

Autumn Conference 2012

Brecon

13 October 2012



Welsh Liberal Democrats
Democratiaid Rhyddfrydol Cymru

Welcome

Dear friends,

It's a great pleasure to welcome you to my home town of Brecon for the 2012 Welsh Liberal Democrat Autumn Conference.

It's been quite a challenging year for us as a party but this conference is going to be an opportunity for members to come together, discuss, debate and offer radical policies that will provide a strong platform for the Assembly elections in 2016.



As you flick through this guide, you will see that the format of the Autumn Conference has changed. The weekend has been designed to ensure that members, the people who make this party what it is, have even more opportunities to question, to learn and to formulate party policy.

There will also be an opportunity for members to look back at the local election campaign, learn lessons and develop new campaigning skills that will put us in good stead to take on the challenges ahead.

And as ever, this will be an opportunity to catch up with old friends and form new bonds with Welsh Liberal Democrats from all across Wales.

Have a great conference,

Kirsty Williams AM
Leader, Welsh Liberal Democrats

Autumn Conference 2012

Brecon

Contents

Conference Timetable	4
Information	
Conference Venue	8
Travel	9
Security	10
Registration	12
Information about the Motions	14
Speaking at Conference	17
Order of Debate & Voting	19
Procedural Motions	20
Party Business	21
Policy	27
Campaigning	33
Evening Events	35
Standing Orders	36

Conference Timetable

The 2012 Autumn Conference will take a different format to past Conferences.

There will be three strands running in parallel throughout the day. These will be:

Party Business which will include members' chance to question Party committees, discuss motions on internal party business and it finishes with an opportunity to question the Federal Party President, Tim Farron MP and the Leader of the Welsh Liberal Democrats, Kirsty Williams AM.

Policy which includes three policy consultation sessions and policy motions. This will be an opportunity for members to contribute to the policy discussions as we start to prepare for the next round of election manifestos.

There will also be a special education policy forum on Sunday.

Campaigning which starts with a feedback session on the review of the 2012 council elections and continues with training on how to be an effective opposition.

Party Members attending Conference can either choose to stay with one stream throughout the day or move between the different elements. To assist you in deciding what to go to a summary timetable appear on the next few pages. More details of each strand appear later in the Guide.

In addition to the formal elements of Conference the Conference Dinner, with guest speaker Tim Farron MP, will take place on the Saturday night. Brecon and Radnorshire Local Party are also hosting a Fish & Chips Supper and Quiz on the Friday evening.

Autumn Conference 2012

Conference Timetable

Start Time	Party Business	Policy	Campaigning (Members Only)
10:00	Conference Hall Opening of Conference by Welsh Liberal Democrat President, Christine Humphreys Followed by Speech by Baroness Jenny Randerson, Parliamentary Under Secretary of State, Wales Office		
10:20	Residents' Lounge	Policy Consultation: Modernising our Economy	Conference Hall 2012 Council Elections Feedback Session
11:20	Conference Hall Questions on the Reports from Welsh Party Committees and Welsh Party Representatives to Federal Committees		Crug Room Campaigns Advice Surgery with Jon Aylwin (Welsh Lib Dems, Head of Campaigns) and Mike Bell (ALDC)
12:05			Conference Hall Recruiting and Retaining Your Members

Autumn Conference 2012

Brecon

Conference Timetable

Start Time	Party Business	Policy	Campaigning (Members Only)
13:15	Residents' Lounge Annual General Meeting of Liberal Youth Wales (Members Only)	Conference Hall Policy Consultation: The Future of our Healthcare	Crug Room Building to Win
14:15	Conference Hall Questions on the Reports from the Welsh Party Groups in the UK Parliament and the National Assembly for Wales	Residents' Lounge Policy Consultation: Inequality	Crug Room How to be an effective opposition on the council
14:45	Conference Hall Business Motions: Conference Registration Fees for 2013 Candidate Selection Rules		

Autumn Conference 2012

Brecon

Conference Timetable

Start Time	Party Business	Policy	Campaigning (Members Only)
15:05		Conference Hall Policy Motion: Hospital Chaplaincy Services Topical/Emergency Motion	Crug Room CONT... How to be an effective opposition on the council
15:45	Conference Hall Question & Answer session with Tim Farron MP and Kirsty Williams AM		
16:30		Conference Hall Policy Motions: Renewable Energy	Crug Room Building your delivery network
17:00	Conference Hall Speech by Kirsty Williams AM, Leader of the Welsh Liberal Democrats Introduced by Babin Moliik, Cardiff South & Penarth By-Election Candidate		

Autumn Conference 2012

Brecon

Information

Conference Venue

Venue

The venue for the Conference is the Brecon Castle Hotel, Castle Square, Brecon, LD3 9DB.

