



# ANNUAL REPORT 2017-18



Public Service Association  
Te Pūkenga Here Tikanga Mahi



Congress edition



# Our purpose

To build a union able to influence the political, economic, industrial and social environments in the interests of the membership of the PSA.

# Our values

## **Solidarity - Kotahitanga**

We champion members' interests with a strong effective voice.  
We stand together, supporting and empowering members, individually and collectively.

## **Social justice - Pāpori Ture Tika**

We take a stand for decent treatment and justice.  
We embrace diversity and challenge inequality.

## **Integrity and respect - Te Pono me te Whakaute**

Our actions are characterised by professionalism, integrity and respect.

## **Solution focused - Otinga Arotahi**

We are a progressive and constructive union, constantly seeking solutions that improve members' working lives.

## **Democratic - Tā te Nuinga e Whakatau ai**

We encourage participation from members. We aim to be transparent, accessible and inclusive in the way we work.



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## President's report



*Whakataka te hau ki te uru  
Whakataka te hau ki te  
tonga  
Kia mākinakina ki uta  
Kia mātaratara ki tai  
Kia hī ake ana te atakura  
He tio, He huka, He hau hū  
Tihei Mauri ora!*

Reflecting back on the 2017-2018 year the lead-up to the General Election in September 2017 and the 'wait and see' for a new Government to be formed made for a dramatic - and historic - time.

An enduring memory for me was our commitment as a union to the Stand Together and Yes, We Care campaigns - standing together for a change of priority, a change of heart and for a better working life.

As I wrote in my PSA journal message in September our focus on securing worker-friendly policies was top of mind throughout. It was gratifying that our calls for equal pay, better-funded healthcare and stronger community and public services were being amplified and that they gained real traction across the political spectrum.

These were clearly informed by the election asks that were collected after the 2016 Congress and by our surveys of members.

Looking back we can be proud that we did our bit to set the agenda for politicians during the campaign by making our voices heard.

### **A pivotal time for changing it up**

With the advent of the Labour-led coalition government of Labour-Greens-NZ First the prospects for the worker and union-friendly policies we so strongly advocated for began to bear fruit almost immediately.

Through the early agenda that was set under Prime Minister Jacinda Ardern's leadership, the first 100 days of the new government signalled a range of favourable changes of direction. In January alone the Prime Minister

announced the Mental Health Inquiry that members campaigned so hard for, and a raft of amendments to the Employment Relations Act were put forward.

By the end of January we had presented our own Briefing to the Incoming Government that set out our priorities for change - these were tightly aligned to our strategic goals and with a focus on equal pay, public sector reform, a fairer tax system, stronger community and public services for all New Zealanders, better work and better wages and a high engagement approach.

### **The health of the union**

The governance of the PSA, set out on pages 6-8 of this Annual Report, is in good health. Between 1 April 2017 and 31 March 2018 the PSA's executive board met on six occasions to progress the union's goals; in April 2017, June 2017, August 2017, October 2017, December 2017 and February 2018.

Our membership numbers have begun to pick up again and are well on the way to topping 65,000 and beyond in the year ahead. The work maintaining a steady ship on this is a credit to the diligence of the staff in our Membership team and a sign too that our new Growth team is assisting to grow the union.

In reference to other strengths of the PSA I especially want to acknowledge the loyal hard yards and mahi tahi that leaders at the Te Rūnanga, Sector committee and delegate levels put into representing the best interests of our membership, as do our members' networks - showcased briefly throughout this report.



I particularly want to thank delegates for being the heart and soul of our work. It is notable too that for the 2017-2018 year the proportion of women delegates has increased by almost 10% from 2057 to 2244, and the number of delegates aged 35 and under has increased from 508 to 592, up by 16.5%

## Solidarity together

I would also like to make mention of the collective strength the PSA draws from our affiliations with the Council of Trade Unions (CTU) and Public Services International (PSI). We work closely with the CTU on a range of issues from equal pay to health and safety, and are active participants on the global stage with PSI.

Our staff and members have also regularly joined other unions on the frontline of industrial action. Examples include support for comrades at RMTU, E tū, NZEI and NZNO.

## A year in the life of PSA

I hope you enjoy the format of this year's Annual Report and the way that the story of a year in the life of our union is presented for the year 1 April 2017 to 31 March 2018.

On a personal note I have been extremely grateful for the support I receive as President from fellow board members and PSA Secretariat. I am always hugely appreciative of the work done by our teams of organisers and staff to fulfil PSA's purpose of building a union able to influence the political, economic, industrial and social environments in the interests of the membership of the PSA.

**Ngā mihi nui,**  
**Janet Quigley - President, PSA**



## POSTSCRIPT

**For the period since the end of the financial year on 31 March 2018 there has been a whirlwind of positive news for members and cause for real optimism that the wheels of change are turning.**

As we enter the 2018-2019 year the momentum of the PSA's longstanding work on equal pay continues to track in a direction that the union has been striving for since our beginning.

Highlights keep coming, from a roll-out of the Living Wage within the core public service to the extension of the ground-breaking care and support settlement to mental health and addiction support workers in July 2018 - with Health Minister David Clark giving special credit to the PSA for its role in securing this win.

# PSA membership snapshot

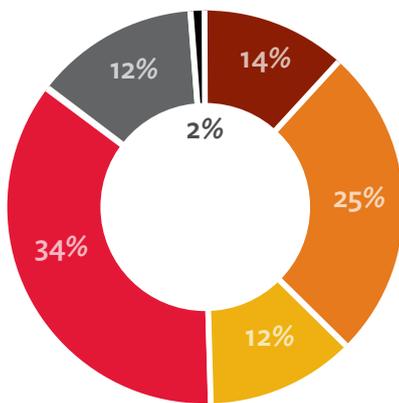
Membership reached 64,608 at 1 April 2018, an increase of 1507 on the previous year. Recruitment remains a strong priority, with around 10,000 new members needed each year to maintain our current membership, due to member turnover.

All statistics below are taken at 1 April 2018.

## And the numbers:

Year	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Members	54,957	58,105	57,434	57,453	58,208	58,178	58,868	59,782	62,044	63,119	64,608
Annual change	+821	+3148	- 671	+19	+755	- 30	+690	+914	+2262	+973	+1489
Percentage change from previous year	1.52%	5.73%	- 1.15%	0.03%	1.31%	- 0.05%	1.19%	1.55%	3.78%	1.7%	+2.35%

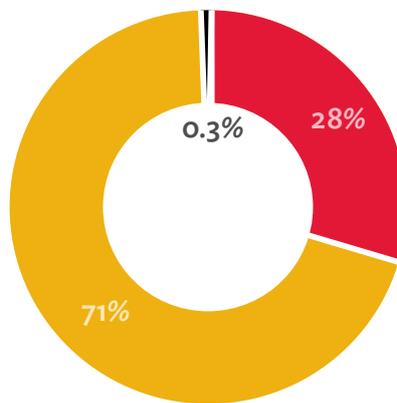
### PSA membership by sector



- Public service
- Local government
- District health boards
- Community public services
- State sector
- Other\*

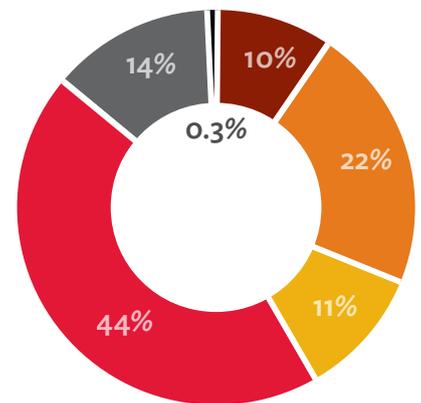
\*Other includes student, life, and associate members, and PSA staff who are union members.

### PSA membership by gender



- Female
- Male
- Intersex/unspecified

### PSA delegates by sector



- Public service
- Local government
- District health boards
- Community public services
- State sector
- Other\*

\*Other includes student, life, and associate members, and PSA staff who are union members.

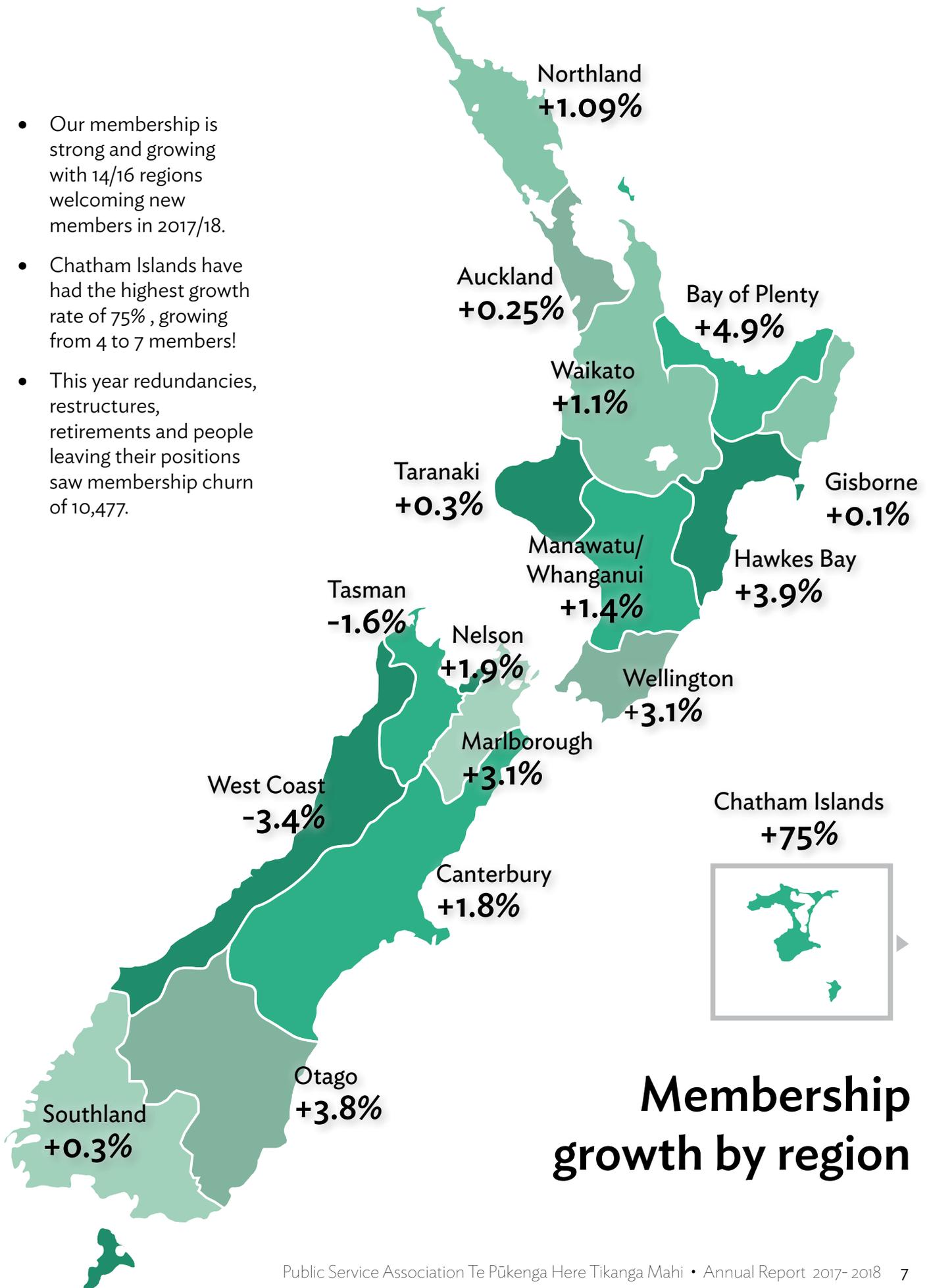
## PSA membership by age

In 2017/18 we welcomed 9,258 new members of whom 3,497 were aged under 35. That's about 38% being 35 or under when they joined the PSA.

