

2019 Annual Report & Financial Statements

Annual General Meeting Agenda:

1. Intro and Apologies
2. Annual Reports
3. Financial Statements
4. Budget
5. Rule Changes
6. Policy Changes
7. General Business

▪ AGM Dates & Venues
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NATIONAL PRESIDENT'S REPORT 2019

This last year has seen significant changes for the DWU. As we work on how the DWU is “to maintain and enhance our standing as a relevant trade union”, we have seen growth in our membership and continued work set out within our strategic plan.

We have also seen a lot of challenges over the last 12 months and the support of our membership, delegates, organisers and our staff has allowed us to face these head on.

There have been a number of changes to the organising staff with the retirement of Glenn Barnes and Gavin Warne, Angus McConnell is due to leave us later on in the year. Stuart Johnstone also moved to Australia due to personal reasons.

We have filled the vacancies and welcomed to the DWU, Adam Craigie in the Northern Region, Tom Buckley to the National Office, Laurel Reid in the Central Region, Daniel Needham and Reece Flawn as our new South Island Organisers. Mark Apiata-Wade will take over as the Assistant Secretary once Angus exits, and finally Jared Phillips will take over as our National Organiser.

We also farewell a number of senior site delegates looking to retire and move on and we are forever grateful to the contributions you have all made.

I give thanks to a number of people and bodies of the DWU. Our National Secretary Chris Flatt who manages the operations of the organisation to very high standards and professionalism. Sally Wilson, Carne Greenbank, Bobbi Prentice, and Wendy Harper our administrative staff who never fail us.

Our very strong organising team in our regions taking care of not

only our existing membership but working hard on our Greenfield sites as well. The organising work required in our regions is increasing and the hard work put in is hugely appreciated.

Our special interest groups of the DWU Women's Committee, the DWU Rununga/Fono, and our proposed Youth Committee, sees us looking to not only enhance what our Union already has, but how we can progress and plan for the future.

The large amount of work put in by these groups and the work plans set, continues to enrich what we already have. All too often we hear union's labelled as male, pale and stale and I believe with the structures and diversity the DWU has, this sets us apart from the rest.

The meetings and work you partake on behalf of us all, is appreciated as well and thanks to the continual work you all do.

Our DWU Welfare Committee is also often kept busy and offers huge support to people not only through tough times when people pass away, but also when they struggle from time to time and require additional support.

A considerable amount of time is also consumed by overseeing the administration of our education grants for members, their spouses and dependants 19 years old and under.

We receive numerous letters from people thanking the Welfare Committee for their work. They are a huge asset to us all and need thanking also for their hard work.

This year we see the addition of two new DWU Life Members in what I think is a great tradition that will carry on long after we have all gone.



Laura Reekie
National President

We have much thanks to give to these members and they add a lot of history to our Union.

Finally, thanks must go again to all of you DWU Members that attend our DWU Annual General Meetings and have your say in your Union.

Laura Reekie
DWU National President

“
**We work to
maintain &
enhance our
standing as
a relevant
Trade Union.**
”

NATIONAL SECRETARY'S REPORT 2019



Chris Flatt
National Secretary

The DWU continues to be a strong Union with a strong financial position and a very good organising team. The DWU's membership continues to grow and we now have just over 8,000 members (making us the 9th largest union in NZ).

The DWU continues to represent approximately 85%-90% of workers employed in the dairy processing sector. It is important to again remind ourselves of this achievement when we know that union density in NZ is still only approximately 18% (with only around 10% of private sector workers now belonging to a union).

Over the last 12 months, DWU Officials, Staff, and Delegates have begun implementing the 2018-2022 Strategic Plan that was endorsed at the 2018 DWU National Congress. This plan focuses on two core objectives; strengthening and growing our delegate structures and membership on existing sites, whilst also unionising the many new employers in the dairy industry. This strategy continues to be successful and is reflected in the DWU's growing membership as well as the many new DWU Collective Employment Agreements (CEAs) that cover workers right across the entire dairy processing industry.

The fundamental objective of the DWU is to protect and improve the core terms and conditions of existing members, and the DWU has been working hard to ensure that this has been achieved over the last 12 months.

In addition to this work, the DWU has also been unionising the new players that are emerging and growing throughout the dairy industry. This is vital if we are to prevent

these new employers from paying lower wages and conditions to those paid by existing dairy employers and avoiding a possible "race-to-the-bottom" on wages and conditions, something that has occurred in other manufacturing and food-related sectors in NZ.

One word-change

The dairy industry is undergoing fundamental change. The number of new dairy employers continues to grow, whilst the position of traditional co-operatives such as Fonterra and Westland, is increasingly being challenged.

Whilst this has been occurring, there has also been dramatic change within the DWU Staff as well. Over the last 12 months the DWU has seen the employment of many new paid officials or the promotion of existing staff into new roles, including the following:

- Mark Apiata-Wade, DWU Assistant Secretary-Designate (promotion);
- Jared Phillips, DWU National Organiser (promotion);
- Tom Buckley, DWU Organising Director (new role and staff member);
- Adam Craigie, DWU Northern Organiser (new staff member);
- Laurel Reid, DWU Central Organiser (new staff member);
- Daniel Needham, DWU Upper South Island Organiser (new staff member);
- Reece Flawn, DWU Lower South Island Organiser (new staff member).

Over the last 12 months, the DWU has also said farewell to a number of

staff including the following:

- Jerome Mika (DWU Northern Organiser);
- Gavin Warne (DWU Central Organiser);
- Stuart Johnstone (DWU Lower South Island Organiser);
- Glenn Barnes (DWU Support Services Organiser).

I would like to take this opportunity to thank all these staff for the commitment and solidarity they have given to the DWU and our members over many years.

Considering this extensive change in both the dairy industry as well as our Union itself, there continues to be several large issues on the horizon that will directly affect the DWU and our members over the next few years:

1. Our changing dairy industry:

Whilst Fonterra remains the largest employer in the industry, its market position continues to dramatically change. Whilst Fonterra has recorded a profit in the last 12 months, the forced sale of large assets such as Fonterra Tip Top to reduce internal debt, once again highlights the fundamentally different industry it now operates in.

As previously reported, the percentage of milk that is supplied to Fonterra has dropped from 96% in 2002 to 82% in 2018. On current projections, this will drop to 75%

by 2021. Over the last 12 months we have also seen the significant announcement of the possible sale of Westland Milk Products (one of NZ's oldest co-operatives) to China's largest dairy company, Inner Mongolia Yili Industrial Group Company Limited (Yili). Over the last 12 months, we have also seen the ongoing expansion of existing players such as Synlait and Oceania Dairy (Yili), as well as the opening of new dairy processing sites at Mataura Valley Milk (Gore) and Open Country Dairy (Horotiu, Hamilton);

2. Our changing membership:

As previously reported, our DWU Membership Surveys (discussed in greater detail later in this report) continue to provide the Union with important data on a range of issues.

This includes the fact that the average age of our DWU membership and delegates is increasing, as well as highlighting the varying levels of engagement and solidarity within our Union. The DWU is beginning to address the challenge of ensuring we are identifying and training the next generation of DWU delegates and officials now and before our current delegates and workplace leaders leave the Union or retire from the dairy industry;

3. Our changing environment: The NZ dairy industry is now starting to see and discuss significant new developments as a result of climate change and technological advancements. Whilst we are still at the early stages of development, there is no doubt that Artificial Intelligence (AI), transportation automation and renewable energy requirements, will have a dramatic and significant impact upon our industry and the jobs within it. As a Union we are developing our strategy and tactics in relation to these issues to ensure that our members' jobs, conditions and futures are protected as best as possible as these changes begin to increase.