Registration Desk

The Registration Desk can be found near the main entrance.

Distribution of Literature

Please be aware that the distribution of literature within the Conference venue is not permitted without the prior approval of the Chair of Conference Committee.

Smoking

It is illegal to smoke within any part of the Conference venue.

Cloakroom

There will be no cloakroom facility for either coats or baggage at the Conference venue. Large bags will not be allowed into the Conference venue.

Emergency Exits

There are a number of emergency exits inside the venue. Please ensure that you are aware of your nearest exit at all times.

Flash Photography

Conference attendees vulnerable to epilepsy should note that flash photography may be used in the Conference Hall.

Lost Property

All items of lost property should be handed in to, and reclaimed from, the Registration Desk.

Autumn Conference 2012

Conference Venue

Mobile Phones

Please ensure that all mobile phones are switched off before entering the Conference Hall, fringe events and training sessions.

Refreshments

Light refreshments can be purchased from the main hotel bar. A restaurant is also available at the venue.

Travel

The Conference venue is in Brecon's town centre.

It is $\frac{3}{4}$ mile from the A40 / A470 Junction of the town by-pass and only 35 minutes drive from the train stations at Abergavenny or Merthyr Tydfil.

The town bus station is an easy 5 minutes walk from the venue.

Information

Security

As the Liberal Democrats are part of the UK Government tighter security has been introduced for recent Conferences.

The Conference Committee asks everyone attending the Conference to work with us regarding these procedures which have been put in place for the protection of Conference attendees. Compliance with the security procedures, including searches when they are in operation, are a condition of entry to the Conference.

Conference Badges

Conference Badges must be worn throughout the Conference venue after the Registration Desk has opened.

If you have registered in advance for Conference you can collect your Conference Badge from the registration desk upon arrival on the Saturday or Sunday. You must bring your registration confirmation letter/e-mail and photographic ID with you to collect your Conference Badge. You may not be issued with a Conference Badge if you do not have both of these. If you have not received your confirmation letter within two weeks of registering, or by three days before the Conference please contact 029 2031 3400 to confirm that your registration has been received and processed.

If you have not registered in advance for Conference your Conference Badge will be issued when you register on the day. Please see how to register on the day in the Registration section on page 12.

Security

Replacement badges will be issued at the discretion of the Chair of Conference Committee. There will be a charge of £10 for replacement badges.

Photographic ID

The following forms of photographic ID will be accepted on the day:

- Passport (we will accept expired passports)
- Photographic driving license
- Valid photographic student ID card
- CitizenCard
- Armed Forces ID

If you do not have any of the above photographic ID we will accept any two of the following instead:

- Non-photographic driving license
- Birth certificate
- A signed bank card
- An utility bill
- Bank statement
- Payslip
- Valid non-photographic student ID card
- National Insurance Card

Security Searches

At times there may be 'airport style' security searches in operation at the venue. Everyone attending the Conference at these times will be subject to such searches. They may take the form of metal detector archways and/or bag searches. Large bags and sealed items will not be allowed into the secure area during these periods.

Autumn Conference 2012

Information

Registration

Registration Desk

The Registration Desk can be found at the main hotel entrance. It will be open:

Saturday 13 October: 09:00 – 17:00

Advance Registration

Everyone is able to register online by visiting www.WelshLibDems.org.uk. You can register online until midday on Tuesday 9 October.

Party Members and Observers can also register by post. You can download a registration form from the website or request one by calling 029 2031 3400. You can register in advance by post until Friday 5 October.

Everyone who registers online will automatically receive a confirmation e-mail. We will endeavour to send everyone who registers by post a confirmation letter. If you have not received your confirmation letter within two weeks of registering, or by three days before the Conference please contact 029 2031 3400 to confirm that your registration has been received and processed.

You will need your confirmation letter and photographic ID when you collect your Conference Badge. If you do not have your confirmation letter you may not be issued with a Conference Badge unless you have informed us that you have not received the letter.

Autumn Conference 2012

Registration

On the Day Registration

You can register for the Conference on the day.

If you are registering on the day you will need to bring the appropriate registration fee and photographic ID with you. For more information on this please refer to page 11. You can also save time on the day by filling in a registration form beforehand and making sure that you have the correct money or completed cheque when you arrive at the Registration Desk. You can download a registration form from the party's website www.WelshLibDems.org.uk

Information

Information about the Motions

Language of Motions

All motions appear in this Guide in both Welsh and English. As all motions were originally submitted in English, if there is a discrepancy between the languages, the English language version shall take precedence.

