

nipsa

The Leading Public Service Union

Public Officers' Group Annual Delegate Conference

**Slieve Donard Hotel
Newcastle**

Agenda 2008

Tuesday 27th May 2008

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TIME-TABLE

Tuesday 27 May 2008

2.00	Chairperson's Address	
2.10	Appointment of Scrutineers and Tellers Adoption of Standing Orders Report No 1	
2.20	Pay and Pensions	Motions 1 - 2
2.40	Terms and Conditions	Motions 3 - 4
3.00	Review of Public Administration (RPA)	Motion 5
3.15	NI Social Care Council	Motion 6
3.30	Close	

SPECIAL NOTICE TO DELEGATES

The Standing Orders and Standing Orders Committee Report No 1 should read in conjunction with the list of motions. In accordance with Standing Order 38, Branches wishing to move reference back of Standing Orders Report No 1 or at any part of it, should notify their intention to do so in writing to the Secretary, NIPSA Standing Orders Committee, Harkin House, 54 Wellington Park, Belfast, BT9 6DP not later than **11.00 am, Tuesday 20 May 2008**.

Those branches who have so notified their intention to move reference back of Report No 1 will be required to meet the Standing Orders Committee prior to Conference on **Thursday 22 May 2008**.

Only those branches who have complied with Standing Order 38 will be permitted to move reference back of Standing Orders Committee Report No 1.

Branches should note that reference back of Standing Orders 1 to 44, or any amendment to them, is not permissible. This rule does not apply to any additional Standing Orders included in Standing Orders Committee Report No 1.

STANDING ORDERS FOR CONFERENCES

1. These standing orders will apply to General and Group Conferences until they are amended or rescinded by a motion adopted by an annual Delegate General Conference. If any such motion is adopted it shall not come into effect until the conclusion of the conference at which it is adopted.

Reports of Standing Orders Committee

2. Subject to the provisions of these standing orders, the Standing Orders Committee will draw up reports for each conference, setting out its recommendations on the timetable, agenda and such other matters as it considers necessary for the business of the conference. The reports of the Standing Orders Committee will be presented to the conference for consideration and decision.
3. The Standing Orders Committee may, if it considers it necessary recommend **additional standing orders** on matters not covered in these standing orders. Such additional standing orders shall apply only to the conference at which they are adopted.
4. The first report of the Standing Orders Committee to an Annual Conference hereinafter referred to as "**Report No 1**", shall comprise the agenda, which shall contain all the motions received in accordance with these standing orders and the Committee's recommendation on the timetable and other matters.

The Agenda

5. The Standing Orders Committee will include in a **primary agenda** those motions which require a decision by conference and will place the remaining motions in a secondary agenda.
6. In each section of the primary agenda any motions which relate to pay and conditions of service shall be placed at the beginning of the section.
7. The **secondary agenda** will include the following categories:-
 - (a) Category A - motions which are covered by a composite or comprehensive motion on the primary agenda.
 - (b) Category B - motions which restate existing union policy.

- (c) Category C - motions which can be dealt with by correspondence with Union Headquarters.

- (d) Category D - motions which are competent to be dealt with by a body established under rule 6.9(a) of the rules of the Union and which are to be remitted to the General Council for reference to that body.

- (e) Category X - motions which the President has ruled are out of order.

8. **Composite motions** will be used whenever possible to cover a number of motions directed at the same issue. The motion selected as a composite is the one which, in the opinion of the Standing Orders Committee, incorporates the points made in motions covered by it.

9. **Comprehensive motions** will whenever possible be constructed by the Standing Orders Committee to cover motions, when although directed on the same issue, contain a number of diverse points. The Standing Orders Committee will recommend who should move a comprehensive motion.

10. The passage of a **composite or comprehensive motion** does not imply acceptance of the detailed variants in the motions which they cover.

11. Motions which seek to **amend the rules of the Union or the annexes to them or which would require an amendment to the rules of the Union or the annexes to them** will be out of order, unless they are presented in a form which sets out clearly the wording of the amendment(s) necessary.

12. An emergency motion shall deal only with urgent business which has arisen since the final date for the submission of motions to conference and shall require a decision by conference. The Standing Orders Committee shall include in Report No 1, the procedure for dealing with emergency motions.