DWU Strategic Plan 2018-2022

As previously discussed, the DWU has developed the 2018-2022 Strategic Plan to help meet the challenges discussed above. The strategic plan and the work that flows from it, is aimed at ensuring that we are achieving our strategic goal of maintaining and enhancing our standing as a relevant trade union.

As you will again see from this report, some of the strategic goals and objectives outlined in our Strategic Plan have now been completed. Much of the work however, relates to ongoing systematic projects that require regular and committed focus to ensure they are achieved. The Strategic Plan is also a living document that is reviewed and discussed at every DWU National Executive meeting to ensure we are monitoring progress, as well as ensuring that it is still relevant in light of ever changing events within the dairy industry.

Organisational Viability & Membership Communications

The first of the four goals in the DWU Strategic Plan 2018-2022 is to maintain and enhance our Union's organisational viability by ensuring we are retaining and growing our membership, organising structures and financial position. The second goal is ensuring that we are providing relevant and timely communications and training to members and delegates about our Union.

The DWU has continued to undertake extensive work on these two strategic goals over the last 12 months, including the following:

- The introduction of the new DWU Organising Director role to ensure that the Union is providing the best support and resources to Regional Organisers and delegates. Tom Buckley, DWU Organising Director is responsible for regular contact with, and support to, individual Regional Organisers to

develop and support the achievement of strategic organising objectives, site organising plans and delegate tools, and site organising or recruitment campaigns. The Organising Director is also providing support to Regional Organisers in relation to Greenfield identification and recruitment opportunities;

- Work has now commenced on new staffing requirements including the employment of a seventh regional organiser and using the currently vacant Support Services Organiser position to establish an Organiser secondment/trainee programme for Site and/or Departmental Delegates to receive experience in DWU industrial organising and related project-work (overseen by the new DWU National Organiser, Jared Phillips).
- Ongoing organising campaigns on targeted existing and Greenfield dairy sites including Allied Faxe NZ Food Company (Kerepehi), BODCO Dairy (Te Rapa, Hamilton), Blue River Dairy (Invercargill), Green Valley Dairies (Mangatawhiri, Waikato), NZ AgBiz Ltd (Waharoa, Waikato), Oceania Dairy (Yili) Ltd (Glenavy, South Canterbury), Synlait Milk Ltd (Dunsandel, Christchurch; Mangere, Auckland; and Pokeno, Waikato), and Yashili NZ Dairy Ltd (Pokeno, Waikato). These campaigns have led to new or renewed CEAs for a number of these sites (discussed further in this report);
- Ongoing analysis of the 2017 DWU Membership Survey which continues to provide the Union with an indication of how we are tracking against our Strategic Plan targets of not less than 90% membership satisfaction with our communication/training and overall performance of the Union;
- For example, in relation to the DWU's communication methods, the 2017 DWU Membership Survey

indicated that 63.1% of members rated our communication methods as very good/good/average, whilst the 2017 Survey also indicated that 68.3% of members rate the DWU's overall performance as either very good or good (an increase from 52.6% in the 1993 survey & 63.3% in the 2016 survey);

- Considering the volume of work (and important data) that the 2016 and 2017 Surveys have produced, the Membership Survey will now be held every two-years. The DWU Comprehensive Survey will be carried out every 10 years with the next to be held in 2021. This will mean the following:

—Membership Survey: 2016 (completed), 2017 (completed), 2019 (membership audit only), 2021, 2023, etc.

—Comprehensive Survey: 1993 (completed), 2000 (completed), 2011 (completed), 2021, 2031, 2041, etc.

- Due to the large amount of CEA bargaining the DWU has been involved in over the last 12 months (discussed further in this report), the DWU has not been able to train as many DWU Site and Departmental Delegates as in previous years. This has meant that 9% of Site Delegates (down from 70% last year) and 20% of Departmental Delegates (down from 43% last year) received some form of appropriate DWU training over the last 12 months;

- Ongoing work to update membership contact details including members' mobile phone numbers, home email addresses and home postal addresses. This has resulted in 24% of members not providing the DWU with their mobile numbers as at 31 March 2019 (down from 27% as at 31 March 2018), 37% of members not providing the DWU with their home email address as at 31 March 2019 (down from 41% as at 31 March 2018),

and only 3% of members not providing the DWU with their postal address as at 31 March 2019 (the same as at 31 March 2018);

- Maintaining membership growth over the last 12 months, with just over 8,000 DWU members as at 31 March 2019 plus approximately 100 additional non fee-paying members at Greenfield sites (at a time when most NZ unions are experiencing declining union membership);
- Our Support Services Team has developed and distributed tools that will assist the strengthening of organising and delegate structures within our existing unionised sites. These include delegate committee agendas, attendance registers, membership mapping tools, and site organising plans;
- Ongoing publication of monthly organiser site visit and delegate committee meeting dates on both our website and all DWU site notice-boards to assist with developing and strengthening organising and delegate structures within our existing unionised sites;
- Without missing a single edition over the last 12 months, the production every two weeks of our DWU notice-board publications (including the 'Did You Know' and Monthly Newsletter series) that outline upcoming DWU and site events, as well as provide information to delegates and members on important industrial issues.

Collective Bargaining Outcomes

The fundamental role of the DWU is to maintain and improve members' terms and conditions contained in our existing CEAs, as well as protect new dairy workers by organising and negotiating CEAs at new dairy industry employers.

The guiding principle for the DWU over the last 12 months

continues to be the goal of achieving positive wage outcomes whilst not trading off existing terms and conditions; terms and conditions that have been gained by the efforts of generations of DWU members. It is our hard-fought CEA terms and conditions that provide our members with a say in their workplace and we must do everything we can to prevent these from being clawed-back by employers.

Over the last 12 months, DWU Staff, delegates and members have been involved in the following collective bargaining efforts:

- The DWU has now negotiated 27 CEAs covering the following companies: Alto Packaging Ltd (Longburn), Blue River Dairy Ltd, BODCO Dairy Ltd, Dairy Goat Co-Operative, Dairy Fresh Ltd, Dairyworks Ltd, Danone Nutricia NZ Ltd, Envictus Dairies Ltd, Fonterra Co-Operative (Brands / Canpac / Consumer Cheese Products (CCP) / DMV (DFE Pharma) / Ingredients / Tip Top), Goodman Fielder Ltd, Goodman Fielder Puhoi Cheese, Green Valley Dairies Ltd, Lion Dairy & Drinks NZ Ltd, Livestock Improvement Corporation (LIC), Milk Test NZ Ltd, NZ New Milk Ltd, Oceania Dairy (Yili) Ltd, Synlait Milk Ltd, Tatura Dairy Co-Operative, Timpack Ltd, Westland Milk Products Co-Operative, and Yashili NZ Dairy Ltd;

- Included in this has been the negotiation of two (2) new DWU CEAs: BODCO Dairy Ltd (Te Rapa, Hamilton); and Dairy Fresh Ltd (Whanganui);

- The DWU is also currently in CEA negotiations with the following two (2) Greenfield sites as a result of organising campaigns aimed at achieving 80%+ membership density: Allied Faxi NZ Food Company (Kerepehi, Waikato) and NZ AgBiz Ltd (Waharoa, Waikato);

- The DWU is also implementing organising plans in relation to new sites at Mataura Valley Milk Ltd (East Gore) and Synlait Milk Ltd (Pokeno, Waikato & Mangere, Auckland). Over the next 12 months, the DWU will also be monitoring developments at the following new or proposed dairy sites: Happy Valley Milk Ltd (Otorohanga, Waikato), Open Country Dairy Ltd (Horotiu, Waikato), and a Tokoroa dairy factory;
- In the 1 April 2018 to 31 March 2019 period, the DWU re-negotiated 15 of our 27 CEAs;
- In the 1 April 2018 to 31 March 2019 period, the DWU achieved wage settlements across our 27 CEAs in the range of 1.1% to 5% (average wage/allowance increase was 2.6%);
- In the 1 April 2018 to 31 March 2019 period, the cost of living as measured by the Consumer Price Index (CPI) ranged from 1.5% (year ending June 2018), 1.9% (year ending September 2018), 1.9% (year ending December 2018), and 1.5% (year ending March 2019) (average CPI for this period was 1.7%);
- Due to the high number of one-year and two-year CEA settlements over the last few years, the 1 April 2019 to 31 March 2020 period will also be a busy bargaining time with 12 of our 27 CEAs due for re-negotiation in this period.