Amendments to Motions

All motions that appear in this Guide can be amended. The deadline for submitting amendments is mid-day on Wednesday 3 October. Amendments should be e-mailed to Policy.Officer@WelshLibDems.org.uk.

Amendments may be submitted by Local Parties, the Welsh Party Committee that has responsibility for the issue raised in the motion, the Welsh Liberal Democrat Group in the National Assembly for Wales or in the UK Parliament, or 20 Conference Representatives.

All amendments accepted for debate will be published in the Conference Announcements which will be available on the Party website www.WelshLibDems.org.uk in the week before Conference and from the Registration Desk at Conference.

Information about the Motions

Topical Motions

Topical Motions are policy or business motions which are based on an event which happens after the deadline for submitting policy motions, i.e. 22 August.

The deadline for submitting Topical Motions is mid-day on Wednesday 3 October.

Topical Motions may be submitted by Local Parties, the Welsh Party Committee that has responsibility for the issues raised in the motion, the Welsh Liberal Democrat Group in the National Assembly for Wales or in the UK Parliament, or 20 Voting Members of Conference.

All Topical Motions accepted for debate will be published in the Conference Announcements which will be available on the party website www.WelshLibDems.org.uk in the week before Conference and from the Registration Desk at Conference.

Topical Motions published in the Conference Announcements may also be amended. The deadline for submitting an amendment to a Topical Motion is 12:00 on Saturday 13 October.

Topical Motions and Amendments should be e-mailed to Policy.Officer@WelshLibDems.org.uk or given to the Policy Officer or Chair of Conference Committee in hard copy.

Information

Information about the Motions

Emergency Motions

Emergency Motions are motions relating to an event which occurs after the deadline for Topical Motions. Emergency Motions should be brief.

Emergency Motions may be submitted by Local Parties, the Welsh Party Committee that has responsibility for the issues raised in the motion, the Welsh Liberal Democrat Group in the National Assembly for Wales or in the UK Parliament, or 20 Voting Members of Conference.

The deadline for submitting Emergency Motions depends on when the event that the motions relates to occurs. For events that occur before the start of the Conference, the deadline is the start of Conference i.e. 10:00 on Saturday 13 October. For events that occur during Conference, the deadline is three hours before the slot in the agenda for Emergency Motions.

When submitting an Emergency Motion the names of the people who will be moving and summing the motion must be clearly identified. If this does not happen the Conference Committee will not accept the Emergency Motion.

Speaking at Conference

Who can speak?

Party Members who are registered as voting or non-voting Members of Conference can speak in any debate, consultation session or ask questions to reports. Registered Observers may speak in consultation sessions with the permission of the session Chair and with the permission of the Conference Committee during debates on Motions. Observers may also ask questions during the Question and Answer session with Kirsty Williams AM and Tim Farron MP but may not ask questions on internal party reports.

Length of Speeches

In every debate on a motion, 5 minutes will be allowed for Proposers of motions, 4 minutes for Proposers of Amendments and 3 minutes for all other speakers including Summators of both motions and amendments. The Chair may reduce these timings to allow more members to speak in a debate. If they do this they will announce the change during the debate. If you are speaking and the Chair asks you to bring your speech to an end, please finish promptly.

During Consultation Sessions the person introducing the consultation document will have 5 minutes to speak and everyone else will have 3 minutes. The session Chair may amend this to allow full and proper debate.

When asking questions on reports or during the question and answer session please keep your questions short and succinct.

Information

Speaking at Conference

How to go about Speaking

Anyone wishing to speak in a debate needs to fill in a speaker's card and submit it to the speaker's desk and wait to see if they are called in the debate. A separate card should be filled in for every debate. Speaker's cards are available from the speaker's desk and from the stewards in the auditorium. They can also be collected from the Registration Desk.

Completing Speaker's Cards

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

1. Submit your card well in advance. If you hand your card in late, in a popular debate you're virtually guaranteeing you won't be called. The chairing team for the debate always meet well in advance to plan the debate.
2. Fill in your card completely The second major mistake potential speakers make is not to fill in their card completely. As well as the information on the front of the card (name, local party, for or against the motion, etc.), there are two sections on the back, for relevant background (professional or consumer experience, party background, etc.) and for a brief outline of what your speech is going to be about. These sections are needed for the chair and aide to balance the debate – to make sure that people with relevant experience are called, and to make sure that they don't call a whole string of people who'll make the same point.
3. Make sure it's readable! Don't take this as an invitation to fill every square centimetre of the card and don't write illegibly, or in very small letters, or in green ink... the easier you make it for the chair to read your card the more likely you are to be called.

