



Unite Union 2021 Annual General Meeting

Agenda

- 1. Apologies**
- 2. Minutes of 2020 AGM**
- 3. Co-president Report**
- 4. National Secretary Reports**
 - a. Membership**
 - b. Financial**
 - c. Industrial**
 - d. Campaigns**
- 5. Elections**
 - a. Officers**
 - b. Executive**
- 6. Remits**
- 7. 2022 – FPA's and Hospitality**
- 8. General business**

2020 AGM Minutes

REPORTS tabled by National Secretary:

Membership report:

10 November 2019: 6,669 compared to 5,497 on 23 November 2020 – a 16% decrease from last year.

Significant redundancies across key sectors – Hotels, Casinos & Cinemas. Reduced recruitment elsewhere due to lockdowns.

Finance report tabled:

Financial year April 2019 to March 2020:

Gross Income: \$1,392,471 Down \$189,602 – 12% - from \$1,582,073 (2019)

Expenditure: \$ 1,426,553, Down \$126,233 or 7% - from \$1,552,786 (2019).

Deficit (including depreciation) = \$44,922 (surplus of \$1,161 in 2019)

ELECTIONS (Ekta Punj Returning Officer)

Nominations for National Secretary

John Crocker. As only one nomination was received John Crocker is elected unopposed.

Co-Presidents

Tina Barnett elected in 2019 for 2 years

One to be elected in 2020 for two years.

When nominations closed the following nominations for Co-President had been received:

Xavier Walsh (McDonald's)

Catherine Rowell (Probe)

Xavier Walsh was successful in the election and was elected for a two year term.

Executive nominations

3 members elected in 2020 for two years and 1 member elected for one year

When nominations closed the following nominations for vacant Executive positions had been received: Shane Moore (Event, Auckland), Trisna Putri (KFC, Auckland), Memory Leach (KFC, Gisborne), Xavier Walsh (McDonald's, Auckland), Catherine Powell (Probe, Auckland), Yvette Lamare (BK, Tauranga), Kim Larkin (BK, Christchurch), Deb Higgins (KFC, Rotorua)

After the votes had been counted, the successful executive members were Xavier, Catherine, Trisna and Kim. As Xavier was already Co-president, Shane Moore was elected by countback.

GENERAL BUSINESS REMITS

Remit 1: To establish Worker's Councils and their representation on the Unite Executive to replace 5 of the ten "at Large" members and co-opted members.

12. Executive:

12.1. The Executive shall comprise:

12.1.a. Co-Presidents, who shall jointly chair the Executive and one of whom shall be a woman.

12.1.b. Secretary

12.1.c. Ten **Five** members at large

12.1.d. One representative of each Unite Worker's Council approved at the AGM each year. Each Worker's Council shall select it's own representative to attend Executive meetings. Representatives must be current members of Unite employed in the sector/employer the council represents.

Up to three additional members that the Officers may, after the at large elections, recommend to the AGM to be co-opted to ensure good representation of union members. Any person so co-opted shall hold office until either an election is called by the Executive in accordance with the rules or the next A.G.M.

12.2. All directly elected members of the Executive shall hold office until they resign, their successors are elected or they are removed in accordance with Section 16 of these rules. They shall be eligible for re-election.

12.3. Worker Council representatives on the Executive shall attend at the direction of each Worker's Council.

12.4. (NEW SECTION) Workers Councils

12.4.a. At each AGM the Executive will propose for approval the number and coverage of Worker's Councils for the next year.

12.4.b. Workers Councils shall meet, electronically or in person, regularly, but at least four times a year.

12.4.c. Each Council may have between five and fifteen delegates as members of the Workers Council

12.4.d. A quorum for a Workers Council meeting shall be the greater of four members or half of the membership of the council.

- 12.4.e. Any worksite with less than twenty five union members shall have a maximum of one delegate on a Workers Council unless approved by the National Secretary.
- 12.4.f. Delegate representation on Worker's Councils should reflect, where practicable, the numerical, geographic, gender and ethnic composition of the overall membership represented by that council.
- 12.4.g. Where there is a dispute over membership or representation for any Worker's Council the matter shall be referred to the National Secretary for resolution. Any decision by the National Secretary regarding Worker's Council membership or representation may be appealed to the Executive , whose decision shall be final.