Growth/Future& Partnerships

The third goal of the DWU Strategic Plan 2018-2022 is to secure our growth/future by ensuring we are at the forefront of developments in the dairy industry and the union movement, whilst the fourth and final goal is to initiate, develop and maintain external partnerships that are beneficial to our Union and its values and purpose.

Over the last 12 months we have been involved in a number of key future growth issues as well as maintaining our existing domestic and international partnership arrangements that support our Strategic Plan objectives, as well as develop new relationships where appropriate. This work has included the following:

- **Living Wage Campaign:** The DWU is committed to ongoing support of the Living Wage campaign for all New Zealand workers as well as to ensure all DWU members are being paid at least the current 2019 Living Wage of \$21.15 (up from last year's \$20.55 per hour). The DWU still has members that are not paid above this and ongoing work is occurring to raise these members above this very important wage rate;
- **NZ Council of Trade Unions (CTU):** Participation in a wide range of CTU meetings, campaigns, and strategic planning sessions including the CTU National Affiliates Council (NAC), CTU Food Sector Group and CTU Climate Change/Just Transition Policy working group. The DWU also continues to be heavily involved within the CTU Runanga and CTU Women's Committee, both of which are very important industrial and representative structures;
- **International Union of Food Workers (IUF):** Ongoing involvement in the IUF Dairy Division, particularly in relation to projects involving the Asia/Pacific region. To support this work, I attended the IUF Climate Change & Dairy Division Steering Group meeting in Omaha, USA in May 2019. This meeting progressed the IUF Dairy Division's global organizing initiative "A Fair Deal for Dairy Workers" as well as analysing the many challenges that climate change will have on workers and unions in the food industry;

- **Indian Dairy Workers Union Federation (DEFOI):** Ongoing support by the DWU of the organising work of Indian dairy workers. This work is particularly important in light of the growing role that India will play in the global dairy industry over the next decade;
- **NZ Labour Party:** Ongoing involvement via our affiliation to the Labour Party which provides the DWU with voting rights and input into Labour Party policy and candidate selections so we have influence in developing fair laws that provide workers with decent wages and conditions. The DWU's major focus over the last 12 months has been working closely with the Labour-led Government and the other five Labour-affiliated unions, to introduce major changes to NZ's employment laws including the possible introduction of Fair Pay Agreements that will introduce an industry approach to bargaining which enforces common terms and conditions on all employers within an industry;
- **Representation on relevant external boards:** I continue to represent the DWU on a number of external bodies to represent the views of members and to protect the DWU's financial investments, including the Primary Industry Training Organisation (Primary ITO) (the ITO responsible for setting and monitoring national skill and qualification standards and training in the dairy industry), and the Waikato Trade Union Centre Ltd that governs and administers the DWU's major building asset in Hamilton.

DWU Financial Position

An important aspect of my role is oversight and management of the DWU's finances and assets. Whilst the DWU continues to be in a strong financial position, over the last 12 months we have focused on reducing our forecast budget deficit whilst at the same time being involved in a growing number of organising campaigns and CEA negotiations. This has been a tricky balancing act, but has resulted in the following financial outcomes:

- For the financial year ended 31 March 2019, the DWU recorded a net surplus after tax of \$266,411 (compared to a net deficit after tax of -\$70,214 last year) and increased total cash reserves of \$5,470,701 (compared to \$5,341,854 last year);
- The financial position of the DWU continues to be underpinned by the large level of cash investments held in various term deposit and on-call bank accounts. Accordingly, it is important to note the financial position of the Union without the income received from these investments (net surplus from trading). For the year ended 31 March 2019, we recorded a net surplus from trading of \$24,378 (up from -\$317,548 last year);
- It should be again noted that over the last 12 months the DWU has taken the decision to increase membership services, particularly in relation to CEA servicing and legal/ACC enforcement as well as a large budget allocation to the DWU Welfare Fund. For example, in the last 12 months, just under \$320,000 has been directly given back to members in times of need via our Welfare Fund. In particular, the amount allocated to DWU Education Grants has steadily increased from \$10,000 (in 2013) to \$170,000 this year (with the DWU now having two rounds of Education Grants per

year). This has meant that first-time applicants for an Education Grant again received a grant of \$850 this year, whilst applicants who had received an Education Grant in the past received a grant of around \$600 to assist with their education-related costs;

- Over the next 12 months the DWU will also be looking to increase the number of paid staff to ensure we are maintaining a high level of service and organising for the growing number of DWU members as well as to ensure we are continuing to organise the many current and new employers in the dairy industry. To do so, it may be necessary to use some of the DWU's Industrial & Legal Fund to cover the increased costs in relation to this vital work;
- We propose to continue to maintain the DWU's fee structure at 0.6% of gross income, which means that for every \$100 of earnings, DWU members pay just 60 cents in DWU fees.

Thank you again

Once again, I would like to take this opportunity to say a big thank you to all DWU Staff, Organisers, Delegates and members for the work that you perform for and on behalf of the DWU. We have a strong Union because of your efforts and hard work.

Whilst the Union is a collective organisation, thanks must again go to several individuals. First, a big thank you to both the DWU National President, Laura Boynton and to Barrie Kanara, the DWU National Vice-President, for the great work they have both performed this year in a wide range of governance and operational projects for the Union.

Thanks must again go to all the members of the DWU National Executive, DWU Runanga/Fono, DWU Welfare Committee, and the DWU Women's Committee for the

important work that they provide to our Union and its members. As I said in last year's report, the mana of our great Union is built upon your efforts and hard work.

I would also like to take this opportunity to personally thank both Angus McConnell, DWU Assistant Secretary (who will shortly retire at the end of October this year) and Glenn Barnes, DWU Support Services Organiser (who retired in December 2018) for the truly outstanding and transformational change they have brought to our Union. Between them they have given over 60 years of loyal service and solidarity to the DWU and our members and their legacy is greatly admired. Thank you, Angus and Glenn for all you have achieved for workers of NZ and the world and all the very best for the next adventures that you will have.

And finally, a big thank you to all our members for continuing to belong to our great Union. I deeply appreciate your ongoing commitment and membership of our Union.