13. The Standing Orders Committee shall have the sole authority to decide whether or not a motion is competent for consideration as a matter of urgency. It shall publish those motions which it considers to be emergency motions in a report which shall also include provisions for their discussion.

The Timetable

14. The Standing Orders Committee will arrange motions in the primary agenda into sections and specify periods of time for the discussion of each section and for other conference business. If alterations to the timetable become necessary during the course of a conference the Standing Orders Committee shall submit recommendations to the conference. For such an alteration it is not necessary to resort to the procedure set out in Standing Order No 35.
15. The time allotted to each section of the agenda shall be adhered to as far as possible.
16. The Standing Orders Committee may recommend an opportunity, before motions in a section of the agenda are discussed, for the General Council to place before the delegates any **factual material necessary to bring up-to-date the annual report** in respect of subjects to which the section relates. The time allocated for this purpose to a speaker for the General Council shall be limited to 4 minutes, subject to the President's discretion in exceptional circumstances.
17. Motions shall be taken in the order in which they appear on the agenda. The time allotted to each motion shall be at the discretion of the President.
18. In order to make the maximum use of conference time for the discussion of motions on which there may be differing opinions, the General Council will indicate which **motions, if any, on the primary agenda it is willing to have adopted without discussion**. These motions will be listed in a report of the Standing Orders Committee and by adopting the report the conference will carry the motions.
19. **Motions which are not taken because of lack of time** shall be dealt with as if they had been remitted by conference to the General Council.
23. Each **speaker shall announce his or her name** and Branch or, in the case of a person speaking on behalf of the General Council or the Standing Orders Committee, his or her name and office before speaking on any point.
24. Speeches by movers of motions shall be limited to **4 minutes** and other speeches to **3 minutes**, but these times may be varied at the discretion of the President.
25. The mover of a motion on the agenda shall have the **right of reply** at the close of the debate upon the motion, if anyone has expressed opposition to the motion.
26. Immediately before the mover of a motion on the agenda exercises his or her right of reply or before the vote is taken if there is no right of reply or it is waived, a **speaker on behalf of the General Council** will be afforded the opportunity of addressing conference.
27. A **motion may be withdrawn** only by the proposers with the approval of conference.
28. No one other than a delegate or a member of the Standing Orders Committee may address conference unless authorised by the General Council.
29. Speakers must on all occasions confine themselves strictly to the matter under discussion.
30. **Points of information** shall be allowed only at the discretion of the President.
31. If the President, rises **to call a member to order**, or for any purpose connected with the proceedings, the member speaking shall thereon resume his or her seat and no other member shall rise until the chair is resumed.
32. **The ruling of the President** on any question under standing orders or on points of order or explanation, shall be final unless challenged by not less than 10 delegates. In the event of such a challenge the President shall vacate the chair. The Vice-President, failing whom a member of the General Council, shall then take the chair and shall put it to the vote that the ruling of the President be upheld. Unless two-thirds of the delegates present and voting vote against the motion that the ruling of the President be upheld, the ruling of the President shall stand. When the result of the vote has been declared, the President shall resume the chair and proceed in accordance with the result of the vote.

Conduct of Debates

20. At the beginning of each item of business the **conference doors shall be closed** and no one will be permitted to enter or leave until the item (including any vote thereon) has been concluded.
21. It shall **not be necessary to second motions** or emergency motions included in a Standing Orders Committee report which has been adopted by conference.
22. If the **mover of any motion is not present** when it is called, the President may invite a Branch or the General Council, to move the motion. If the motion is not moved, it will be deemed to have fallen.
33. Subject to the rules of the union, a **card vote** may be taken. Card votes for, against or abstaining on the motion under debate will be collected simultaneously.

34. No question which has not been included in Report No 1 of the Standing Orders Committee and no emergency motion shall be decided on a card vote.

Procedural Motions

35. Motions on procedural matters must be moved **and** seconded by delegates or members of the General Council. The mover of a procedural motion may speak on the motion only once and no other speeches shall be allowed save as provided elsewhere in these standing orders.