Order of Debate for Motions

Motions will generally be considered in the following order:

1. Proposer of the Motion.
2. Proposers of any amendments, speaking in turn.
3. Speakers will then be called on all sides of the debate with the Chair seeking to ensure balance.
4. Summators of the amendments, speaking in turn.
5. The summator of the motion will speak.
6. The Chair will then take any votes on any amendments and/or any separate votes in turn - for and against.
7. A vote will be taken on the motion as a whole - for and against.

Voting

Only Voting Members will be able to vote. Voting Members will have “Voting” on the back of their Conference Badge.

If you are a Voting Member and wish to vote in a debate you must be in the Conference Hall by the end of the speech by the summator of the motion as no-one will be allowed to enter the hall once the voting has started.

To vote, you should be seated and hold your Conference Badge in the air, with the “Voting” side facing the Chair. Please follow the instructions of the Chair on when to vote. You may be asked to keep your Conference Badge in the air for a long time to ensure that all the votes can be counted.

Decisions on the motion and amendments are normally by simple majority of those voting. If this differs this will be explained by the Chair before voting takes place.

Autumn Conference 2012

Information

Procedural Motions

Procedural motions concern the procedure by which debates on motions operates.

Reference Back - to stop debate on a Motion and send the Motion to a specified body for more work

Next Business - to stop debate and move to the next item of business on the agenda.

Suspension of Standing Orders - to lift one or more of the rules governing the operation of Conference.

Procedural Motions may be submitted by any voting member in writing together with a statement of reasons of 75 words or less.

Votes will be taken in the same way as for Motions and Amendments, except that there is no cut off point for being in the Conference Hall for the vote on whether to have a mini-debate. Decisions on procedural motions are made by simple majority of those voting.

Procedural motions are usually considered in the following way:

1. Any Voting Member can propose a procedural motion in writing before the end of a debate on a motion.
2. The Chair reads out the written statement in support of the procedural motion.
3. A vote will be taken on whether there will be a mini-debate on the procedural motion.

If the decision is to have a mini-debate:

4. The mover of the procedural motion may speak.
5. Someone to oppose the procedural motion may speak.
6. Other speakers may be called to speak.
7. A vote will be taken on the procedural motion.

Party Business

These sessions deal with internal Party business. This includes an opportunity to ask questions on the work of the Party over the last year and debate and vote on motions dealing with the rules on how the Party is run.

11:20-12:05

Conference Hall

Questions on the Reports from Welsh Party Committees

Questions on the Reports from Welsh Party Representatives to Federal Committees

The Reports will be published in the Conference Announcements and made available to Party members as they arrive at the Conference.

Party Members will be able to ask questions on the Reports directly from the floor during this session.

13:15-14:15

Residents' Lounge

Annual General Meeting of Liberal Youth Wales

(Members Only)

All Party members are invited to join this meeting to discuss the work of Liberal Youth Wales during 2013.

Autumn Conference 2012

Brecon

Party Business

14:15-14:45

Conference Hall

Questions on the Report by the Welsh Party Group in the United Kingdom Parliament

Questions on the Report by the Welsh Party Group in the National Assembly for Wales

The Reports will be published in the Conference Announcements and made available to Party members as they arrive at the Conference.

Party Members will be able to ask questions on the Reports directly from the floor during this session.

14:45-15:05

Conference Hall

Business Motion: Conference Registration fees for 2013

Conference Notes that:

1. It was agreed at the 2010 Autumn Conference that the rates for Member Registration Fees would be brought annually to the Autumn Conference to agree the fees for the following calendar year.
2. In 2012 the Standard Member rates for attending the Conference were:
 - up to eight weeks from Conference: £30
 - up to four weeks from Conference: £35

Autumn Conference 2012

Party Business

- up to one week before Conference: £40
 - one week before and at Conference: £50
3. In 2012 the Concessionary Member rates for attending the Conference were:
- up to eight weeks from Conference: £5
 - up to four weeks from Conference: £10
 - up to one week before Conference: £15
 - one week before and at Conference: £20
4. In addition to the above rates, a discount of 50% on the above rates was available to any member who was attending their first Conference.

Conference Believes that:

- a. The Welsh Liberal Democrat Conference Committee should continue to strive to provide the best value for money when organising Conferences.
- b. The Member Registration Fees should be set at a rate that ensures the costs of organising Conference are covered but also encourages members to attend Conference.
- c. The Welsh Liberal Democrat Conference Committee should be given the freedom to vary the Member Registration Fees to take account of the cost of organising a Conference, but the Conference should set the maximum Fees.

