

**No. 216/26**

3<sup>rd</sup> August 2026

**To: All Branches**

Dear Colleagues,

## **CWU Retired Members Conference – Wednesday 14<sup>th</sup> October 2026**

The CWU Retired Members Conference will be held on Wednesday 14<sup>th</sup> October 2026 at the offices of CWU Birmingham District Amal Branch, 47 Summer Lane, Hockley, Birmingham B19 3TH.

a) Delegates

Only Branches with Retired members Sections are entitled to send Delegates.

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

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

Branch Secretaries should register delegates and observers by no later than 9<sup>th</sup> October 2026 by completing the link below.

[DELEGATE REGISTRATION FORM - RETIRED MEMBERS CONFERENCE 2026 \(14th October, BIRMINGHAM\)](#)

Confirmation of registration will be sent to branches within 72 hours.

In order that we can cater for any delegate with accessibility needs such as seating, etc., it is important that you advise us on the registration form of the name of the delegate(s) and the particular requirement by return but no later than Friday 9<sup>th</sup> October 2026

Retired Members Regional Sub Committee Leads shall attend the Retired Members conference with the right to speak and move motions on behalf of their Retired Members Regional Sub Committee but not to vote. Funding for Retired Members Regional Sub Committee Leads to attend Retired Members Conference shall be from the General Fund.

#### b) Motions

Each Branch is entitled to submit one motion for consideration to be included on the agenda of the Conference. Motions should be submitted electronically to [conferences@cwu.org](mailto:conferences@cwu.org) using the attached template. Confirmation of receipt of motion will be sent to branches within 72 hours.

Each Retired Members Regional Sub Committee is entitled to submit one Motion to the Retired Members Conference.

The National Retired Members Committee are entitled to submit up to three motions to the Conference, standing in their name.

Branches, Regional Sub Committees and the National Retired Members Committee are reminded that the Standing Orders Committee will not alter or amend any of the motions submitted therefore it is important that motions are checked before they are submitted. The SOC will offer advice on motions and should be contacted prior to the closing date and submission of motions should the submitting body wish to do so.

Motion forms must be returned by NOON Thursday 17<sup>th</sup> September 2026. Anything received after this date will not be accepted. All sections of the form must be completed.

If Motions are being sent electronically, they will only be accepted 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 would require the National Retired Members Committee to work with the NEC to progress, and one for motions that in the view of the Standing Orders Committee are not be admissible to the Retired Members Conference agenda.

As there is no General conference scheduled in 2027 there will be no requirement at this conference to select any motions to go forward to the next General Conference.

#### c) Election of Delegates to General Conference

As there is no General Conference scheduled in 2027 there is no requirement at this conference to elect delegates to the next General Conference.

Any enquiries regarding this LTB should be addressed to The SOC by email to [conferences@cwu.org](mailto:conferences@cwu.org)

Yours sincerely



Mick Kavanagh  
**President**



Andy Mercer  
**Vice President**

**RETIRED MEMBERS CONFERENCE 2026**

PLEASE TYPE OR WRITE CLEARLY

Name of Branch/Region:

For Head Office use only

**NOTICE OF MOTION**

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Date of Meeting:

Signed:

(Branch/Regional Secretary)

TELEPHONE NUMBER :

**MOTIONS MUST BE RETURNED**  
by email to [conferences@cwu.org](mailto:conferences@cwu.org)

**By Noon on Thursday 17<sup>th</sup>  
September 2026**

ADDRESS (BLOCK LETTERS)

**NOTES.**

- 1 Each Branch is restricted to ONE Motion.
- 2 Each Regional Retired Members 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.

**GENERAL GUIDANCE ON THE SUBMISSION OF MOTIONS TO  
RETIRED MEMBERS CONFERENCE 2026**

- a) Motions may be submitted by email only using the appropriate templates and sent to [conferences@cwu.org](mailto: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](mailto:conferences@cwu.org) and titled "Retired Members Conference 2026".
  - 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) The SOC may seek validity of a motion submitted electronically by the examination of minute books of branch or Retired Members Regional Sub Committee meetings.
  - g) Motions must not conflict with the Rules of the Union.
  - h) 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.
  - i) The SOC will categorise motions as: Section II Motions, those motions which seek to deal with Policy issues.
  - j) Each Branch shall be entitled to submit one motion to the Retired Members Conference.
  - k) **Branches MUST have a registered delegate present to move a motion standing in the name of the branch.**
  - l) Each Regional Retired Members Sub Committee shall be entitled to submit one motion to the Retired Members Conference.
  - m) The Retired Members Committee shall be entitled to submit up to three motions to the Retired Members Conference.
  - n) Motions must contain an instruction.
  - o) The Retired Members Committee shall be responsible for pursuing the policies adopted by the Retired Members Conference; therefore, all instructions contained within motions MUST be to the Retired Members Committee.
  - p) All sections of the motion form must be completed and must clearly state which specific Branch/Regional Sub Committee is submitting the motion.
  - q) Branches, Regional Sub Committees and the Retired Members Committee are reminded that the Standing Orders Committee will not alter or amend any of the motions submitted therefore it is important that motions are checked before they are submitted.
  - r) The SOC will offer advice on motions and should be contacted prior to the closing date and submission of motions should submitting bodies wish to do so.
  - s) Motions must be submitted electronically and must be received by Head Office no later than noon on **Thursday 17<sup>st</sup> September 2026. Motions received after this date will not be accepted.**
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