Year	<26	26-35	36-45	46-55	56-65	>65	No data
2014	3.0%	13.5%	18.4%	24.1%	19.1%	4.6%	17.3%
2015	3.0%	13.4%	18.1%	24.1%	19.8%	5.2%	16.4%
2016	3.1%	13.5%	17.3%	23.3%	19.9%	5.3%	17.7%
2017	3.3%	13.8%	16.8%	23.1%	20.8%	5.5%	16.6%
2018	3.3%	14.2%	16.5%	22.5%	21.3%	6.2%	15.6%

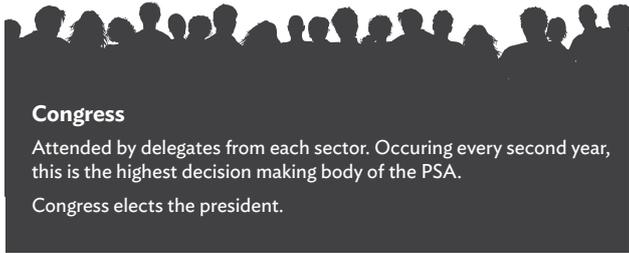
# PSA membership snapshot

- Our membership is strong and growing with 14/16 regions welcoming new members in 2017/18.
- Chatham Islands have had the highest growth rate of 75% , growing from 4 to 7 members!
- This year redundancies, restructures, retirements and people leaving their positions saw membership churn of 10,477.



## Membership growth by region

# Working Together - Mahi Tahī



## Congress

Attended by delegates from each sector. Occurring every second year, this is the highest decision making body of the PSA.

Congress elects the president.



## Executive board - reports to congress

The governance body of the PSA is made up of the president, the two national secretaries, the convenors of each sector committee and the tuakana and teina of Te Rūnanga (see page 10 of this report), and a representative of PSA staff.



## Sector committees - represented on the executive board

Delegates in each of our five sectors elect a committee to lead the work of the PSA in their area. Committees are made up of delegates who represent members in a particular region, industry or enterprise, plus representatives from Te Rūnanga.

Some committees also have additional representation.



## Delegates - elect sector committees

Elected by PSA members at a particular workplace to represent them and to lead union activity in a workplace.

Different workplaces will have different numbers of delegates and structures that they work in.



## Workplaces - elect delegates

Where you work, alongside other fabulous PSA members.



## Our governance structure

The **PSA Congress** is held every second year and brings together representatives of all the sectors of the PSA. Each of the PSA's five sectors sends one delegate for every 500 full members. In addition, there are two Rūnanga representatives from each sector, and three representatives from each of our formal networks.

## Executive Board members

President - **Janet Quigley**

Vice-president - **Benedict Ferguson**

Treasurer - **Jacky Maaka**

National Secretary - **Erin Polaczuk**

National Secretary - **Glenn Barclay**

Te Rūnanga o Ngā Toa Āwhina - **Marshall Tangaroa**

Te Rūnanga o Ngā Toa Āwhina - **Lesley Dixon**

PSA staff representative - **Kathy Higgins**

State sector - **Gail Arthur**

Public service - **Caro Fisher**

Community Public Services - **Pania Love**

PSAY observer (from Feb 2018) - **Jonny Murnane**

## Public Service sector committee

Tania Cameron, **Caro Fisher\***, Shar Brown, Debbie Cleaver, Paula Davis, Philip Eyton, Andrei Gilbert\*\*\*, Robyn Holland, Phil Marshall, Asha Prasad, Athol Ringrose, Robert Sisterson, Fiona Small, Chantalle Smith, Shahmay Smith, Marshall Tangaroa, Diana Te Rata\*\*, Paula Warren, John Witana

## Local Government committee

Alana Reid, **Benedict Ferguson\***, Caleb Gordon, Deb Hardwicke, Daniel Haines, Llani Harding, Noel Hodson, Charlotte Knight\*\*\*, Lee Manaia, Peter Mora, Mari North, Michael Ogden, Alana Reid\*\*, Sally Simpson, Joanne Tindell, Ellen Walker

## State Sector committee

Mark Andersen, **Gail Arthur\***, Carla Batista, Mel Brown, Kelly Cotter\*\*, David Do, Kelly Garmonsway, Keith Gutsell, Sandra Heke, Pam Jemmett, Roddy Henderson, Mahesh Khupse\*\*\*, Kim Laurenson, Andy McKay, Alby Marsh, Laura Muller, Darryl Stack, Susan Young

## DHB sector committee

Megan Barry, Nia Bartley, Cheryl Burton, Andrew Colwell, Nancy Dally, Allan Franks, Hilary Genet, Barbara Graham, Steve Grant\*\*, Chelsea Jacobs, Nancy McShane, **Jacky Maaka\***, Dianna Mancer, Stacey Muir, Alistair White, Glenda Young

## Community Public Services committee

Carol Hastie, Christine Hawea, Jenny Goodman, Eleanor Keepa, **Pania Love\***, Claudia Maaka, Ada Paul, Sara Tari, Pania Tulia\*\*, Vanessa Upjohn, Donna Weallans, Johnathan Whye\*\*\*

\* *Convenor*; \*\* *Co-convenor*; \*\*\* *Youth observer*. Note: these lists may not cover all participants/proxies for 2017-2018.

## Delegates are workplace leaders

PSA delegates - supported by PSA Organisers - play a vital role in building the union's influence at work, whether it's to do with improving pay and conditions or giving members a collective voice in the decisions that affect their work places.

### Delegate Achievement Awards

This award is made to workplace or enterprise level delegates (individually or as a group) who have provided outstanding leadership above and beyond the expected duties of the role. Since the last Congress in 2016, three awards were presented.

The awardees, with a summary of key aspects of their nomination, were:

#### Louise Morgan (Auckland DHB)

Louise improved the workplace greatly, seeing through the implementation of a new step in our MECA - enabling many staff to progress further with their careers and indeed be paid for extra duties involved. She decided to become a delegate in order to support staff, and to ensure that staff members were treated fairly. Louise works as an Anaesthetic Technician and joined the PSA soon after arriving in New Zealand from Scotland.

#### Kate Hamilton (Ministry of Social Development)

Kate is an exceptional delegate who regularly goes 'above and beyond'. Kate has modelled her continued advocacy for delegate development by providing valuable feedback to the delegate education team. At the 2014 PSA Congress, Kate designed and delivered a workshop on bringing the Transforming the Workplace strategy to life. She also took practical steps to operationise the strategy at a local level. Kate works as a Training Advisor in MSD's national office, has been a PSA member since 1999 and was convenor of the Waikato regional delegates committee from 2005 to 2014.

#### John Ravlich (NZ Customs Service)

John joined the PSA member in the 1980s and was inducted as a delegate soon after. All through the 1990s John played an important role in recruiting and retaining members at Customs - staunchly retaining faith in the PSA during testing times. He was at the forefront of helping set up the innovative Working Together Collaboratively Forum, a joint union-employer initiative with positive outcomes for members. In recent years John played an integral part in an Operational Transformation Project and bargaining processes with more positive outcomes. John works as an Auditor in Auckland.

## Long Service Awards

Long service awards are presented to recognise 10 years as a delegate and were introduced in 2013. The total number of awards has risen to more than 400, with the latest round of 39 awardees for the 2017-2018 year listed below:

- **Michelle Argyle** (Invercargill City Council)
- **Paul Barton** (NZ Defence Force)
- **Shaun Bennett** (Ministry for Primary Industries)
- **Luciana Blaga** (Southern DHB)
- **Andrew Blair** (Ministry for Primary Industries)
- **Sheryl Chapman** (Ministry of Justice)
- **Ken Downing** (Masterton District Council)
- **Cherie Dunn** (Inland Revenue Department)
- **Tania Epiha** (MSD/ Oranga Tamariki)
- **Neville Flett** (Housing NZ Corporation)
- **Gordon Flintoft** (NZ Defence Force)
- **Mike Fransen** (Department of Corrections)
- **Justine Gardiner** (Auckland Council)
- **Alexandra Hodgson** (AgResearch Ltd)
- **Jennifer Irani** (MSD/ Oranga Tamariki)
- **Matthew Jamieson** (Housing NZ Corporation)
- **Garreth Jay** (Ministry for Primary Industries)
- **Dianne Lee** (ACC)
- **Brett Mackay** (NZ Customs Service)
- **Tony McCleary** (Housing NZ Corporation)
- **Carrol Mace** (Community Living Trust)
- **Clark Martin** (Canterbury District Health Board)
- **Sheree Mason** (Southern District Health Board)
- **Jane Meek** (MSD/ Oranga Tamariki)
- **Susie Meihana** (Spotless Services Rotorua Hospital)
- **Jennifer Odell** (ACC)
- **Moira Pack** (Waitemata District Health Board)
- **Craig Petherick** (Ministry for Primary Industries)
- **Joanne Pio** (Spectrum Care Trust)
- **Asha Prasad** (Ministry of Justice)
- **Athol Ringrose** (MSD/ Oranga Tamariki)
- **Christopher Roblett** (Ministry of Transport)
- **Sara Tari** (Ngati Porou Hauora Inc)
- **Roger Tsai** (Inland Revenue Department)
- **John Van Den Beuken** (Ministry for Primary Industries)
- **Kenneth Walker** (Department of Corrections)
- **Alistair White** (Waitemata District Health Board)
- **Darron Wills** (AsureQuality)
- **Terry Wilton** (Department of Corrections)

## Te Rūnanga o Ngā Toa Āwhina

All members of the PSA who identify as Māori are part of Te Rūnanga o Ngā Toa Āwhina. Te Rūnanga represents and promotes the interests of Māori members. It provides a network to ensure Māori have a voice in the PSA, from the workplace to the union's top decision-making bodies.

We believe alignment to our strategy, Ngā Kaupapa and its principles of Kotahitanga, Rangatiratanga, Kaitiakitanga, Manaakitanga, Wairuatanga, Whakahiato Umanga, Whanaungatanga and Whakamana provides unity and strength for Māori across our workplaces.

### Kōmiti members

Te Rūnanga has its own internal structure with a Kōmiti made up of māngai (representatives) from across the PSA's five sectors. The Kōmiti is represented on the PSA's executive board.

<b>Kiwhare Mihaka</b>	Kaumātua
<b>Georgina Kerr</b>	Kuia
<b>Marshall Tangaroa</b>	Tuakana
<b>Lesley Dixon</b>	Teina
<b>Sara Tari</b>	Community public services
<b>Pania Love</b>	Community public services/ Rūnanga representative
<b>Ada Paul</b>	Community public services
<b>Chris Hawea</b>	District health boards
<b>Allan Franks</b>	District health boards
<b>Wiremu Newton</b>	District health boards
<b>Eileen Holland</b>	District health boards
<b>Daniel Haines</b>	Local government
<b>Sally Simpson</b>	Local government
<b>Llani Harding</b>	Local government
<b>Paula Davis</b>	Public service /Rūnanga representative
<b>Maxine Wynard</b>	Public service
<b>John Witana</b>	Public service
<b>Gail Arthur</b>	State sector/Rūnanga representative
<b>Alby Marsh</b>	State sector/Rūnanga representative
<b>Mel Brown</b>	State sector
<b>Dolly Larikins</b>	PSA organiser
<b>Helen Panoho</b>	PSA organising administrator

### Highlights 2017-2018

As workplaces review their Mahere Rautaki (Strategic Plans), Te Rūnanga members have offered up their expertise in helping align to the principles of Ngā Kaupapa. We have sought to strengthen Māori capability through Maranga Mai (delegate training) courses, and sector rūnanga meetings have set priorities for each sector. Other highlights have included:



- Te Rūnanga, PSA's Māori organisers and Kaitiakitanga working group worked on developing a full bargaining strategy with specific focus on Māori issues and a tool-kit for bargaining teams. The same group developed guidance for the election of Māori delegates for Annual Member Meetings (AMMs) and supporting PSA staff in these processes.
- Te Rūnanga opened nominations for the Marlene Pitman award in September 2017, to be awarded at the Hui Taumata in August 2018. Marlene Pitman was a PSA member for 25 years – serving as a delegate, sector committee convenor, Executive Board member and member of Te Komiti o Te Rūnanga o Ngā Toa Āwhina. The award was created in her honour to recognise and celebrate Māori PSA delegates who provide outstanding service.
- The Te Ture Whenua Bill was withdrawn by Māori Development Minister Nanaia Mahuta in December 2017, and a new version is now expected in late 2018. A PSA submission on the bill prepared in 2016 by Te Rūnanga and PSA delegates working in the Māori Land Court made points about the huge local knowledge base held in the Court and that the retention of Māori land would be compromised under the reforms.
- On 19-20 April 2017, staff at Ministry of Justice held an inaugural national rūnanga hui coordinated by delegate Paula Davis. Delegates at the Ministry of Education - Diana Te Rata and Aleet Hau - developed their own workplan to progress the PSA's Transforming Our Workplace strategic goal at the Ministry. As a member-led process it incorporated the Ngā Kaupapa principles and the Health and Safety Participation Agreement.
- During the year lawyer Tania Te Whenua began liaising with Te Rūnanga on making a claim on behalf of Māori women workers to the Waitangi Tribunal's Mana Wahine kaupapa inquiry.

