Government already and knowing what we as Liberal Democrats are committed to achieving in the future.

So thank you for being here in Brighton – every Liberal Democrat here is playing a valuable part in building a stronger economy in a fairer society. That is what Liberal Democrats are in Government for and that is what we are delivering.




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

## Got a smartphone? Get the app!



Make the most of your visit to Brighton & Hove with the **FREE** official VisitBrighton app

With over 300 listings of places to eat & drink, stay, shop, visit and things to do - the app is your personal mobile guide to the city

The app also includes live event listings, mini-guides to city villages, podcasts, itineraries and more...



Search 'Brighton official city guide' on your smartphone and download the **FREE** app



# calling it right for 25 years

by Tim Farron MP

This Brighton conference marks the 25th Anniversary of the Liberal Democrats. While we raise a glass to celebrate our quarter of a century it would be too easy to spend the time looking backwards – but it is essential we keep looking to the future.

We should only look back to help us see more clearly where we are going and why we are here. As Liberal Democrats we have consistently differentiated ourselves by standing up for the people and issues that matter.

The Liberal Democrats:

- defended the rights of the people of Hong Kong as the country was transferred back to China;
- led by Paddy Ashdown first called for intervention to tackle the genocide in Kosovo that saved hundreds of thousands of lives;
- began banging the drum for action against climate change in order to protect our environment long before it was fashionable;
- stood alone in opposition while the Conservatives supported Labour as they embarked upon their illegal war in Iraq;
- and Vince Cable warned of the impending collapse that our reliance on an inflated illusionary credit boom would lead to.

These stand as some of our achievements in 22 years of opposition. During 3 years in

Government we've achieved even more. We've ended child detention for asylum seekers, we've introduced the biggest pension increase ever, we've cut the tax bill of 23 million of the lowest paid workers and we've frustrated Conservatives and Labour plans to waste £100billion on Trident.

Our achievements over the past 25 years tell us that Liberal Democrats make the right calls before anyone else, before there are any votes to be won. We do this because we approach politics in a way unlike the other parties. We are not in the pockets of any vested interests. There are no trade unions, no business leaders and no media moguls telling us what we should think and say. This may leave us with less money, but it means we have our freedom and our integrity.

In our first 25 years the Liberal Democrats have stood out as the party fighting against unearned privilege and the abuse of power. We fight to protect our environment and ensure peace and security through co-operation. We fight for continued internationalism and the upholding of international law. Over a quarter of a century our gut reaction has been proved right on the economy, on climate change, on human rights, on Iraq and on taxation.

My ambition is not just that we remain true to our values over the next 25 years, but that we spend most of it in power, putting our principles into practice.

Welcome back to Brighton!



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



# SITA UK

## WE ARE PUTTING YOUR WASTE TO GOOD USE

Together we recycled 2.7 tonnes of material at last autumn's conference in Brighton

Let's build on this achievement and make sure that we recycle even more at the Spring Conference this year.

Look out for our **recycling points** for all your **paper**, **plastic**, **glass** and **cans** and reduce the carbon footprint of this year's event.



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



# conference information

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

The conference auditorium is in the Oxford Suite on the upper ground floor of the Hilton Metropole, see *map of Brighton city centre* on the **back cover** and *plans of the Hilton Metropole* on **page 11**.

If you have any questions at conference, please ask a conference steward or go to the Information Desk located in the exhibition.

## accommodation

Accommodation can be booked via our local partner, Visit Brighton, on 01273 292626.

## banking facilities

An ATM is available in the Hilton Metropole Business Centre. Please note that a charge applies.

## cloakroom

**Under no circumstances will any large bags or suitcases be allowed into the Hilton Metropole unless you are staying at the hotel.** A cloakroom is located off the main lobby where coats and small items may be left – limited space is available.

## conference daily

*Conference Daily* will be published on Saturday 9th and Sunday 10th March. Please make sure you collect your copy, as the information it contains will always be vital to understanding the day's business.

## disabled access

If you need assistance at the venue, please contact a conference steward via the Information Desk or our disabled access steward Robert Littlehales:

email: [rlittlehales@aol.com](mailto:rlittlehales@aol.com)  
 telephone: 07712 667702

### Auditorium facilities

- A wheelchair ramp at the front of 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 hearing aids.



© Mike Cooper

- Sign language interpretation during all auditorium sessions; a number of seats are reserved for representatives using this service.
- Reserved seats at the front of the auditorium for those who would benefit from being closer to the stage due to a visual impairment.

### Mobility scooters

The Liberal Democrats have a limited number of electric scooters available for use around the Hilton Metropole. They are free of charge and available on a first-come, first-served basis and will need to be returned each evening. To request the use of an electric scooter email [conferences@libdem.org.uk](mailto:conferences@libdem.org.uk) or contact the Information Desk at conference.

## distribution of literature

Distribution of literature is not allowed inside or directly outside the Hilton Metropole. 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 venue may be prohibited from entering and a dilapidation charge will be levied against any organisation or individual responsible for 'fly-posting'.

## fcc helpdesk

Members of the Federal Conference Committee (FCC) will be available to give advice at the Information Desk at the following times.

|          |           |             |
|----------|-----------|-------------|
| Friday   | 8th March | 17.00–18.00 |
| Saturday | 9th March | 09.00–10.30 |
| Saturday | 9th March | 14.00–16.00 |

# conference information continued

## first aid

In the event of needing First Aid assistance, please approach a conference steward or go to the Information Desk. The stewards will arrange for First Aiders to attend and/or request a paramedic.

## information desk

The Information Desk, where members of the Conference Team can answer your questions, is in the exhibition on the upper ground floor of the Hilton Metropole (see *plans of the Hilton Metropole* on **page 11**) and is open at the following times:

|          |            |             |
|----------|------------|-------------|
| Friday   | 8th March  | 14.30–18.30 |
| Saturday | 9th March  | 08.30–18.30 |
| Sunday   | 10th March | 08.30–13.30 |

email: [conferenceinformation@libdems.org.uk](mailto:conferenceinformation@libdems.org.uk)  
telephone: 01273 929 410

## internet access

Wi-Fi is available throughout the Hilton Metropole at a charge, payable either at reception or online once you connect to the hotel's network. The Hilton Metropole also offers one hour's free Wi-Fi access, which can be used in the Waterhouse Bar and Lobby only. Visit the hotel's reception desk for a code.

Computer, fax and printing facilities are available in the hotel's Business Centre, located off the lobby on the ground floor.

## left luggage

**There will be no left luggage facilities available in the conference venue.**



© Manny Begum

On Sunday 10th 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 conference hotel unless you have been a resident there.

## prayer and meditation room

A multi-faith prayer and meditation room is located in Meeting Room 9 in the Hilton Metropole – please be respectful of others using the room.

## recycling facilities

Recycling facilities for paper, plastic and cans have been provided by SITA UK throughout the Hilton Metropole. Please make use of the collection bins.

## registration on-site

On-site registration is available for those who have yet to register or need to query their registration; located in the Viscount Suite of the Hilton Metropole (see *map of Brighton city centre* on the **back cover**) and open at the following times:

|          |           |             |
|----------|-----------|-------------|
| Friday   | 8th March | 14.30–18.00 |
| Saturday | 9th March | 08.30–18.00 |

At busy times you may experience queues and we strongly advise all those wishing to attend conference to pre-register via:

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

If you have lost your conference photo pass, visit on-site registration to arrange a re-print. A replacement fee of £25 applies and photo passes are reissued at the discretion of the Registration Manager.

## security and safety

Access to the Hilton Metropole Hotel is possible only with a valid, visible conference photo pass worn with the official lanyard. Conference photo passes must be worn visibly at all times within the secure zone. 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 entry point. This will include metal detecting archways and physical search by security

## conference information continued

staff of bags and packages. Only those attendees staying overnight at the Hilton Metropole during conference will be permitted to bring large bags or suitcases into the secure zone.

In order to ensure your process through the security measures is as quick as possible please only bring essential items with you into the conference venue. Please allow time for security check queues during key times – particularly after lunch and ahead of popular events.

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.

Thank you for your patience and co-operation.

### transport and travel

The Hilton Metropole is 15 minutes walk from Brighton train station or a short taxi ride.

Exclusive discounts have been negotiated for conference attendees from Brighton & Hove Taxis, one of Brighton's licensed taxi operators, as follows:

- 10% discount on all city-wide taxi journeys
- £20 reduction for Heathrow Airport transfers
- £5 discount for Gatwick Airport transfers

To claim your discount, please state at the time of booking your taxi that you are an attendee at this conference. Your conference photo pass will need to be shown to the driver on completion of your journey.

Brighton & Hove Taxis: 01273 205205

### Parking

Regency Square Car Park is located a short walk from the conference venue (see *map of Brighton city centre* on the **back cover**). Disabled bays are available in this car park, but please note that Blue Badge holders cannot park free of charge. A height restriction of 2m applies in this car park.

Alternatively, 1600 parking spaces are available at Churchill Square 1 (also on the *map*). This car park is open 24 hours and can be contacted on 01273 749612.

### voting status and voting / non-voting passes

You will only be able to register as a voting representative if an officer of your local party has informed Membership Services that you have been elected as a voting representative / substitute voting representative.

In order to be issued a voting pass for this conference this information must have been received by 31st January 2013.

If you have received a non-voting pass and believe you are a voting representative, the officer who submitted the original list of voting representatives will need to contact Membership Services.

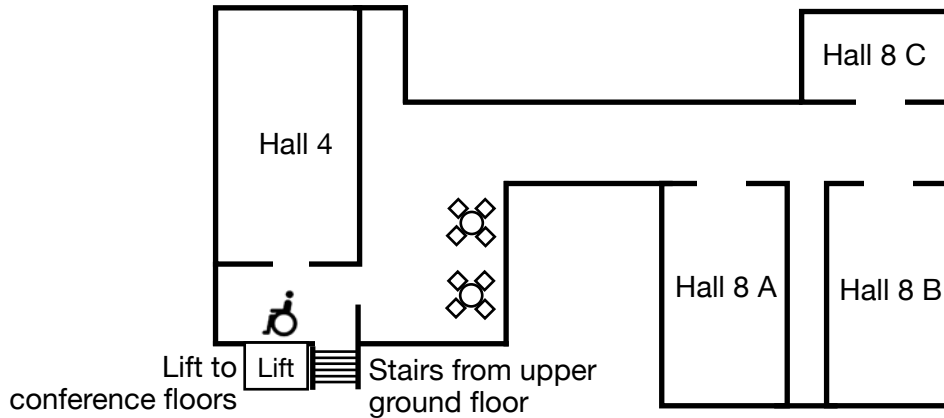
Membership Services  
 8–10 Great George Street, London, SW1P 3AE  
 web: <http://mdo.libdems.org.uk>  
 email: [membership@libdems.org.uk](mailto:membership@libdems.org.uk)  
 telephone: 020 7227 1335