13. Election of the Executive:

- 13.1. The Executive shall be elected at the A.G.M., with one Co-President and the five of the at-large Executive members being elected each year,
- 13.2. Where the Executive appoints or elects members according to rule 13.8 the term shall be only until either an election is called by the Executive in accordance with the rules or the next A.G.M.
- 13.3. A Returning Officer shall be appointed by the Executive .
- 13.4. Co-Presidents All positions shall be elected for a term of two years and at-large members elected every year. In the first year where two year terms are being voted on the Co-President candidate and the five Executive candidates with the highest vote will be deemed to have been elected for a two year term. The other successful candidates will be elected for a one year term

Remit 2: To clarify rules to ensure Unite has official "Non-profit" status with the IRD

Add 2.2:

The union does not have the purpose of making a profit for members, or shareholder and prohibits a distribution of property in any form to a member proprietor or shareholder; and has a constitution that prohibits a distribution of property in any form to a member, proprietor, or shareholder.

Add 17.3:

No member of the organisation or any person associated with a member, shall participate in or materially influence any decision made by the organisation, in respect of the payment to or on behalf of that member or associated person of any income, benefit, or advantage whatsoever. Any such income shall be reasonable and relative to that which would be paid in an arms length transaction (being open market value).

Amend 25.1:

Should a majority of the members of the Union attending special meetings called under these Rules expressly for the purpose, vote to cancel the registration of the Union, the Secretary shall forthwith make application to the Registrar of Incorporated Societies in the prescribed form. Before such cancellation the Executive shall ensure that an audit of the Union's accounts is conducted and shall realise all the valuable assets and meet all the liabilities of the Union. The surplus funds, if any, shall thereupon be disposed of in such a manner, in pursuance of the objects specified in these Rules, as the Executive may think fit **by the Executive in accordance with 25.2**. Prior to this procedure being carried out, all members shall be advised that this matter is to be considered at special meetings convened for the purpose in accordance with rule 10.7

Move 25.2 to 25.3.

Insert new 25.2:

If upon winding up or dissolution of the organisation there remains after the satisfaction of all its debts and liabilities any property whatsoever the same shall not be paid or distributed among the members of the organisation but shall be given or transferred to some other organisation or body with similar objects to the first organisation or for some other charitable purpose, within New Zealand.

Add 26.5:

No addition to or alteration of the aims/objects, payments to members clause or the winding-up clause shall be approved which affect the tax exempt status/non profit body. The provisions and effect of this clause shall not be removed from this document and shall be included and implied into any document replacing this document

Remit 3: Amend 7.1 to reflect current practice with regard to membership processes.

The registered office of the Union shall contain an up to date roll of the membership including the address, employment or beneficiary status, occupation, workplace, joining date and collective agreement or individual contract covering each member. The Secretary shall carry out the duty of ensuring that the membership roll is kept current.

Remit 4: To specify purpose of the union to include recruitment to and promotion of the union. This will assist with inclusion of this information in legally mandated documents and materials such as employers are required to provide new employees covered by a collective agreement.

2. Purposes

2.1. Unite is a community based union formed:

- a) to protect and further the interests of members and working people as a whole by carrying out any policy decided in accordance with these Rules.
- b) to recruit and organise workers, including marginal labour, unemployed and beneficiaries.

- c) to engage with and recruit workers at their workplaces to become active members of the union.
- d) to secure the best possible working conditions for members of the Union by promoting members' collective employment interests
- e) to secure the best standard of living for members, other workers, their families and communities.
- f) To inform and educate workers about the history, achievements and role of both the union movement as a whole and the union specifically.
- g) to assist any other union, federation, movement or organisation for the betterment of the working conditions, remuneration and/or welfare of its members or working people as a whole.
- h) to affiliate to any other union, federation, movement or organisation for the furtherance of the objects of the Union.
- i) to prudently invest any surplus funds of the Union to increase the resources available for use as specified in parts (a) to (e) of this Rule.
- j) to uphold the principles of the Maori version of the Treaty of Waitangi including that of tino rangatiratanga in all its work.

New Clause 24 (re-number remaining clauses)

24. Role and Function of the Union

24.1 The role and function of the union is to carry out the purposes of the union, execute the rules of the union and other matters as determined by the AGM or the Executive from time to time.

Remit 5:

To allow fixed rate fees for non-Collective Agreement members who pay fees directly to the union rather than through employer deductions.