## PSA member networks and committees

The PSA's range of member networks and committees give members the ability to make connections with each other across similar interests and issues. Networks are self-managing and can hold a range of events, training opportunities, and conferences as well as regular communication.

### Highlights 2017-2018



The **Women's Network** is the PSA's largest opt-in network having reached more than 4,200 members by April 2018.

Huge gains for women across the PSA's membership are a tribute to the tireless efforts of the network. At their June 2017 face to face

meeting in Wellington the Women's Network Committee visited Parliament for an education session on how the parliamentary system works and particularly how bills are progressed through select committees.

Committee members participated fully in the Equal Pay Hubs set up by the CTU nationally, and worked together with other unions and community organisations to raise awareness of equal pay as a national issue of importance leading into the election. Network members throughout the country were involved in the August month of action for equal pay.

The last year saw a successful series of Women's Leadership Workshops being run around New Zealand. As reported to the PSA board in February there has been an overall increase in the number of women represented in the governance structures of the union. However the participation of women at the delegate level is still lower than the overall number of women members in each sector.



**PSA Youth (PSAY)** has over 12,000 members, and is growing. If you are a member under 35 you are automatically a member of PSA Youth.

PSAY played a central role in the Stand Together campaign for the 2017 election, with the Adopt A First Time Voter campaign a particular highlight. PSAY held its biennial hui

in August 2017 in Palmerston North, where 50 members spent three days planning strategies to make sure young people's voices are heard – not just in the union movement, but in the country as a whole. And it ended in a flash mob for equal pay! The newly elected PSAY Convenor team met in late September.



The **Out@PSA** network continued its course of rapid growth and now has more than 1000 members.

A new committee was elected and reflects the diversity of our communities, including a broad variety of sexual orientations, gender identities, biological makeup, ages, ethnicities, geographical locations and PSA sectors.

Out@PSA hosted stalls at Auckland's Big Gay Out and Wellington's Out In The Park, showing off our beautiful new logo – and we took part in the Auckland and Wellington Pride Parades, to show we are Proud to be Out and Proud to be Union.

The NZCTU's Gender and Sexual Diversity at Work Resource continues to be delivered throughout the country by Out@PSA organiser Art Daniel, aligned to PSA's Transforming our Workplaces.



The PSA's **Social Workers' Action Network (SWAN)** aims to unify, inspire, inform, and advocate for social workers. As well as involvement in collaborations with Reimagining Social Work Aotearoa and the equal pay claim for social

workers at Oranga Tamariki, SWAN held a leadership hui for activist training with campaign organiser Simon Oosterman in March.

SWAN members were also active in speaking out against the flawed Social Worker Registration Bill – and pushing for legislation that supports social workers rather than diminishes them.



**PSA Pasefika** is a network to encourage the involvement of Pacific Island peoples in union activities and decisions and holds regular fono. One of the focal questions is: How do issues like pay equity, accessibility and unpaid work look through a Pasefika lens?

The network is considering a Pasefika strategy to inform the union's work across all sectors – inspired by the Ngā Kaupapa Māori strategy.

## Working Together - Mahi Tahī

# PSA member networks and committees

Since the PSA's **Deaf and Disabled members' network** was formally established at the 2016 Congress it has put together a PSA Agenda for Inclusion of Disabled People. In the lead up to the election this called for a framework to address the core issues of working people with disabilities in New Zealand, with a focus on accessible housing, equal pay, inclusion in work and social inclusion.

The PSA's cross-sector **Mental Health Committee** played a high-profile role in the election campaign, with its active support for the Yes We Care coalition and its successful activism for a full-scale inquiry into mental health in Aotearoa New Zealand. The committee also advocated for mental health workers to be included in the \$2bn care and support settlement, with the Government formally committing to negotiations in February 2018.

The **Science Committee** is the longest-running committee at the PSA. It meets three times a year to connect members across the science cluster to discuss bargaining and HR policy and to advocate for increases to CRI funding.

The committee took an active role in the global March for Science in April 2017, in collaboration with the NZ Association of Scientists (NZAS). PSA and NZAS also hosted a pre-election science forum.

The emerging **Eco Network** (formerly Eco reps) has grown past 1000 members and has the aim of becoming an action-based virtual network across the PSA to generate union activity around workplace sustainability, climate change and wider issues of environmental justice. PSA organiser Susannah Bailey is taking the lead on this.

The **PSA Libraries panel** is our newest member-driven group. Most Councils have been working on their Long Term Plan, so the panel seized the opportunity to put in submissions in support of libraries and the role they play within our communities.

Panel members have taken a strong focus on equal pay, the living wage, enhancing professional development opportunities for library staff and advocacy for strong, well-resourced public libraries.

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## Our organisation

Operating New Zealand's largest union requires a dedicated team of staff fully engaged in supporting our 64,000 plus members nationwide.

At the core of the PSA are our locally organised teams of experienced union organisers, with leadership provided by two National Secretaries - Erin Polaczuk and Glenn Barclay - and five Assistant Secretaries - Basil Prestidge, Kerry Davies, Jeff Osborne, Warwick Jones and Bronwynn Maxwell.

The PSA head office is located at 11 Aurora Terrace, Wellington and the head office staff are broadly divided into two teams: Strategy (policy, legal, communications and campaigns) and Support (finance, information technology, membership, PSA Plus). The organising centre or OC is typically the first port of call for general enquiries and initial employment relationship queries.

### Highlights 2017-2018

**Campaigns & Communications:** The combined work behind the Stand Together and YesWeCare campaigns ensured that health and mental health, in particular, were successfully put on the political agenda throughout the 2017 general election.

**Policy:** The policy team supports advocacy of members' interests to ensure PSA members are heard in as many forums as possible. The team's work has intensified since the change in Government in response to a raft of new

reviews and inquiries and new opportunities for the PSA on agendas such as equal pay and our contribution to overarching Government outcomes. Policy took a lead role in the initiation and production of the Progressive Thinking series of publications in 2017-2018.

**Information technology:** Over this year a great deal of effort has gone into replacing the interoffice network. The development of technology has meant that the cost of fixed infrastructures has come down and with the Spark contract expiring the PSA were able to go to the market place for a replacement.

A new network is up and running resulting in considerable cost savings. For many years the PSA have used NetworkPro as their preferred support company for IT infrastructure and server support. Unfortunately NetworkPro closed and during 2017 a new support company with offices in Auckland and Wellington, Computer Network Solutions (CNS) Ltd, was selected.

**Sustainability:** The PSA is heavily committed to carefully managing energy resources required to meet the operating requirements for vehicles, travel and property. As an example PSA has installed solar panels on holiday homes at Otamatata, Nelson and Whitianga and we are monitoring power consumption at those sites. The option of having solar panels installed on the roof of PSA House is being considered.



PSA House, 11 Aurora Terrace, Wellington

**Legal:** The PSA legal team looks after the legal interests and rights of the union and its members. The legal team gave advice on the historic equal pay settlements for care and support workers and mental health workers. The team also offers significant support to individual PSA members facing unfair treatment at work or dismissal and over this last year worked alongside our Organisers on 290 personal cases including personal grievances, Holidays Act claims, ACC issues, unlawful fixed term agreements, bullying and other employment investigations. Two notable legal victories in 2017-2018 were:

- a successful Employment Court case *Waikato District Health Board v Kathleen Archibald* related to the DHB's restructure of its public health service which is now an important employment law case on compensation awarded to workers for humiliation and distress.
- a case taken to the Employment Relations Authority in seeking payment for on-call work by Anaesthetic Technicians at South Canterbury District Health Board. This case reached the Court of Appeal this year where the PSA was again successful.

**PSA Plus:** PSA Plus is about giving back to our members. We currently have 30 benefits available to members which are all well used. Holiday Homes remain the jewel in the crown. Our holiday home annual occupancy rate is still increasing and was over 72 per cent for the year. Our two Auckland apartments are receiving rave reviews with occupancy remaining high.

We also had the opportunity to add Ohakune to the list of holiday homes with a Ohakune Motel allowing us to use seven of their units for our members. All annual maintenance projects were completed with major projects being new kitchens in 4 units in Nelson, a bathroom upgrade in Te Anau, installing Solar Panels and landscaping at our Carters Beach property. Members are making the most of discounts at Noel Leemings, spending more than \$450,000 over this year, and approximately 50 members take up our discounted travel insurance every month.

## Our wider context

In its entirety the public/ state sector in New Zealand employed around 348,000 people as at 30 June 2017, about 13.8% of the country's total workforce. The Wellington region, being home to the capital city, had the largest proportion of the workforce, with 41.9%. This was followed by Auckland (20.6%), Canterbury (9.1%) and Waikato (8.1%). These four regions accounted for 79.8% of the workforce. [Source: SSC].

### Core public service

New Zealand has 31 Public Service departments and one departmental agency (the Social Investment Agency). The New Zealand Public Service employed 48,900 people as at 30 June 2017, representing around 16.5% of the overall state sector and 1.9% of the New Zealand workforce.

### Local government

There are 78 councils in New Zealand: 61 territorial authorities (11 are city councils and 50 are district councils); 11 regional councils; and 6 unitary councils – which are territorial authorities with regional council responsibilities. The local government workforce is around 52,000 employees.

### State sector organisations

State sector organisations in New Zealand encompass non public-service departments and organisations as diverse as the Reserve Bank, Parliamentary Service and Offices of Parliament. The number of statutory Crown entities in New Zealand - excluding DHBs - is 59. There are 11 Crown Entity companies including the Crown Research Institutes (CRIs). The wider state sector is inclusive of Tertiary Education Institutions, State Owned Enterprises and Public Finance Act (schedule 4/ 4a) organisations and companies.

### District health boards

There are 20 DHBs in New Zealand. The DHB workforce totals more than 70,000 people. At March 2018 the largest occupation group was Nurses (27,634). Major groups within the DHB workforce are admin & clerical workers, and allied health workers (a diverse group with over 40 professions).

### Community & public service organisations

At the broadest level New Zealand has more than 27,000 Registered Charities. Ninety per cent of NZ non-profit organisations rely solely on volunteer labour and the rest employ over 100,000 paid staff. For the size of its population, New Zealand has one of the largest non-profit sectors in the world.

# The PSA's strategic goals

## 2015 – 2024

The New Zealand Public Service Association Te Pūkenga Here Tikanga Mahi is the union for workers in public services, state services, district health boards, local government and community-based services.

Our purpose is to build a union that is able to influence the industrial, economic, political and social environment in order to advance the interests of PSA members – creating a better working life for our members.

### Our strategic goals:

#### Transforming our workplaces

Workplaces are transformed so that work is fulfilling, productive and satisfying.

#### Building our union

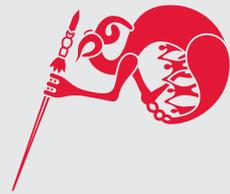
Membership of the PSA is strong and growing, and the union is resilient and sustainable.

#### Advocating for strong, innovative and effective public and community services

Our influence has led to sustained political and public support for properly funded innovative public and community services.