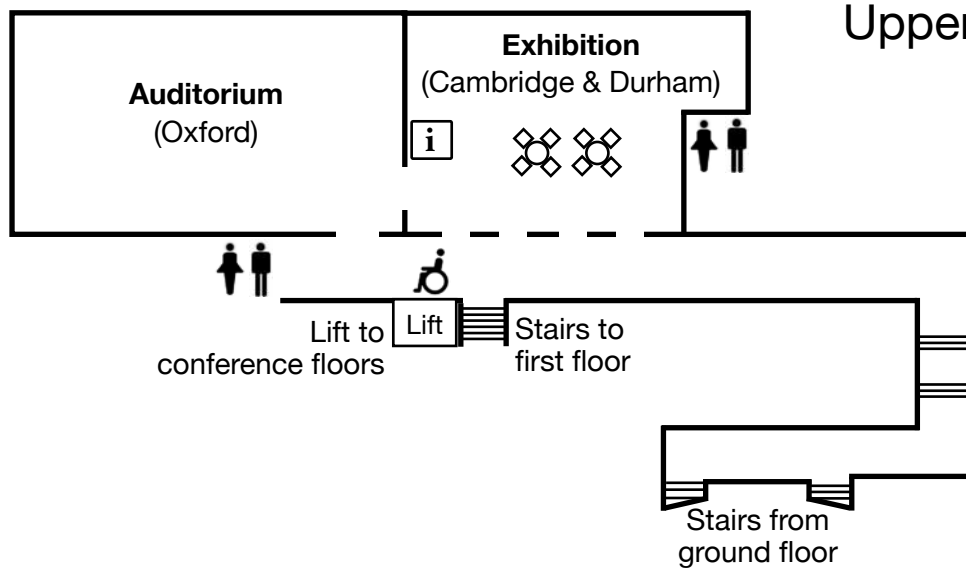
© VisitBrighton

# plans of the hilton metropole



## First floor

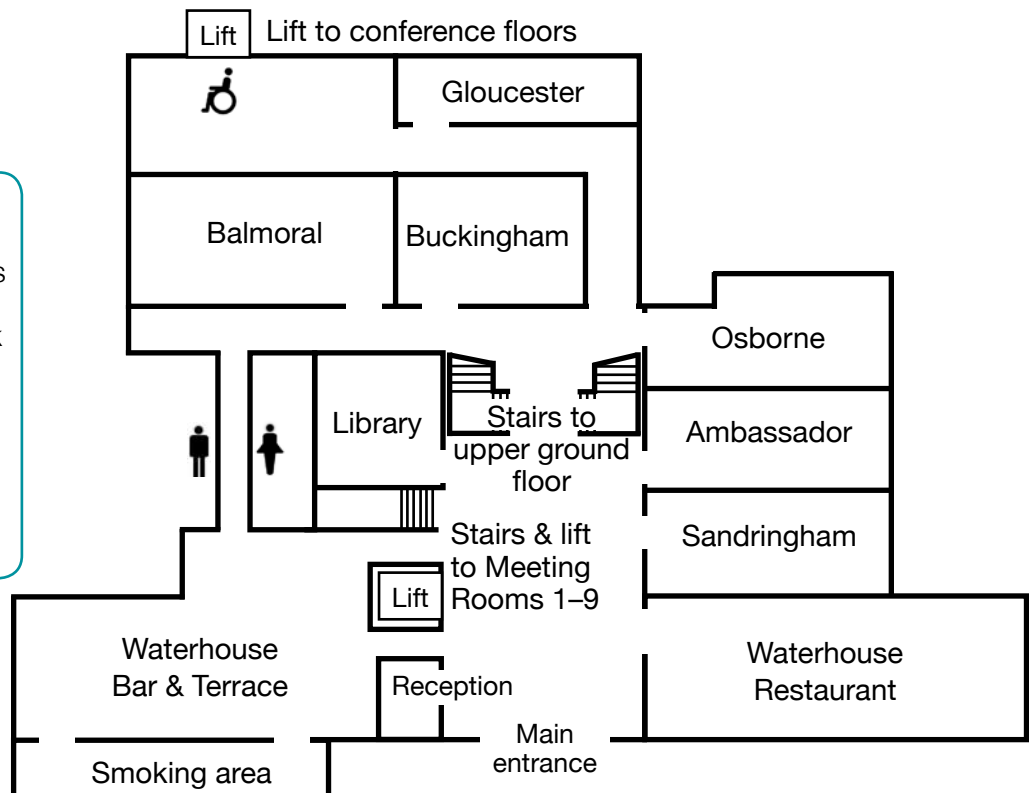


## Upper ground floor



## Ground floor

 Wheelchair access between conference floors  
 Information Desk  
 Toilets  
 Seating  
 (not to scale)



# motions, amendments and appeals

Policy and party business motions are debated and voted upon by conference representatives, and set party policy.

## Applicability of motions

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 32–45**.

## Amendments

All motions on the agenda are open to amendment. Amendments accepted for debate will be detailed in Saturday's *Conference Daily*.

## Emergency motions

Emergency motion debates are debates with a vote, which make formal party policy like any other policy motion, but refer to a development since the 9th January deadline for motions.

The session at F17 is reserved for emergency motions or topical issues.

Emergency motions may be selected by a ballot among voting representatives:

- If there is a choice between two motions, a card vote will be held in the auditorium at 11.00 on Saturday 9th March.
- If there is a choice between more than two motions, a ballot will be held between 09.00 and 13.00 on Saturday 9th March; ballot papers and the ballot box will be available at the Speakers' Table in the auditorium.

Emergency motions accepted for debate and/or for ballot will be detailed in Saturday's *Conference Daily*.

## Submission of amendments and emergency motions

Amendments and 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.

Submitters are encouraged to use our drafting advisory service.

Submitters should include:

- for amendments – a short explanation of the intended effect of the amendment;
- for emergency motions – a short explanation of its emergency nature.

## Appeals

All appeals should:

- be no longer than one side of an A4 sheet;
- give a contact name and telephone number;
- include a copy of the original motion/ amendment 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 the original drafting contact for the relevant item.

### Deadlines

|  |       |                       |
|--|-------|-----------------------|
| Drafting advice                                  | 13.00 | Tuesday 19th February |
| Appeals against non-acceptance of a motion       | 13.00 | Tuesday 5th March     |
| Amendments, emergency motions and topical issues | 13.00 | Tuesday 5th March     |

### Submission of:

Amendments, appeals, emergency motions and topical issues

Draft amendments and emergency motions

### Send to:

[motions@libdems.org.uk](mailto:motions@libdems.org.uk) (preferably) or post to 8–10 Great George Street, London SW1P 3AE.

[motions.advice@libdems.org.uk](mailto:motions.advice@libdems.org.uk)

## other conference sessions

### Consultative sessions

Consultative sessions are a less formal opportunity for conference representatives and other party members to participate in discussion of a particular topic.

The sessions are organised by the relevant Policy Working Group or other party body, and where appropriate the conclusions will be taken into account when drawing up policy papers.

Consultative sessions take place in the Hilton Metropole on Friday 8th March between 15.00 and 17.30. See **page 33** for details.

### Question and answer sessions

There will be a Q&A session with the party leader (F14).

Any voting or non-voting representative may submit a concise question (maximum 25 words) on any relevant topic, and, if selected by the chair of the session, will be asked to put the question from the intervention microphones in the auditorium.

Questions may be submitted by email to [questions@libdems.org.uk](mailto:questions@libdems.org.uk) up until 17.00 on Thursday 7th March; or on a form collected from and returned to the Speakers' Table in the auditorium, no later than 12.40 on Saturday 9th March.

### 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 deadline for questions to the reports of the Federal Committees is 13.00 on Tuesday 5th March. Download a form from [www.libdems.org.uk/springconferencepapers](http://www.libdems.org.uk/springconferencepapers).

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 8–10 Great George Street, London SW1P 3AE.

Questions will be detailed in Saturday's *Conference Daily*.

Questions on events occurring after the 5th 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.

For the reports of the Parliamentary Parties (F16), conference representatives may submit concise questions (maximum 25 words) on any aspect of Liberal Democrat activities in the UK or European Parliaments. The chair will select which questions will be asked during the session.

Questions to reports of the parliamentary parties should be submitted on a form collected from and returned to the Speakers' Table before 12.40 on Saturday 9th March, and may also be sent by email to [questions@libdems.org.uk](mailto:questions@libdems.org.uk) no later than 17.00 on Thursday 7th March.

### Topical issues

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

Suggestions for topical issues may be submitted by any voting representative by the deadline for emergency motions and amendments to [motions@libdems.org.uk](mailto:motions@libdems.org.uk).

Emails should include full contact details of the submitter and may include up to 100 words explanatory background. The title of the issue should be no more than ten words, and should not include an expression of opinion.

The topical issue to be discussed is chosen by officers of the Federal Conference Committee and Federal Policy Committee and will be detailed in Saturday's *Conference Daily*.

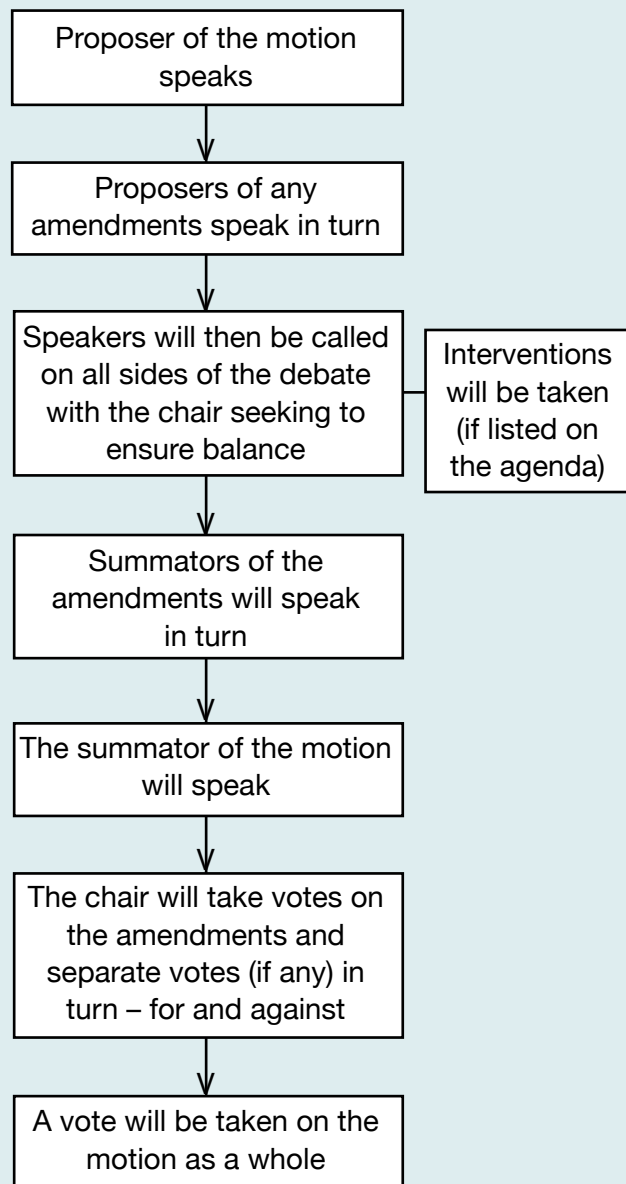
The submitter of an issue that has been chosen will have five minutes to introduce the discussion. The relevant Parliamentary spokesperson will be invited to respond. At the end of the discussion, a member of the Federal Policy Committee will sum up and suggest any further actions.

The session at F17 is reserved for emergency motions or topical issues.



# the structure of debates at conference

**Policy and business motions:** generally, conference will consider a motion as follows:



**Procedural motions:** See *standing orders* on pages 46–53 for details.

- 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 conference).

Procedural motions may be submitted by any voting representative, in writing to the Speakers’ Table with a statement of reasons of 75 words or less. 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.

**Eligibility to speak:** for information about eligibility to speak and submitting a speaker’s card, see *applying to speak in conference debates* on page 15.

**Length of speeches:** the time allowed for speeches is shown against each motion in the *agenda* on pages 32–45. Interventions are limited to one minute each.

There are three lights on the speaker’s rostrum and visible either side of the stage. 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 allowed time (20 seconds before the end of an intervention). The red light is switched on when all the time is used up, and the speaker must stop immediately.

**Interventions:** interventions give representatives the opportunity to make concise (one-minute) speeches from the floor during debates where indicated in the *agenda* on pages 32–45.

Speakers chosen to make an intervention will be called to the intervention microphones on the ground floor of the auditorium.