Chris Flatt
DWU National Secretary

NEW ZEALAND DAIRY WORKERS UNION TE RUNANGA WAI U INCORPORATED

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2019

NEW ZEALAND DAIRY WORKERS UNION - TE RUNANGA WAI U INCORPORATED

Directory for the year ended 31 March 2019

Incorporated Society Number
562968

Office Locations
Auckland
Hamilton
Palmerston North
Christchurch
Dunedin
Serving the whole of New Zealand

President
Laura Boynton

Secretary
Chris Flatt

Auditors
Stephen Nelley
Anderson Accounting
Chartered Accountants
Level 1
47 Alpha Street
Cambridge

Accountants
MAP & Associates Limited
Chartered Accountants
14 Knox Street
Hamilton

Bankers
Bank of New Zealand Limited, Hamilton

Nature of Business
Trade Union serving the workers in the
New Zealand Dairy Industry

Solicitor
Hazel Armstrong
Barrister & Solicitor
Wellington

NEW ZEALAND DAIRY WORKERS UNION - TE RUNANGA WAI U INCORPORATED

President's Report for the year ended 31 March 2019

	2019 \$	2018 \$
Net Surplus for the year	266,411	(70,214)
Accumulated Funds at 1 April 2018	5,903,269	5,973,483
Leaving Accumulated Funds at 31 March 2019	<u>6,169,680</u>	<u>5,903,269</u>
The state of the Union's affairs at 31 March 2019 was:		
Assets Totalled	<u>6,824,273</u>	<u>6,616,410</u>
These were financed by:		
Funds Invested in the Union of	6,169,680	5,903,269
Liabilities of	654,593	713,141
	<u>6,824,273</u>	<u>6,616,410</u>

The business of the Union is a Dairy Workers Union, serving the New Zealand Dairy Industry. The nature of the Union's business has not changed during the year under review.

For and on behalf of the Union


L. Boynton - President

03.05.19

Dated

The accompanying notes form part of these financial statements.





**NEW ZEALAND DAIRY WORKERS UNION
- TE RUNANGA WAI U INCORPORATED**

**Statement of Financial Performance
for the year ended 31 March 2019**

	2019 \$	2018 \$
Income		
Subscriptions	3,286,421	3,146,616
Contract Expenses		
Personal Grievances and Disputes - Expenses	78,846	59,973
Personal Grievances and Disputes - Recovered		
ACC Cases	77,984	73,148
	156,830	133,121
Negotiations - Expenses	76,455	216,569
Negotiations - Recovered		
	76,455	216,569
	233,285	349,690
	3,053,136	2,796,926
Management Expenses		
National Congress	50,657	45,299
National Executive	65,999	68,350
DWU Runanga/Fono	16,890	11,641
DWU Women's Committee	20,732	12,836
Regional Meetings	56,892	52,025
President/Vice President Election		26,852
	211,170	217,003
Affiliation Expenses		
NZCTU Affiliation Fees	53,475	74,467
NZCTU Meetings/Campaigns	11,192	28,557
NZ Labour Party Affiliation Expenses	12,061	13,415
IUF Affiliation Expenses	42,750	39,901
	119,478	156,340
	2,722,488	2,423,583
Expenses		
Expenses as per schedule (Page 6)	2,698,110	2,741,131
Net Surplus from Trading	24,378	(317,548)
Other Income		
Depreciation Recovered	2,682	3,181
Interest Received	192,399	188,160
Miscellaneous Income	100,543	108,398
	295,624	299,739
Net Surplus Before Taxation	320,002	(17,809)
Deduct Taxation (Note 2)	53,591	52,405
Net Surplus After Taxation	266,411	(70,214)
Add Accumulated Funds Brought Forward	5,903,269	5,973,483
Leaving Available For Appropriation	6,169,680	5,903,269



The accompanying notes form part of these financial statements.

**NEW ZEALAND DAIRY WORKERS UNION
- TE RUNANGA WAI U INCORPORATED**

**Statement of Financial Performance (Continued)
for the year ended 31 March 2019**

	2019 \$	2018 \$
Schedule of Expenses		
Accident Compensation Levy	3,489	3,641
Audit Fees	6,700	4,575
Bank Charges & Interest	2,494	3,284
Donations	2,775	15,925
Education Expenses	141,852	239,811
Election Campaign Fund Expenses (Note 7)	-	70,000
FBT	56,359	48,671
Honoraria	24,967	27,981
Insurance	9,921	13,527
Solidarity & International Delegates Fund Expenses (Note 6)	16,000	-
International Activities	4,249	19,752
Light, Power & Heating	973	5,388
Living Wage Campaign	4,522	4,522
Membership Survey / Research	15,588	20,867
Organisers Expenses	77,957	78,054
Newspapers, Newsletters & Promotions	73,124	82,158
n3 Membership Benefits Scheme	26,602	24,270
Postage and Courier	9,100	7,637
Printing, Stationery and Photocopying	25,823	26,000
Publications	3,758	3,096
Rent and Rates	92,548	82,911
Repairs & Maintenance	7,094	12,234
Salaries, Wages and Superannuation	1,547,927	1,327,535
Retirement Allowance Provision	(68,747)	(45,978)
Secretarial & Accounting Fees	6,530	7,980
Telephone, Facsimile and Internet	28,831	24,467
Vehicle Expenses	106,519	83,277
Website & Database Management System	45,158	73,566
Welfare Expenses	319,777	365,361
Depreciation as per Schedule	106,220	110,540
Loss on Sale of Fixed Assets	-	79
Total Expenses	2,698,110	2,741,131



The accompanying notes form part of these financial statements.

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**NEW ZEALAND DAIRY WORKERS UNION
- TE RUNANGA WAI U INCORPORATED**

**Statement of Movements in Equity
for the year ended 31 March 2019**

	2019 \$	2018 \$
Equity at the beginning of the year	5,903,269	5,973,483
Net Surplus for year	266,411	(70,214)
Total recognised revenues & expenses	<u>266,411</u>	<u>(70,214)</u>
Equity at the end of the year	<u><u>\$6,169,680</u></u>	<u><u>\$5,903,269</u></u>

ANDERSON ACCOUNTING
MARKED FOR IDENTIFICATION

The accompanying notes form part of these financial statements.

**NEW ZEALAND DAIRY WORKERS UNION
- TE RUNANGA WAI U INCORPORATED**

**Statement of Financial Position
as at 31 March 2019**

	2019 \$	2018 \$
Current Assets		
Bank of New Zealand - Cheque Account	92,426	49,581
Bank of New Zealand - Call Account	200,158	125,096
Taxation Refundable (Note 2)	9,901	9,688
Accounts Receivable	7,095	21,836
Total Current Assets	<u>309,580</u>	<u>206,201</u>
Less Current Liabilities		
GST Due for payment	46,082	39,112
Accounts Payable	141,846	148,733
Accrued Expenses (Note 14)	462,666	525,295
Receipts in Advance	4,000	-
Total Current Liabilities	<u>654,594</u>	<u>713,140</u>
Net Current (Liabilities)	<u>(345,014)</u>	<u>(506,939)</u>
Non Current Assets		
Fixed Assets (Note 9)	<u>447,074</u>	<u>462,317</u>
	447,074	462,317
Investments (Note 3)		
Shares Held (Note 3a)	493,652	493,652
Advances (Note 3b)	95,267	112,385
Loan to Workers' Education Trust (Note 10)	8,000	-
Term Deposits (Note 3c)		
- General Reserve	2,316,848	2,257,570
- Industrial & Legal Fund - ILF (Note 5)	2,316,848	2,257,570
- Solidarity & International Delegates Fund - SIDF (Note 6)	799,102	815,102
- Election Campaign Fund - ECF (Note 7)	37,903	11,612
Total of Reserves Currently Invested	<u>5,470,701</u>	<u>5,341,854</u>
Total Non Current Assets	<u>6,514,694</u>	<u>6,410,208</u>
Net Assets	<u><u>\$6,169,680</u></u>	<u><u>\$5,903,269</u></u>

ANDERSON ACCOUNTING
MARKED FOR IDENTIFICATION

The accompanying notes form part of these financial statements.