Conference Resolves that:

- i. The structure for Member Registration Fees shall be unchanged from 2012.
- ii. The 2012 Member Registration Fees shall be the maximum Fees for 2013.

Autumn Conference 2012

Brecon

Party Business

14:45-15:05

Conference Hall

Business Motion: Candidate Selection Rules

Conference Notes:

1. That the Campaigns and Candidates Committee commissioned a review of all Welsh Party Candidate Selection Rules in May 2011
2. That the review of Selection Rules is now completed and new rules for the Selection of candidates for Westminster, the National Assembly for Wales, European Parliament, Directly-Elected Mayors and Police & Crime Commissioners have been produced.
3. These new rules require ratification by Conference.

Conference Resolves to ratify, and endorse, the new Candidate Selection Rules contained in the booklet “Candidate Selection Rules – Autumn 2012”.

Please be aware that a full copy of the new rules as well as an accompanying explanatory note is available on the Party’s website and at the Registration Desk.

Party Business

15:45-16:30

Conference Hall

Question & Answer Session:

Kirsty Williams AM, Leader of the Welsh Liberal Democrats and Tim Farron MP, President of the Federal Party

This is an opportunity for Party Members to ask questions of the Leader of the Welsh Liberal Democrats and President of the Federal Party about the future of the Liberal Democrats.

Autumn Conference 2012

Brecon

In the Welsh Liberal Democrats Party policy is produced by members, and every member has an opportunity to contribute to the process. At the Policy sessions there are consultation sessions where members can have their say on broad subject areas. The ideas brought forward here will be developed into policy proposals by the Policy Committee. Policy motions brought forward by Party members will also be debated and voted on. If the motions are passed they will become Party policy.

10:20-11:20

Residents' Lounge

Policy Consultation:

Modernising our Economy

**Chaired by Eluned Parrott AM,
Shadow Minister for the Economy**

Building a modern Welsh economy by discussing what sort of economy we want for Wales and how we can improve the way in which Wales is promoted overseas.

Policy

13:15-14:15

Conference Hall

Policy Consultation:

The Future of our Healthcare

Chaired by Kirsty Williams AM,
Leader & Shadow Minister for Health

Improving the quality of our NHS when money is tight and the population is ageing. We will also examine the future for preventative and community care.

14:15-15:05

Residents' Lounge

Policy Consultation:

Inequality

Chaired by Peter Black AM,
Shadow Minister for Equalities

Tackling Wales' deep-rooted inequality by examining how we can ensure that education outcome and life expectancy are not based on where you live or who your parents are.

Autumn Conference 2012

Brecon

15:05-15:45

Conference Hall

Policy Motion:

Hospital Chaplaincy Services

Conference notes that:

1. At present, hospital chaplaincy services in Wales are funded by local health boards.
2. In contrast, the Welsh Air Ambulance Service is funded through a charitable trust.

Conference believes that:

- a. For some patients, hospital chaplaincy services offer an important source of comfort and spiritual support.
- b. Health boards should facilitate a chaplaincy service.
- c. Chaplaincy funding should not come from a fixed health budget when alternative funding streams could be used.

Conference resolves:

- i. To divert the £1.3m currently being spent each year on the Welsh chaplaincy service into front-line health services.
- ii. To work with the leaders of all religious denominations in Wales to establish a charitable trust to fund an all Wales hospital chaplaincy service.

Motion:

Topical/Emergency Motion

Please see page 15 to find out how to propose a Topical or Emergency Motion. The text of the motion will be made available at the Registration Desk prior to the start of the debate.

Autumn Conference 2012

Brecon

Policy

16:30-17:00

Conferene Hall

Policy Motion:

Renewable Energy

Conference Notes that:

1. The Welsh Liberal Democrats are committed to reducing Wales's ecological footprint by 75% by 2050 and to be being half-way to cutting carbon from energy production in Wales by the same date.
2. To achieve these targets substantial investment is required in the development of renewable energy sources in Wales. Welsh Liberal Democrats have a proud record of leading the political agenda on innovative approaches to renewable energy production.
3. The development of renewable energy in Wales has been disproportionately focused on large on-shore windfarms, which in turn have been disproportionately concentrated in rural areas of Mid and West Wales.
4. There is widespread public concern about the cumulative impact of large windfarms on the distinctive landscape of rural Wales and the consequences for tourism and wildlife.

Conference Believes that:

- a. The over-concentration of on-shore windfarms in the stunning countryside of Mid and West Wales is having a detrimental effect on the scenic quality of the landscape, natural ecology and the economy potential of tourism.
- b. The Welsh Government's TAN8 measure is an inadequate framework for developing renewable energy in Wales, as it fails to take into consideration the density of windfarm

Autumn Conference 2012

developments and their real environmental and economic impacts.