36. **These standing orders** or any part of them or any provision of a Standing Orders Committee report made under them shall be **suspended** if a motion to that effect is supported by two-thirds of the delegates present and voting. The mover of such a motion shall be allowed by the President sufficient time to explain the purpose of the proposed suspension within the time limit for speeches then applying. If the motion is seconded the President shall similarly allow the Standing Orders Committee to reply before taking the vote.

37. When the motion to adopt a report of the Standing Orders Committee has been moved the President may call any Branch or the General Council, which wishes to move reference back to vary or delete a part of the report. The Standing Orders Committee may reply to such a **reference back** before it is voted upon. If subsequently the motion to adopt the report is carried, the report shall have effect as amended by any reference back accepted by the conference.

38. Reference back of Report No 1 of the Standing Orders Committee or any part of it, must be notified to the Committee in writing at least one week before the start of conference and should be discussed with the Committee before the conference. The Standing Orders Committee shall announce arrangements for such discussions.

39. A debate shall be closed if:-

- (a) A motion “**that the vote now be taken**” is carried but such a motion cannot be put to Conference until the opportunity to oppose the motion under debate has been given. Then if such a motion is moved and seconded it shall be put to the vote without discussion. Such a motion shall not be moved or seconded by a delegate who has previously spoken in the debate. If such a motion is carried the mover of the motion under debate shall, before the motion is put exercise any right of reply that s/he may have but no other speeches shall be allowed.

- (b) A motion “**that conference proceed to next business**” is carried but such a motion cannot be put to Conference until the opportunity to oppose the motion under debate has been given. Then if such a motion is moved and seconded it shall not be moved or seconded by a delegate who has previously spoken in the debate. If such a motion is carried, conference shall proceed forthwith to the next item on the agenda.

40. A motion “**that this motion be remitted to the General Council**” may be moved and seconded by delegates or members of the General Council. The debate on the original motion may continue after the motion to remit it to the General Council has been proposed and seconded, unless the President decides otherwise. At the conclusion of the debate the mover of the original motion shall exercise his or her right of reply, following which the President shall immediately put to conference the proposal that the motion be remitted to the General Council. If the motion to remit is carried, conference shall proceed forthwith to the next item on the agenda, otherwise the original motion will be put to conference.

Miscellaneous

41. In the **absence of the President** the Vice-President shall preside at conference. In the absence of both the President and Vice-President, the General Council shall elect a member of the Council to preside. The use of the term “President” in these standing orders shall be construed to include the person, other than the President, who presides at conference in accordance with this standing order.

42. Delegates must give one week’s notice in writing to the General Secretary of their intention to ask any question on **the annual report** or the **financial statement**.

43. Delegates must give one week’s notice in writing to the General Secretary of their intention to move a **reference back** of part of the **annual report** and **financial statement** specifying which section(s) they propose to refer back. A motion to refer back the annual report or financial statement must be moved and seconded by delegates. The mover of the motion may speak on the motion only once and no other speeches shall be allowed, save that a speaker on behalf of the General Council will be afforded the opportunity of addressing Conference.

44. During conference **smoking** will not be permitted.

STANDING ORDERS REPORT No 1

1. A Primary and Secondary Agenda have been devised in accordance with Standing Orders 5, 6 and 7.
2. Composite and Comprehensive Motions have been used in accordance with Standing Orders 8 and 9.
3. Delegates representing Branches whose motions are covered by Composite or Comprehensive Motions which their Branch is not due to propose shall be afforded an opportunity to speak to the relevant Composite or Comprehensive Motion.

The Composite and Comprehensive Motions which have been prepared and the Motions they cover are as follows:-

Motions	Motions Covered By It
Composite Motion No 1	9
Comprehensive Motion No 6	10 - 11

4. In order to expedite Conference business, Standing Orders Committee recommend that delegates wishing to speak to a Motion once it has been moved, occupy those seats reserved for such persons at the front of the Conference Hall. Only those delegates who comply with this procedure may be called upon to address Conference.
5. In accordance with Standing Order 12, Branches are hereby informed that Notice of Emergency Motions must be submitted in writing to the Standing Orders Committee at Harkin House not later than **12 noon on Thursday 22 May 2008**. Such submissions must be signed by two Branch Officers and indicate the date of the General Meeting at which the Emergency Motions were adopted by the Branch.

