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Circulation to: all Branches; SOGs; Irish Committee; Conference Delegates
Copy to: EC; SOC

Annual Delegate Conference 2021: Final Agenda and related documents

Action Required! Preferably by Friday 7 May

Dear Colleagues,

This accompanies the Conference Final Agenda, which is also available on the 2021 Conference page on the TSSA website: follow [this link](#).

We are now asking your branch or SOG to let us know your position on the items you are involved in, or would like to be. Experienced Conference delegates will recognise that many of these are the questions discussed at the Standing Orders Committee meeting that usually works through the Agenda on Saturday morning before Conference starts. This year we will deal with this by email, phone calls and Zoom calls as appropriate, so we can send the Conference papers out in good time.

We would like your initial responses by **Friday 7 May**, sent to **soc@tssa.org.uk**.

I include explanations of what we are asking for, to help any new delegates.

Your items

We need confirmation that you (as a branch or SOG) want to stick with your motion or amendment. You may feel it is no longer relevant or another motion or amendment deals with the issue better, so you want to withdraw your proposal. If you want to support a related motion or amendment instead, let us know this and you will be listed in support of the other item.

If there are amendments to your motion, please let us know whether you are prepared to accept them. If there is any possible conflict between amendments, we would appreciate any thoughts on how they might be combined. We might decide that you cannot accept both amendments, and we will have further discussion with you and the other branches/SOGs involved if this is the case.



Moving and seconding

If one or more amendments are accepted, or other items have been withdrawn in support of an item, we have to decide who will move and who will second the motion. By convention, the proposer of the original motion gets first choice but that branch or SOG might be happy for somebody else to make the main speech and the reply to the debate.

We will send separate emails to the branch contacts for each of the motions where this might arise, so that all the relevant branches can exchange information and, we hope, come to an agreed view. If there is no agreement we will have further discussion.

The normal timings are set out in the Agenda: three minutes for a moving speech and one minute for a seconder. The EC can make a speech of up to three minutes, although they do not make a full speech if they are supporting an item. The mover of the motion gets the opportunity to make a one minute reply to the debate immediately before the vote is taken.

If there are more than two branches/SOGs supporting an item, additional branches/SOGs will be listed in support of that item. There might be opportunity for additional speeches (usually of two minutes) on important or contentious items: let us know if you think this should apply to any topics on the Agenda.

Speaking (in support or against items)

Some items will not have any seconder: please let us know of any motions or amendments you would like to support, and we will see whether we can make provision for you to second the item (if no other branch/SOG has a stronger claim), or speak in the debate if additional speeches are allowed.

The EC positions on the Agenda items will be published and circulated before the start of Conference. If a motion has EC support or the EC does not express a view, there is provision for a speech against it of up to three minutes. Please let us know now if there are motions where you would like to make such a speech, and we will take your request into account if the EC does support the item.

Delegates will be able to decide to second or speak against items during Conference as normal, but management of the online Conference will be easier if we have prior notice which is why we are asking for views at this stage. Precedence will be given to those who have indicated in advance.

Composites

If two or more motions are closely related, they can be combined into a composite to avoid repetitive debates and reduce the risk of one motion being ruled out because a related policy has been agreed with the passing of another motion. We have accepted two composites and they are shown in the Final Agenda, but others may be considered: please let us know of any suggestions.



We are asking the branches behind the composites to discuss and decide who will move and who will second these items. The third branch involved in Composite A will be shown in support of the composite.

By convention, amendments proposed to the original motions cannot be accepted into the composites, but if they remain valid with the wording of the composite they can be debated. One amendment was submitted to each of items 14 and 17 (now part of composite A) and these amendments are therefore listed for debate.

EC Reserve motions

The EC has reserved space for motions on:

- Subscription Rates and Political Fund Contributions (Item 46);
- TSSA Democracy (Item 52);
- TSSA Conference Elections (Item 56).

These motions and associated reports will be published soon, and each branch or SOG will be able to propose one amendment to each motion.

Contact

As stated, we will be in touch with branches and SOGs to encourage you to agree consensus positions on which branch or SOG will move or second each item. Please ensure that your contact details on MyTSSA are up to date so that we can reach you.

The Skeleton Programme for the Conference has been circulated and is available on the Conference page on the TSSA web site. There is also a set of Frequently Asked Questions which might address any concerns you have about how the online Conference will work. Please read this document and the revised Conference Regulations and Procedures (in the Final Agenda) to see more of our thinking.

You should also have seen Circular 30 (13 April) which invites you to take part in test sessions for the Conference software, which will give us a chance to identify any issues with the software so we can make adjustments if needed. It will also give delegates a chance to see the system in action and check that it works with your equipment and network connection.

Branches, SOGs and delegates can email the Standing Orders Committee at soc@tssa.org.uk if you have questions that we have not addressed.

We look forward to seeing you at the test sessions in May and at Conference in June.

Yours in solidarity,

Gerry Kennedy
Chair, Standing Orders Committee