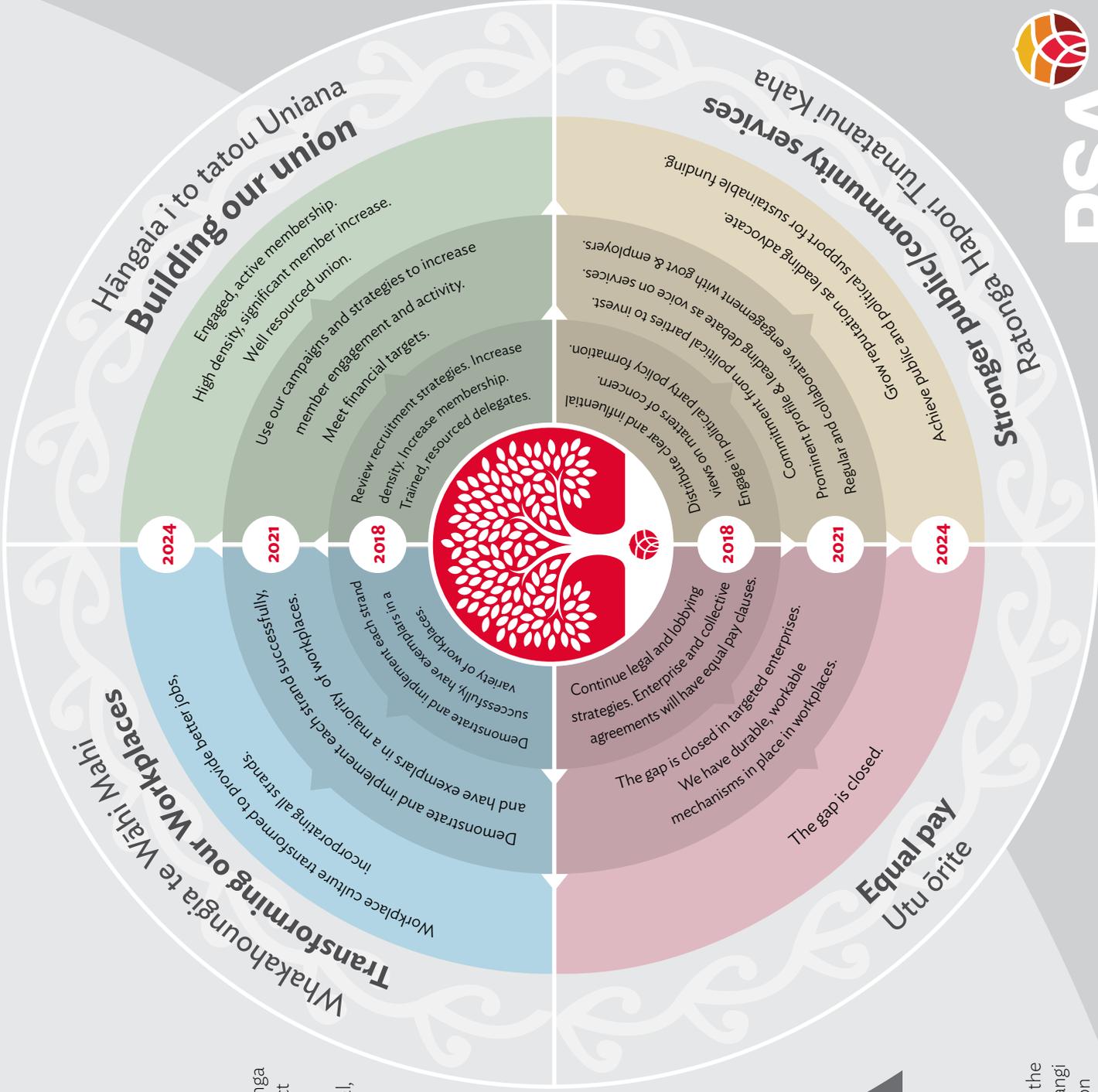
#### Equal Pay

All PSA members are paid equally for work of equal value.



#### Te Tiriti o Waitangi

Supporting these goals, and woven through them, is the PSA's commitment to advancing the Treaty of Waitangi principles of partnership, protection and participation as they relate to the working lives of members.



## Where we want to be

### A high-level summary

The PSA is New Zealand's largest union. This section of the Annual Report reflects a high-level summary of the progress being made across PSA on the union's strategic goals. The following section - 'A Year In The Life Of PSA' - is an active demonstration of the goals in action across the whole of the union's five sectors.

The PSA's strategic goals set aspirational targets about where we want the PSA to be. When they were last reviewed in 2015 the following changes were made:

- 'Influence' became 'Building our Union'
- 'Transforming the Workplace' became 'Transforming Our Workplaces'
- 'State Sector Reform' became 'stronger Public and Community Services'

### A whole of union approach

Our strategic goals signify a whole of union and sector approach to achieving our purpose of building a union able to influence the political, economic, industrial and social environments in the interests of the membership of the PSA. The strategic goals are signed off by the executive board and developed through the governance structures of the union, along with consultation with other interested parties.

The strategic goals have been successful in providing a good focus for planning at team, sector and enterprise level within the PSA.

To support the implementation of the goals, each sector within the union develops its own plan, in line with the overall strategic goals, and each year the secretariat issues a set of corresponding priorities to guide the work of the union in that year.

### Developing a set of 'union priorities'

Through the period covered by this Annual Report it was decided to develop a set of 'union priorities', to be developed from the ground up based on team and sector planning already under way, and with clear indicators to help us assess performance.

The ongoing development of this approach has provided lessons about what indicators to use and how best to express them to reflect our progress in meaningful ways. Given the different challenges faced by sectors it is recognised that the same indicators will not 'fit' all sectors.

## Building our union Hāngaia i to tātou uniana



### Progress between 2015-2018

The union has continued to grow, has strong sector committees, active networks and good delegate development. We have also achieved our goals for gender equitable representation in our governance structures. We were financially sound at the end of the 3 year period, and details of the 2017-2018 financial year are contained in the Financial section to this Annual Report.

Allied to this goal we are focused on increasing membership, increasing density, reviewing recruitment strategies and building our base of trained, resourced delegates.

### Areas of achievement

For the three year period from 1 April 2015 to 31 March 2018 membership increased from 61,756 to 64,608 - an increase of 4.6%. Māori membership increased from 5,775 to 6,146 (6.4%) over the same period.

At the beginning of the 2017-2018 year PSA membership sat comfortably above 62,000 and has since risen above 64,000. Growth in membership has been most pronounced in the CPS sector - spurred on by In Between Travel meetings and Equal Pay meetings. We have seen marginal membership gains in the Public and State sectors, stable numbers in local government but a decline in membership in the DHBs.

The in-house Growth Team has been established replacing the external member benefits recruitment team. Delegate training will include a section on recruitment of new PSA members.

A staff participation in study and conference opportunities policy is in place and being applied with around \$40,000 spent annually.

Across the year, a cumulative total of more than 3 million emails were distributed from the PSA to members in the form of union updates and newsletters.

The Women's Network committee played a very active role in campaigning for equal pay in 2017; PSA Pasefika held fono to look at equal pay for Pasefika; the Deaf and Disabled Network got under way as a formal network. Strengths of the PSAY Youth network include leadership training and their work to bring new blood into our governance structures.

We have new holiday homes in Auckland and Ohakune and new member benefits including Union Power.

# PSA Strategic Goals

Stronger public/ community services  
Ratonga hapori tūmatanui kaha

Equal pay  
Utu Ōrite



## Progress between 2015-2018

Our work on this goal has been primarily in campaigns, particularly on the Stand Together and Yes We Care campaigns.

Other points of campaigning focus for the PSA have included our support of campaigns for paid parental leave and the Living Wage movement - with a focus on the local government sector.

Our objectives are to distribute clear views on matters of concern and to play a role in influencing political party policy formation.

A Labour-led Government offers us a number of significant opportunities to promote our wider agenda under this strategic goal, including state sector reform, better funding and addressing taxation and housing.

## Areas of achievement

As stated in our Briefing to the Incoming Government in January, the strength, integrity and effectiveness of community and public services is integral to the economic and social health and wellbeing of all people in New Zealand.

The Stand Together and YesWeCare campaigns were highly effective during the election cycle and we were very active in promoting our policy agenda before, during and subsequent to the election campaign.

The Stand Together conversation cards formed a centrepiece of the later part of the campaign.

Another achievement aligned to this goal was the initiation of our Progressive Thinking series of publications. The first booklet was focused on taxation and was launched to coincide with the 2017 Budget in May. The second booklet was focused on housing and was launched in Auckland on 21 August 2017.

## Progress between 2015-2018

Persistence and dedication saw some excellent progress on advancing our equal pay agenda under the last government and this has continued with the new government. There is still plenty of work to do in order to secure new legislation and to advance the particular cases of groups of members across the sectors.

We are committed to continuing our legal and lobbying strategies and pursuing equal pay clauses in enterprise and collective agreements.

## Areas of achievement

The PSA presented a strong submission against the draft equal pay legislation of the previous Government and provided materials and advice to support lobbying activities opposing the draft bill. We were successful in persuading all opposition parties to vote against the bill and under the new Government it was withdrawn.

The PSA has been a member of the SSC Gender Pay Principles Joint Working Group and has contributed to the development of draft principles that have a strong union perspective.

Equal pay outcomes are being sought in bargaining across all sectors. The care and support case was settled through membership activity and negotiation by PSA, E tū, NZNO and CTU. The incoming Government agreed to extend the settlement to mental health support workers subject to agreement on key issues.

A decision was made to extend the South Island clerical admin case to all DHBs, and research into the history of undervaluation of that occupational group was commissioned in order to establish the best case possible.

The Oranga Tamariki social worker case was initiated and progressed during the year.

## Transforming our Workplaces Whakahoungia te Wāhi Mahi

### Progress between 2015-2018

We have made good progress in a number of the six strands of this strategic goal, although not equally across all sectors.

Under this goal we want to demonstrate and implement each strand successfully and to have exemplars in a variety of workplaces.

Most of the progress achieved has been either through bargaining or campaigning and industrial initiatives outside the enterprise, such as health and safety in the Public Service and guaranteed hours in CPS.

### Areas of achievement

Sector plans have reflected the Transforming our Workplaces agenda and each sector of the PSA has focused on being able to demonstrate progress in at least one of the five strands. We have made good progress in developing a bargaining information system to be gradually rolled out across all sectors.

Each of the six strands is being convened by an Assistant Secretary to coordinate the work across the union within each strand.

**Trust and effectiveness** – Good progress has been made at the Department of Conservation and Auckland Council has reactivated its ‘The Way We Work’ programme between the Council and the PSA. South Canterbury DHB was the first DHB to develop their own charter for high performance/ high engagement and the HPHE model is being trialed at other DHBs. Union/management forums exist in most major enterprises and in a few smaller ones as well.

**Personalised** - We have lobbied for the inclusion of family violence support mechanisms in the State Services Employment Relations Expectations. Family violence clauses are agreed in 25% of agreements in the CPS and DHB sectors in terms of membership coverage.

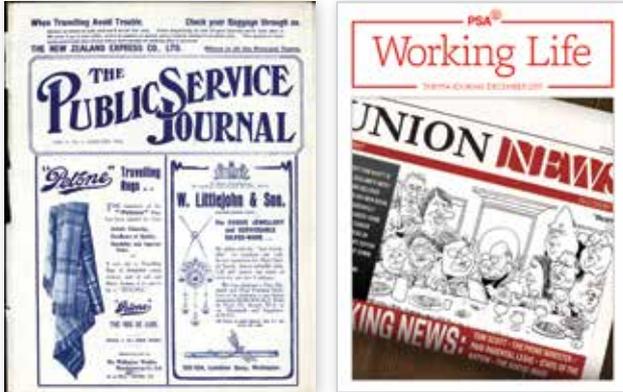
**Career development** - The PSA is participating in workforce development and planning forums. A training pathway was established for home support, disability and mental health and addiction support workers through the guaranteed hours case. As noted in the 2016-2017 Annual Report the member-only professional development fund at the Department of Internal Affairs has set an excellent example, and has been picked up at departments such as Inland Revenue.

**Fair and secure** - An overarching bargaining strategy will provide the standards for this strand. Te Rūnanga are working with staff to ensure this incorporates Ngā

Kaupapa. Progress towards fairer pay systems has been made in sectors where performance pay is endemic. Pay rises have generally been within the target range with equal pay settlements achieving much greater movement. Notable achievements within this strand included the decision of the Employment Relations Authority to order the New Zealand Defence Force to bargain pay and agreement of secure hours of work for home support workers.

**Health and safety** – We have a health and safety organiser in place and there has been some good activity in different sectors, such as CPS on workplace violence, a DHB-wide worker participation agreement and involvement in a Public Service conference on worker participation. The SSC has established a functional lead in health and safety, being led out of Corrections. The PSA is on the external advisory panel, as well as the senior stakeholder group alongside WorkSafe NZ and the Health and Safety Business Leaders’ Forum.

**Ngā Kaupapa** - The Ngā Kaupapa strategy aligns strongly with this strand. Mārainga Mai delegate training has been rolled out, and some sector specific clauses supporting Ngā Kaupapa were integrated into bargaining strategies such as the Allied bargaining round in the DHB sector



### Capturing The Life Of the PSA

**Working Life**, the PSA journal, entered its 104th year of continuous publication in 2018. It appears four times a year and is distributed across the entire PSA membership.

Along with the regularly updated array of news content posted online at [psa.org.nz](http://psa.org.nz) and on our social media feeds, the journal serves to capture and profile a topical selection of important stories about new developments, milestones, membership achievements and PSA activity.