Signed W Holland (Chairperson)
 E McLaughlin

2008 ANNUAL DELEGATE CONFERENCE

PRIMARY AGENDA

All motions in this Agenda are due to be discussed

- **PAY AND PENSIONS**

Composite Motion No 1 (To be moved by Public Officers' Group Executive Committee)

Conference is appalled at the totally unacceptable delays in the payment of the 2007 NJC pay award to members in the Education, Housing and Further Education Sectors.

Conference, is further concerned that the delays are caused by the Minister for Finance and Personnel demanding that business cases be made by employers to DFP via their sponsoring Department, for approval to implement pay increases that staff are contractually entitled to receive.

Conference calls upon the Executive Committee to take whatever steps necessary to ensure that staff with contractual entitlements to NJC pay increases have all pay increases applied immediately a settlement is concluded.

Motion No 2 (Public Officers' Group Executive Committee)

Conference reiterates its call for improved protection arrangements for staff covered by the LGPS and calls upon the Executive Committee to ensure that the Trade Union Side's proposals for improved protection arrangements for staff affected by the removal of the 85 Year Rule are pursued with renewed vigour.

Conference welcomes the action by NIPSA to block proposals to change the regulations governing appointments to NILGOSC.

Conference notes the review of the NILGOSC governance arrangements that has been announced by the Minister of the Environment, Arlene Foster, and calls upon the Executive Council to press for the retention of the automatic right of employee representative organisations, i.e. trade unions, to seats on the NILGOSC.

- **TERMS AND CONDITIONS**

Motion No 3 (Public Officers' Group Executive Committee)

Conference recognises that efforts to ensure that the interests of NIPSA members in many areas of the Public Officers Group have to be taken forward in the context of multiple trade union recognition and calls upon the Executive Committee to examine the steps that need to be taken to protect these interests.

Conference, in recognition of this important factor and the potential for significant changes in the Public Sector that can impact upon the interests of members in the Public Officers Group, calls upon the Executive Committee to ensure that changes to the terms and conditions of groups of NIPSA members are subject to agreement by the recognised democratic structures of the union in each particular sector.

Motion No 4 (Branch 518)

Conference calls the PO Group Executive to investigate the application of unsocial hours payment for work after 5.00 pm. At present this payment is available for work after 8.00 pm.

- **REVIEW OF PUBLIC ADMINISTRATION**

Motion No 5 (Public Officers' Group Executive Committee)

Conference recognises that the implementation of the Review of Public Administration to the Education and Library Board Sector has been delayed until 2009 and that uncertainty remains for both the Local Government and Housing Sectors about the impact of the RPA.

Conference calls upon the Executive Committee to ensure that there is no repeat in these Sectors of the unacceptable way in which the RPA has been implemented in the Health and Social Care Council, the Education, Local Government and Housing Sector employers engage in meaningful consultation and registration and all issues ensuing from the Review of Public Administration that might impact upon staff.

- **NI SOCIAL CARE COUNCIL**

Comprehensive Motion No 6 (To be moved by Public Officers' Group Executive Committee)

Conference notes with concern that the expectation of the social care workforce that the NI Social Care Council would become a champion of the workforce itself focusing on the training, development and professionalism of social care employees has not been realised.

Instead the workforce see the NI Social Care Council as a solely disciplinary and punitive body which does not relate to their day to day work and pressures.

Conference is dismayed that, unlike other professional workforce regulatory bodies, the Government has not provided for representatives of the workforce to be elected on the Social Care Council itself.

Conference supports the current campaign of non-co-operation with registration/re-registration. Conference calls upon the Executive Committee to take the necessary steps to ensure that NI Social Care Council plays an active role in promoting and defending the social care workforce and their capacity to adhere to the Codes of Practice and to secure arrangements for the election of registrants on to the Social Care Council.

SECONDARY AGENDA

**Motions in this Agenda are
not to be discussed**

SECONDARY AGENDA

Motions in this Agenda are not to be discussed

CATEGORY A

Motions which are covered by a Composite or Comprehensive motion on the Primary agenda.

