

No: 177/25

18th August 2025

TO: ALL BRANCHES

Dear Colleagues,

CWU Young Workers Conference – Wednesday 5th November 2025

The CWU Young Workers Conference will be held on Wednesday 5th November 2025 at the Mechanics Institute, 103 Princess Street, Manchester M1 6DD.

Each Regional Young Workers Sub Committee will be entitled to submit **ONE** motion to the Conference Agenda.

Each Branch will be entitled to submit **ONE** motion to the Conference Agenda.

The National Young Workers Committee will be entitled to submit **THREE** motions to the Conference Agenda.

Motions should be submitted electronically to conferences@cwu.org using the template attached. Branches or Regions who do not have this facility may request paper motion forms by contacting Angela Niven on 020 8971 7256.

Motion forms must be returned by noon on **Monday 6th October 2025**. Anything received after this date will not be accepted. All sections of the form must be completed.

Branches, Regional Young Workers Sub Committee and the National Young Workers Committee are reminded that the Standing Orders Committee will not alter or amend any of the motions submitted therefore it is important that motion authors read the attached guidance notes carefully and motions are checked before they are submitted.

If motions are being sent electronically they will only be accepted if sent to the above email address.

As with previous Conferences, the agenda will be structured in such a way as to maximise debate and participation by delegates. There will be 2 sections to the agenda, one for motions

which are eligible for consideration for submission to General Conference, and one for motions that in the view of the Standing Orders Committee are of an industrial nature which are eligible for submission to the Industrial Conferences.

Branches will be aware that the Young Workers Conference has the entitlement under the rules of the union to submit two motions to stand in the name of the conference to General Conference. The Young Workers Conference may also submit one motion to both the Postal Industry and Telecoms & Financial Services conferences from Section 1.

The motions selected for General Conference must contain policy that lies within the responsibility of the NEC, likewise Industrial motions must be able to be carried out by the relevant Industrial Executive (Motions for the Telecoms Conference must also refer to a specific business-see attached motion guide).

As with previous Conferences, the motions for submission to the General Conference agenda and the Industrial motions for the Industry Conferences will be decided from amongst those motions adopted at the Conference. Ballot(s) to select the motions will be held at the Conference.

Delegates

Details for registering delegates and observers will be issued in a further LTB. Any queries regarding the registration process should be directed to conferences@cwu.org

Regional Young Workers Sub committee Leads shall attend Young Workers Annual Conference in an ex-officio capacity with the right to speak and move motions on behalf of their Regional Young Workers Sub Committee but not to vote. Funding for Regional Young Workers Sub Committee Leads to attend Young Workers Conference shall be from the General Fund.

Branches, Regional Young Workers Sub Committees and the National Young Workers Committee are also reminded that only Branch delegates may move motions standing in the name of their Branch or Regional Sub Committee. Members of the National Young Workers Committee may only speak on behalf of the National Young Workers Committee and not their Branch or Regional Young Workers Sub Committee.

Branch delegate entitlement to this Conference as agreed by the NEC is as follows:

Number of Young Members	Delegate entitlement
1-249	1
250-499	2
500 and above	3

Branches are urged to make every effort to ensure that their delegation comprises members who are either 30 and under as of November or who are serving Branch Young Workers. The expectation is that voting delegates aged over 30 will be present on an exceptional basis.

In order that we can cater for any delegate with special needs such as seating, etc., it is important that you advise us in writing of the name of the delegate(s) and the particular requirement by return but no later than **13TH October 2025**.

Election of Delegates to General Conference

As you will know, the Young Workers Conference will select two delegates to represent the Young Workers Members to attend General Conference 2026.

The Standing Orders for the Young Workers Conference will advise a ballot to select these two delegates and it will be conducted during Conference itself. Nominees must be members of the Union and have the support of their branch and/or Regional Young Workers Sub Committee.

Additionally, individuals must be willing to accept the nomination.

The exception to this are members of the National Young Workers Committee themselves who may be proposed for these positions but need to have the nomination of the National Young Workers Committee and/or any Regional Young Workers Sub Committee.