- c. There is an urgent need for a new and comprehensive energy strategy for Wales that will utilise the full range of energy sources and technologies available in Wales to achieve targets for carbon reduction whilst taking full and proper account of their impact on the environment and economy.

Conference Calls for:

- i. The Welsh Liberal Democrat Policy Committee to review the party's policies on renewable energy to develop an action plan that takes account of the full range of social, environmental and economic factors relevant to the sector's development.
- ii. The uplands of Mid and West Wales to be protected from the damaging visual and economic impact of the over-concentration of windfarms by restricting new developments of large windfarms.
- iii. Innovative strategies to be adopted to utilise the full range of renewable energy sources in Wales, reducing Wales's dependency on both carbon-based fuels and on-shore wind.

Policy

Education Policy Forum

Following on from our Autumn Conference, we are holding an Education Policy Forum on Sunday, 14 October, between 10am and 4pm, also at the Castle Hotel, Brecon.

Our Education Spokesperson in the Assembly, Aled Roberts AM will be taking the lead on the day, which will begin at 10am with a session consisting of three workshops under the headings of Schools, Further Education and Higher Education.

After a lunch break the groups will come together for a Plenary Session chaired by Aled which will consolidate the ideas from the groups and also include a wider discussion. The outcomes of the Plenary Session will form the basis of a policy paper to be submitted to Spring Conference in 2013.

The Forum is free to Conference attendees but to cover costs for the separate event it will be necessary to apply a nominal charge of £5 to those who are only attending on Sunday.

Aled would very much welcome the views of members who are interested in contributing to future Welsh Lib Dem education policy and looks forward to seeing you there.

If you would like to register your attendance in advance and book yourself in to a particular workshop, please email jackie.radford@welshlibdems.org.uk

Campaigning

The theme of the Campaigning sessions will be “How to be an Effective Opposition” and includes many interactive sessions covering everything you need to do now to ensure success in the next round of elections.

10:20-11:20

Conference Hall

2012 Council Elections Feedback Session

Following the results of May's elections, Kirsty Williams appointed Dominic Hannigan, Vice Chair of the National Executive to review the party's performance and make recommendations for the future. Dominic has been seeking the views of party members and activists all summer and during this session he will present his interim findings. It will also be an opportunity for party members to further feed into the review process.

11:20-12:05

Crug Room

Campaigns Advice Surgery

A drop-in session for anyone who has a campaigns-related query or issue they'd like help with. With Jon Aylwin (Welsh Liberal Democrat Head of Campaigns) and Mike Bell (ALDC).

12:15-13:15

Conference Hall

Recruitment and retaining your Members

It's impossible to recruit new members at the moment right? Wrong!

All the tips and tricks to help your local party retain existing members and recruit new ones.

Autumn Conference 2012

Brecon

Campaigning

13:15-14:15

Crug Room

Building to Win

How to build up your campaign into one that can win at the next election - Parliament, Assembly or Council.

14:15-15:45

Crug Room

How to be an Effective Opposition on the Council

Whether we have one councillor, or are the official opposition, this session is a must for anyone who wants to hold their ruling group to account, be the most effective opposition councillor, or make the most of campaign issues that come out of the council chamber.

16:30-17:00

Crug Room

Building Your Delivery Network

Whether you like it or not, more paper through letterboxes helps us build our support. This session will help you learn how to build a delivery network so you don't have to deliver everything yourself.

Autumn Conference 2012

Brecon

Evening Events

Friday 19:30-22:00

Pencrug Farm, Cradoc Road, Brecon, LD3 9PE

Brecon & Radnorshire Lib Dems

Cheese & Wine Soiree

Come and join members of the local party at this exclusive event. Tickets can be bought on the door.

Saturday 19:30-Late

Conference Hall

Conference Dinner

Tim Farron MP, Federal President of the Liberal Democrats will be our guest speaker at the Conference Dinner.

Autumn Conference 2012

Brecon

Standing Orders

The sections of the Conference Standing Orders which relate to the conduct of the Meeting of Conference are available in this section.

Copies of the full Conference Standing Orders are available at the Registration Desk.

F. Debates at Conference

1. Order and times for debates

- 1.1 Sessions of a meeting of Conference may not start before the scheduled time for the session published in the Final Agenda. It is the responsibility of the Session Chair(s) to ensure that Sessions keep to time.
- 1.2 During Policy Debate Sessions and Business Debate Sessions the motions will be considered in the order in which they appear in the Final Agenda. The Session Chair shall have discretion to vary the amount of time for each debate within a Session.
- 1.3 During Topical & Emergency Debate Sessions the motions will be considered in the order in which they appear in the Agenda Announcements and the Agenda Announcements Updates. The Chair shall have discretion to allocate the amount of time for each debate within a session.
- 1.4 During the Autumn Conference reports will be considered in the order in which they appear in the Final Agenda. The Chair shall have discretion to allocate the amount of time for consideration of each report within a session.