**NEW ZEALAND DAIRY WORKERS UNION
- TE RUNANGA WAI U INCORPORATED**

**Statement of Financial Position
as at 31 March 2019**

	2019 \$	2018 \$
Funds Invested in the Union		
Accumulated Funds	6,169,680	5,903,269
Total Funds Employed	<u>\$6,169,680</u>	<u>\$5,903,269</u>

For and on behalf of the Union

National Secretary

Dated

03/05/19.

**NEW ZEALAND DAIRY WORKERS UNION
- TE RUNANGA WAI U INCORPORATED**

**Notes to the Financial Statements
for the year ended 31 March 2019**

1. Statement of Accounting Policies

Reporting Entity

New Zealand Dairy Workers Union - Te Runanga Wai U Incorporated is an incorporated society registered under the Incorporated Societies Act 1908.

Reporting Basis

These financial statements have not been prepared for external use. They are prepared for internal purposes only and should not be relied on for any other purpose. They are therefore defined as special purpose reports and have been prepared to meet the requirements of clauses 17.3 (ii) and 29.2 (b) of the Union's rules. These financial statements have been prepared on a historical cost basis unless otherwise stated and are prepared in accordance with the accounting policies as stated below.

Measurement Base

The measurement base adopted is historical cost.

Accounts Receivables

Accounts Receivable are stated at expected realisable value. Membership subscriptions are accounted for on a cash basis.

Fixed Assets and Depreciation

Fixed Assets are stated at cost less accumulated depreciation. Depreciation is charged at the maximum rates allowable by the Inland Revenue Department, except for Website and Database which is depreciated at 10% diminishing value which is considered reasonable based on a useful life of 10 years.

Goods & Services Tax

The financial statements have been prepared on a GST exclusive basis, with the exception of Accounts Receivable or Payable and the net amount of GST Payable or GST Refund due at 31 March 2019 which is shown in the Statement of Financial Position as a Current Liability or Current Asset as the case may be.

Investments

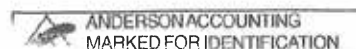
Investments are stated at cost.

Changes in Accounting Policies

There have been no changes in accounting policies. All other policies have been applied on bases consistent with those used in previous years.

Income Tax

Income Tax expense charged to the Statement of Financial Performance recognises the current obligations and all amounts arising from differences between the accounting results and assessable income for the period, calculated using the liability method.



The accompanying notes form part of these financial statements.



**NEW ZEALAND DAIRY WORKERS UNION
- TE RUNANGA WAI U INCORPORATED**

**Notes to the Financial Statements
for the year ended 31 March 2019**

Taxation

Provision is made for taxation after taking full advantage of all deductions and concessions permitted. No provision has been made for deferred tax as there is no material timing difference.

2. Taxation

Taxation charged in the Statement of Financial Performance is the estimated liability in respect of the surplus earned outside the membership for the year.

	2019 \$	2018 \$
Net Surplus from outside the membership	192,399	188,160
Deduction for Non-Profit Bodies	(1,000)	(1,000)
<u>Taxable Surplus</u>	<u>191,399</u>	<u>187,160</u>
Tax Charged @ 28%	53,592	52,405
Resident Withholding Tax Credits	63,492	62,093
<u>Taxation (Payable)/Refund Due</u>	<u>9,900</u>	<u>9,688</u>

3. Investments

	2019 \$	2018 \$
(a) Shares		
Centre for High Performance Work Limited (50%)	11,881	11,881
Waikato Trade Union Centre Limited (62%)	405,039	405,039
Waikato Trade Union Centre Limited (Seismic Strengthening)	76,732	76,732
	481,771	481,771
Total Shares	493,652	493,652
(b) Advance		
Waikato Trade Union Centre Limited	91,326	91,326
Waikato Trade Union Centre Limited (Seismic Strengthening)	-	498
Waikato Trade Union Centre Limited (Maintenance)	3,941	20,561
Total Advances	95,267	112,385
(c) Bank Term Deposits / Reserves		
BNZ Term Deposits	1,536,180	1,499,999
Kiwibank Term Deposit	3,934,521	3,841,855
Total Term Deposits	5,470,701	5,341,854
TOTAL INVESTMENTS	<u>6,059,620</u>	<u>5,947,891</u>

The Term Deposits rolled over for another term on 31 March 2019. The Term Deposits are invested for terms of under a year to a year and have been continually reinvested.

**NEW ZEALAND DAIRY WORKERS UNION
- TE RUNANGA WAI U INCORPORATED**

**Notes to the Financial Statements
for the year ended 31 March 2019**

4. Subsequent Events

There have been no events subsequent to balance date that have a material effect on the financial statements.

5. Movement in the Industrial & Legal Fund

	2019 \$	2018 \$
Opening Balance 1 April 2018	2,257,571	2,301,694
Movement to balance to 50% of General Reserves	59,277	(44,124)
	<u>2,316,848</u>	<u>2,257,570</u>
Closing Balance 31 March 2019	<u>2,316,848</u>	<u>2,257,570</u>

6. Movements in the Solidarity & International Delegates Fund

	2019 \$	2018 \$
Opening Balance 1 April 2018	815,102	720,704
3% of Membership Subscriptions	-	94,398
	<u>815,102</u>	<u>815,102</u>
Less Expenditure during the year	16,000	-
Closing Balance 31 March 2019	<u>799,102</u>	<u>815,102</u>

The contribution to this fund has been frozen for the 2019 Financial Year.

7. Movement in the Election Campaign Fund

	2019 \$	2018 \$
Opening Balance 1 April 2018	11,612	56,439
0.8% of Membership Subscription	26,291	25,173
	<u>37,903</u>	<u>81,612</u>
Less Expenditure during the year	-	70,000
Closing Balance 31 March 2019	<u>37,903</u>	<u>11,612</u>

**NEW ZEALAND DAIRY WORKERS UNION
- TE RUNANGA WAI U INCORPORATED**

**Notes to the Financial Statements
for the year ended 31 March 2019**

8. Movement in General Reserve and Industrial & Legal Fund

	2019	2018
	\$	\$
Net Profit per page 5	266,411	-
Net Deficit per page 5	-	(70,214)
Add:		
Increase in Net Current Liabilities	-	6,032
Decrease in Fixed Assets	15,243	65,137
Decrease in Advances	17,118	140,692
Deduct:		
Decrease in Net Current Liabilities	161,925	-
Increase in Investments	8,000	180,324
Increase in Total Reserves	128,847	(38,677)
Add:		
Net Decrease in Election Campaign Fund	-	44,828
Net Decrease in Solidarity & International Delegates Fund	16,000	-
Deduct:		
Net Increase in Election Campaign Fund	26,291	-
Net Increase in Solidarity & International Delegates Fund	-	94,399
Increase in General Reserve and Industrial & Legal Fund	118,556	(88,248)
Half allocated to Industrial & Legal Fund	59,278	(44,124)
Half allocated to General Reserve	59,278	(44,124)

9. Fixed Assets

	2019	2018
	\$	\$
Leasehold Improvements		
At cost	81,618	81,618
Less Accumulated Depreciation	64,803	62,548
	16,815	19,070
Motor Vehicles		
At cost	390,639	384,334
Less Accumulated Depreciation	194,954	208,015
	195,685	176,319
Furniture & Fittings		
At cost	67,949	67,949
Less Accumulated Depreciation	49,960	45,979
	17,989	21,970

**NEW ZEALAND DAIRY WORKERS UNION
- TE RUNANGA WAI U INCORPORATED**

**Notes to the Financial Statements
for the year ended 31 March 2019**

Office Equipment

At cost	98,975	94,114
Less Accumulated Depreciation	83,253	72,338
	15,722	21,776

Website & Database Management System

At cost	302,603	302,603
Less Accumulated Depreciation	101,740	79,421
	200,863	223,182

Total Fixed Assets

	\$447,074	\$462,317
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10. Loan to Workers' Education Trust

The Union agreed to lend the Worker's Education Trust \$18,000. \$8,000 was advanced to the Trust on the 10 December 2018 and the remaining \$10,000 will be advanced to the Trust in April 2019. Repayments will be by monthly automatic payments from 1 December 2019 with a final repayment of any balance remaining 5 years from the date the funds were advanced. Pending repayment of the loan interest will be payable at the rate (if any) specified by the lender on the 28th February in any year with such interest being payable on the 31st March in any year when interest is specified.