Branches and Regional Young Workers Sub Committees should forward any nominees on the attached form for this ballot to conferences@cwu.org

Yours sincerely,

Dave Ward
General Secretary

**GENERAL GUIDANCE ON THE SUBMISSION OF MOTIONS TO
THE YOUNG WORKERS CONFERENCE 2025**

- a) Motions may be submitted by email only using the appropriate templates and sent to conferences@cwu.org
- b) Motions will only be accepted via the email address registered for the Branch or Region at head office.
- c) All Motions must be submitted to conferences@cwu.org and titled "Young Workers Conference 2025".
- d) Motions will not be admitted if sent to any other head office email address.
- e) Head Office will acknowledge receipt, of all correspondence. Acknowledgements will usually be sent within 72 hours.
- f) Should an acknowledgement not be received within this period, branches or Regions should contact Angela Niven at head office on 020 8971 7256.
- g) Branches or Regions who do not have email facilities should contact Angela Niven at head office to request forms.
- h) If sending Motions by post, Branches must ensure they use a signed for service which guarantees delivery by the closing date and time.
- i) The SOC may seek validity of a motion submitted electronically by the examination of minute books of branch or Regional Young Workers Sub Committee meetings.
- j) Motions must not conflict with the Rules of the Union.
- k) Motions must deal with one subject only. They may, however, itemise a number of issues provided that each one contributes to the overall single objective of the motion.
- l) The SOC will categorise motions as: Section I Motions, those motions which deal with Industrial issues. Section II Motions, those motions which seek to deal with Policy issues.
- m) Each Branch shall be entitled to submit one motion to the Young Workers Conference.
- n) Each Regional Young Workers Sub Committee shall be entitled to submit one motion to the Young Workers Conference.
- o) The National Young Workers Committee shall be entitled to submit up to three motions to the Young Workers Conference.
- p) All motions must contain a clear instruction. The National Young Workers Committee shall be responsible for pursuing the policies adopted by the Young Workers Conference, therefore the instruction/s contained within the motions MUST be to the National Young Workers Committee.
- q) The Young Workers conference will be entitled to select two policy motions from the motions carried in section II of the agenda to be submitted for the inclusion in the General Conference 2026 agenda.
- r) The Young Workers conference will be entitled to select one motion from the motions carried in section I of the agenda to be submitted for the inclusion in the Postal and Telecoms & Financial Services Conference 2026 agendas.
- s) All sections of the motion form must be completed and must clearly state which specific Branch/Regional Young Workers Sub Committee is submitting the motion.
- t) Branches, Regional Young Workers Sub Committee and the National Young Workers Committee are reminded that the Standing Orders Committee will not alter or amend any of the motions submitted therefore it is important that *motion authors read the attached guidance notes carefully* and motions are checked before they are submitted.
- u) Motions submitted electronically and by Post must be received by Head Office by no later than noon on **Monday 6th October 2025**.

YOUNG WORKERS CONFERENCE 2025

PLEASE TYPE OR WRITE CLEARLY

Name of Branch/Region:

Branch Ref No:

For Head Office use only

NOTICE OF MOTION

Date of Meeting:

Signed:
(Branch Secretary)

TELEPHONE NUMBER :

NOTES

- 1 Each Branch is restricted to one Motion.
- 2 Each Regional Young Workers committee is restricted to one Motion.
- 3 Each Motion must deal with one single subject only.
- 4 Motions which conflict with the Rules are not in order.

MOTIONS MUST BE RETURNED
by email to conferences@cwu.org
or by post to Angela Niven,
150 The Broadway, Wimbledon,
London SW19 1RX by Noon on
Monday 6th October 2025

ADDRESS (BLOCK LETTERS)

Nominations to represent Young Workers at General Conference 2026

Name of Branch/Regional Sub Committee...../National Young Workers Committee (delete as appropriate)

Name	Candidate's Branch

Nominees must be members of the Union.

Nominees must have the nomination of their own Regional Sub Committee

Members of the National Young Workers Committee may be proposed but need to have the nomination of the National Young Workers Committee and/or any Regional Sub Committee

I certify that the above-named member(s) have been nominated by the Branch/Region/Young Workers Committee (delete as appropriate)

Signature:
(Regional Secretary)

and/or

Signature:
(Chair/Vice Chair/ Young Workers)

**This form should be returned
by email to conferences@cwu.org
or post to Angela Niven
150 The Broadway, Wimbledon
London SW19 1RX by Noon on
Thursday 30th October 2025**