**Voting:** decisions on the motion, on amendments and separate votes are by simple majority of those voting. In order to vote, representatives must be seated on the ground floor of the auditorium.

**Separate votes:** any voting representative can submit a request for a separate vote – requests must be submitted in writing to the Speakers’ Table in the auditorium by the commencement of the first conference session on the day before the debate is scheduled; for debates scheduled for the first day of conference, they must be submitted to [motions@libdems.org.uk](mailto:motions@libdems.org.uk) by the deadline for emergency motions and amendments.

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, any voting representative may request one from the floor; if fifty other voting representatives stand and show their voting cards in support, a count will be taken.



# applying to speak 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.

Three categories of people are entitled to speak in debates or make an intervention at conference:

- Voting representatives (or substitutes), elected by their local parties or appointed ex-officio, who have paid their full registration fee.
- Non-voting representatives who have paid their full registration fee (not including day visitors).
- Persons who have been given permission to speak by the Federal Conference Committee.

No other person may be called to speak in debates.

To speak in a debate you must complete a speaker's card, that should be collected from and returned to the Speakers' Table at the front of the auditorium, an auditorium steward or the Information Desk.

## Three things to remember when completing a speaker's card

### 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

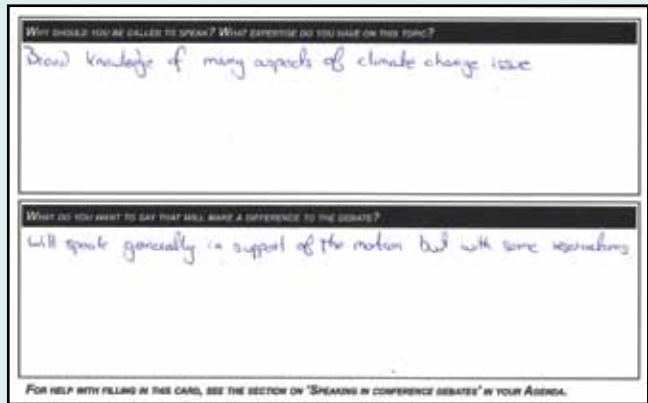
The second major mistake is not to fill in the card completely. As well as the information on the front of the card (name, local party, for or against the motion, etc.), there are two sections on the back, for relevant background (professional or consumer experience, party background, etc.) and for a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

These sections are needed for the chair and aide to balance the debate – so they can call people with relevant experience and not call a whole string of people who'll make the same point.

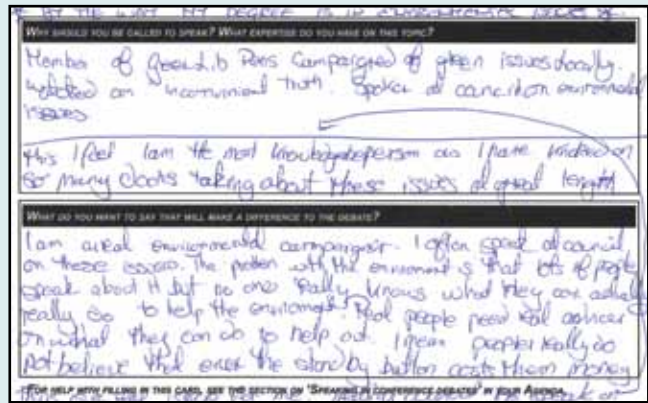
### 3 make sure it's readable!

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

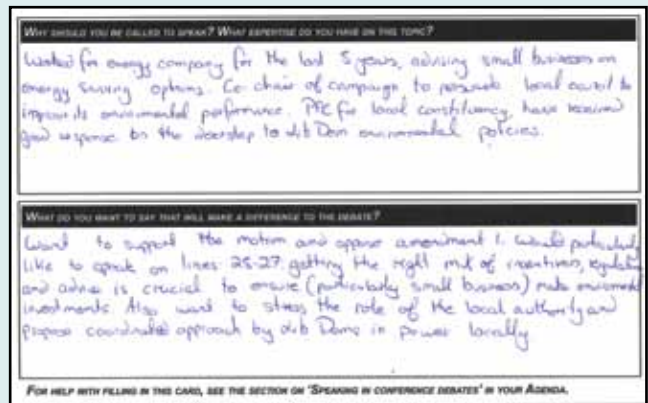
*The wrong way to fill in a speaker's card (1): no useful information*



*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*



## Interventions

Representatives wishing to speak during interventions should complete an intervention form, that should be collected from and returned to a steward in the auditorium. Speakers will be chosen by the Chair by random ballot.

# Ministerial Q&A sessions

There will be a series of Ministerial Q&A sessions at spring conference.

Conference representatives can come along and ask questions of our Ministers on the issues relating to their responsibilities and their departments – a fantastic opportunity to find out more about what our Ministers are up to.


These sessions are very popular and places are limited so please arrive early to avoid disappointment. **Priority will be given to party members.**

All sessions will take place in Hall 8A in the Hilton Metropole.

|          |            |             |   |
|----------|------------|-------------|---|
| Saturday | 9th March  | 14.30–15.30 | <b>International Affairs</b><br>with Lynne Featherstone MP and Lord Wallace |
| Saturday | 9th March  | 16.00–17.00 | <b>Green Jobs</b><br>with Ed Davey MP and Rt Hon Dr Vince Cable MP          |
| Sunday   | 10th March | 10.00–11.00 | <b>Health and Social Care</b><br>with Norman Lamb MP                        |

Please visit our website and social media throughout conference for the most up-to-date news and information

[www.libdems.org.uk](http://www.libdems.org.uk)  
[facebook.com/libdems](https://facebook.com/libdems)  
[flickr.com/libdems](https://flickr.com/libdems)  
[twitter.com/libdemconf](https://twitter.com/libdemconf)  
[plus.google.com/+libdems](https://plus.google.com/+libdems)  
[youtube.com/libdem](https://youtube.com/libdem)



# £600 TAX CUT FOR 24M ORDINARY WORKERS

Liberal Democrats are working for a **stronger economy** in a **fairer society** so that everyone can get on in life. That is why we have ensured that 24 million people will not pay any income tax on the first £9,440 of earnings, putting £600 back into their pockets from April 2013.

---

That's [fairertax.org](http://fairertax.org)



# the exhibition

The exhibition is located in the Cambridge and Durham halls on the upper ground floor of the Hilton Metropole – see *plans of the Hilton Metropole* on **page 11** – and is open at the following times:

|          |            |             |
|----------|------------|-------------|
| Friday   | 8th March  | 14.30–18.30 |
| Saturday | 9th March  | 08.30–18.30 |
| Sunday   | 10th March | 08.30–13.30 |

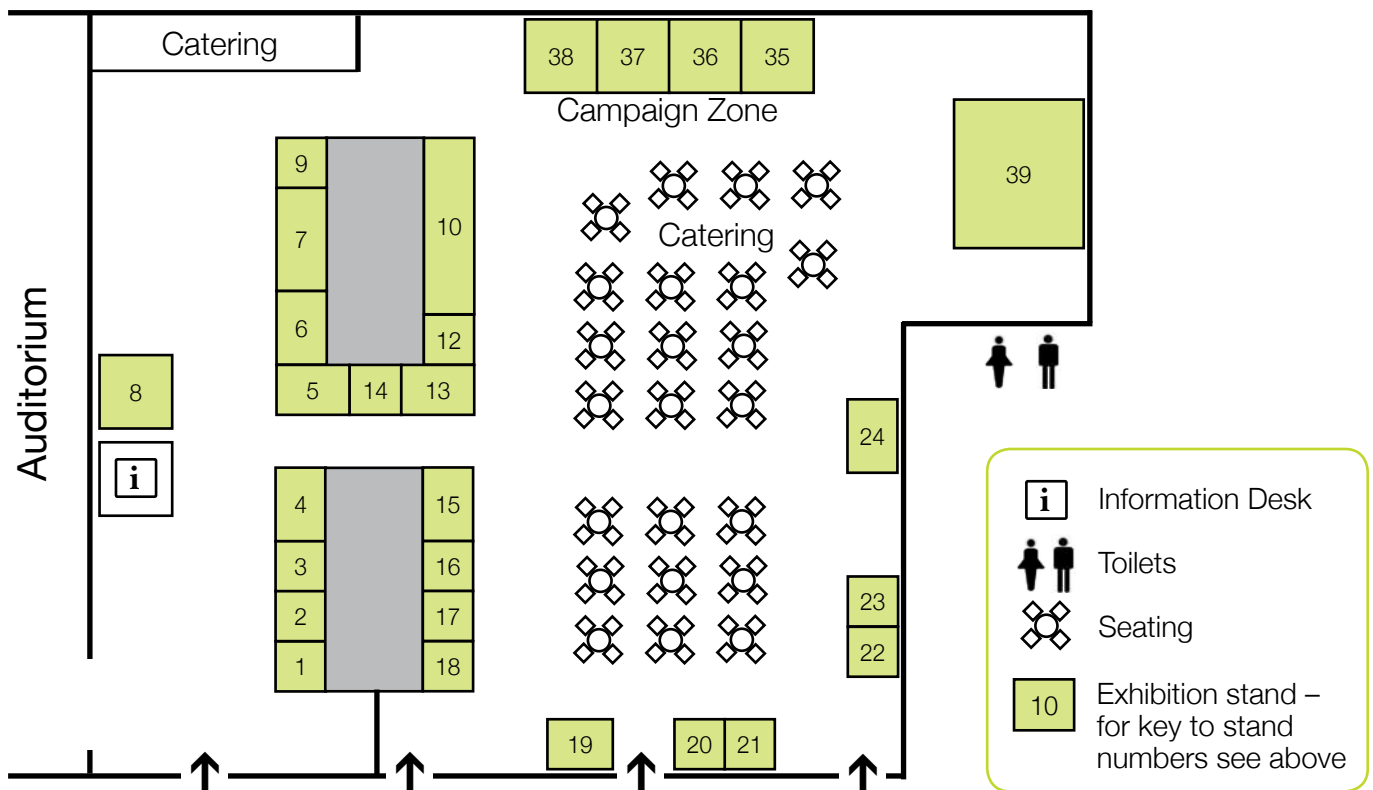
## exhibitors listed by stand number

| Stand | Exhibitor  |
|-------|--|
| 1     | Agents and Organisers Association  |
| 2     | ALDES - Engineers and Scientists   |
| 3     | Liberal Youth  |
| 4     | Liberal Democrat History Group   |
| 5     | EMLD   |
| 6     | LGBT+ Liberal Democrats  |
| 7     | LDEG (Liberal Democrat European Group)                                     |
| 8     | Glasgow City Marketing Bureau  |
| 9     | CentreForum  |
| 10    | Association of Liberal Democrat Councillors and LGA Liberal Democrat Group |
| 12    | Parliamentary Candidates Association                                       |
| 13    | Airport Operators Association  |
| 14    | Liberal Democrats for Electoral Reform                                     |
| 15    | Liberal Democrat Women   |

| Stand | Exhibitor                               |
|-------|---|
| 16    | Liberal Democrat Lawyers Association    |
| 17    | Liberal Democrat Education Association  |
| 18    | Green Liberal Democrats                 |
| 19    | ALTER                                   |
| 20    | Humanist & Secularist Liberal Democrats |
| 21    | Liberal Democrat Disability Association |
| 22    | <i>Liberator</i>                        |
| 23    | Liberal Democrat Christian Forum        |
| 24    | ActionAid                               |
| 35    | RISO / Midshire Business Systems        |
| 36    | Prater Raines Foci2 Websites            |
| 37    | Bishops Printers                        |
| 38    | ONEPOST                                 |
| 39    | Liberal Democrat Image                  |

## exhibition plan

Cambridge and Durham halls, Hilton Metropole, upper ground floor



# directory of exhibitors

Stand 24

## ActionAid

ActionAid is an international development agency working with poor and excluded people, in 45 countries across Africa, Asia and the Americas, to eradicate poverty and injustice.