2. Procedure for each debate

- 2.1 No debate which requires a decision which is to be voted upon may begin unless there is a minimum of 20 Voting Members present in the Conference Hall at the start of the debate. Debates may continue however if the

Standing Orders

number of Voting Members present in the Conference Hall falls below 20 during the debate with the exception of Motions to Amend the Constitution and Motions to Ratify Changes to the Constitution which require a quorum of one half of the registered representatives in respect of the relevant meeting of the Conference (Clause M.2 of the Welsh Constitution).

2.2 The procedure for each debate on a Motion shall be

- a) The moving of the Motion;
- b) The moving of any Amendments to the motion, in the order in which they appear in the Agenda Announcements;
- c) A General Debate;
- d) The right of reply of the movers of any amendments (in the same order in which they were moved) (summations); and
- e) The right of reply of the mover of the motion (summation).

2.3 The moving of a motion or amendment or the right of reply to either may be moved or replied to formally without a speech. This can be done only by the person nominated to speak at that point. If the mover of a motion or amendment chooses to formally move their motion or amendment, they may then be called in the General Debate provided that they are not the nominated person who are summing the motion or amendment.

3. Speakers in a debate

3.1 The mover of a motion or an amendment must be a Voting Member who has paid the requisite registration fee for that Meeting of the Conference and shall be nominated by the person or body named as having submitted the Motion or Amendment before the start of the Session.

Autumn Conference 2012

Standing Orders

- 3.2 The mover of a motion or an amendment shall either reply to the debate themselves or they may nominate another voting member to do so before the start of the debate.
- 3.3 The Chair shall decide who is called to speak in a general debate. The Chair shall only call Voting Members and non-voting members who have paid the requisite registration fee for that Meeting of the Conference and have completed a Speakers' Card. The Chair may call an Observer to speak in a debate if that person has made a written request to the Conference Committee in advance of the Session demonstrating that they have a particular and relevant expertise in the subject being debated and the Conference Committee have agreed to that request. The Chair shall also ensure that there is a balance to the debate between the different viewpoints at the Conference.
- 3.4 During the general debate the Chair must call, if they have been nominated in writing, before the start of the relevant Session:
- a) a speaker nominated by the Policy committee to give the Policy Committee's views on any policy, topical or emergency motion;
 - b) A speaker nominated by the relevant Assembly or Parliamentary Group (dependent on whether the legislative competency is (in terms of Liberal Democrat Policy) with Parliament or the National Assembly for Wales) to give the Group's views on any policy, topical or emergency motion;
 - c) A speaker nominated by the relevant Party Committee to give their views on Business Motions.
- 3.5 The Chair may not call anyone to speak twice during a general debate, nor may they call the proposers of the Motion or any amendments unless they have formally

Standing Orders

moved the motion or amendment and are not the designated person to make the summation speech, nor anyone nominated to reply to the motion during the general debate.

4. Length of Speeches

4.1 The length of time for speeches by proposers, summators and general speakers in a debate shall be published in the Final Agenda. These timings may be varied by Conference Committee and any such changes shall be published in Conference Announcements, save that a Session Chair may vary these timings based on the number of cards that have been received for a particular debate.

5. Submitting a request to speak

5.1 Members wishing to speak in a debate must submit a request to speak on an official Speakers Card submitted to the Speakers' Table in good time prior to the start of the debate.

5.2 Speakers' Cards must ask for the following information:

- a) Speaker's Name;
- b) Local Party;
- c) Any Positions held in Party;
- d) Any Elected positions held;
- e) Whether they intend to speak for or against the motion and/or amendments; and
- f) And other information which the Conference Committee deems necessary.

Standing Orders

G. Votes

1. When do votes take place?

1.1 At the end of each debate where a decision needs to be made Conference shall vote on the motion and any amendments before it.

2. Announcing the Conference's intention to vote

2.1 Before calling the last speaker in a debate the Chair shall announce that the voting on any amendments and/or the substantive motion shall take place in X minutes. X minutes shall be the time allotted for that speech.

3. Announcing the start of the vote

3.1 Once the announced time for voting has elapsed the Chair shall announce that Conference is going to vote and instruct that Voting Members be seated in order for their vote to be counted unless a voting Member is acting as a teller in the counting of votes and that the doors to the Conference Hall be closed. At this point no-one is permitted to enter the Conference Hall until voting is completed and the Chair instructs the doors to be re-opened.