11. Comparative Figures

The comparative figures represent twelve months trading.

12. Contingent Liabilities

The Union has no contingent liabilities as at balance date. (31 March 2018 Nil)

13. Capital Commitments

The Union has a commitment to loan the Workers' Education Trust \$10,000 in April 2019. (31 March 2018 Nil)

14. Employee Benefits

Provision is made in respect of the liability for annual leave, long-service leave and retirement allowance at balance date. Long-service leave is accrued in respect of all employees with more than ten years service. Retirement allowance is accrued in respect of all employees with more than twelve years service.

15. Nature of Business

The business is a Trade Union serving the workers in the New Zealand Dairy Industry. The nature of the business has not changed during the year under review.

16. Related Party Transactions

The Union rents premises from and provides funding to companies in which the Union has a shareholding.

The Union has not undertaken any other material transactions with related parties. No related party debts have been written off or forgiven during the year.



INDEPENDENT AUDITORS REPORT TO THE MEMBERS OF NEW ZEALAND DAIRY WORKERS UNION - TE RANANGA WAI U INCORPORATED

Opinion

I have audited the financial statements of New Zealand Dairy Workers Union - Te Runanga Wai U Incorporated (the Union) which comprise the statement of financial position as at 31 March 2019 and the statement of financial performance, statement of movements in equity for the year then ended, and notes to the financial statements, including a summary of accounting policies.

In my opinion, the accompanying financial statements of New Zealand Dairy Workers Union - Te Runanga Wai U Incorporated for the year ended 31 March 2019 are prepared in all material respects in accordance with the accounting policies as defined.

Basis of Opinion

I conducted my audit in accordance with International Standards on Auditing (New Zealand) (ISAs (NZ)). My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of my report. I am independent of the Union in accordance with Professional and Ethical Standard 1 (revised) *Code of Ethics for Assurance Practitioners* issued by the New Zealand Auditing and Assurance Standards Board, and I have fulfilled my other ethical responsibilities in accordance with these requirements. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

I am also the auditor of Waikato Trade Union Centre, a company that the Union is a majority shareholder in. Other than that relationship and auditor of the Union I have no other interest in New Zealand Dairy Workers Union - Te Runanga Wai U Inc.

Emphasis of Matter Basis of Accounting and Restriction on Distribution and Use

Without modifying my opinion, I draw attention to Note 1 on page 10 of the financial statements, which describes the reporting basis. The financial statements are prepared by the Union for internal purposes only. As a result, the financial statements may not be suitable for another purpose.

My report is intended solely for the Union and should not be distributed to or used by parties other than New Zealand Dairy Workers Union - Te Runanga Wai U Incorporated.

Officer Responsibilities

The Union's officers are responsible for the preparation of these financial statements in accordance with the accounting policies as disclosed and for such internal control as the Union's officers determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Union's officers are responsible for assessing the Union's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless the officers either intends to liquidate the Union or to cease operations, or have no realistic alternative but to do so.



Auditor's Responsibilities for the Audit of the Financial Statements

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (NZ) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs (NZ), I exercise professional judgement and maintain professional skepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Union's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by Officers and management.
- Conclude on the appropriateness of the use of the going concern basis of accounting by the Officers, and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Union's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the Union to cease to continue as a going concern.

I communicate with the Officers regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

Anderson Accounting
6 May 2019
CAMBRIDGE

DRAFT BUDGET-2019/2020

	2019-20 Budget	2018-19 Budget	Difference	BVR at 31.03.19
Income				
Membership Subs	3,667,300	3,546,400		
Less GST	478,343	462,574		
Nett Subscription Income	3,188,957	3,083,826	105,131	3,286,421
Interest (nett)	128,288	128,825	-537	128,907
Miscellaneous Income	79,000	109,838	-30,838	104,543
Total Income	3,396,245	3,322,489	73,755	3,519,871
Expenditure				
DWU				
Executive	65,000	65,000	0	65,396
Congress	70,000	50,000	20,000	50,657
Regional Delegates Meetings	15,000	15,000	0	19,597
Regional AGMs (inc A/Report)	35,000	35,000	0	34,042
Womens Committee Structure	20,000	17,500	2,500	20,732
Runanga Structure	20,000	17,500	2,500	16,890
Youth Structure	10,000	0	10,000	0
Agreements				
Negotiations *	100,000	120,000	-20,000	74,627
PGs & Disputes *	60,000	70,000	-10,000	77,680
ACC Review *	60,000	50,000	10,000	85,554
National JWP/CHPW	1,500	1,500	0	1,007
NZCTU				
Capitation 2.5% net subs (\$79,724)	53,475	53,475	0	50,139
NAC/Food Sector/H&S Meetings	7,500	7,500	0	6,109
Women's Committee Exp	2,500	5,000	-2,500	2,758
Runanga Exp	2,500	5,000	-2,500	763
Committee Pasifika/Stand Up	2,500	2,500	0	632
Youth Committee	1,250	0	1,250	0
Biennial Conf (CTU, Runanga, Women's)	7,500	7,500	0	404
Campaigns *	5,000	5,000	0	0
IUF Capitation	42,085	41,310	775	42,750
NZLP Affiliation & Meetings	13,000	13,000	0	9,610
Administration Expenses				
Bank Charges	2,500	2,500	0	2,381
Insurances (excluding vehicles)	15,000	15,000	0	10,233
Miscellaneous	1,000	1,000	0	0
Phone/Tolls/Fax/Internet	27,500	27,500	0	27,378
Photocopying/Printing/Stationery	27,500	27,500	0	27,313
Post/Courier	10,000	10,000	0	9,083
Power	5,500	5,500	0	1,316
Publications Inward	4,000	4,000	0	3,758
Rent/Rates/Reception	95,000	95,000	0	91,351
Repairs & Maintenance	7,500	7,500	0	9,218

DRAFT BUDGET-2019/2020

Operating Expenses				
ACC Levy	5,000	5,000	0	3,489
Accounting & Audit	18,000	18,000	0	14,910
Dairyworker	62,500	65,000	-2,500	62,377
Del Promos	20,000	20,000	0	10,200
Donations	5,000	5,000	0	2,775
Education (6%)	191,337	185,030	6,307	162,460
Election (Pres/VP)	5,000	0	5,000	0
Election Camp Fund (0.8%)	25,512	24,671	841	0
Equipment	10,000	10,000	0	4,860
FBT	55,000	55,000	0	55,359
Honoraria	30,515	30,515	0	31,551
International Del Fund (3%) (\$95,669)	0	0	0	24,000
International Activities	17,500	22,500	-5,000	5,265
Living Wage Campaign	7,500	7,500	0	4,522
Miscellaneous Expenses	5,000	5,000	0	9,449
Motor Veh - Expenses	121,000	121,000	0	106,122
Motor Veh - Replacement	96,000	96,000	0	83,434
n3 Membership Card	25,000	25,000	0	26,602
Organisers Expenses	77,500	77,500	0	82,356
President/Vice President	1,500	1,500	0	0
Research	10,000	10,000	0	0
Membership Survey	10,000	10,000	0	17,907
Welfare Fund (approx 10%)	318,896	308,383	10,513	318,777
Salary/Wage/Super etc	1,550,000	1,525,000	25,000	1,511,541
Server/Portal/Website	47,500	67,500	-20,000	43,087
Total Expenditure	3,504,569	3,472,384	32,185	3,322,421
Surplus	-108,324	-149,894	41,570	197,450
	-3.19%	-4.51%		

Capital Expenditure - Reserves to be set aside for: Internal Server Upgrade \$25,000

* = estimate

RULE REMITS carried by 2019 Congress

RULE REMIT 1

Delete entire section and replace with the following:

RULE 15 SPECIAL INTEREST GROUPS

15. SPECIAL INTEREST GROUPS

15.1 DWU Women's Committee

15.1.1 (a) The Women's Committee shall consist of two Worksite Women's Delegates elected from each of the Union's four regions as defined in Rule 14.2 (d) elected for a three-year term by the Worksite Women's Delegates (as defined in Rule 18.1 (d)) prior to the pre-Congress meeting.