“Where is no collective agreement in place and where the member requests OR the National Secretary decides that fixed rate fees should be paid directly to the union, the union fees payable shall be:

- *Less than 10 hours a week regular paid work - \$2 a week*
- *10-30 hours per week regular paid work - \$3 per week*
- *more than 30 hours per week regular paid work - \$4 per week*

The option of paying fixed rate fees as above shall be at the sole discretion of the National Secretary. The Secretary may also approve fortnightly, four-weekly, monthly, quarterly or annual fee payments in advance which equate to the same fixed fee levels.”

Remit 6. Pathway to Residency

“Unite Union supports pathways to residency for normally resident migrant workers.

Unite calls on the government to immediately:

- *Create a new “Pathway to Residency temporary visa” available to anyone currently on an essential skill or graduate job search visa who has been working and/or studying for five years or more.*
- *Allow “normally resident” Kiwis stuck overseas to return to New Zealand on the same basis as citizens.*
- *Offer migrants who may have overstayed their visas pathways to residency if they have made New Zealand their home and are without criminal convictions.*
- *Provide an extension of the period for low-skilled visas (from the current 6 months to 12 months or longer)*
- *Postpone the stand down requirements which are coming into force in 2021 so a review can be held on long-term policy changes needed for this sector in the post-Covid world.”*

All remits at the 2020 AGM were successfully passed.



Unite Incorporated

2021 Annual Financial Report

Income & Expenditure

For the year ended 31 March 2021

PARTICULARS	No	Note	2021	2020
Income				
Membership Fees	1		\$1,085,348	\$1,175,442
Contract for services	2	A	\$442,986	\$106,647
Interest Revenue	3		\$3	\$17
Other Revenue	4		\$659	\$3,536
Donations	5		\$7,726	\$7,983
Dividends Received	6		\$280	\$375
Member Benefits Contributions	7		\$21,894	\$98,561
Total Revenue (1+2+3+4+5+6+7)	8		\$1,558,896	\$1,392,561
Expenditures				
Operating Expenses	9	B	\$366,455	\$433,390
Employee Benefits	10	C	\$1,043,681	\$956,388
Member Benefits	11		\$11,300	\$37,183
Total Expenditure (9+10+11)	12		\$1,421,436	\$1,426,553
Net (Deficit) Before Depreciation & Income Tax (8-12)				
	13		\$137,460	-\$33,992
Depreciation Charged	14	E	\$8,371	\$9,840
Income Tax Expense	15			
Net Surplus/Deficit (13-14-15)	16		\$129,089	-\$44,240

Balance Sheet

As at 31 March 2021

Assets

Cash and Bank Balances as on 31 st Mar 2021	\$118,700	\$53,205
Accounts Receivable	\$1,533	\$5,924
Other Assets		
Inter-Entity Account		
Property Plant and Equipment	\$60,362	\$66,053
Total Assets	\$180,595	\$126,182

Liabilities

Bank Overdrafts as on 31 st Mar 2021	\$1233	\$3,635
Accounts Payable	\$4,092	\$26,004
Accrued Expenses		
Other Liabilities	\$106,133	\$82,762
Total Liabilities	\$111,458	\$112,401

Net Assets	\$69,137	\$13,781
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NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2021

A. Contract for services

	2021	2020
	\$	\$
PWUA (Northern and Southern)	81,994	106,647
Other Revenue		
Covid Funds	216,200	0
Wage Subsidy	144,792	0
Total of Contract for Services	442,986	106,647

B. Operating Expenses

	2021	2020
	\$	\$
Contract Services	13,124	15,799
Computer Expenses	6,588	7,578
Insurance	2,369	3,067
Interest Expense	7	89
Motor Vehicle Expenses	29,772	67,978
Legal Expenses	2,583	10,898
Rent	80,673	92,460
Staff Expenses	72,215	41,710
Telephone, Tolls & Internet	\$16,972	\$18,766
Other Operating Expenses	\$142,152	\$175,045
Total of Operating Expenses	366,455	433,390

C. Employee Benefits

	2021	2020
	\$	\$
Salaries	1,020,827	933,439
Kiwi Saver Employer	22,854	22,949
Total of Employee Benefits	1,043,681	956,388