The first edition of the journal was published in 1914. In 2017 our online archive of every single edition was made available at [psa.recollect.co.nz](http://psa.recollect.co.nz)

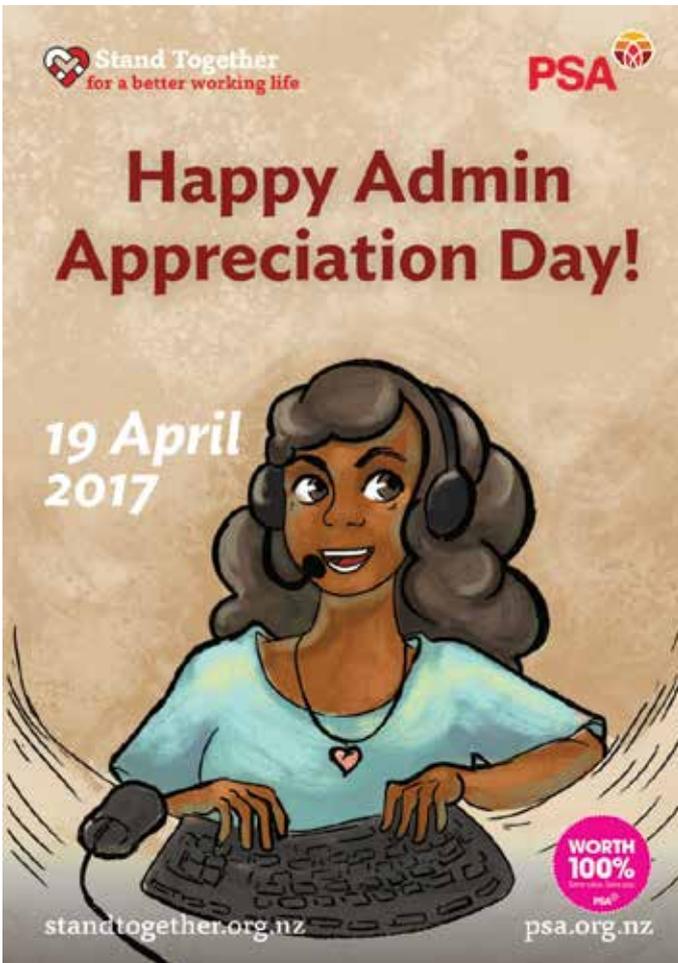
# A Year In The Life Of PSA

April | Paenga-whāwhā 2017



## Highlights

- Unions and the Government negotiated an equal pay settlement in Kristine Bartlett's landmark Equal Pay case for care and disability support workers.
- Oranga Tamariki began operating on 1 April and the PSA continued to support members transitioning at MSD.
- On 1 April the implementation of an agreement for guaranteeing secure working hours for home and community support workers officially commenced.
- Meetings on the In Between Travel (IBT) agreement in the CPS sector continued, contributing to an increase in membership numbers.
- Equal pay negotiations for care and support workers across the disability, aged residential and home support workers were near to a conclusion.
- Civilian staff at the NZ Defence Force began a round of industrial action over the NZDF's refusal to negotiate their pay as part of a new collective agreement.
- PSA delegates from Careers NZ and the Tertiary Education Commission (TEC) began meeting in the lead-up to Careers NZ being transferred into TEC - as took effect from 1 July 2017.
- Admin Appreciation Day was celebrated on 19 April.
- The PSA signalled support for a degree qualification in local government under development at Massey University.
- A number of meetings were held with allies and potential partners on the back of the Yes, We Care health roadshow.
- The PSA joined in supporting the NZ Association of Scientists (NZAS) to promote the March for Science - an international series of rallies and marches held on Earth Day, 22 April.



## Speaking out

By April some of the issues the PSA had already spoken out about publicly, in support of member concerns, included issues such as prison overcrowding, pressures on mental health workers, contractor spending, Radio NZ funding, housing and homelessness.

Among the issues the PSA spoke out about in April were responses to:

- Restructuring of Auckland's libraries
- The NZ Defence Force's refusal to bargain with civilian staff on pay.

Also in April the PSA made a submission to Parliament's Justice and Electoral select committee in support of the Domestic Violence - Victims' Protection Bill. In addition members had been supported in making a submission to the mayoral taskforce on the Auckland Housing Crisis. This was allied to the Stand Together campaign.



## May | Haratua 2017

### Highlights

- Following the successful negotiation of the Equal Pay settlement for home support workers more than 400 equal pay ratification meetings took place in the CPS sector. Because the Government did not agree to include mental health support workers in this settlement the PSA continued to push for their inclusion.
- The inaugural meeting of the PSA Library panel, aligned to the Local Government sector, was held over two days in early May.
- The PSA's first Progressive Thinking booklet, focused on 10 perspectives on tax, was launched to coincide with the 2017 Budget delivered by Finance Minister Steven Joyce on 24 May. This gained wide media attention on the topic of fair taxation.
- PSA members around the country took part in the Mental Health Foundation's anti-bullying Pink Shirt Day on 26 May.
- A full conference of PSA staff was held at the end of May in Auckland. Speakers included Professor Margaret Wilson, economist Shamubeel Eaqub and CTU president Richard Wagstaff.
- Leading into mid-year a charter for high engagement between DOC (Department of Conservation) and PSA was signed off and an Equal Pay claim for Social Workers was accepted by Oranga Tamariki.



### Speaking out

Among the issues the PSA spoke out about in May were responses to:

- National's flawed Equal Pay bill and the 2017 Budget
- Abandonment of targets to reduce reoffending
- Inland Revenue proposals to radically reduce the size of its workforce and the Accident Compensation Corporation's proposals to close two call centres in Auckland and Wellington
- The SSC's decision to hold an inquiry into the treatment of whistleblowers at the Ministry of Transport

May was a bumper month for a wide number of responses to public consultations, with PSA submissions made on the following:

- Transforming Respite - Disability Support Services Draft Respite Strategy 2017-2022
- Employment Relations (Allowing Higher Earners to Contract Out of Personal Grievance Provisions) Amendment Bill
- A Nelson City Amenity Bylaw relating to use of public spaces.

### The Employment (Pay Equity and Equal Pay) Bill

What we agreed on in The Principles... ..isn't what we've got in the Bill.

Sign the petition to support equal pay for women now.  
[together.org.nz](http://together.org.nz)

# A Year In The Life Of PSA

June | Pipiri 2017



## Highlights

- On 19 June the PSA and E tū lodged an Equal Pay claim on behalf of mental health support workers with the Employment Relations Authority.
- More than 70 PSA Youth members from Auckland, Wellington and Christchurch put their hands up for leadership training this month.
- The PSA congratulated the Wellington City Council on 29 June for voting that its annual plan commit to paying a Living Wage to all directly employed workers and those working for council controlled organisations (CCOs) from 1 July.



*“The payment of a living wage will make a significant difference to the lives of these workers and families, and provides recognition of the important work they do. The PSA urges all local authority employers to pay the living wage as a minimum to their direct employees and contracted workers”.*

Glenn Barclay, PSA National Secretary

## Speaking out

Among the issues the PSA spoke out about in June were responses to:

- An analysis carried out by the CTU and Association of Salaried Medical Specialists (ASMS) showing a wafer thin increase in mental health funding in the 2017 Budget, and a report from the Auditor-General highlighting the pressures on mental health services.
- The Labour Party’s workplace relations policy package.
- The PSA made its submission to the Ministry of Health on the draft strategy to prevent suicide in New Zealand on 22 June. The submission was informed by members across the PSA including those in mental health, Te Rūnanga, the PSA Youth Network (PSAY) and Out@PSA
- PSA Organiser Willie Cochrane spoke to St John’s College students in Hastings in a special session on social justice.



## July | Hōngongoi 2017

### Highlights

- The historic \$2 billion Equal Pay settlement for 55,000 care and support workers took effect from 1 July with workers receiving their first equal pay cheque.
- Our equal pay advocates work continued this month with almost 1,700 vocational and disability support workers funded by the Ministry of Social Development and Oranga Tamariki confirmed as being included in the Equal Pay settlement for care and support workers.
- On 1 July we held Health Funding Crisis Forums in Christchurch, Auckland, New Plymouth, Wellington, Dunedin and Invercargill.
- PSA members in the NZ Fire Service transferred to the new organisation Fire and Emergency NZ on 3 July, and on that day a new Safety, Health and Wellbeing agreement was formally signed that PSA and the Professional Firefighters Union were closely involved in developing.
- At the AGM of the Institute of Public Administration of New Zealand (IPANZ) Erin Polaczuk was appointed as an IPANZ board member. [This position has passed to Assistant National Secretary Jeff Osborne].



“Getting equal pay on the 1st of July was life changing. I’m 50 years of age and I was earning minimum wage of 15 dollars and 75 cents, and that has increased by nearly 10 dollars an hour.”

Tessa Clement, support worker and PSA equal pay advocate



### Speaking out

Among the issues the PSA spoke out about in July were responses to:

- The Government’s rejection of an urgent request from Canterbury DHB for additional mental health funding.
- The Green Party’s bold families and income policy package.
- Serious concerns about Inland Revenue’s proposed business transformation.
- The findings of the investigation into treatment of whistleblowers at the Ministry of Transport which found four former Ministry staff members were disadvantaged after they raised concerns about the conduct of a manager subsequently convicted of fraud.
- The PSA’s written submission on the Government Inquiry into Havelock North Drinking Water was made on 19 July.



# A Year In The Life Of PSA

August | Here-turi-kōkā 2017



## Highlights

- The Local Government sector's biennial conference was held in Auckland on 9-10 August.
- PSAY held a three day hui in Palmerston North. The CTU's Sam Huggard, Green Party candidate Chlöe Swarbrick, PSA National Secretary Erin Polaczuk, social justice activist and PSA member Josie Butler, and author of the recently released book *The New Zealand Project*, Max Harris, all delivered inspiring speeches about politics, activism, leadership and a future for New Zealand.
- On 10 August PSA combined with the NZ Association of Scientists to co-host a forum on science on the theme of Government as funder of science and employer of scientists. The forum panel consisted of the then Minister for Science and Innovation Paul Goldsmith, Labour MP Megan Woods, New Zealand First MP Tracey Martin, Green MP Gareth Hughes and TOP Candidate Geoff Simmons.
- August 12-20 was the CTU's Equal Pay Week of Action. Thousands of New Zealanders marched, danced and spoke out in support of equal pay.
- The PSA's *Progressive Thinking: Ten Perspectives on Housing* booklet was launched in Auckland on 21 August.
- The PSA held an election forum on 28 August that saw politicians go head to head on issues, including the effects of the Government's social investment approach, precarious work and equal pay.



## Speaking out

Among the issues the PSA spoke out about in August were:

- Support for the Christchurch City Council's decision on 3 August to set an implementation date for the Living Wage of 31 October.
- Opposition to the Government's new Employment (Pay Equity and Equal Pay) Bill introduced at the end of July by the then Workplace Relations and Safety Minister, Michael Woodhouse.
- Concern at the number of social workers who left Child, Youth and Family during the formation of Oranga Tamariki, connected to criticism that a PSA/CYF joint Work and Caseload review in 2014 was essentially ignored.
- A call for New Zealand to truly address the crisis in mental health services and commit to a national suicide prevention target after provisional annual suicide statistics for 2016/17 released on 28 August by the Chief Coroner showed more people taking their own lives.



## September | Mahuru 2017

### Highlights

- On 3 September a rally was held in Christchurch's Cathedral Square after Canterbury social workers walked almost 100km during a Hikoī Whakaara led by the PSA and the Aotearoa New Zealand Association of Social Workers (ANZASW) to show solidarity on fighting poverty, inequality, homelessness and underfunding.
- PSA National Secretaries Erin Polaczuk and Glenn Barclay, accompanied by their daughters, cast advance votes for the General Election on 19 September, the 124th anniversary of women's suffrage in New Zealand.
- The first phase of Auckland Council's Living Wage policy came into effect, lifting the wages of more than 1,500 employees to \$18 per hour. This took place four years after the PSA welcomed a living wage commitment made by the new Auckland Council
- In the week starting 25th September the PSA intervened at the Counties Manukau DHB to prevent a plan to implement a Voluntary Cessation Scheme that was in breach of our MECA's requirements.
- The PSA's Annual General Meeting for 2017 was held on 20 September.



“I’m voting for a New Zealand that truly values women for the work we do, recognising that we’re worth 100% and deserve equal pay. It’s hard to explain the issue to my daughter Summer – she’s only nine years old and can’t fathom that a man and a woman can do exactly the same work and yet the woman somehow earns less.”

PSA National Secretary Erin Polaczuk

### Speaking out

Among the issues the PSA spoke out about in September were:

- Concern that a restructure of mental health services at the Nelson Marlborough DHB could see the loss of the region's highly effective Child and Adolescent Mental Health After Hours Crisis Service (CAMHS).
- The Green Party's 'Vision Zero' plan to reduce youth suicide.
- The introduction of a Code of Conduct for Ministerial staff by the State Services Commission on 13 September.
- Persistent underfunding of the health system.