(b) The Women's Committee shall meet once a year prior to Congress, and again during National Congress and at any other time that the National Executive or Secretary deem necessary.

(c) The Women's Committee Regional Representatives shall communicate with Worksite Women's Delegates in their region.

15.1.2 (a) Elections will be organised and run by the Union staff committee members (as per Policy C.24) acting as the Returning Officer.

(b) Election of the Women's Committee convenor. The committee shall elect from their own ranks at their pre-Congress meeting, a convenor, whose term of office shall be for three years commencing immediately and expiring three years later at their pre-Congress meeting.

(c) Nominations shall be open 14 days prior to the pre-Congress Women's Committee meeting.

15.1.3 (a) Election of the Women's Committee regional representatives. Nominations shall be open to elected Worksite Women's Delegates (as per Rule 18.1 (d)).

(b) Nominations will be open for 14 days.

(c) A brief resume will be supplied by each candidate and the election will be conducted via a telephone conference call of the regions Worksite Women's Delegates. Any special votes must be arranged prior to the conference call with the returning officer and if transferred must be to another Worksite Women's Delegate within the region.

15.2 Te Runanga/Fono o DWU

15.2.1 The Runanga/Fono Committee shall consist of two Runanga/Fono delegates elected by and from each of the Union's four regions as defined in Rule 14.2(d) elected for a three-year term by the site delegates of each region as defined in Rule 14.2(d) prior to the Pre-Congress meeting. The term for all members will be concurrent and subject to Part IV – 20 Casual Vacancies. One position on the Runanga/Fono will be designated for a Pacific Island delegate. If there is ever an occasion when a Pacific Island delegate is not elected via the Runanga/Fono election process, a separate additional delegate representing Pacific Islanders will be called for and elected by Runanga/Fono delegates.

15.2.2 (a) The Runanga/Fono Committee shall meet once a year prior to Congress, and once at National Congress.

(b) The Runanga/Fono Committee may meet at other times when the National Executive deem necessary.

15.2.3 The Committee shall elect a Convenor from their own ranks at their pre-Annual Congress meeting, who term of office shall be for three years commencing immediately and expiring three years later at the termination of that year's

pre-Congress meeting.

15.2.4 (a) Elections will be organised and run by the Union staff committee members (as per Policy C.24) acting as the Returning Officer.

(b) Nominations will be open for 14 days.

(c) A brief resume will be supplied by each candidate, which will be circulated prior to the election, which will be conducted at the appropriate annual Regional Delegates Meeting.

(d) Runanga/Fono reps should be or have been a union delegate and if not, will be required to attend a union delegates training course as soon as possible.

(e) Site delegates will be encouraged to talk to the Runanga/Fono Convenor prior to casting their vote in order to take into account Tikanga Maori.

15.3 DWU Youth Committee

15.3.1 (a) The Youth Committee shall consist of two Youth Representatives elected by and from each of the Union's four regions as defined in Rule 14.2 (d) elected for a three-year term by a preferential postal ballot of all members 35 or under (as at the date of the election) in that region. The election of Youth Representatives shall take place prior to the Youth Committee's pre-Congress meeting.

(b) To be eligible for nomination as a Youth Representative, a person must be 35 or under as at the date of the election of the Youth Representative positions as discussed above.

(c) Any elected Youth Representative who turns 36 or older during their elected term will be entitled to stay on the Youth Committee and complete the remainder of their term.

(d) Elections will be organised and run by the Union's National Returning Officer in accordance

RULE REMITS carried by 2019 Congress

with the nomination and voting process contained in Schedule II of these Rules.

(e) The Youth Committee shall meet once a year prior to Congress, and again during National Congress and at any other time that the National Executive or Secretary deem necessary.

(f) The Youth Committee shall elect a Convenor from their own ranks at their pre-Annual Congress meeting.

Transitional Arrangements

• *If endorsed at the 2019 AGMs, Rule 15.3 shall take effect from 1 October 2019 and appropriate preferential postal ballots of all members 35 or under (as at the date of the election) shall be held to fill these positions after this date.*

• *Any Youth Representative elected after 1 October 2019 shall serve on the Youth Committee until the Youth Committee's 2022 pre-Congress meeting, when all Youth Committee positions shall be up for re-election and from thereafter shall be for three-year terms.*

• *If endorsed at the 2019 AGMs, the three-year term for the Women's Committee and Runanga/Fono shall take effect from March 2022. Accordingly, the current Rules will still apply for the 2020 Women's Committee and 2020 Runanga/Fono elections and the new Rules would then take effect for the Women's Committee and Runanga/Fono elections in 2022.*

RELATED RULE CHANGES

Rule 13.2(j): Amend to read:

"Organisers, members of the Runanga/Fono and Women's and Welfare and Youth Committees, shall be entitled to attend and speak at any meeting of the National Congress, without individual vote."

Rule 14.2(e): Amend to read:

"The Convenor of the Women's Committee and the Convenor of the Runanga/Fono and the Convenor of the Youth Committee."

Schedule II, Clause 1.4: Amend to include a new Clause 1.4(f) that reads:

"For Youth Committee Representatives, by preferential postal ballot of all members 35 or under from those areas, pursuant to Rules 15.3.1. herein."

Schedule II, Clause 1.4: Renumber current clauses:

- Clause 1.4(f) to (g);
- Clause 1.4(g) to (h);
- Clause 1.4(h) to (i);
- Clause 1.4(i) to (j);

Schedule II, Clause 1.5(d): Amend to read:

"In the case of Site Delegates and Special Interest Group Representatives, voting shall begin..."

Schedule II, Clause 3.1 replace with:

The National Executive members shall be elected for a three-year term, commencing immediately after the election is completed and ending immediately prior to the next election three years later.

Schedule II, Clause 3.2: Amend to read:

"To be eligible for nomination and to hold the position, a person must

be a voting delegate to the National Congress (except for the DWU Women's Committee Convenor, the DWU Runanga/Fono Convenor and the DWU Youth Committee Convenor)."

RULE REMIT 2

RULE 11 HONORARY LIFE MEMBERSHIP

Angus McConnell to be endorsed as a DWU Life Member from the end of October 2019.

Glenn Barnes to be endorsed as a DWU Life Member.

POLICY REMITS carried by 2019 Congress

POLICY REMIT 1

Amend to read:

B.5 DWU Youth Committee

B.5.1 The DWU Youth

Committee is an advisory body to the National Executive on youth and young worker issues that may concern the DWU. The DWU Youth Committee is to represent and promote the interests of young workers (particularly workers 35 and under) and to foster and promote the interests, education and participation of young workers in Union issues.