D. Property, Plant & Equipment

	2021	2020
	\$	\$
Property, Plant & Equipment		
Opening Cost at 1 April	\$251,634	\$247402
Additions	\$2,680	\$4232
Revaluations	0	0
Disposals	0	0
Closing Cost at 31 March	\$254,314	\$251,634
Opening Accumulated Depreciation at 1 April	\$185,581	\$174,741

Depreciation Expense	\$8,371	\$9,840
Disposals		
Closing Accumulated Depreciation at 31 March	\$193,952	\$184,581
Net Book Value at 31 March	\$60,362	\$67,053

E. Depreciation Charge by Asset Class

	2021	2020
	\$	\$
Depreciation Charge by Asset Class		
Leasehold Improvements	726	1,009
Furniture & Fittings	1,365	1,529
Office Equipment	6,280	7,302
Motor Vehicles	0	0
Total Depreciation Charge	\$8,371	\$9,840

F. Securities and Guarantees

The company has no securities or guarantees in place

G. Investments

The Company has no investments other than bank deposits in 2021 (2020: NIL).

H. Lease Commitments

	2021	2020
	\$	\$
Lease Commitments under Operating Leases		
Due within one year	\$95,250	\$98,645
Due later than one year	\$287,159	\$147,350
Total Lease Commitments under Operating Leases	\$382,409	245,995

Contingent Liabilities

At balance date there are no known contingent liabilities (2020: NIL). UNITE Inc. has not granted any securities in respect of liabilities payable by any other party whatsoever.

This statement should be read in conjunction with the accompanying notes.

Signed for and on behalf of the Executive as of 2nd November 2021



John Crocker – National Secretary

Notes to and forming part of the financial statements

For the year ended 31 March 2021

Summary of Accounting Policies

Reporting Entity

The financial statements presented here are for the entity UNITE Incorporated. UNITE Inc. was incorporated under the Incorporated Societies Act 1908 on 24 September 1993 under the name Administrative and General Workers Union and changed its name to UNITE on 15 December 1998. UNITE is registered as a trade union under the Employment Relations Act 2000 (registration 1014).

Measurement System

The accounting principles recognised as appropriate for the measurement and reporting of earnings and financial position on an historical cost basis have been used, with the exception of certain items for which specific accounting policies have been identified.

(a) Changes in Accounting Policies

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

(b) Property, Plant & Equipment & Depreciation

All property, plant & equipment are stated at cost less aggregate depreciation. Depreciation has been calculated on a diminishing value basis at rates that will write off the cost of assets over their estimated useful lives. The useful lives of the major classes of assets have been estimated as follows;

Leasehold Improvements	10%
Motor Vehicles	30%
Furniture & Fittings	13%
Office Equipment	13% - 50%

All property, plant & equipment are initially recorded at cost with depreciation being deducted on all tangible fixed assets other than freehold land, in accordance with rates set out in the Income Tax Act 2007.

(c) Goods & Services Tax

The Statement of Financial Performance has been prepared so that all components are stated exclusive of GST. All items in the Statement of Financial Position are stated net of GST, with the exception of accounts receivable and payable.

(d) Income Tax

The incorporated society is a registered union and Incorporated Society which exempts it from paying income tax on income earned within the membership circle.

(e) **Investments**

Investments are carried at the lower of cost and net realisable value. Where in the Directors' opinion there has been a permanent reduction in the value of the investments this has been brought to account in the current period.

(f) **Income Recognition**

Subscription income is brought to account at the time that it is received. No allowance is made in these financial statements for outstanding fees or fees received in advance.

(g) **Interest Income**

Interest income is accounted for as earned.

(h) **Employee Entitlements**

Employment entitlements to salaries and wages, annual leave, long service leave and other benefits are recognised when they accrue to employees.

(i) **Receivables**

Receivables are stated at their estimated realisable value. Bad debts are written off in the year in which they are identified.

(j) **Leases**

Finance leases that effectively transfer to the entity substantially all the risks and benefits incidental to ownership of the leased item are capitalised at the present value of the minimum lease payments. The leased assets and corresponding liabilities are disclosed, and the leased assets are depreciated.

Operating lease payments, where the lessor effectively retains substantially all the risks and benefits incidental to ownership of the leased item, are included in the determination of the operating profit in equal instalments over the lease term.

Remits for Consideration at Unite Union Annual General Meeting 2021

Type: Fees

Submitted by: National Secretary

Detail:

“That the AGM approves the two yearly scheduled increase in the maximum weekly fee to \$7 for members at sites with a collective agreement and \$4.25 for those without a collective agreement, effective the first full pay week of April 2021.”