**To the Minister of Health:**  
Will you commit to fund equal pay for mental health workers?  
Signed,  
New Zealand's community mental health and addiction support workers

*Justine Faria*  
*SELYN TIRREY*  
*Ria Taurua - Morton*  
*Justine Faria*  
*SELYN TIRREY*  
*Ria Taurua - Morton*

**BEN HALL**  
Kelley Gorvalla  
Stara Trifonoff  
Thom Ducarin  
RERE JOYAN  
DAVID QUAY  
Karen Basher  
Natalia Marsh  
Katie Wivell  
Robera Kahi  
Helen Lee  
Tania Walker  
BRIK EGERTON  
Polly 26  
Ewan Mullen  
Sarah Veloso  
Jonathan Miller  
Tito Sapota  
Penny Werton  
DALE WEAVER  
Judith Cozbee

ANIL JOSEPH  
RAMEEL ANWAR  
Raymond Siale  
Mercia Davis  
Vaivai Vaevae  
Pete Bennett  
Freddie Pook  
Cliff Ringle  
Tracy Whelan  
Tania Rotaro  
Alan Edwards  
Corrie Emery  
Karen Mariani  
Cate Kenner  
Janine McNeill  
Doree Goff  
Aldyth Giles  
Kadi Su  
EMER SAIBIN  
TAVAO TUU  
Vishwa  
Dannet Biggs  
Pam March  
ROBERT MARSHALL  
Joseph Urahit

Roshan Midek  
Jihanna Chakudang  
Belinda Hebe  
Mannokutagawia  
MIHO KODIRA  
Kemi Cassi-Tauri  
Rean Munn  
Molima Paken  
Mamuel Apato  
Anastasia Bargiacchi  
Reagith Josee  
Shakael Ahmad  
Sabu George  
Grandson Tal  
K. Tharane  
Jo Yandall  
Losalia Alekui  
Akenae Malait  
Phoebe Sato  
KEERY DESSON  
Heather Rusk  
Doreen Herring  
PAUL RAGAY

Jane Tuiselaga  
KEITH BAY  
MARAMA WAPARUA (M2)  
Lailani Sasa  
POMARE CAMERO  
Hajira Isse  
Babatola 101  
Sarah Henry  
EMMA CLAYTON  
CLAIRE SHAW

**PSA**  
Same value. Same pay.  
PSA  
WORTH 100%

# A Year In The Life Of PSA

## October Whiringa-ā-nuku 2017



### Highlights

- On 20 October the PSA welcomed the 40th Prime Minister of New Zealand, Jacinda Ardern, and congratulated Labour, New Zealand First and the Green Party on the formation of a new Government.
- The Employment Relations Authority (ERA) determined that the New Zealand Defence Force (NZDF) must bargain pay in good faith with the Public Service Association - a major win for the civilian staff at NZDF.
- A significant decision in the Employment Court held that Anaesthetic Technicians in Timaru must be paid at the minimum wage for the period they were on call but not called in. [South Canterbury DHB applied for leave to appeal this decision but were turned down by the Court of Appeal in April 2018].
- The PSA took Inland Revenue to the Employment Court over its intention to psychometrically test employees reapplying for roles at the department. As an immediate consequence Inland Revenue suspended the use of the testing.
- In the DHB sector the Auckland Allied MECA and Rest of New Zealand Allied MECA both expired in October.
- The PSA put its support behind Mental Health Awareness Week (MHAW) by encouraging members to join in the Mental Health Foundation's MHAW lockout by taking time out on 10 October to support their happiness and wellbeing.
- The retirement of veteran organiser and stalwart John Shennan after 45 years in the union movement was marked by a function in Palmerston on 31 October.
- The Council of Trade Unions' Biennial Conference was held at the end of October, and featured keynote speaker Armine Yalnizyan from the Canadian Centre for Policy Alternatives. She gave her speech on the concept of the social wage, tertiary education and skill learning, and rebalancing the employment relationship in the modern working environment.



### Speaking out

Among the issues the PSA spoke out about in October were responses to:

- The 30,000-strong petition delivered to Parliament on World Mental Health Day, calling for an inquiry into mental health. The petition was supported by the Yes, We Care coalition.

## November | Whiringa-ā-rangi 2017

### Highlights

- On Work for Free Day (14 November) the PSA Worth 100% Campaign and Women’s Network presented a limited edition artwork as a thank you to Minister for Women Julie Anne Genter, who with other MPs helped support the scrapping of the flawed Equal Pay bill. Work for Free Day marks the day from which the gender gap in average pay for women means they effectively work for nothing until the end of the year. For Māori women the date is 8 October, and for Pasefika women it’s 21 September.
- The PSA was represented at the 30th Congress of the Public Service International (PSI) held in Geneva, Switzerland. This was also PSI’s 110th anniversary. One of the Congress themes was People Over Profit!: to reject the privatization of our lives, to unveil the untruths of corporate ideology and the chaos of market failure and to construct alternatives based on the power of organised labour.
- The State Opening of Parliament took place on 8 November with the Speech from the Throne delivered by the Governor-General, Dame Patsy Reddy. This set out the new Government’s 100 Day Plan.
- The Employment Court rejected an appeal by the Waikato DHB over an Employment Relations Authority finding that an employee had been unjustifiably dismissed and was entitled to a severance payment and compensation.



“New Zealand has a great opportunity now to become a kinder, more caring and confident nation. This will take courage. We will have to do things differently. But it is possible, if we include each and every person, in each and every town and region of New Zealand.”

An excerpt from the Speech from the Throne delivered on the occasion of the State Opening of Parliament.

### Speaking out

Among the issues the PSA spoke out about in November were:

- The PSA’s disappointment at the narrow scope of the Terms of Reference for the new Government’s much-anticipated Tax Working Group.



# A Year In The Life Of PSA

## December | Hakihea 2017



### Highlights

- The announcement on 19 December of the Government's intention to enter equal pay negotiations for community mental health and addiction support workers.
- A clear ruling by the Employment Court that employers must respect unions' right to bargain on behalf of their members after PSA took legal action against Inland Revenue when it continued to deal directly with PSA members after being informed they were being represented by their union.
- The release of the State Services Commission's guidance on free and frank advice and policy stewardship on 14 December.

*“Ministers must be ready to accept unpalatable truths - and create an environment where they are not surrounded by true believers.”*

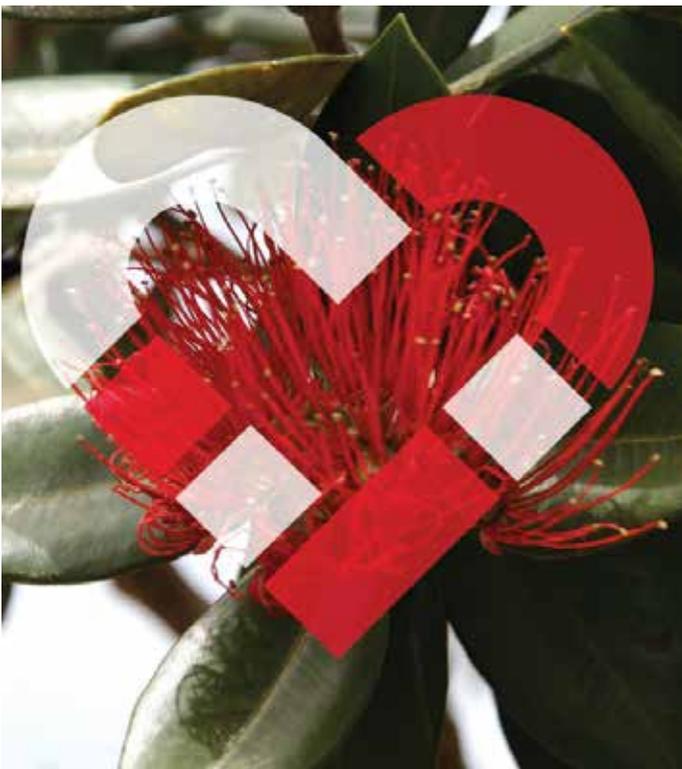
PSA National Secretaries Erin Polaczuk and Glenn Barclay



### Speaking out

Issues the PSA spoke out about in December included:

- The halt on state house sell-offs.
- The position taken by the State Services Commissioner Peter Hughes in the Senior Pay Report 2017 that reiterated state sector chief executive salaries are too high, and the rate of pay increases for top-end staff is not sustainable.
- The Auditor-General's inquiry into Waikato DHB's spending on SmartHealth.
- A slight decrease in the gender pay gap as measured by the Human Resource Capability Survey (HRC) prepared by the State Services Commission.
- News that disestablishment of Auckland Council Investments Limited would be a matter for consultation in discussions around the city's 10-year budget.
- News of voting that rejected a proposal to merge South Wairarapa, Carterton and Masterton District Councils into a single combined council.
- A statement by the Minister for Primary Industries about a planned reorganisation of MPI.
- Porirua City Council's step towards a Living Wage by a commitment to increasing its minimum wage to \$20 an hour by 2020.



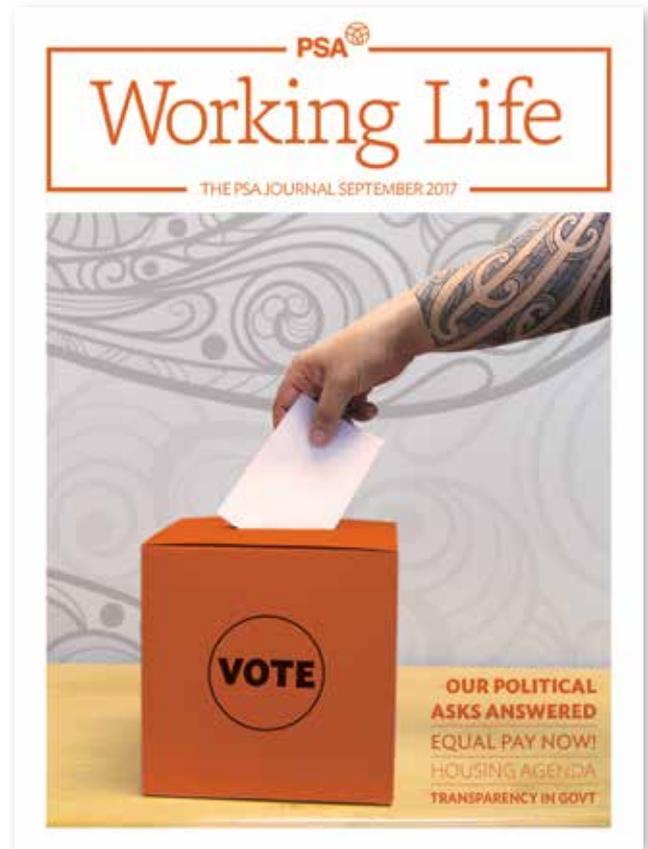
## January | Kohitātea 2018

### Highlights

- Let's Stand Together for Mental Health! Details of an Inquiry into Mental Health and Addiction were announced by Prime Minister Jacinda Ardern on 23 January. Under its Terms of Reference the Inquiry must report its findings and opinions to the Minister of Health by 31 October 2018.
- On 25 January the Government announced its first major raft of changes to New Zealand's employment legislation by amending the Employment Relations Act to strengthen collective bargaining and to reinstate minimum standards and employee protections.
- The PSA's full Briefing to the Incoming Government was delivered on 29 January along with a set of 11 portfolio related BIMs (Briefings to Incoming Ministers) and briefings prepared on equal pay, for the Minister of Finance, and on taxation, directed to the Minister of Police, Fisheries, Revenue and Small Business.

### Speaking out

With the PSA's Social Worker Action Network (SWAN) a submission raising major concerns about the Social Worker Registration Legislation Bill was made on 31 January.



Isaac Sayal, PSA delegate and Drug & Alcohol clinician

# A Year In The Life Of PSA

## February | Hui-tanguru 2018



### Highlights

- The Ministry of Health began formal negotiations with unions, providers and DHBs towards equal pay for mental health and addiction support workers
- February marked the first 100 days of the new coalition Government. Among the successes was the 26 for Babies campaign, supported by the PSA, with parental leave being extended to 22 Weeks from 1 July 2018 and 26 weeks from 1 July 2020.
- The State Sector and Crown Entities Reform Bill was introduced on 12 February
- The PSA and Victoria University's Centre for Labour, Employment and Work co-hosted a lunch-time seminar on 19 February on the topic of Bullying and Violence in the Workplace - intervention and prevention.
- PSA members and staff marched together in city-wide Pride Parades supported by Out@PSA: Proud to be Out, Proud to be Union.