[www.actionaid.org.uk](http://www.actionaid.org.uk)



Stand 1

## 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 an *Agents' Manual!*



Stand 13

## Airport Operators Association

The AOA is the voice of UK airports. Our vision is a vibrant airport sector which can maintain sustainable growth, to meet the social and economic needs of the UK.

[www.aoa.org.uk](http://www.aoa.org.uk)



Stand 2

## ALDES – Engineers and Scientists

Information on technical issues from windfarms to hydrogen. We're a network of scientists, engineers and technicians within the Liberal Democrats. Any interested party member can join.

[www.aldes.org.uk](http://www.aldes.org.uk)



Stand 19

## ALTER

ALTER, the party's economic special interest group, focusing on radical reform of taxation to both stimulate the economy and create a fairer distribution of the wealth it creates.

Twitter: @LibDemsALTER

[www.libdemsalter.org.uk](http://www.libdemsalter.org.uk)



Stand 10

## Association of Liberal Democrat Councillors and LGA Liberal Democrat Group

ALDC and LGA Lib Dems can provide advice, support and resources for all councillors, campaigners and activists. Join ALDC and get in touch with the LGA Lib Dems here.

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

[www.libdemgroup.lga.gov.uk](http://www.libdemgroup.lga.gov.uk)



Stand 37

## Bishops Printers

Bishops Printers of Portsmouth is one of the largest commercial printing firms in the South of England, offering a full service solution for all your print needs.

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



Stand 9

## CentreForum CENTREFORUM

CentreForum

is an independent, liberal think tank seeking to develop evidence-based policy solutions to the challenges facing Britain.

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

Stand 5

## EMLD

A SAO established to develop the education, participation and representation of ethnic minorities within the party.

<http://ethnic-minority.libdems.org/en>



Stand 8

## Glasgow City Marketing Bureau

Glasgow is the host city for the Liberal

Democrats Autumn Conference 2013. Please visit our stand for all information about Glasgow including booking your accommodation.

<http://conventions.seeglasgow.com>





# Hilton

BRIGHTON METROPOLE

## Breakfast: Waterhouse Restaurant 7am – 11am

Serving full English breakfast, pastries, fruit & freshly ground coffee

## Waterhouse Bar & Terrace from 8am

Costa Coffee & Twinings loose tea are served in luxurious surroundings, whilst sumptuous delights are offered throughout the day and night

## Lunch: Exhibition Halls 11.30am – 3pm

Dish of the day (Saturday only) £5.95, jacket potatoes, home made soup served along side, grab & go packed lunches £6.50, express coffees, soft drinks, fruit and confectionery

## Lunch: Waterhouse Restaurant 12pm – 6pm

Saturday Lunch buffet and Tea by the Sea, delicious three tier cream teas with delicate finger sandwiches, scones, mini pastries & Hilton macaroons

## Dinner: Waterhouse Restaurant 7pm – 9pm

Delicious two course carvery with either a glass of wine or bottle of beer for £20 per person

## Late snacks: Waterhouse Bar & Terrace

Both simple or decadent snacks are available until late in the Waterhouse Bar & Terrace, accompanied by the finest gins, whiskies & cocktails in town

Conference catering at The Hilton Brighton Metropole

## Express Coffee

8.30am – 6.30pm  
in exhibition halls



## Grab & Go Packed Lunches

available from 12 noon  
in exhibition halls  
inc sandwich, fruit, crisps  
& bottle of water £6.50



## 2:4:1 Bottled Beers & Wines

Cambridge bar  
Exhibition Halls  
4.30pm-6.30pm



AMERICAS • EUROPE • MIDDLE EAST • AFRICA • ASIA • AUSTRALASIA

exhibition

**Stock up on campaigning materials while you're at conference or order in advance by email [info@libdemimage.co.uk](mailto:info@libdemimage.co.uk) or on 07505 412 467 and collect from Liberal Democrat Image In the exhibition**

**Pick up your election materials postage free.**

**Rosettes, Tellers pads, Posters, Badges, Focus bags, Clothing, Clipboards and much more.**  
[www.libdemimage.co.uk](http://www.libdemimage.co.uk)

## Stand 18

### Green Liberal Democrats

Green Liberal Democrats are the Party's largest Green member-based organisation, committed to keeping Liberal Democrats as the UK's Greenest Party of Government. Come and see us on Stand 18.

[www.greenlibdems.org.uk](http://www.greenlibdems.org.uk)



## Stand 21

### Liberal Democrat Disability Association (LDDA)

Raising awareness, understanding and support of people with disabilities, within and outside the Liberal Democrats. Championing disabled and able-bodied advocates' opinions and the positive opportunities available to the party and society. RECRUITING MEMBERS!! All supporters and carers welcome.

[disabilitylibdems.org.uk](http://disabilitylibdems.org.uk)



## Stand 20

### Humanist & Secularist Liberal Democrats

HSLD has a successful record of shaping party policy; we welcome all LibDems who believe humanism and secularism need a voice within the party. Come to our fringe meeting!

[www.hsld.org.uk](http://www.hsld.org.uk)



## Stand 17

### 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 the LDEA.



## Stand 7

### LDEG (Liberal Democrat European Group)

LDEG keeps members informed about what happens in Europe, campaigning to maintain Liberal Democrats' strong pro-European tradition and organise meetings, debates and trips. If you believe in Europe join us.

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

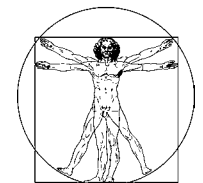


## Stand 4

### Liberal Democrat History Group

The past illuminates the present. Subscribe to the *Journal of Liberal History*. Buy our new book, *Peace, Reform and Liberation: A History of Liberal Politics in Britain 1687-2011*.

[www.liberalhistory.org.uk](http://www.liberalhistory.org.uk)



## Stand 6

### LGBT+ Liberal Democrats

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

[www.delga.org.uk](http://www.delga.org.uk)



## Stand 39

### Liberal Democrat Image

Visit the Liberal Democrat Image stand for all your campaign and election materials. Including personalised products for your local areas campaigns. You can also order online at:

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



## Stand 23

### Liberal Democrat Christian Forum

We support and encourage Christians in the party, act as a bridge between the church and the party, and are a voice of liberal democracy among Christians.

[www.ldcf.net](http://www.ldcf.net)



## Stand 16

### Liberal Democrat Lawyers Association

Our membership is open to all interested in justice and law reform (not just lawyers). Our stand has briefing notes for our fringe meeting and other events. Chair: Graham Colley.

[www.LibDemLawyers.org.uk](http://www.LibDemLawyers.org.uk)



## directory of exhibitors continued

**Stand 15**  
**Liberal Democrat Women**

Sign up now for the new women's organisation - help tackle issues including under-representation of women in public life, pay inequality, trafficking and violence against women.



**Stand 14**  
**Liberal Democrats for Electoral Reform**

We're the new proactive group for electoral reformers. We aim to inject some strategic thinking to avoid repeating the AV Referendum fiasco. Join us and help make electoral reform happen.



[www.facebook.com/LibDemsForElectoralReform](http://www.facebook.com/LibDemsForElectoralReform)

**Stand 3**  
**Liberal Youth**

Liberal Youth is the Student and Youth wing of the Liberal Democrats. Find out about our campaigns and policy work!



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

**Stand 22**  
**Liberator**

*Liberator* continues to report on the realities of coalition. Read the latest from the party's leading thinkers. As ever *RB* shines light on the dark corners of the party.

[www.liberator.org.uk](http://www.liberator.org.uk)

**Stand 38**  
**ONEPOST**

ONEPOST is the UK's leading provider of independent postal advice and management – using expert knowledge and specialist software to offer cost savings for direct mail.



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

**Stand 12**  
**Parliamentary Candidates Association**

The PCA exists as the voice of Liberal Democrat candidates. The PCA aims to attract, encourage and sustain a team of parliamentary candidates for Westminster, European, Scottish and Welsh elections.



[www.libdempca.org.uk](http://www.libdempca.org.uk)

**Stand 36**  
**Prater Raines Foci2 Websites**

Learn more about the Foci2 campaign system. Fast, secure, reliable website with feeds, email, Facebook, Twitter and petition campaigning in one place. The complete online tool for Liberal Democrat campaigners.



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

**Stand 35**  
**Riso / Midshire Business Systems**

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.



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

## recycling sponsor

**SITA UK**

SITA UK is the leading recycling and resource management company. We deliver solutions to 12 million people and over 44,000 businesses across the UK, helping our customers to reduce the impact of their waste on the environment. Our purpose is to protect the environment by putting waste to good use.



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



# Coming Soon

## Lib Dem Conference App New and Improved for Spring 2013

COMING  
SOON



Available 5th March 2013



Download our new and improved app for spring conference, with great new functionalities and improved Android Tablet compatibility. To download the app visit the App Store, Google play or for Blackberry visit <http://www.libdemconference.org.uk>

Available on

iPhone | iPad | Android | Blackberry

**insightmobile**  
APPS THAT MEAN BUSINESS

CONFERENCE, PUBLIC SECTOR AND BUSINESS APP SPECIALIST

# fringe guide

All fringe meetings will take place in the Hilton Metropole – see *plans of the Hilton Metropole* on **page 11**.

**Access to the Hilton Metropole is possible only with a valid, visible conference photo pass worn with the official lanyard.**

All fringe events will be held in rooms that are wheelchair-accessible.

## key to fringe listings



Refreshments provided



BSL signer provided



Hearing loop provided



By invitation only

**2:4:1**

**on bottled beers and wine**

from 4.30 pm – 6.30 pm

at the Cambridge Bar  
in the exhibition

(Hilton Metropole, upper ground floor)

*See page 20 for  
further catering offers*

PICK UP YOUR  
**FREE**  
COPY OF

**AD LIB**

Available in the exhibition  
hall while stock lasts!



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## International Women's Day Members' Rally

### Date

Friday 8 March

### Time

18:30-19:30

### Place

Oxford Suite

### Speakers

 Shirley Williams

 Lynne  
Featherstone

 Jo Swinson

 Sarah Yong

 Nick Clegg

The Rally this Spring falls on International Women's Day.

**A day used across the world to celebrate the achievements of women and the continuing need for action to achieve meaningful gender equality in our society and across the world.**

The Liberal Democrats and our predecessors have long championed this agenda. Whether it be in the campaign for women's suffrage, legislating to recognise economic and legal rights, demanding equal pay, fighting for the right to choose, and challenging continuing discrimination and barriers to equality.

Working for a stronger economy in a fairer society, Liberal Democrats in government have made great progress on this agenda, bringing forward measures for shared parental leave and flexible working, challenging employers over pay gaps, expanding childcare, ensuring equal treatment in the pension system and putting the rights of women at the heart of the UK's international development work.

**But there is much more to do to ensure that women have an equal opportunity to get on in life and this remains a challenge for all of us.**

The  
gender agenda  
affects us all,  
so to hear more  
**COME TO  
THE RALLY!**

# fringe friday 8th march

## friday early evening 18.30–19.30

### Conference Rally

#### *International Women's Day*

The rally this spring falls on International Women's Day. Shirley Williams, Lynne Featherstone, Jo Swinson, Sarah Yong and Nick Clegg will join millions across the world to celebrate the achievements of women and highlight the continuing need for action to achieve meaningful gender equality in our society and across the world.

Oxford Suite

## friday mid evening 20.15–21.30

### LGA Liberal Democrat Group and ALDC

#### *Reception and Council Group of the Year Awards 2013*

LGA Lib Dems and ALDC invite you to the Local Government Reception. 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.

