

No. 172/25

14<sup>th</sup> August 2025

To: All Branch Secretaries

Dear Colleagues,

## **CWU REGIONAL STRUCTURE – ELECTION OF THE 5 REGIONAL OFFICIALS**

Branches will be aware that, as a result of the decisions taken at both the Special Restructuring Conference 2025 and the Special Rules Revision Conference 2025, there is now a requirement to elect the 5 Regional Officials.

The purpose of this LTB is to publish to branches the election arrangements that have been agreed by the NEC for these elections and to seek nominations for these positions from branches within each of the respective areas.

The timetable for the elections will be as follows:

### **Election Timetable**

<b>Nominations open:</b>	<b>19 August 2025</b>
<b>Nominations close:</b>	<b>4 September 2025 (14.00)</b>
<b>Branch Ballot papers dispatched:</b>	<b>10 September 2025</b>
<b>Ballot closes:</b>	<b>24 September 2025 (14.00)</b>

### **Election Arrangements**

The elections will be conducted in accordance with the new CWU rule 7 which was agreed at the Special Rules Revision Conference held on the 29<sup>th</sup> June 2025 in Blackpool.

Please find attached to this LTB the election guidelines and the candidate guidelines to be used for these elections. Also attached are the relevant nomination forms.

Only members of branches located within the respective paired former CWU regions (as at June 2025) will be entitled to stand for the Regional Official positions in that area. The area's are as follows;

CWU Regional Areas:

- **Eastern & Midlands**
- **London & South-East**
- **North East & North West**
- **Northern Ireland & Scotland**
- **South West & Wales and the Marches**

All candidates will require the nomination of their own branch which has been agreed at a branch meeting.

Following the closing of nominations, if elections are required then the ballot will be conducted on a Branch Ballot basis of all branches within the respective new area.

As detailed in the new Regional Structure (Rule 7) - all CWU members in the Regional Area, who are employed in CWU recognised companies, will be eligible to stand for election and hold the Regional Official position.

The successful candidate shall be the individual who receives the highest number of votes cast.

The period of office for the Regional Official will be 18 months from September 2025 and the successful candidate will be engaged by the CWU on a secondment basis for their period of office subject to the qualifying terms set out in CWU rule 7 (as agreed at the Special Rules Revision Conference 2025).

### **Role of Regional Official Position**

The role of the Regional Official is as follows:

- *The Regional Official will work under the direction of the General Secretary and the NEC and their responsibilities will include:*
- *Develop and implementation of the new National Networks and support national non-industrial strategies of the union*
- *Implement CWU strategies that further grows the CWU's influence across the wider trade union movement*
- *Involvement in all Regional Sub Committees within their Regional area*
- *Implementing the CWU Political strategy*
- *Solidifying the CWU links to our external political networks, including the Regional Labour Parties and Regional TUC*

Any enquiries regarding this LTB should be made to Dave Wilshire, Senior Policy Advisor – email [dwilshire@cwu.org](mailto:dwilshire@cwu.org)

**Dave Ward**  
**General Secretary**

## **Guidelines for Regional Officials 2025**

1. These guidelines have been produced by the General Secretary to assist Branches, and candidates, who are standing for election in ballots for the Regional Area Official positions.
2. The General Secretary will publish a formal notice for the Regional Official elections. The notice will be published in a Letter to Branches (LTB). The notice will contain the timetable for the election, the period of office, the election arrangements and nomination forms for the Regional Official positions.
3. Nomination forms will be sent to branches in an LTB from the General Secretary department. All Branches in each of the respective Regional Areas (see attached) shall be eligible to nominate members of their branch for these elections (subject to the regional boundaries relevant to the position).

All Branch nominations must be agreed at properly constituted Branch meetings. Each Branch shall return nomination forms to the e-mail address contained on the nomination form, to arrive no later than the published closing date. Nominations received after that date will not be accepted.

Each Branch shall be responsible for the correct completion of the nomination form. All CWU members in the respective Regional area, who are employed in CWU recognised companies, will be eligible to stand for election and hold the Regional Official position.

4. Branches who nominate candidates will be sent notification by email confirming receipt of a nomination.
5. Each Branch shall be responsible for ensuring that both the Branch and any candidates standing in the election abide by the rules and relevant policies of the union governing such elections. Any breach of these rules will be treated very seriously and could result in candidates being brought before the union's National Disputes Committee and in the most serious of cases could in fact result in candidates being disqualified.
6. Only the Secretary, or an accredited Deputy, of a nominating Branch will be allowed to contact the General Secretary during the election process to ask about their own branch nomination.
7. A full list of all nominations received for each election will be published in alphabetical order to all the union's Branches via a Letter to Branches (LTB).
8. The candidates will be entitled to submit an election address of not more than 300 words. Given these new roles are clearly defined by rule the election address must strictly relate to why the candidate is the best one to fulfil the designated role. Words in excess of 300 will be deleted.
9. Nominated candidates will be entitled to submit Biographical details of not more than 100 words. The content of the biographical details must be accurate and factual and it is the responsibility of the individual candidate to ensure that this is the case.