Composite Motion No 1

Motion No 9 (Branch 503)

Conference deplores the failure of employers, for whatever reason, to implement the 2007 NJC pay agreement in a timely fashion and calls on the Public Officers Group Executive Committee to ensure that the required steps are taken to prevent any repetition in respect of future pay.

Comprehensive Motion No 6

Motion No 10 (Branch 734)

This conference condemns the lack of any discernible action on the part of the Northern Ireland Social Care Council to champion the profession of social work and support the role of social care workers. The many issues of concern to this workforce; cuts, RPA, Inability to adhere to the Codes of Practice because of resource deficiencies and pressures from management, have met with a deafening silence from the NISCC.

Instead the workforce see the NISCC as a solely disciplinary and punitive body who do not relate to the reality of their day to day work and pressures. Conference supports the campaign of non-co operation with registration/re-registration until such times as NIPSA members have a democratic voice on the Council and the Council acknowledges it has a significant role to play in defending their registrants' professional status and ensures the workforce has the capacity to adhere to the Codes of Practice.

Motion No 11 (Public Officers' Group Executive Committee)

Conference notes with concern that the expectation of the social care workforce that the NI Social Care Council would become a champion of the workforce itself focusing on the training, development and professionalism of social care employees has not been realised.

Conference is dismayed that, unlike other professional workforce regulatory bodies, the Government has not provided for representatives of the workforce to be elected on the Social Care Council itself.

Conference calls upon the Executive Committee to take the necessary steps to ensure that NI Social Care Council plays an active role in promoting the social care workforce and to secure arrangements for the election of registrants on to the Social Care Council.

CATEGORY D

Motions which are competent to be dealt with by a body established under Rule 6.9 of the Constitution of the Northern Ireland Public Service Alliance and which are to be remitted to the General Council for reference to that body.

FOR EDUCATION AND LIBRARY BOARD PANEL

Motion No 12 (Branch 516)

Conference is concerned that the use of the Job Evaluation Programmes within the Education and Library Boards is not always the best structure for evaluating posts. The experience of the Classroom Assistants and Education Welfare Officers would be an example.

Conference calls for an examination of the effectiveness of the existing Job Evaluation Schemes.

Motion No 13 (Branch 518)

With the soon to be implemented employing authorities in Education and Libraries, we call on the Public Officers Group Executive Committee to investigate current discretionary leave arrangements. We ask that consideration be given to upgrading the current provisions and that paid carer leave should become an entitlement in line with bereavement and marriage leave.

Northern Ireland Public Service Alliance PUBLIC OFFICERS' GROUP ANNUAL DELEGATE CONFERENCE 2008

The following candidates have been nominated for election at Annual Delegate Conference 2008:-

Candidate's Name Employer/Group

CHAIRPERSON

*McCourt, C Western HSC (SS)

VICE-CHAIRPERSONS (2 VOTES)

*Arkinson, C Belfast HSCT (A&C)
*Clifford, R South Eastern E&LB

EXECUTIVE COMMITTEE (22 VOTES)

Barrett, E	Belfast E&LB
Best, J	Belfast HSCT (A&C)
Black, T	Belfast E&LB
Booth, B	South Eastern E&LB
Brannigan, S	Belfast HSCT (SS)
Burns, R	Southern HSCT (SS)
Cairnduff, W	South Eastern E&LB
Donaghy, P	NIHE
Fenton, M	Belfast E&LB
Geddis, L	Northern HSCT (SS)
Grimes, D	Southern HSCT (A&C)
Killen, T	Belfast HSCT (SS)
Largey, G	Belfast HSCT (SS)
Lawrenson, K	Belfast HSCT (SS)
Lee, C	Northern HSCT (A&C)
McCartan, B	Belfast HSCT (SS)
McCloskey, J	Belfast E&LB
Morton, S	NIHE
Mulholland, P	South Eastern E&LB
Murphy, S	Western HSCT (SS)
O'Reilly, M	Belfast E&LB
Owens, J	NIHE
Reid, R	Belfast HSCT (SS)
Scott, J	Belfast E&LB
Tierney, T	Belfast Metropolitan College
Vaughan, M	Northern HSCT (SS)
Webster, E	Western HSCT (SS)

* Returned unopposed

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