“The more of yourself you can bring to work, the better you feel”. Out@PSA

### Speaking out

Among the issues the PSA spoke out about in February were responses to:

- The establishment of a Royal Commission of Inquiry into the abuse of children in state care to be chaired by former Governor-General Sir Anand Satyanand.
- Concern that young people in the regions, particularly Māori and Pasifika, could miss out on vital careers advice under moves by the Tertiary Education Commission to close offices in the regions.
- The latest statistics on agencies' compliance with the Official Information Act, indicating areas for continued improvement.
- Support for a petition to Parliament seeking to reject the TPPA-11 (rebranded as the CPTPP) trade and investment agreement.

In addition the PSA made its submission on the Productivity Commission's draft report on measuring and improving State Sector productivity.

The *Listener* magazine ran a lengthy feature interview on 3 February titled 'Union leader Erin Polaczuk opens up about the future of the movement'.

Also in February the Perspectives 2018 issue of *NZ Local Government* magazine featured an article by National Secretary Glenn Barclay titled 'An agenda for change'.



## March | Poutū-te-rangi 2018

### Highlights

- The PSA celebrated International Women’s Day on 8 March at the Human Rights Commission, presenting the CTU’s ‘Treat Her Right’ equal pay petition to Dr Jackie Blue. Anne Shanks (PSA), Chloe Lundie-Hodge (NZEI) and Emma Morgan (NZNO) all gave compelling speeches on what equal pay would mean to them and others in their industry. On the same day the PSA Women’s Network co-hosted an International Women’s Day breakfast with Pay Equity Coalition Auckland (PECA) and Working Women’s Resource Centre (WWRC) at the PSA office in Auckland.
- The Government announced it will consider recommendations to make it easier for New Zealanders to lodge pay equity claims, aligned to a letter of recommendations from the reconvened Joint Working Group on Pay Equity Principles.
- The PSA ran a forum in Wellington for Chief Executives and senior HR staff on Equal Pay on 21 March.



“Equal pay means acknowledgement, validation, appreciation for the work that’s done behind the scenes that nobody sees, but we notice when it’s not done. We should notice when it is done, because everything flows much better. There’s power in courage, and stepping forward gives you courage.”

Anne Shanks, PSA Delegate



### Speaking out

Among the issues the PSA spoke out about in March were:

- Pledging support for the New Zealand Government to end oil and gas exploration now, as a vital step in addressing climate change.
- A positive response from members of the PSA’s Deaf and Disabled network to the public launch of Employment Support Practice Guidelines by the NZ Disability Support Network.
- Support for NZNO members’ decision to reject the pay offer advanced by DHBs in negotiations for a multi-employer collective agreement (MECA), while calling on DHB employers and the government to work with unions for a swift resolution.

A brief submission was made to Parliament’s Social Services and Community select committee on the Families Commission Act Repeal Bill.



# A Year In The Life Of PSA

## Case study: A spotlight on the Election cycle

Election campaigns present a challenge to a union which prides itself on being politically neutral. While other unions choose to affiliate to Labour, the PSA can't; nor can we publicly endorse candidates or parties. We can, however, be a strong voice for public and community services – and the people who provide them.

In 2017 we decided to focus on these issues, taking a values-based approach to our campaigning and highlighting the role our members play in making Aotearoa New Zealand a great place to live.

So what does a values-based campaign look like? Rather than being driven by the issues, our messaging and framing is driven by the values behind them. If we activate values like collectivism, universality and benevolence, we can convince the people who sit in the centre to take a particular stand that supports those issues.

Research conducted early in campaign development indicated that New Zealanders value and support the DOC rangers, the aged-care workers, the librarians who are PSA members. By encouraging them to Stand Together with our members, we could influence them to vote for parties which supported public and community services.

The campaign split into two: Stand Together for Better Public and Community Services, and Stand Together for Health.

### Stand Together for Better Public and Community Services

This campaign aimed to engage members at ground level, by encouraging them to hold conversations that would make friends, colleagues and family aware of the PSA's asks around public and community services.

We provided members with a range of activities – from social media participation to holding meetings and talking about public services, from nominating public servants as Local Heroes to taking part in community events.

Political parties were surveyed about our members' key election asks, and these were published in a special pull-out centrefold in *Working Life*.

### Stand Together for Health

The health campaign created a coalition of unions, civil society groups and other NGOs, called Yes, We Care. The main goals of the campaign were to influence the media messaging around health and mental health in particular. One highly visible campaign tactic involved collecting 606 pairs of shoes

to symbolise people lost to suicide in 2016, which were taken around New Zealand as a symbol of the need for a wide-ranging inquiry into the mental health system.

### How did the strategies work?

The results were extremely promising and bode well for the PSA's future campaign organising. After the election, a random sample of 2000 PSA members were surveyed about the election campaign.

Sixty-seven per cent identified Stand Together as a PSA campaign, and 74 per cent felt the PSA had kept them well or adequately informed about issues around health and underfunding of public and community services. 21 per cent said the campaign materials affected their decision to vote, while 13 per cent were encouraged to change the way they voted.

Identification with key campaign messages was very strong. Close to 50 per cent read the special pull-out in *Working Life*, while 32 per cent of members signed the Stand Together election pledge and 21 per cent signed the YesWeCare suicide prevention letter.

On election night, neither party grouping emerged with a clear mandate to form a government, but New Zealand First chose to form a government with Jacinda Ardern's Labour party.

In announcing his decision, Winston Peters said too many New Zealanders had come to view capitalism as a foe, and he believed capitalism needed to regain "its responsible, its human face". He said this perception had influenced his negotiations. PSA members can feel rightly proud of having been part of a campaign which helped to push this narrative forward.

### What did we learn from the campaign?

Firstly, we learned that values-based communication and campaigning is an excellent method for unions to employ, particularly non-affiliated unions like the PSA.

Members told us they liked and identified with Stand Together, as a strong and adaptable brand. For some members who were making their first foray into political activism, it provided a good gateway.

As broadcast media struggles to retain the relevance it once had, grass-roots, kanohi-ki-te-kanohi activism is fertile ground for unions to explore. Training and development for delegates and the formation of campaigning hubs – used to great effect in the Worth 100% campaign – will be a central part of further election work.



## 2017: A year of bringing progressive thinking together

The PSA has a long, proud history of contributing to national-level debates on issues that matter to our members – and to the wider community. In 2017, we embarked on a series of books entitled *Progressive Thinking*, with the aim that these would contribute to the nationwide kōrero in the lead up to the general election.

Both books aimed to address solutions, rather than raise problems. Both drew on the expertise of academics, activists and fresh thinkers.

And both, we believe, contributed to the groundswell of debate which contributed meaningfully to the election cycle.



Early in its last term, the Key Government indicated it would spend its much-trumpeted surplus on a modest tax cut.

It was the PSA's firm belief that the rhetoric around "tax burdens" and "tax relief" was simplistic and wrong, because it muddied the reasons we pay tax in the first place.

We argued that New Zealand was in danger of becoming like a club whose management was so obsessed with offering membership discounts that they'd overlooked the leaking roof, grotty changing rooms and understaffed service.

New Zealand is not a members-only club, we said, and nor is it a corporation moving out of the red and into the black. It is a diverse South Pacific nation of people who should rightly be able to expect that paying tax affords them and their whānau access to good quality, timely, reliable public services.

Our book included writers Morgan Godfery, Keith Ng and Max Rashbrooke, campaigner Paul Young, academics Dr Lisa Marriott and Bob Stephens, respected economists Bill Rosenberg, Shamubeel Eaqub and Susan St John, and tax consultant Terry Baucher.

Covering issues like tax and families, climate change, and capital gains tax, the book sets out a persuasive case for change – as well as a little myth-busting around pervasive right-wing thinking around taxation.

Housing emerged as a crucial issue in the lead-up to the 2017 election.

Spiralling house-prices coupled with a few half-hearted government attempts to put the brakes on increasing unaffordability left many PSA members genuinely despairing. We surveyed our members and the stories were heartbreaking. This was a crisis, and our members were living it.

The book called for a bold re-imagining of the way we plan, organise and deliver housing in Aotearoa New Zealand. Treating housing as a primary form of individual wealth is no longer working, and the book argued it was time for brave and transformative solutions.

Our writers talked about housing and health, about land supply and consenting and incentivising landlords to sell off investment properties. There was a case study about Māori housing movements and a discussion of the particular issues faced by the disabled community. And there were discussions about solutions: better security for renters and better use of land to deliver affordable housing.

Contributors included academics Philippa Howden-Chapman, Professor John Tookey, Dr Jess Berentson-Shaw and Dr Andrew Coleman; historian Bill McKay, economist Shamubeel Eaqub, social policy experts Alan Johnson and Dr Esther Woodbury, housing advocates Victoria Crockford, Robert Whitaker and Chief Human Rights Commissioner David Rutherford.



Financial Statements  
For the year ended  
31 March 2018

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# Treasurer's report

New Zealand Public Service Association  
Te Pūkenga Here Tikanga Mahi Incorporated  
For the year ended 31 March 2018

## Treasurer's report for the financial year ended 31 March 2018

I am pleased to present my report for the financial year ending 31 March 2018.

### Statement of Financial Position – “What we own and what we owe”

The snapshot of our assets and liabilities at 31 March 2018 continues to be very healthy. At 1 April 2018, if we paid all our bills and other short-term obligations to PSA staff then we would be left with buildings worth \$15m and cash and investments of \$18m. Effectively, the cash after paying what we owe is our accessible reserves and holding appropriate reserves is an important tool for the PSA to ensure it can continue to operate in the event of a sudden reduction in our income, and to take advantage of opportunities to further our strategic goals. However, there are some challenges ahead for the reserves, as noted below.

The supplementary information at the back of the formal Financial Statements shows a breakdown of what our reserves are held for.

### Statement of Comprehensive Revenue and Expense - “How our finances performed during the year”

Before paying our taxes, the PSA generated a small surplus of \$42,586 and a small deficit after taxes of \$32,685. Both of these results in an organisation of our size are effectively breakeven results.

Our overall financial performance for the year to 31 March 2018 was improved by a couple of large items displayed in the Other Comprehensive Revenue and Expenses section.

The items are:

- \$509,613 of gains in market value in the property PSA owns; and
- \$646,070 reduction in future tax liabilities.

The scale of revaluation gain emphasises the value of holding a significant investment in property in addition to financial investments.

The reduction in future taxation liability comes from the way we account for expected tax bills or effects in the future. Most of this amount arises from a change in how

we treat PSA House, recognising that half of PSA House is used by the PSA and is outside our taxable activities.

This gain does not increase our cash holdings, or impact our cash reserves.

### Statement of Cashflows

The Statement of Cash Flows shows the actual cash that the PSA received and paid during the year into its operating bank accounts. It excludes non-cash expenditure such as depreciation and movements in the liabilities and debtors of the Union.

The importance of the Statement of Cash Flows is that it can identify potential problems if cash outflows consistently exceed cash inflows. If this were the case, it would show that the PSA was using its reserves to maintain operations, which could be acceptable in the short or medium term but not long term.

### Outlook

While the PSA has had a breakeven year in 2018, there are some challenges underway, including:

- Extra effort supporting action taken by members; and
- Initial planning and spending on the earthquake remedial work on PSA House.

In addition, the Board has approved using some of the strategic planning reserve to support projects that will drive long-term value for members.

We have budgeted for a deficit of \$402k in 2018/19, driven largely by investment in our staff and increased property expenses.

As we enter the 2018/2019 financial year the general outlook remains positive in terms of such indicators and factors as further positive growth in membership and the contribution that makes to our revenue base.

The wider context emerging from successful gains being made through the PSA's industrial bargaining for improved pay and conditions of our members, along with a favourable policy direction being committed to by the current Government, bodes well for the Union's future financial wellbeing and our ability to meet the challenges ahead.