Ambassador



### Liberal Democrat History Group / Lloyd George Society

#### *David Lloyd George: the legacy*

One of the greatest Liberal prime ministers, David Lloyd George, was born 150 years ago. Come and discuss his legacy, for the country and for Liberalism, with LG's biographer Kenneth O. Morgan and David Howarth.

Chair: Lady Celia Thomas.

Buckingham

### Liberal Youth

#### *Affordable housing for young people; getting a foot on the property ladder*

Join us for a discussion on how we can improve accessibility to the property ladder and help young people find affordable housing. With Lord Newby; Don Foster MP; and Kevin McNamara, Liberal Youth.

Library



### Social Liberal Forum

#### *How We Get Growing Again – the Road to 2015*

Speaker: The Rt Hon. Dr Vince Cable MP, Secretary of State for Business, Innovation and Skills.

Hall 4

### Ethnic Minority Liberal Democrats

#### *Towards Race Equality – A Liberal Democrat Approach*

Has race equality fallen off the Government's agenda? A panel chaired by EMLD Chair Issan Ghazni, with Baroness Meral Ece and others (tbc) debate the continuing gaps in education and employment and the future of the EHRC.

Hall 8 A



### Liberal Democrat Education Association

#### *AGM / Fringe Meeting*

After the short AGM, David Laws, Minister for Schools and the Cabinet Office, will address the meeting.

Hall 8 C



### CentreForum

#### *Delivering Dilnot: paying for elderly care*

Speakers: Rt Hon Paul Burstow MP; Baroness Jolly; and Sarah Pickup, President, Association of Directors of Social Services.

Meeting Room 3



## friday late evening 22.00–24.00

### CentreForum and BVCA

#### *Conference Reception*

By invitation only. Supported by BVCA.

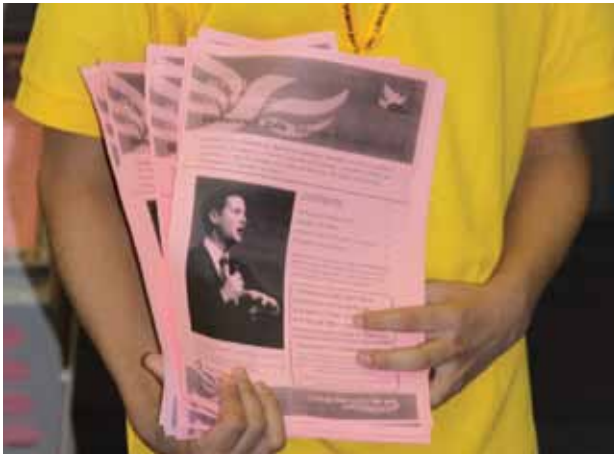
Ambassador



## Conference Daily

Make sure you pick up a copy of *Conference Daily* from the Information Desk in the Hilton Metropole 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.



## Welcome to the Campaign Zone

Supporting your campaigns

Learn top tips for your campaigning from the experts

Meet campaign suppliers with a record of working with the Lib Dems

Come see us in the **Campaign Zone** at stands 35–38 in the exhibition

Organised by the Department of Elections and Field

Find out more at Stand 8



### Liberal Democrat Autumn Conference, SECC Glasgow

Glasgow looks forward to welcoming you on 14-18 September 2013

Glasgow is easy to get to:

- 30 flights daily from London
- 20 direct trains daily from London
- Train journey time from London just 4.5 hours
- Discounted rail travel on Virgin Trains

For more info on travel



Book your accommodation at the Glasgow stand or at [www.seeglasgow.com/libdems2013](http://www.seeglasgow.com/libdems2013)

**Glasgow:**  
Scotland with style®

# fringe saturday 9th march

## saturday morning 08.15–08.45

### **Liberal Democrat Christian Forum**

#### *Morning Praise*

Everyone is welcome to join us for prayer and worship to start the day.

Library

## saturday lunchtime 13.00–14.00

### **Liberal Sustainability Network**

#### *The Green Book: New Directions for Liberals in Government*

Launch of 'The Green Book', a major new book arguing for the party to put green issues at the heart of its platform, with Nick Clegg MP; Ed Davey MP; Tom Burke; and Ben Page, Ipsos Mori. Chair: Lady Parminter.

Buckingham

### **ALDES - Liberal Democrat Engineers and Scientists**

#### *Science for International Development*

How should science policy be designed to best support developing countries? Panellists: Dr Adrian Ely from the Science Policy Research Unit, Sussex, and Roger Williams MP, Lib Dem member of the Commons Science Select Committee. Lynne Featherstone has been invited.

Library

### **ActionAid UK and Christian Aid**

#### *Tackling tax dodging: Plenty of will, but what's the way?*

After months of tax scandals, 2013 is a crucial year to work towards fairer tax systems in developed and developing countries. Will the Liberal Democrats, a party that made fairer tax a key part of their objectives, champion these issues?

Osborne



### **CentreForum and Social Liberal Forum**

#### *What do we want from the welfare state?*

Achieving fairness and social justice in times of austerity. Speakers: Gareth Epps, Co-Chair, Social Liberal Forum; James Plunkett, Resolution Foundation; Baroness Tyler; and Professor Steve Webb, Minister of State, DWP.

Chair: Professor Stephen Lee, CentreForum.

Sandringham



### **Lib Dem Friends of Turkey (LDFoT) and Ethnic Minority Liberal Democrats (EMLD)**

#### *Where did the Feminists Go? Muslim Cultures and Post-Feminism.*

Turkey's leading woman writer and an award-winning novelist Elif Shafak will be with us and to mark the international women's day, she will talk to us on the topic 'Where did the Feminists Go? Muslim Cultures and Post-Feminism'.

Hall 8 A

### **Liberal Reform**

#### *Inside the Coalition*

Join Olly Grender and a panel of political insiders who will discuss how the coalition really works behind the scenes.

Hall 8 B

### **Green Liberal Democrats**

#### *Dash for Gas – What 'Fracking' Good is that for the Planet?*

The Green Liberal Democrats debate the role of Gas in the transition to a low-carbon energy mix, together with the extraction of gas from shales, with Tessa Munt MP and Oliver Hayes from Friends of the Earth.

Hall 8 C



### **Catherine Bearder MEP**

#### *The British Press and the EU*

Time for a proper debate on Britain's membership of the EU. But how can we split facts from the Euromyths? Mary Honeyball, Labour MEP for London; Petros Fessoulas, Chair European Movement; Tim Aker, Get Britain Out; tbc, Hacked Off.

Meeting Room 3



saturday early evening 18.15–19.30

**CentreForum**

*Between a rock and a hard place*

How can the Liberal Democrats escape the electoral cosh in 2015? Speakers: Lorely Burt MP; Edward Davey MP, Secretary of State for Energy and Climate Change; and Professor Paul Whiteley, Essex University.  
Ambassador



**ActionAid UK**

*Food not fuel – Liberal Democrats to avert a global food crisis?*

Liberal Democrats should address EU biofuel policies driving demand for land and crops from developing countries as the effects of climate change and the cost/shortage of food begin to take hold on communities around the world.  
Gloucester



**Liberal Democrat Lawyers Association**

*Are the Coalition's employment law plans bad news for workers?*

A Discussion of the key changes to employment law proposed by the coalition. Speakers include: Jo Swinson MP and Minister; Ian Murray MP, Labour; Dominic Raab MP, Conservative; and Tom Jones, Employment law partner, Thompsons. Chair: Graham Colley, LDLA.  
Library

**Humanist & Secularist Liberal Democrats**

*Religious discrimination in schools: a half-term report*

What impact does separate schooling for different faith groups have on communities? With guest speakers: Professor Ted Cante, government adviser; author of official Oldham Riots report; Jeremy Rodell of Richmond Inclusive Schools Campaign (RISC).  
Osborne

**ALTER-Action for Land Taxation and Economic Reform**

*Caroline Lucas speaks on her Private Members' Land Value Tax Bill*

Sponsored by LibDem MPs Adrian Sanders and Martin Horwood. The bill requires the Secretary of State to commission research into replacing the Council Tax and Non-domestic rates with a land tax. Other speakers tbc.  
Hall 8 A

**British United Indian Liberal Democrats (BUILD)**

*How should UK engage with emergent Euro Zone and emerging BRICS economies?*

A debate exploring changes within key emerging economic conditions of the 21st century – focused on research areas of Finance and Development. Speakers tbc.  
Hall 8 B



**Green Liberal Democrats**

*Three Floods and you're out – relocating Communities Prone to Flooding?*

With major flooding becoming a more frequent issue, Norman Baker MP, Christine Drury, Chair of CPRE in the South East, and Diane Smith, TCPA European Projects and Corporate Affairs Manager, discuss the options for the way forward.  
Hall 8 C



**Liberal Youth**

*What can the Liberal Democrats do to improve transport for young people?*

'Join us for a discussion on youth transport, where we discuss issues surrounding cost, accessibility, and service provision'. With Lord Bradshaw; Norman Baker MP; Dara Farrell, BYC; and Liberal Youth.  
Meeting Room 3

**party training**



Training sessions for party members are taking place at conference – on **Saturday 9th March** in the **Hilton Metropole** (secure area).

For details see the *conference training programme* on **pages 30–31**.

**Glasgow September 2013**

**Don't forget to book your accommodation for autumn conference in Glasgow**

**Visit stand 8 in the exhibition for more information**

saturday mid evening 20.00–21.15

**Liberal Democrats for Seekers of Sanctuary**

*Ending Adult Detention – a Liberal Democrat aim?*

How about putting Lib Dem principles into action, work to end adult detention without time limit and the practice of detaining people because of claiming asylum? Speakers: Jerome Phelps, Detention Action; Frank from 'Freed Voices'; Julian Huppert MP.

Library

**Liberal Reform**

*Liberal Reform Reception*

Liberal Reform exists to promote four-cornered freedom in the Liberal Democrats – personal, political, social and economic liberalism. Come and meet us and hear about what we are planning in the next few months.

Osborne



**International Office, Liberal Democrats**

*Liberalism and the Middle East*

The LibDem International Office in cooperation with the Arab Partnership Fund hosts a delegation of liberal political activists from Tunisia and the Arab Alliance of Freedom and Democracy. Guests will address the success and challenges of advancing liberalism through the Middle East.

Sandringham

**Association of Liberal Democrat Councillors / Liberal Democrats for Electoral Reform**

*Worst Past the Post: Why local government desperately needs electoral reform*

Kicking off the campaign for electoral reform in English and Welsh local government. With Welsh Office Minister Baroness Jenny Randerson; Eastleigh Council Leader Keith House; Willie Sullivan, ERS; Darren Hughes, ERS; Peter Facey, Unlock Democracy. Chair: Claire Hudson, ALDC.

Hall 8 C



**Green Liberal Democrats**

*Green Deal and Energy Bills Campaigning, Key Speaker Ed Davey MP*

This event covers key messages and materials for effective Green Deal campaigning, an opportunity to hear how Lib Dem influence in government is making a real difference, with Ed Davey MP, Secretary of State for Energy & Climate Change.

Hall 8 A

**Women Liberal Democrats and Campaign for Gender Balance**

*The Women's Half-term Review*

Come along and share your thoughts with high profile women of the party and prepare for campaigning towards 2015. Check [www.womenlibdems.org.uk](http://www.womenlibdems.org.uk) or email [roxana.cimpeanu@libdems.org.uk](mailto:roxana.cimpeanu@libdems.org.uk) for info update.

Meeting Room 3

saturday late evening 22.00–02.00

glee club

Where? **Balmoral & Buckingham, Hilton Metropole**

When? **Saturday 9th March, 22.00 to 02.00**

**Join us for the ultimate end-of-conference celebration!**

Cash bar. Special bar prices:

All bottle beers £3.75

Glass of house wine £3.75

Soft drink cans (coke/diet/sprite/fanta) £1.50



**Pick up your copy of the Liberator Songbook and come and 'raise the roof'!**

# conference training programme



All training courses will take place on Saturday 9th March in the Hilton Metropole, within the secure zone, and are for party members only. An appropriate conference photo pass must be shown for entry.