Commentary:

This is a scheduled adjustment we make every two years to adjust for inflation and to maintain low fees for those earning less. Because nearly all of our members have incomes which can vary from week to week Unite has a percentage based fee system where most pay 1.2% of their weekly earnings in union fees. This means someone earning \$400 will pay \$4.80 a week, \$300 would be \$3.60 a week and so on. We have always had a minimum fee of \$2, but we also have a maximum fee. Every two years the maximum is adjusted.

This adjustment is needed to compensate for the movement in inflation, and is well below the increase in wages most of our members have received over the last two years (minimum wage has risen by 6.7% & 5.8% in the last two years). Inflation is for the past two years has actually been 6.4% - so this increase, at 3.7% is almost half of average price increases.

It is also only fair. The increase will only affect members earning over \$562 a week, because the fees of members earning less have already automatically increased with their income each week. If we didn't make an adjustment those on the lowest incomes would eventually pay the same fees as those on higher incomes.

Type: Direction/Policy

Submitted by: Gerard Hehir (Assistant Secretary)

Detail:

“That Unite continues to encourage, educate and support members, who are eligible and physically able, to become fully vaccinated against Covid-19.”

Commentary:

Unite has already been encouraging members to get vaccinated, but we should seek confirmation from our membership to continue these actions. We are currently doing a survey of all members and will present results from that to the AGM.

Type: Direction/Policy

Submitted by: Gerard Hehir (Assistant Secretary)

Detail:

“That Unite supports the rights of members to be protected at work against Covid-19 through the implementation of compulsory vaccination policies, as long as
a) policies are based on an accurate risk assessment of actual health and safety risks at work; AND
b) there is genuine consultation with employees over the risk assessments and introduction of such policies,
c) which include those with genuine medical reasons for not being vaccinated being exempted
d) and a fair process is undertaken with unvaccinated workers and all viable alternatives to termination are explored.”

Commentary:

The rights of members who don't want to be vaccinated need to be balanced against the rights of other members to be safe at work during a global pandemic, as well as to protect their families, particularly children who cannot be vaccinated and vulnerable people who are at great risk if they

catch Covid-19. Workplaces have been a major source of community transmission, especially with the Delta Variant, and protecting workers health and safety is one of the most basic and important roles of a workers union.

Type: Rule change

Submitted by: Co-president (Xavier Walsh)

Detail:

"That a new clause, 2.1c, shall be inserted into the rules of the Union to read: to defend and promote the economic, industrial, political, social and civil rights and interests of working people, including eliminating all forms of discrimination, oppression and inequalities in the workforce."

Commentary:

Will be spoken to

Type: Rule change

Submitted by: Co-president (Xavier Walsh)

Detail:

"That 2.1j be amended and moved to 2.1d to read: to uphold the principles of Te Tiriti o Waitangi, including tino rangatiratanga, in all of its work."

Commentary:

Will be spoken to

Type: Rule changes (several)

Submitted by: Co-president (Xavier Walsh)

Detail:

"That the rules shall be amended to allow for consistency and grammatical errors to be corrected as follows:

All instances of "Rules" shall be changed to "rules" for consistency.

All instances of "the union" shall be corrected to "the Union" for consistency.

All instances of "her/ his" shall be amended to "their" for consistency.

All instances of "Member" shall be changed to "member" for consistency.

All instances of "A.G.M." or "S.G.M" shall be changed to "AGM" or "SGM", respectively, for consistency.

All instances of "special General Meeting" shall be changed to "Special General Meeting" for consistency.

All instances of "Co-President" shall be changed to "Co-president".

Inclusion of hyphenation, where necessary.

Inclusion of apostrophes, where needed.

Inclusion of full stops, where necessary.

Removal of bold font, where unnecessary.

All instances of "facebook" shall be changed to "Facebook" for consistency.

Commentary:

Will be spoken to

Type: Rule changes

Submitted by: Shanna Reeder (Organiser – Hotels)

Detail:

"Add new clause 3.9

The Unite AGM or SGM may confer lifetime membership upon a member who has been nominated by the Executive as deserving of lifetime membership because of their long-serving and exceptional service to the union. Lifetime members will not be required to pay membership fees. This is to be awarded in exceptional circumstances."

Commentary:
Will be spoken to