B.5.2 The DWU Youth Committee supports and participates in the CTU Stand Up Committee structures.

B.5.3 The DWU Youth

Committee strongly opposes any split in the union movement based on age and we reiterate our position is as unionist-working class first, with youth and young worker representation from within.

B.5: Renumber current B.5 clause to B.6.

POLICY REMIT 2

POLICY H.2.2

Amend to read:

Eligibility to apply for Education Grants is automatic to all DWU members after three months membership is completed, their spouse/partner, and their children 19 years of age or under (as at the closing date for applications for the Education Grants), and DWU Life members.

POLICY H.8.1

Amend to read:

“The Welfare Fund shall make available up to \$170,000 per annum ...”

POLICY REMIT 3

NEW Policy Q–DWU

Representatives–Code of Conduct Policy

This policy outlines the DWU's expectations of conduct and behaviour to ensure all DWU delegates and members are aware of the standards of behaviour that are expected of them.

This Code of Conduct outlines the behaviour the DWU expects of delegates and members, when:

1. Dealing with other DWU members and members of the public; and
2. Representing the DWU at formal or informal DWU meetings and events.

Dealing with other DWU members and members of the public

A fundamental value of the DWU is respecting the fundamental human rights and dignity of all people, regardless of their gender, ethnicity, sexuality, religious or political views. The DWU expects all delegates and members to recognise the inherent value of each person regardless of background, where we live, what we look like, what we think or what we believe. These values are based on principles of dignity, equality and mutual respect.

Therefore, all DWU representatives (including, but not limited to Officers, Officials, Staff and Union Delegates) will at all times, be respectful to all other people they encounter, whilst working and socialising (including after work hours whilst attending Union business).

The DWU will not tolerate any behaviour that demeans other DWU members or members of the public.

Demeaning behaviour is that which is intended to cause a severe loss of dignity and respect of someone; words or actions intended to debase, lower, degrade, discredit or devalue a person.

Representing the DWU at formal or informal DWU meetings and events

The DWU expects a certain standard of behaviour from members and delegates who are representing the DWU and/or their site and members at DWU events. This reflects the basic requirements of courtesy, professionalism and integrity needed to ensure that the Union maintains a positive reputation within the dairy industry and provides a high level of service to members.

Accordingly, while representing the DWU at formal and/or informal Union events (including, but not limited to the National Congress, CEA Claims Meetings & Negotiations, Delegate Forums/ Meetings etc) all DWU members and delegates will at all times strive to be on time, attend all sessions, and be able to fully participate in a positive and constructive manner.

Breach of Code of Conduct

Any DWU delegate or member found to be in breach of this behavioural code and/or participating in highly objectionable, offensive, and/or demeaning behaviour may be subject to an investigation by the DWU National Executive and/or DWU Grievance Committee.

After conducting an appropriate investigation as contained in the DWU Rules, these bodies may impose an appropriate punishment, up to termination of DWU membership.

DATE	TIME	SITE	VENUE
NORTHERN			
Monday, 8 July	4.00pm	Fonterra Brands - Takanini	Cafeteria
	5.30pm	Fonterra Brands - Takanini	Cafeteria
Tuesday, 9 July	6.00am	Fonterra - Kauri	On Site
	9.30am	Fonterra - Maungaturoto	On Site
	1.00pm	Goodman Fielder - Puhoi	Puhoi Sports Club
	5.00pm	Danone - Auckland	Nutricia Cans
	6.00pm	Danone - Auckland	Nutricia Cans
Monday, 5 August	2.00pm	Fonterra Brands - The Shed	On Site
	3.30pm	NZ New Milk - Auckland	On Site
Tuesday, 13 August	6.00pm	Fonterra - Tip Top	On Site
Wednesday, 14 August	8.00am	Fonterra - Tip Top	On Site
WAIKATO/BOP			
Thursday, 11 July	12noon	Timpack - Frankton	On Site
	2.00pm	Fonterra - Canpac	Cafeteria
Friday, 12 July	5.00am	Fonterra - Canpac	Cafeteria
	6.00am	Fonterra - Canpac	Cafeteria
Monday, 15 July	7.45am	Fonterra - Te Awamutu	Training Centre
	12noon	Fonterra - Hautapu	Social Club
	2.00pm	Fonterra - Waharoa	Cafeteria
	5.00pm	Fonterra - P&D London St	Level 4
Tuesday, 16 July	10.00am	Fonterra - Reporoa	Cafeteria
	2.00pm	Fonterra - Edgecumbe	Cafeteria
Wednesday, 17 July	7.00am	Fonterra - Te Rapa	Training Room
	10.00am	Fonterra - Tirau	Upstairs Cafeteria
Thursday, 18 July	8.00am	Fonterra - Lichfield	On Site
	10.30am	Fonterra - Morrinsville	Butter Cafeteria
	12noon	Fonterra - Waitoa/UHT Plant	Waitoa Hall
	2.00pm	Tatua - Tatuani	Cafeteria
Monday, 12 August	10.00am	Fonterra - OLS London Street	On Site
	12.30pm	Dairy Goat - Hamilton	Cafeteria
Tuesday, 13 August	8.30am	Yashili NZ - Pokeno	On Site
	10.30am	Green Valley Dairies - Mangatawhiri	On Site
Wednesday, 14 August	11.00am	Fonterra - Mt Maun/Tauranga Port	On Site
	3.30pm	Fonterra - Crawford St	Cafeteria
Tuesday, 27 August	12.30pm	Bodco Dairy - Hamilton	On Site
	3.00pm	LIC - Hamilton	On Site
CENTRAL			
Monday, 22 July	10.00am	Fonterra Brands/Alto - Mako Mako Rd	On Site
	1.00pm	Goodman Fielder/Alto - Longburn	On Site
	4.00pm	Goodman Fielder - Yoplait P/North	Cafeteria
Tuesday, 23 July	10.00am	Fonterra - Whareroa	Hawera Salvation Army Hall
	12.30pm	Fonterra CCP - Collingwood & Bridge St	Eltham Town Hall
	2.30pm	Fonterra - Kapuni	On Site
Wednesday, 24 July	8.30am	Fonterra - Pahiatua	Pahiatua Fire Station
	12.30pm	Fonterra - Te Roto Drive	Board Room
SOUTHERN			
Tuesday, 30 July	8.00am	Blue River Dairy - Invercargill	Cafeteria
	10.00am	Fonterra - Edendale	Edendale Activity Centre
	2.00pm	Fonterra - Stirling	On Site
	4.00pm	Danone - Balclutha	Town & Country
Wednesday, 31 July	8.00am	Fonterra - Mosgiel	On Site
	12.30pm	Oceania Dairy/Yili - Glenavy	On Site
	2.00pm	Fonterra - Studholme	Cafeteria
Thursday, 1 August	9.00am	Fonterra - Clandeboye	Hall
	1.00pm	Synlait Milk - Dunsandel	On site
	3.00pm	Dairyworks - Christchurch	Cafeteria
Friday, 2 August	9.00am	Westland Milk Products - Rolleston	On Site
	10.30am	Fonterra Brands - Halswell Junction	Cafeteria
Tuesday, 6 August	10.00am	Goodman Fielder - Blenheim Rd	Cafeteria
	12noon	Fonterra - Darfield	On Site
Wednesday, 7 August	8.30am	Westland Milk Products - Hokitika	Rugby Hall
	3.00pm	Fonterra - Brightwater	On Site
Thursday, 8 August	8.00am	Fonterra - Takaka	Blues Cafeteria

TBC = Allied Faxi, Envictus Hastings, Fonterra Tuamaringa, LIC Christchurch & Talbot Forest Cheese Temuka.