

LTB 295/24

6<sup>th</sup> September 2024

**TO: ALL BRANCHES**

Dear Colleague,

## **Union Learning Representative's Networking Event - 30<sup>th</sup> & 31<sup>st</sup> October 2024**

The purpose of this LTB is to advise Branches that this year's Union Learning Representative's (ULR) Networking Event will take place on Wednesday 30<sup>th</sup> and Thursday 31<sup>st</sup> October 2024 at:

Crowne Plaza Newcastle  
Stephenson Quarter  
Hawthorn Square, Forth Street  
Newcastle Upon Tyne  
NE1 3SA

Branches will be aware that ULR legislation provides for networking with other ULRs and organisations that deliver education and training opportunities to our members and representatives.

The event will start with registration on 30<sup>th</sup> October between 12.30 and 13.30 and will conclude at 15.00 on 31<sup>st</sup> October. **Please note that lunch will not be provided on the first day.**

A final agenda will be issued in due course but will include:

- *Keynote speakers*
- *Practical activities and workshops to support learning in the workplace*
- *And a celebration of your collective achievements!*

The agenda will be shared nearer the time but in the meantime, we would ask that Branches **confirm their delegation details, accessibility requirements and any dietary requirements** by emailing [equality&education@cwu.org](mailto:equality&education@cwu.org)

**The closing date for providing dietary requirements is 14<sup>th</sup> October.**

**Please note that Branches are responsible for delegates' travel and authorised expenditure for this event.**

### **Accommodation:**

It is important that Branches book places early at the Crowne Plaza Newcastle, as they will be holding a number of rooms at a special rate on a 'first come, first served' basis **until 24<sup>th</sup> September 2024**.

### **Booking arrangements:**

Bookings can be made via the hotel website by using the following link: [CWU ULR Education Event 30.10.24](#) **For clarity, once you choose the dates, you will see the preferential CWU rates confirmed.**

Please note that a credit card is required to reserve the room – no charge will be made to your account, it is just to reserve the room.

### **Accommodation rates: (preferential CWU rates for nights of Wednesday 30<sup>th</sup> and Thursday 31<sup>st</sup> October)**

Rooms are charged @ £115 for single occupancy per room, per night, inclusive of full English breakfast & complimentary use of the leisure facilities. **{Rooms will be held at this rate until 24<sup>th</sup> September, after which time they will be released and the preferential rate will not be available}.**

### **Parking & Transportation:**

The Hotel is a 5 min walk just behind Newcastle Central Station. Further Parking & Transportation details can be found using this link: [Crowne Plaza Newcastle - Stephenson Quarter Map & Driving Directions \(ihg.com\)](#)

### **Release**

This event should attract paid release for accredited ULRs working for employers where the CWU is recognised. The event is specifically designed to meet the aims of ULR legislation and is fully supported through the Government Department for Business, Energy & Industrial Strategy. The ACAS Code of Practice applies.

Any enquiries regarding this LTB should be addressed to the Equality, Education & Development Department by email to [equality&education@cwu.org](mailto:equality&education@cwu.org)

### **#CWULearn24**

Yours sincerely,



Kate Hudson  
**Head of Equality, Education & Development**