## 09.15–10.45

### **Introduction to agenting**

Simon Drage and Chris Butler (Elections and Field) for the Agents and Organisers Association. Osborne

### **Learning from the Obama campaign**

A first-hand view of what worked and what didn't. Elections and Field. Balmoral

### **Essential Skills: Getting out the vote**

Avoid throwing away years of effort by making sure you know how to get your voters out on polling day. Cllr Alan Boad and Cllr Chris White for ALDC. Buckingham

### **Now you are a PPC...**

An informative and practical session on the best first steps for any newly selected Prospective Parliamentary Candidate. Alex Feakes for the Candidates Office. Hall 8 B

### **Looking good on paper – winning selection literature (Women only)**

An essential guide to planning and producing first-class selection literature to help you win. Useful for women who are aiming to stand as prospective parliamentary candidates in this electoral cycle. Competencies covered – Strategic thinking and judgement, Leadership, Communication skills. Candy Piercy for the Campaign for Gender Balance. Hall 8 C

### **Recruiting your members outside of freshers' fayres**

Steve Jolly (Elections and Field) and Tom Wood for Liberal Youth. Meeting Room 3

## 11.00–12.30

### **Staying out of jail 1**

Basic election law. Andrew Garner and Richard Marbrow for the Agents and Organisers Association. Osborne

### **Finding the money to win!**

Victoria Marsom and Dan Purchase (Elections and Field). Balmoral

### **Activists' Network: Squeezing Labour**

Winning tactical Labour voters has sometimes made the difference between winning and losing in Conservative-facing areas. This workshop for more experienced activists looks at how we can adapt our techniques to still do this in these days of coalition. Cllr Richard Cole for ALDC. Buckingham

### **Using your personal story to get selected and elected**

Looking at various techniques to turn your experiences into a personal narrative to help you get your message to the voters. James Lillis (Political Communications) for the Candidates' Office. Hall 8 B

### **Pictures worth a thousand words (Women only)**

An essential guide to learning how to plan, produce and pick first-class pictures for your selection campaign. Competencies covered – Strategic thinking and judgement, Communication skills. Candy Piercy for the Campaign for Gender Balance. Hall 8 C

### **Recruiting new members**

The Membership Department. Meeting Room 3

## 14.30–15.45

### **Essential Skills: Targeting voters**

Different parts of the electorate are motivated to vote for different reasons. This session looks at how you make sure you are giving each group of voters the right messages that appeal to them. Cllr Gerald Vernon Jackson and Cllr Abi Bell for ALDC. Sandringham

### **Local Government Policy: What should be the local government response to welfare reform**

Changing the way welfare operates is a major challenge to local government. This session will discuss ideas, good practice and how council groups across the country are facing it. Cllr Terry Stacy and Cllr Keith House for ALDC. Ambassador

### **Time and stress management**

Simon Drage and Chris Butler (Elections and Field) for the Agents and Organisers Association. Osborne

### **Preparing for the 2014 elections now**

Victoria Marsom and Dave McCobb for Elections and Field. Balmoral

### **Making local and national messages work together**

Shaun Roberts (Political Communications) and Steve Jolly for Elections and Field. Buckingham



## conference training programme continued

### 14.30–15.45 continued

#### Introduction to becoming an approved Parliamentary candidate

The essential session for anyone who is not currently an approved candidate and who is interested in finding out more about the approval process, or going forward for approval in the future. Sal Jarvis and Patrick Callaghan for the Candidates' Office.

Hall 8 B

#### Political career development sessions

No matter what stage you are at, come along and get some individual expert advice on planning and progressing your political career within the Party. Whether you are thinking about becoming a councillor, standing for a Party committee, becoming an MP or just want to raise your profile, our experts are here to help.

Competencies covered – All.

Candy Piercy and others for the Diversity Unit.

Hall 8 C

#### Getting young people to your action days

Neil Fawcett for Liberal Youth.

Meeting Room 3

### 16.00–17.30

#### Essential Skills: Winning the postal vote

On a low turnout postal voters often have a disproportionate say on election results. Find out how to convert people to postal voters and get them voting Lib Dem. Charles Glover for ALDC.

Sandringham

#### Activists' Network: Making the most of the phone

Phone banks have become an increasingly important part of our most successful campaigns. Connect's Virtual Phone Bank makes this easier than ever, but what can we learn from best practice around the country and how can we use it more effectively and not just for Voter ID? This workshop is aimed at more experienced activists. Carl Minns for ALDC.

Ambassador

#### Staying out of jail 2

Advanced election law. Andrew Garner and Richard Marbrow for the Agents and Organisers Association. Osborne

#### Driving your campaign with data

How Connect helps your campaign and what you need to do. Jake Holland (Digital Communications) for Elections and Field.

Balmoral

#### Expanding your volunteer team and exploiting hidden talent

Building your volunteer workforce. Victoria Marsom for Elections and Field.

Buckingham

#### Public speaking

Of benefit for anyone wishing to improve their public speaking skills. This session will take you through the basics of how to speak confidently in public. Candy Piercy and Carl Quilliam for the Candidates' Office.

Hall 8 B

#### How Diversity and Inclusion can support a winning strategy

What Inclusion and Diversity mean and why an understanding of both can add real value to your campaign strategy. Competencies covered – All. Jemima Jefferson for the Diversity Unit.

Hall 8 C

#### Retaining your members

The Membership Department.

Meeting Room 3



## conference timetable autumn 2013

### Saturday 14th – Wednesday 18th September 2013, Glasgow

|  |       |           |                    |
|--|-------|-----------|--------------------|
| Drafting advice deadline (motions)   | 13.00 | Wednesday | 12th June 2013     |
| Motions deadline   | 13.00 | Wednesday | 26th June 2013     |
| Drafting advice deadline (amendments and emergency motions)                                    | 13.00 | Monday    | 19th August 2013   |
| Deadline for amendments to motions, emergency motions, topical issues and questions to reports | 13.00 | Monday    | 2nd September 2013 |

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| 18.30–19.30             | Conference rally: International Women's Day   |             |
| Evening fringe          |   |             |

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| 11.00–11.45              | F20 Policy motion: Creating a Strong Manufacturing Sector in a Stronger Economy             | 44 |
| 11.45–13.00<br>(approx.) | F21 Speech: Rt Hon Nick Clegg MP, Leader of the Liberal Democrats and Deputy Prime Minister | 45 |

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# friday 8th march

15.00 Consultative sessions  
–17.30

## Defence

Hall 8 A  
Hilton Metropole

Chair: Dr Julie Smith  
Rapporteur: Bess Mayhew

## Education and Skills

Hall 8 B  
Hilton Metropole

Chair: Baroness Brinton  
Rapporteur: Adam Pritchard

## Europe

Buckingham  
Hilton Metropole

Chair: Ben Jones  
Rapporteur: Catherine Kingdom

## Political and Constitutional Reform

Hall 8 C  
Hilton Metropole

Chair: Dinti Batstone  
Rapporteur: Rachael Clarke

## Tax

Balmoral  
Hilton Metropole

Chair: Jeremy Hargreaves  
Rapporteur: Kevin Norton

*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-making 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.*

All conference sessions, apart from the consultative sessions above, take place in the auditorium in the Oxford Suite on the upper ground floor of the Hilton Metropole (see *plans of the Hilton Metropole* on **page 11**).

Consultation papers  
are available online at:



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

# saturday 9th march

## 09.00 Party business

Chair: Tim Farron MP, President of the Liberal Democrats  
Aide: Sandra Gidley

### **F1 Formal Opening of the Federal Conference by Tim Farron MP, President of the Liberal Democrats**

## 09.05 Party business

Chair: Qassim Afzal  
Aide: Justine McGuinness

### **F2 Federal Conference Committee Report**

Mover: Andrew Wiseman (Chair, Federal Conference Committee)

*The deadline for questions to this report is 13.00, Tuesday 5th March, to the Policy Unit, Liberal Democrat HQ. See 'reports' on page 13 for further information. Questions selected will be detailed in Saturday's Conference Daily. Questions on events occurring after the deadline may be submitted on speakers's cards at the Information Desk or the Speakers' Table up until 08.50 on Saturday 9th March.*

### **F3 Federal Policy Committee Report**

Mover: Duncan Hames MP (Chair, Federal Policy Committee)

*The deadline for questions to this report is 13.00, Tuesday 5th March, to the Policy Unit, Liberal Democrat HQ. See 'reports' on page 13 for further information. Questions selected will be detailed in Saturday's Conference Daily. Questions on events occurring after the deadline may be submitted on speakers's cards at the Information Desk or the Speakers' Table up until 08.50 on Saturday 9th March.*

## 09.30 Constitutional amendment

Chair: Geoff Payne (Vice Chair, Federal Conference Committee)  
Aide: Kelly-Marie Blundell

### **F4 Amendment to Article 10.2**

*Sixteen conference representatives*

Mover: Edward Joyce  
Summation: Richard Clare

- 1 *In 10.2, after f) insert:*
- 2 (g) a vote of no confidence in the Leader passed by a two-thirds majority at Federal Conference.

*Applicability: Federal.*

## saturday 9th march continued

*Mover of motion: 7 minutes; other speakers: 4 minutes. For eligibility and procedure for speaking in this debate, see 'applying to speak in conference debates' on page 15.*

*The deadline for amendments to this motion, and for requests for separate votes, is 13.00, Tuesday 5th March; to the Policy Unit, Liberal Democrat HQ. See 'motions, amendments and appeals' on page 12 and 'separate votes' on page 14. Amendments selected for debate will be printed in Saturday's Conference Daily.*

*A constitutional amendment requires a two-thirds majority to pass.*

*The relevant text of the existing constitution states:*

10.2 An election for the Leader shall be called upon:

- (a) the Leader asking for an election;
- (b) the death or incapacity of the Leader;
- (c) the Leader ceasing to be a Member of the House of Commons (other than a temporary cessation by reason of a dissolution);
- (d) the receipt by the President of the resignation of the Leader or of a declaration of intent to resign upon the election of a new Leader;
- (e) a vote of no confidence in the Leader being passed by a majority of all Members of the Parliamentary Party in the House of Commons;
- (f) the receipt by the President of a requisition submitted by at least 75 Local Parties (including for this purpose, the Specified Associated Organisation or Organisations representing youth and/or students) following the decision of a quorate general meeting; or
- (g) the first anniversary of the preceding general election being reached without an election being called under any of paragraphs (a) through (f), provided that:
  - (i) the Federal Executive may postpone such an election for no more than one year by a two-thirds majority of those present and voting; and
  - (ii) this paragraph (g) shall not apply if the Leader is a member of the Government.

### 10.15 Policy motion

Chair: Gareth Epps  
Aide: Louise Bloom

#### **F5 Every Child Taught by an Excellent Teacher**

*Ten conference representatives*

Mover: Lord Storey (Co-Chair of Education and Families Parliamentary Party Committee)  
Summation: Baroness Brinton

1 Conference notes:

- 2 I. The best way of improving the educational outcomes of children is through excellent
- 3 teaching.
- 4 II. Teachers and school leaders, including governing bodies and head teachers, make a
- 5 huge contribution, and the overwhelming majority are skilled professionals who have high
- 6 aspirations for their pupils.