4. Order of votes

4.1 The order of votes shall be:

- a) Establishing if Conference is for or against accepting each amendment (if there are any amendments), in the order that the amendments were moved; and
- b) Establishing if Conference is in favour or against the substantive motion as it stands after any amendments have been determined.

Standing Orders

5. Separate Votes

- 5.1 The Chair, in consultation with the Chair of Conference Committee, shall decide if a separate vote may be taken on a part of a motion or amendment.
- 5.2 Any voting member may request a separate vote on a part of a motion or amendment provided that it is received by the Chair prior to the calling of the final speaker in a debate.

6. Method of voting

- 6.1 Voting cards shall be issued at each Meeting of Conference to all voting members which shall form part of their Conference Accreditation. All votes shall be by show of such voting cards.

7. Counting of Votes

- 7.1 The result of a vote shall be decided on the Chair's assessment of a show of voting cards unless a counted vote is:
 - a) directed by the Session Chair or Conference Committee; or
 - b) requested by 25 Voting Members present in the Conference Hall or by 20% of Voting Members submitted to the Session Chair before the calling of the final speaker in the debate.
- 7.2 A recount may only be held at the discretion of the Chair and shall be a counted vote.

Standing Orders

H. Procedural Motions

1. Types of Procedural Motions

- 1.1 Move to Next Business
- 1.2 Reference Back
- 1.3 Suspension of Standing Orders
- 1.4 Exclusion of press and public

2. Who can propose a procedural motion?

- 2.1 The following can propose a procedural motion:
 - a) Any voting member who has not yet spoken during the debate at which the procedural motion is taken;
 - b) The nominee of a Party Committee given in writing to the Chair in advance of the moving of the motion.

3. Proposing a procedural motion

- 3.1 The proposal of a procedural motion must be made in writing to the Chair prior to the start of the summing up speeches. The proposal must:
 - a) not be more than 75 words;
 - b) explain the reasons for the procedural motion;
 - c) if a motion to Suspend Standing Orders, specify which part of Standing Orders are to be suspended; and
 - d) if a Suspension of Standing Orders or Exclusion of Press & Public, be clear about when the action proposed in the motion would come to an end.

4. When to consider procedural motions

- 4.1 Procedural motions should be considered:
 - a) Immediately after the moving of the motion it refers to if it is proposed before that time;

Standing Orders

- b) Immediately after the moving of all the amendments if it is proposed while the amendments are being proposed; and
- c) Immediately after the speaker currently speaking, if it is proposed during the General Debate.

5. Debating procedural motions

- 5.1 The Chair shall read out the proposal for a procedural motion.
- 5.2 The procedural motion shall only be debated if a majority of voting members in the Conference Hall wish to debate it. This decision shall be taken by a vote without giving notice of the vote nor closing the doors.
- 5.3 The usual process for debate shall then take place for the procedural motion, save that the proposer of the motion under debate shall be the first to speak in the general debate and all speeches shall be limited to 2 minutes.
- 5.4 Speakers who wish to speak in the procedural motion debate may be permitted to speak in the full debate if they have not yet been called to speak in the debate and similarly if a Speaker has already spoken in the main debate this shall not preclude them from speaking during the procedural motion debate.

6. Voting on Procedural Motions

- 6.1 Voting on Procedural Motions shall follow the same format as voting on other motions.

7. Outcomes of procedural motions

- 7.1 If a procedural motion does not pass, the debate which was under way continues from the point it was interrupted.

Standing Orders

- 7.2 If a Move to Next Business is passed the Chair shall immediately move to the next debate in the Session unless there are no more debates in the session. In that case, the Meeting of Conference shall adjourn until the scheduled start time for the next session unless that has already passed. In that case the next session shall start.
- 7.3 If a Reference Back is passed the Chair shall immediately move to the next debate in the Session unless there are no more debates in the session. In that case, the Meeting of Conference shall adjourn until the scheduled start time for the next debate unless that has already passed. In that case the next session shall start. After the Meeting of Conference the Conference Committee shall identify the relevant committee and requests that it acts upon the reference back. The relevant committee will report back on what action has been taken on the reference back at the next meeting of Conference.
- 7.4 If a Suspension of Standing Orders is passed the debate will continue with the relevant part of Standing Orders suspended.
- 7.5 If an Exclusion of press & public is passed all non-Party members present in the Conference Hall will be asked to leave and the doors closed. The debate will then continue from the point it was interrupted with only party members allowed to enter the Conference Hall.