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Circular 11 |22, 11 February 2022

Circulation to: EC; all Branches; SOGs; SOC; Irish Committee; Divisional Councils

## **Special Delegate Conference 2022**

**TSSA Support Services  
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**Conference  
web page:**

<https://www.tssa.org.uk/news-and-events/events/tssa-special-delegate-conference>

### **TSSA Special Delegate Conference, 19 March 2022**

ITF House, 49-60, Borough Road, London, SE1 1RD

Dear colleagues,

You should have seen Circular 81/21, issued by the EC on 14 December. This note sets out some more details about the arrangements for this Conference.

As you will have noted the date for the SDC has been moved back until 19<sup>th</sup> March as per Circular 04/22 dated 3 February 2022.

As Circular 81 says, this will be a hybrid Conference with some participants in ITF House, in London and others taking part online. This Circular sets out requirements for advising TSSA delegates of details, whether your participation is online or at the ITF.



## **Attendance & registration**

We ask all delegates attending to arrive at the ITF House by 10.30am on Saturday 19 March, to allow time for Covid tests and other administration before the start of Conference at 11.00am. Full covid regs and risk assessments will be forwarded later.

ITF House is less than ten minutes' walk from Elephant and Castle Tube Station, London Road Exit.

(NB: Borough Rd Tube Station is closed until May).

If you foresee or experience any difficulty reaching the Conference on time, contact TSSA Support Services ([supportservices@tssa.org.uk](mailto:supportservices@tssa.org.uk)) as soon as possible.

Full login details will be provided to registered delegates shortly.

The online session will open at 10.00am. We ask delegates attending online to sign in early so that you are connected at the start of Conference business.

## **Visitors**

To manage Covid risks visitors will only be able to attend online. Please contact TSSA Support Services, [supportservices@tssa.org.uk](mailto:supportservices@tssa.org.uk) to register as an online visitor. This is a 'closed session' so the membership status of visitors will have to be validated.

## **Needs for equipment & training**

All delegates will use an online voting system and delegates attending the venue are asked to bring a laptop computer, tablet (iPad or similar) or smartphone to facilitate this. Please contact Support Services [supportservices@tssa.org.uk](mailto:supportservices@tssa.org.uk) if you need assistance with this. The FAQ document published by SOC in April 2021, sets out what you will need to participate online. Please let Support Services know if you need any assistance with this.

Detailed guidance for online participation will be provided to online delegates and visitors.

## **Test sessions**



We will hold at least one test sessions a few days before Conference, to allow online delegates a chance to become familiar with the system. Details of this sessions will be confirmed shortly.

## **SOC**

The SOC meeting before the start of SDC will take place via a Zoom meeting, 9 March 2022. Delegates involved with amendments to the EC motion and Report have already been invited to this session. If your Branch or SOG sent in an amendment and you have not received your invitation to attend the SOC session please contact the SOC and TSSA Support Services at the email address above.

The SOC will attend at the ITF House and will be available for phone or online conversations with delegates requiring our assistance.

## **EC Policy on Amendments to SDC**

<b>Amendment</b>	<b>Branch / SOG</b>	<b>EC Policy</b>
<b>A</b>	<b>Euston</b>	<b>Opposed</b>
<b>B</b>	<b>Network Rail London South</b>	<b>Accepted</b>
<b>C</b>	<b>West of Scotland General</b>	<b>Opposed</b>
<b>D</b>	<b>Women in Focus</b>	<b>Opposed</b>
<b>E</b>	<b>London &amp; Southern Retired</b>	<b>Opposed</b>
<b>F</b>	<b>London Bus &amp; Rail Operators</b>	<b>Opposed</b>
<b>G</b>	<b>North East General</b>	<b>Opposed</b>
<b>H</b>	<b>Kent</b>	<b>Opposed</b>
<b>I</b>	<b>Network Rail North London</b>	<b>Opposed</b>
<b>J</b>	<b>Midlands Retired</b>	<b>Opposed</b>
<b>K</b>	<b>East Midlands Railway</b>	<b>Withdrawn</b>
<b>L</b>	<b>Anglia South General</b>	<b>Accepted</b>
<b>M</b>	<b>LT Retired</b>	<b>Accepted</b>
<b>N</b>	<b>Retired Members' Group</b>	<b>Accepted</b>

## **Participation, speaking and voting arrangements**

As Circular 81 states, the SDC experience will differ for delegates depending on which format they use, but we and the EC will endeavour to ensure a 'level playing field'. The President will have additional support staff who will monitor online participants and draw the Presidents' attention to any questions, points of order or requests to speak from these delegates.

To ensure that vote counts are fair, and decisions are valid, all voting will use the ChangeLab 'Democracy' system.

## **Changes to Regs & Procedures**



Revised Regulations & Procedures to reflect the requirements for an online Conference were published in the Final SDC Agenda in February.

### **Publication & distribution of Final SDC Agenda and Order papers**

In order to facilitate the online Conference, we have agreed to republish the SDC Final Agenda as the Conference Order Papers, with accepted amendments incorporated into the motion plus remaining amendments. As far as possible seconders will be listed. This would mean that delegates would need to refer only to this single volume for this debate.

The difficulty of circulating papers to remote delegates and expecting them to deal with these papers remains, even if most are at the Conference venue. We therefore intend to minimise changes to Conference papers once Conference starts. On 14 March we will publish by email and post the Revised SDC Final Agenda as Order Papers incorporating the EC Motion and Report with accepted amendments inserted and amendments.

We ask delegates to review the Revised Final SDC Agenda and Order Papers thoroughly and advise SOC as soon as possible of any issues. 'Reference Back' proposals on anything other than minor corrections may not be accepted by the President if these have not been raised with us in correspondence beforehand.

The background to this Conference presents extraordinary challenges, both in terms of public health and the industrial environment. With the EC, we believe that proceeding with the hybrid Conference is the best way of addressing these challenges. We ask for your goodwill, understanding and support as we meet the further difficulties that will no doubt arise.

Yours in solidarity

Gerry Kennedy, Chair  
On behalf of Standing Orders Committee