## saturday 9th march continued

- 7 III. The role of outstanding classroom teachers, who dedicate their careers to their pupils, is too  
8 often underappreciated.
- 9 IV. The small minority of teachers and schools who do underperform, as well as those  
10 employed as teachers who lack the specific skills and qualifications necessary for that role,  
11 risk damaging the educational experience of children.
- 12 V. It is essential to deal with all underperformance and underperforming schools, including  
13 underperformance in academies and free schools.
- 14 VI. The important role of teacher training institutions in training teachers with a wide number of  
15 specialities.

16 Conference believes:

- 17 A. Every child, whatever type of school they are taught in, deserves to be taught by an  
18 excellent and appropriately-qualified teacher, or a dedicated professional who is working  
19 towards such a qualification.
- 20 B. It is essential to attract the best qualified graduates into the teaching profession, and that  
21 the best way to achieve this is by improving the prestige and respect in which the profession  
22 is held and giving qualified teachers more autonomy in the classroom to ensure teaching is  
23 an exciting and rewarding career choice.
- 24 C. That all those who wish to enter a career in teaching should experience a mixture of practical  
25 and theoretical high quality pre-entry training, as well as ongoing professional development  
26 throughout their career.

27 Conference welcomes:

- 28 i) The growth of structured professional development programmes like Teach First, Teaching  
29 Leaders and Future Leaders to raise the quality and impact of the teaching workforce in the  
30 most challenging schools.
- 31 ii) The unprecedented amount of freedom granted to Head Teachers and teachers by the  
32 Coalition Government, allowing them to base their teaching practices around what works  
33 rather than central government diktat.

34 Conference calls for:

- 35 a) All classroom teachers, including in academies and free schools, to be required to have  
36 Qualified Teacher Status or Qualified Teacher in Learning and Skills Status or to be working  
37 towards them.
- 38 b) Recognition for the professionalism of teachers and head teachers, through further  
39 autonomy and freedom in the classroom backed up by strong accountability through  
40 parents, governing bodies, local authorities and Ofsted.
- 41 c) Continued support for organisations like Teach First, Future Leaders and Teaching Leaders,  
42 that get the best graduates into the settings where they are most needed.
- 43 d) A review into Continued Professional Development to ensure that every teacher can fulfil  
44 their personal career aspirations including opportunity for sustained study, career mentors,  
45 a central information point and the further roll out of working sabbaticals and job exchanges  
46 between schools.
- 47 e) Clear guidance for schools on performance management, and for those teachers judged  
48 to be underperforming either through peer review or observation to be given extra support  
49 in the classroom and with lesson preparation for one year in the hope that performance  
50 improves and employment can continue.

## saturday 9th march continued

51 Furthermore, to help teachers provide education for children with Special Educational Needs  
52 including mental and physical disabilities, conference calls for:

- 53 1. The Government to ensure initial teacher training providers emphasise the relevance of core  
54 teaching competencies for teaching children with physical and/or hidden disabilities.  
55 2. School staff to receive training and to work closely with child and adolescent mental  
56 health services so that they can identify mental health issues and physical and/or hidden  
57 disabilities.

*Applicability: England only.*

*Mover of motion: 7 minutes; other speakers: 4 minutes. For eligibility and procedure for speaking in this debate, see 'applying to speak in conference debates' on page 15.*

*The deadline for amendments to this motion, and for requests for separate votes, is 13.00, Tuesday 5th March; to the Policy Unit, Liberal Democrat HQ. See 'motions, amendments and appeals' on page 12 and 'separate votes' on page 14. Amendments selected for debate will be printed in Saturday's Conference Daily.*

### 11.00 Speech

Chair: Dr Evan Harris  
Aide: Jenni Lang

#### **F6 Speech by Lord Ashdown, Chair of the General Election Campaign**

### 11.20 Consultative session

Chair: Baroness Brinton (Vice Chair, Federal Conference Committee)  
Aide: Andrew Wiseman (Chair, Federal Conference Committee)  
Rapporteur: Duncan Hames MP (Chair, Federal Policy Committee)

#### **F7 Election Manifesto 2015**

*This consultative session will include an opening presentation by David Laws MP as Chair of the Manifesto Group and an opportunity for conference representatives to put their ideas.*

*Conference representatives may make concise (maximum one-minute) contributions from the floor during the session, and must submit a speaker's card. For eligibility and procedure for speaking, see 'applying to speak in conference debates' on page 15.*

### 12.20 Speech

Chair: Kelly-Marie Blundell  
Aide: Gareth Epps

#### **F8 Speech by Steve Webb MP, Minister for Pensions**

### 12.40 Lunch

## 14.20 Party business

Chair: Chris Maines  
Aide: Geoff Payne (Vice Chair, Federal Conference Committee)

### **F9 Report of the Federal Executive**

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

*The deadline for questions to this report is 13.00, Tuesday 5th March, to the Policy Unit, Liberal Democrat HQ. See 'reports' on page 13 for further information. 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 12.40 on Saturday 9th March.*

### **F10 Report of the Federal Finance and Administration Committee**

Mover: Peter Dunphy (Chair, Federal Finance and Administration Committee)

*The deadline for questions to this report is 13.00, Tuesday 5th March, to the Policy Unit, Liberal Democrat HQ. See 'reports' on page 13 for further information. 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 12.40 on Saturday 9th March.*

### **F11 Report of the Diversity and Engagement Group**

Mover: Baroness Brinton (Chair, Diversity Engagement Group)

*The deadline for questions to this report is 13.00, Tuesday 5th March, to the Policy Unit, Liberal Democrat HQ. See 'reports' on page 13 for further information. 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 12.40 on Saturday 9th March.*

### **F12 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, Tuesday 5th March, to the Policy Unit, Liberal Democrat HQ. See 'reports' on page 13 for further information. 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 12.40 on Saturday 9th March.*

## 14.50 Policy motion

Chair: Justine McGuinness  
Aide: Dr Evan Harris

### **F13 Revitalising the Rural Economy**

*Twelve conference representatives*

Mover: Julie Pörksen  
Summation: Judith Bunting



## saturday 9th march continued

1 Conference considers that modern rural communities should be vibrant places, where people  
2 can live in affordable homes, find employment, and have full access to education, health and  
3 other services, while contributing to the UK's economic growth.

4 Conference is concerned for the sustainable future of rural Britain. Conference believes that  
5 people should not suffer from intrinsic or disproportionate lack of opportunities because they  
6 live or work in rural locations, and acknowledges that successive Labour and Conservative  
7 Governments have not prioritised the concerns of rural areas sufficiently.

8 Conference believes that the main problems facing rural communities include:

- 9 i) Unemployment and underemployment, and in particular a lack of training and job  
10 opportunities for young people.
- 11 ii) Lack of investment in modern infrastructure, such as Broadband.
- 12 iii) Rising energy prices which disproportionately impact on rural households and businesses,  
13 due to distance, lack of viable public transport options and reliance on more expensive  
14 heating sources, such as oil.
- 15 iv) A lack of affordable housing, and the impact on the housing stock of second homes and  
16 holiday-lets.
- 17 v) Barriers to entry into the agricultural sector and the market dominance of a small number of  
18 large supermarkets.

19 Conference welcomes recent action on rural issues across all levels of government, including:

- 20 a) Ending the Council Tax discount on second homes.
- 21 b) The Grocery Adjudicator Bill.
- 22 c) The fuel rebate pilot scheme for islands.
- 23 d) Scrapping of the fuel duty increase, which was planned for January 2013 by Brown's  
24 Labour government.
- 25 e) Multi-service ventures, such as libraries joining with other local services instead of being  
26 closed.
- 27 f) Parishes investing wind farm revenues for long-term community development.

28 Conference calls for further action to support rural areas by local and central government,  
29 including:

- 30 1. Investment in rural high speed broadband coverage and mobile phone and broadband  
31 reception.
- 32 2. Enabling fair trade for British farmers, ensuring a transparent and fair market, with  
33 proportionate regulation and balanced market controls.
- 34 3. Future reforms of the Common Agricultural Policy and their implementation in the UK fully  
35 to take into account effects on efficiency and profitability, rural jobs, market fairness and  
36 transparency, the environment and animal welfare, and the costs to farmers, consumers,  
37 and government.
- 38 4. A sustainable rural jobs fund, to assist local areas in the development of viable employment  
39 through rural entrepreneurs and business start-up centres, rural apprenticeship programmes  
40 and multi-service centres, and promotion of access to finance.
- 41 5. Greater investment in and by parish councils, supported by other local authorities, to  
42 support rural shops and businesses and community enterprises.
- 43 6. Investments in maintaining rural roads, and 'joined up' rural transport schemes to improve  
44 access and ensure ease of use.

## saturday 9th march continued

- 45 7. Extension of the rural fuel rebate pilot scheme for island communities to other remote parts  
46 of the UK that display similar cost characteristics to the islands.  
47 8. Affordable rural housing that cannot be used for second homes, ideally run by housing  
48 associations working with parish councils.  
49 9. Effective rural-proofing of government policies, ensuring rural economies, employment,  
50 education, services and communities are not disadvantaged in the future.

*Applicability: England, except 2 and 3 (lines 32–37) and 7 (lines 45–46) which are Federal.*

*Mover of motion: 7 minutes; other speakers: 4 minutes. For eligibility and procedure for speaking in this debate, see 'applying to speak in conference debates' on page 15.*

*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 'the structure of debates at conference' on page 14 and 'applying to speak in conference debates' on page 15.*

*The deadline for amendments to this motion, and for requests for separate votes, is 13.00, Tuesday 5th March; to the Policy Unit, Liberal Democrat HQ. See 'motions, amendments and appeals' on page 12 and 'separate votes' on page 14. Amendments selected for debate will be printed in Saturday's Conference Daily.*

### 15.50 Question and answer session

Chair: Andrew Wiseman (Chair, Federal Conference Committee)  
Aide: Cllr Louise Bloom

#### **F14 Question and Answer Session with Rt Hon Nick Clegg MP, Leader of the Liberal Democrats and Deputy Prime Minister**

*A chance for 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 12.45 on Saturday 9th March. Questions may also be emailed to [questions@libdems.org.uk](mailto:questions@libdems.org.uk) until 17.00 on Thursday 7th March. See 'question and answer sessions' on page 13.*

### 16.35 Policy motion

Chair: Sandra Gidley  
Aide: James Gurling

#### **F15 Justice in Social Security Tribunals**

*Twelve conference representatives*  
Mover: Suzanne Fletcher  
Summation: James Sandbach

- 1 Conference confirms the commitment of Liberal Democrats to a society where justice is available  
2 for all, regardless of circumstance; where people are able to redress injustice; and to take part in  
3 decisions which affect their lives.

4 Conference notes the important role of appeal rights at Social Security Tribunals in ensuring  
5 that the benefits system works fairly, and individuals have the right to expert assistance, locally  
6 provided to help them obtain redress for decisions taken about them which they have reason to  
7 believe do not conform to the legislation.

8 Conference further notes:

- 9 i) The commencement of the Welfare Reform Act in April 2013 could potentially see many  
10 more appeals as all claimants will have to be reassessed against new entitlement rules, and  
11 case law will need to be established for cases where legislation needs clarification.
- 12 ii) That under recent legal aid reforms, advice will no longer be available for the purpose of  
13 challenging decisions in Social Security Tribunals.
- 14 iii) That a concession secured by Liberal Democrat Parliamentarians (during the passage of the  
15 Legal Aid, Sentencing and Punishment of Offenders Act) that more complex cases in first  
16 tier Social Security Tribunals should receive legal aid funding, has not been delivered on.
- 17 iv) There is a high level of error by welfare benefit decision-makers as evidenced for example  
18 by around half of ESA appeals being found in claimants' favour, and that tribunal outcomes  
19 tend to be more favourable where appellants have access to independent specialist support  
20 in preparing their appeals, with appeals cases in legal aid funded Social Security cases  
21 having positive outcomes in 89% of cases.
- 22 v) That previous Conference motions on welfare reform have expressed concerns about  
23 the impact of changes in the benefit system on vulnerable and disabled people and have  
24 stressed the importance of keeping decision-making under review, and of claimants having  
25 access to support for challenging decisions where necessary.