10. The biographical details and election address for all candidates will be published and distributed to branches at the same time as the ballot paper.
11. The method of recommending support for candidates will be a matter for each Branch.
12. So far as is reasonably practicable, all branches entitled to vote in a ballot will receive a ballot paper emailed to the branch email address held by the CWU. The ballot papers will be dispatched so far as is reasonably practicable, from the date published in the timetable.

For votes to be valid, branches must mark the ballot paper in accordance with the instruction on the voting paper and return it by email to the address shown on the ballot paper. The last time for receipt of ballot papers will be published on the ballot paper and the timetable. Any ballot papers received after that time will not be counted.

13. The CWU is committed to free and democratic elections and will actively oppose racism and sexism and all forms of discrimination based on race, creed, religion, age, disability, sex or sexual orientation in industry, the Union and Society. Branches and candidates must not behave in a discriminatory manner or circulate any material that may be offensive to any other member or candidate.
14. No full time Officer of the Union as defined under the rules, shall publicly endorse, at any official Union organised meeting or conference or in writing, any candidate for election.
15. A Branch or candidate may make a complaint regarding the ballot on the grounds that there has been a breach of Union Rules.

The complaint must be submitted in writing to the General Secretary no later than four weeks after the declaration of the results.

The General Secretary shall investigate the complaint, and if as a result, the complaint is upheld may declare the election void or the election of any particular person void or any appropriate candidate disqualified. In addition, they may invalidate any vote or any number of votes previously counted or include any vote or any number of votes not previously counted and thereby re-determine the results of the election. The decision of the General Secretary shall be final and binding.

16. Any matter not covered by the Rules of the CWU, or by decision of the NEC prior to the ballot, shall be determined by the General Secretary in the light of the prevailing practice of the former unions, as may be relevant to the constituency involving the complaint.

## **Election of Regional Officials**

For clarity the 5 CWU Regional Areas are as follows:

- Eastern & Midlands
- London & South-East
- North-East & North-West
- Northern Ireland & Scotland
- South-West & Wales and the Marches

## **Candidate Guidelines**

Each member nominated, as a candidate will be entitled to complete the appropriate forms giving the following biographical information for inclusion with the branch ballot paper that will be sent to the branch:

**Branch**

**Date started employment relevant to CWU**

**Date of joining CWU (or relevant predecessor Union)**

**Job Title/Grade**

**Union Record/Other relevant service to the Union and Labour Movement (maximum 100 words).**

This should include information on positions held in Branch, District, Region, NEC, information on representation at Conferences e.g. TUC, UNI, membership of other unions, political parties, any education or training relevant to this election together with appropriate dates.

## **Election Statement**

The candidates will be entitled to submit an election address of not more than 300 words. Given these new roles are clearly defined by rule the election address must strictly relate to why the candidate is the best one to fulfil the designated role. Words in excess of 300 will be deleted.

**DAVE WARD  
GENERAL SECRETARY  
AUGUST 2025**

## CANDIDATE'S CONSENT & BIOGRAPHICAL DETAILS

I agree to accept the nomination for the position of:

### REGIONAL OFFICIAL – 2025-2027

.....  
and wish to submit the following biographical details:

Name: \_\_\_\_\_ Job Title: \_\_\_\_\_

Date commenced employment relevant to CWU membership: \_\_\_\_\_

Date Joined CWU: \_\_\_\_\_

**UNION RECORD/OTHER RELEVANT SERVICE TO THE UNION AND LABOUR MOVEMENT** (up to a **MAXIMUM** of 100 words) This should include information on positions held in Branch, Region, Section etc **together with appropriate dates** and information on representation at conferences, TUC, UNI, any education and training relevant to this election, previous membership of other trade unions, membership of political parties, and any other **BIOGRAPHICAL** detail that you wish to be included.

### ELECTION STATEMENT

The candidates will be entitled to submit an election address of not more than 300 words. Given these new roles are clearly defined by rule the election address must strictly relate to why the candidate is the best one to fulfil the designated role. Words in excess of 300 will be deleted.

*The biographical details and election statement should be emailed to [elections@cwu.org](mailto:elections@cwu.org)*

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Candidate Contact Details:

Telephone: ..... Mobile: .....

Email: .....

Woman YES ☐ NO ☐

BAME YES ☐ NO ☐

Candidate's Signature: \_\_\_\_\_

**PLEASE CAREFULLY CHECK ALL DETAILS BEFORE RETURNING BY EMAIL TO**  
**[elections@cwu.org](mailto:elections@cwu.org) BY 14:00 ON 4<sup>th</sup> September 2025**