26 Conference believes that:

- 27 a) Every effort should be taken to ensure that welfare benefit decisions are 'right first time' thus  
27 reducing the demand on the tribunal system.
- 28 b) Where appeals do go to tribunal, it is in the interests of justice that appellants should receive  
29 some assistance, especially in more complex cases.

30 Conference therefore recommends that:

- 31 1. Appropriate adjustments should be made to legal aid criteria to ensure that where tribunal  
32 proceedings involve points of law or complex evidential problems, appellants can access an  
33 appropriate level of advice and support.
- 34 2. That the provision of welfare rights advice be kept under review, and that measures should  
35 be taken to additionally strengthen the capacity of advice services especially in periods of  
36 substantial change to the welfare system.
- 37 3. Ministers should report on what positive steps are being taken to improve the quality of  
38 decision making by the Department of Work and Pensions and its contractors and agencies.
- 39 4. Social Security Tribunals should stay free at the point of use and not incur fees for users.

*Applicability: Federal, except ii) and iii) (lines 12–16) and 1 (lines 31–33) which are England and Wales.*

*Mover of motion: 7 minutes; other speakers: 4 minutes. For eligibility and procedure for speaking in this debate, see 'applying to speak in conference debates' on page 15.*

*The deadline for amendments to this motion, and for requests for separate votes, is 13.00, Tuesday 5th March; to the Policy Unit, Liberal Democrat HQ. See 'motions, amendments and*

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*appeals' on page 12 and 'separate votes' on page 14. Amendments selected for debate will be printed in Saturday's Conference Daily.*

### 17.20 Party business

Chair: Cllr Paul Tilsley  
Aide: Susan Gaszczak

#### **F16 Reports of the Parliamentary Parties**

Commons: Alistair Carmichael MP (Chief Whip) and Paul Burstow (Chair of Parliamentary Party)  
Lords: Lord McNally (Leader) and Lord Newby (Chief Whip)  
Europe: Fiona Hall MEP (Leader of the European Parliamentary Party) and Sarah Ludford MEP (Deputy Leader)

*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 12.40 on Saturday 9th March. Questions may also be emailed to [questions@libdems.org.uk](mailto:questions@libdems.org.uk) until 17.00 on Thursday 7th March. The Chair will select which questions shall be asked during the session. See 'reports' on page 13.*

### 18.00 Close of session

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### 09.00 Policy motion

Chair: Susan Gaszczak  
Aide: David Rendel

#### **F17 Emergency Motion or Topical Issue**

*This slot has been reserved for an emergency motion or motions, or discussion of an important current political issue. The deadline for emergency motions and for suggestions for topical issues is 13.00, Tuesday 5th March, to the Policy Unit, Liberal Democrat HQ. See 'motions, amendments and appeals' on page 12 and 'topical issues' on page 14. Those selected for debate and/or proposed for the ballot will be printed in Saturday's Conference Daily.*

*Emergency motion timing – mover of motion: 5 minutes; all other speakers: 3 minutes.*

*Topical issue timing – introducer of issue and spokesperson's response: 5 minutes; all other speakers: 3 minutes.*

*For eligibility and procedure for speaking in this debate, see 'applying to speak in conference debates' on page 15.*

## 10.00 Policy motion

Chair: Jenni Lang  
Aide: Liz Lynne

### F18 Corporate Tax Avoidance

*Ten conference representatives*

Mover: Stephen Williams MP (Co-Chair, Parliamentary Party Committee on the Treasury)

Summation: Baroness Kramer (Co-Chair, Parliamentary Party Committee on the Treasury)

- 1 Conference believes that all corporations should pay their fair share of tax in countries where they  
2 make a profit, ensuring that they do not artificially avoid tax to the detriment of the communities  
3 in which they operate, both in the UK, globally and especially in developing countries where tax  
4 revenue is a route out of aid dependence.
- 5 Conference notes the Coalition's ongoing work to ensure a fair tax system at home and abroad,  
6 specifically:
- 7 i) The introduction of a General Anti-Abuse Rule (GAAR) which outlaws wholly artificial and  
8 aggressive tax avoidance by individuals and companies in the UK.  
9 ii) The increase in resources for HMRC to tackle tax dodging.  
10 iii) The commitment to focus the G8 Presidency in Lough Erne and work within the G20  
11 to tackle multinational corporate tax avoidance, such as the practices reportedly used,  
12 for example, by Starbucks, Facebook and Amazon, to avoid vast amounts of tax in the  
13 countries in which they are profitable.
- 14 Conference calls on Liberal Democrat Ministers in the Coalition Government to:
- 15 1. Ensure that the recommendations of the International Development Select Committee  
16 report *Tax in Developing Countries* are implemented so that developing countries are able to  
17 use tax as a way out of aid dependency, specifically:
- 18 a) Introduce legislation requiring tax authorities to automatically share information relating  
19 to UK citizens and corporations.  
20 b) Enact legislation requiring each UK-based multinational corporation to report its  
21 financial information on a country-by-country basis.  
22 c) Assess new primary and secondary UK tax legislation against its likely impact on  
23 poverty reduction and revenue-raising in developing countries.  
24 d) Assist developing countries to enhance the expertise of their own tax assessment and  
25 collection agencies.
- 26 2. Press for UK legislation to be amended to ensure that HMRC has greater powers over the  
27 disclosure of tax avoidance schemes by UK-based companies.
- 28 3. Insist that multinationals operating in the UK disclose all their intra-group transactions,  
29 which may be used to shift taxable profit out of the UK; to do this HMRC needs expanded  
30 information powers, which could be used in tax returns or disclosure regimes like Disclosure  
31 of Tax Avoidance Schemes (DOTAS).
- 32 4. Consider lodging UK Corporation Tax returns for inspection at Companies House.

## sunday 10th march continued

- 33 5. Consider greater transparency of the details of out-of-court tax settlements agreed between  
34 HMRC and corporations.
- 35 6. Ensure HMRC has sufficient in-house expertise in law and forensic accountancy to tackle  
36 corporate tax avoidance.

*Applicability: Federal.*

*Mover of motion: 7 minutes; other speakers: 4 minutes. For eligibility and procedure for speaking in this debate, see 'applying to speak in conference debates' on page 15.*

*The deadline for amendments to this motion, is 13.00, Tuesday 5th March; to the Policy Unit, Liberal Democrat HQ. See 'motions, amendments and appeals' on page 12. Amendments selected for debate will be printed in Saturday's Conference Daily.*

*The deadline for requests for separate votes is 09.00, Saturday 9th March. See 'separate votes' on page 14.*

### 10.40 Speech

Chair: Veronica German  
Aide: Sandra Gidley

#### **F19 Speech by Jo Swinson MP, Minister for Employment Relations, Consumer and Postal Affairs**

### 11.00 Policy motion

Chair: James Gurling  
Aide: Dinti Batstone

#### **F20 Creating a Strong Manufacturing Sector in a Stronger Economy**

*Ten conference representatives*

Mover: Gordon Birtwistle MP (Co-Chair, Parliamentary Party Committee on Business, Innovation and Skills)

Summation: William Hobhouse

- 1 Conference welcomes the policy initiatives from Liberal Democrats in Government to support  
2 manufacturing and the positive contribution made by the 'Liberal Democrat Campaign for  
3 Manufacturing' group. In particular, conference welcomes:
- 4 a) The government funds made available through the Regional Growth Fund, which was set  
5 up to help build a more geographically sustainable economy; this has led to the creation  
6 and/or safeguarding of over 550,000 jobs, many in the manufacturing sector, and £14.5bn  
7 of private investment.
- 8 b) The establishment of the Green Investment Bank, funded by £3 billion of public money,  
9 enabling more investment, both public and private, into green projects.
- 10 c) The successful Liberal Democrat Campaign for Manufacturing proposal on capital  
11 allowances to help businesses invest in plant and machinery, which saw the annual  
12 investment allowance increased in the Autumn Statement from £25,000 to £250,000 for a

## sunday 10th march continued

- 13 two-year period.
- 14 d) Initiatives to boost exports (over half the UK's exports is in manufacturing) including further  
15 investment in UKTI with a particular focus on small and medium exporters, as well as a  
16 scheme, announced in the Autumn Statement 2012, to provide up to £1.5bn of loans for  
17 the purchase of UK exports.
- 18 e) The Advanced Manufacturing Supply Chain Initiative, with £125m available to improve the  
19 global competitiveness of UK advanced manufacturing supply chains, particularly across  
20 the automotive, aerospace and chemical sectors.

21 However, more needs to be done – to further develop the manufacturing sector, conference calls  
22 for:

- 23 1. A further round of funding through the Regional Growth Fund – this funding will encourage  
24 new investment in manufacturing, increase manufacturing capacity, and lead to further job  
25 creation and preservation, while ensuring a continued commitment to a geographically  
26 rebalanced economy.
- 27 2. Government, which is best placed to bring UK manufacturers together, to take the lead  
28 in key manufacturing clusters, as identified in the Industrial Strategy – it should facilitate  
29 collective R&D where there is a common industry agenda, and overcome the challenges in  
30 the UK supply chain in partnership with manufacturers.
- 31 3. Government to continue its commitment to apprenticeships, and, additionally, to promote  
32 science education in schools and science and engineering degrees at universities – these  
33 are essential for building the skills sets necessary to support a strong manufacturing sector.
- 34 4. Government to make the UK a centre of excellence for manufacturing renewables-related  
35 equipment, to set a long term energy policy which will unlock investment in renewables and  
36 make the UK a manufacturing hub for these products.

*Applicability: Federal, except 1 (lines 23–26) and 3 (lines 31–33) which are England only.*

*Mover of motion: 7 minutes; other speakers: 4 minutes. For eligibility and procedure for speaking in this debate, see 'applying to speak in conference debates' on page 15.*

*The deadline for amendments to this motion is 13.00, Tuesday 5th March; to the Policy Unit, Liberal Democrat HQ. See 'motions, amendments and appeals' on page 12. Amendments selected for debate will be printed in Saturday's Conference Daily.*

*The deadline for requests for separate votes is 09.00, Saturday 9th March. See 'separate votes' on page 14.*

### 11.45 Party business

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

**F21 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

## **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 or amendments may be the subject of a separate debate.

## **8.4 Topical issue discussions**

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

## **8.5 Who may speak**

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

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

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

## **8.6 The special rights of the Federal Committees**

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

orders. Such a person shall be called to speak for the same length of time as the person replying on behalf of the mover of the motion.

## **8.7 The selection of speakers**

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

## **8.8 The length of speeches**

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

## **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. Subject to any amendment they shall remain in force from meeting to meeting.

## 14 The Chair and Vice Chairs of the Committee

### 14.1 Chair and Vice Chairs

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

# the federal party

## officers of the federal party

|                           |                       |
|---------------------------|-----------------------|
| Leader                    | Rt Hon Nick Clegg MP  |
| President                 | Tim Farron MP         |
| Chair of FFAC             | Peter Dunphy          |
| Treasurer                 | Sir Ian Wrigglesworth |
| Vice President (England)  | Peter Ellis           |
| Vice President (Scotland) | Craig Harrow          |
| Vice President (Wales)    | John Last CBE         |
| Chief Executive           | Tim Gordon            |

## 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 representatives; 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 Peter Dunphy), Party Treasurer and five other members (elected by the FE); the Party President; three state party

representatives; 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 (currently Andrew Wiseman), who must be one of the directly elected representatives.

The members of the FCC are shown on page 2.



# map of brighton city centre

-  Conference venue
-  Boundary of secure zone
-  Entrance to secure zone
-  Entrance to on-site registration