**Jacky Maaka**

**Treasurer**

# Statement of Comprehensive Revenue and Expense

New Zealand Public Service Association  
Te Pūkenga Here Tikanga Mahi Incorporated  
For the year ended 31 March 2018

	Notes	2018	2017
<b>Revenue from Non-Exchange Transactions</b>			
Donations		-	2,543
Rental Income - Holiday Homes		723,990	639,612
<b>Total Revenue from non-exchange transactions</b>		<b>723,990</b>	<b>642,155</b>
<b>Revenue from Exchange Transactions</b>			
Subscriptions		20,680,975	19,830,011
Other Income	5	1,611,843	1,728,667
<b>Total Revenue from Exchange Transactions</b>		<b>22,292,818</b>	<b>21,558,678</b>
<b>Total Revenue</b>		<b>23,016,808</b>	<b>22,200,833</b>
<b>Expenses</b>			
Amortisation	8	80,927	79,814
Audit Fees	6	32,550	32,550
Communications and Printing		743,837	826,811
Depreciation	9	556,733	672,701
Lease of Vehicles and Equipment		898,779	691,363
Meetings and Travel		3,006,733	2,765,600
Property Revaluations		-	11,484
Rent and Rates		757,942	714,722
Salaries and Wages		13,230,800	12,310,314
Superannuation		845,496	794,530
Other Operating Expenses		2,820,425	3,106,045
<b>Total Expenses</b>		<b>22,974,222</b>	<b>22,005,934</b>
<b>Total Expenses</b>		<b>22,974,222</b>	<b>22,005,934</b>
<b>Net Surplus before Tax</b>		<b>42,586</b>	<b>194,899</b>
<b>Taxation</b>			
Income Tax Expense	12	75,271	219,249
<b>Total Taxation</b>		<b>75,271</b>	<b>219,249</b>
<b>Total Deficit</b>		<b>(32,685)</b>	<b>(24,350)</b>
<b>Other Comprehensive Revenue and Expenses</b>			
Revaluation of Property	9	509,613	823,437
Income tax relating to components of other comprehensive income	12	646,070	(107,425)
<b>Total Other Comprehensive Revenue and Expenses</b>		<b>1,155,683</b>	<b>716,012</b>
<b>Total Comprehensive Revenue and Expense</b>		<b>1,122,998</b>	<b>691,662</b>

*These financial statements should be read in conjunction with the notes to the financial statements.*

# Statement of Changes in Net Assets

New Zealand Public Service Association  
Te Pūkenga Here Tikanga Mahi Incorporated  
For the year ended 31 March 2018

	2018	2017
<b>Members Funds</b>		
<b>Opening Balance</b>	<b>21,003,265</b>	<b>21,027,615</b>
Total deficit after tax	(32,685)	(24,350)
<b>Total Members Funds</b>	<b>20,970,580</b>	<b>21,003,265</b>
<b>Asset Revaluation Reserve</b>		
<b>Opening Balance</b>	<b>7,593,184</b>	<b>6,877,172</b>
Revaluation of property	509,613	823,437
Income tax relating to components of other comprehensive income	646,070	(107,425)
<b>Total Asset Revaluation Reserve</b>	<b>8,748,867</b>	<b>7,593,184</b>
<b>Industrial Fund</b>		
<b>Opening Balance</b>	<b>1,000,000</b>	<b>1,000,000</b>
Total Transfers in/out	-	-
<b>Total Industrial Fund</b>	<b>1,000,000</b>	<b>1,000,000</b>
<b>Net assets attributable to the owners</b>	<b>30,719,447</b>	<b>29,596,449</b>

*These financial statements should be read in conjunction with the notes to the financial statements.*

# Statement of Financial Position

New Zealand Public Service Association  
Te Pūkenga Here Tikanga Mahi Incorporated  
For the year ended 31 March 2018

	Notes	2018	2017
<b>Assets</b>			
<b>Current Assets</b>			
Cash and Cash Equivalents		914,009	843,089
Receivables from exchange transactions	7	404,427	338,597
Prepayments		112,898	163,809
Shares		10,834	9,773
Taxation Receivable	12	-	171,073
Term Deposits		15,675,000	17,500,000
<b>Total Current Assets</b>		<b>17,117,168</b>	<b>19,026,341</b>
<b>Non-Current Assets</b>			
Property, Plant and Equipment	9	15,902,688	15,355,847
Intangibles	8	74,341	97,754
Term Deposits		3,225,000	1,900,000
<b>Total Non-Current Assets</b>		<b>19,202,029</b>	<b>17,353,601</b>
<b>Total Assets</b>		<b>36,319,197</b>	<b>36,379,942</b>
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Trade and Other Payables from Exchange Transactions	10	1,092,305	1,402,207
Trade and Other Payables from Non-Exchange Transactions	10	169,476	473,053
Employee Entitlements	11	1,116,801	1,052,153
Taxation Payable	12	8,955	-
<b>Total Current Liabilities</b>		<b>2,387,537</b>	<b>2,927,413</b>
<b>Non-Current Liabilities</b>			
Deferred tax provision	12	1,476,773	2,266,719
Employee Entitlements	11	1,735,440	1,589,361
<b>Total Non-Current Liabilities</b>		<b>3,212,213</b>	<b>3,856,080</b>
<b>Total Liabilities</b>		<b>5,599,750</b>	<b>6,783,493</b>
<b>Net Assets</b>		<b>30,719,447</b>	<b>29,596,449</b>
<b>Net Assets attributable to the owners</b>			
Members Funds		20,970,580	21,003,265
Asset Revaluation Reserve		8,748,867	7,593,184
Industrial Fund		1,000,000	1,000,000
<b>Total Net Assets attributable to the owners</b>		<b>30,719,447</b>	<b>29,596,449</b>

Signed by: Jacky Maaka

Treasurer:



Date: 27 June 2018

Signed by: Erin Polaczuk

National Secretary:



Date: 27 June 2018

*These financial statements should be read in conjunction with the notes to the financial statements.*

# Statement of Cashflows

New Zealand Public Service Association  
Te Pūkenga Here Tikanga Mahi Incorporated  
For the year ended 31 March 2018

	2018	2017
<b>Cashflow</b>		
<b>Cash from Operating Activities</b>		
<b>Cash provided:</b>		
Subscriptions	20,680,975	19,830,011
Dividend Income	2,305	769
Interest Income	640,389	747,698
Rental Income	1,170,900	1,109,028
Other Income	463,362	544,088
<b>Total Cash provided:</b>	<b>22,957,931</b>	<b>22,231,594</b>
<b>Cash applied:</b>		
Payments to Suppliers and Employees	(22,690,069)	(20,957,645)
Taxation	(39,119)	(267,027)
<b>Total Cash applied:</b>	<b>(22,729,188)</b>	<b>(21,224,672)</b>
<b>Total Cash from Operating Activities</b>	<b>228,743</b>	<b>1,006,922</b>
<b>Cashflow from Investing Activities</b>		
<b>Cash provided:</b>		
Sale of fixed assets	37,465	712,955
Decrease in deposits maturing after 3 months	500,000	-
<b>Total Cash provided:</b>	<b>537,465</b>	<b>712,955</b>
<b>Cash applied:</b>		
Increase in deposits maturing after 3 months	-	(500,000)
Purchase of fixed assets	(637,774)	(1,028,700)
Purchase of intangible assets	(57,514)	(43,924)
<b>Total Cash applied:</b>	<b>(695,288)</b>	<b>(1,572,624)</b>
<b>Total Cashflow to Investing Activities</b>	<b>(157,823)</b>	<b>(859,669)</b>
<b>Net Increase in Cash Held</b>		
	<b>70,920</b>	<b>147,253</b>
Add Opening Cash Brought Forward	843,089	695,836
<b>Ending Cash to Carry Forward</b>		
	<b>914,009</b>	<b>843,089</b>
Cash and Cash Equivalents	914,009	843,089

*These financial statements should be read in conjunction with the notes to the financial statements.*

# Notes to the Financial Statements

New Zealand Public Service Association  
Te Pūkenga Here Tikanga Mahi Incorporated  
For the year ended 31 March 2018

## 1. Reporting Entity

The New Zealand Public Service Association Te Pūkenga Here Tikanga Mahi Incorporated (PSA) is a democratic union incorporated under the Incorporated Societies Act 1908.

The PSA represents the interests of its members working in government departments, local government, the health sector, crown agencies, state-owned enterprises and community and government-funded agencies.

The principal activities of the PSA are to build a union to influence the industrial, economic, political and social environment in order to advance the interest of its members.

The financial statements have been prepared for the individual entity of the PSA.

The PSA operates all its activities within New Zealand and its main office is at 11 Aurora Terrace, Wellington. Hub offices are situated in Auckland, Hamilton, Palmerston North, Nelson, Christchurch, Greymouth and Dunedin.

The financial statements were authorised for issue by the Executive Board on 27 June 2018.

## 2. Statement of Compliance

The financial statements have been prepared in accordance with Generally Accepted Accounting Practice in New Zealand (“NZ GAAP”). They comply with Public Benefit Entity International Public Sector Accounting Standards (“PBE IPSAS”) and other applicable financial reporting standards as appropriate that have been authorised for use by the External Reporting Board for Not-For-Profit entities. For the purposes of complying with NZ GAAP, the PSA is a public benefit not-for-profit entity and is eligible to apply Tier 2 Not-For-Profit PBE IPSAS on the basis that it does not have public accountability and it is not defined as large.

The PSA has elected to report in accordance with Tier 2 Not-For-Profit PBE Accounting Standards and in doing so has taken advantage of all applicable Reduced Disclosure Regime (“RDR”) disclosure concessions.

## 3. Summary of Accounting Policies

The significant accounting policies used in the preparation of these financial statements as set out below have been applied consistently to both years presented in these financial statements.

## 3.1 Basis of Preparation

The financial statements have been prepared on the basis of historical cost, except for the revaluation of certain non-current assets and financial instruments. Cost is based on the fair values of the consideration given in exchange for assets.

These financial statements have been prepared on a going concern basis.

## 3.2 Functional and Presentational Currency

The financial statements are presented in New Zealand dollars (\$) and rounded to the nearest dollar.

## 3.3 Revenue

Revenue is recognised to the extent that it is probable that the economic benefit will flow to the PSA and revenue can be reliably measured. Revenue is measured at the fair value of the consideration received. The following specific recognition criteria must be met before revenue is recognised.

### Revenue from non-exchange transactions

A non exchange transaction is one in which the PSA either receives value from another entity without directly giving approximately equal value in exchange, or gives value to another entity without directly receiving approximately equal value in exchange.

The application of this standard affects the PSA's accounting for holiday home rental revenue as holiday homes are rented out at less than market value.

### Donations

Donations are recognised as revenue upon receipt and include contributions from members and associate members to the hardship fund and to the election fund.

### Rental Income

Rental income is received in relation to holiday homes that are rented out to members at a rate that is less than market rent for equivalent properties. Revenue is recognised when the member stays.

### Revenue from exchange transactions

An exchange transaction is one in which the PSA receives assets or services, or has liabilities extinguished, and directly gives approximately equal value (primarily in the form of cash, goods, services, or use of assets) to another entity in exchange.

# Notes to the Financial Statements

New Zealand Public Service Association  
Te Pūkenga Here Tikanga Mahi Incorporated  
For the year ended 31 March 2018

## Subscriptions fees

Subscription revenue represents amounts received during the year. Subscription revenue is dependent on information supplied by employers pursuant to respective collective agreements. For practical reasons, the PSA is unable to independently confirm the validity of personnel information supplied.

## Interest and dividend revenue

Interest revenue is recognised as it accrues, using the effective interest method.

Dividend revenue from investments is recognised when the shareholders' rights to receive payments have been established.

## Commercial Rental Income

Rental income is received in relation to tenants in PSA House, tenants holding a commercial lease. Tenants pay a market based commercial rent and revenue is recognised on a straight line basis.

## 3.4 Financial Instruments

Financial assets and financial liabilities are recognised when PSA becomes a party to the contractual provisions of the financial instrument.

### Financial Assets

PSA derecognises a financial asset or, where applicable, a part of a financial asset or part of a group of similar financial assets when the rights to receive cash flows from the asset have expired or are waived, or PSA has transferred its rights to receive cash flows from the asset or has assumed an obligation to pay the received cash flows in full without material delay to a third party; and either:

- PSA has transferred substantially all the risks and rewards of the asset; or
- PSA has neither transferred nor retained substantially all the risks and rewards of the asset, but has transferred control of the asset.

Financial assets within the scope of NFP PBE IPSAS 29 Financial Instruments: Recognition and Measurement are classified as financial assets at fair value through surplus or deficit, loans and receivables, held-to-maturity investments or available-for-sale financial assets. The classifications of the financial assets are determined at initial recognition.

All financial assets except for those at fair value through surplus or deficit are subject to review for impairment at least at each reporting date. Financial assets are impaired when there is any objective evidence that a financial asset or group

of financial assets is impaired. Different criteria to determine impairment are applied for each category of financial assets, which are described below.

### Financial assets at fair value through surplus or deficit

Financial assets at fair value through surplus or deficit include items that are either classified as held for trading or that meet certain conditions and are designated at fair value through surplus or deficit upon initial recognition.

### Loans and receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market. After initial recognition, these are measured at amortised cost using the effective interest method, less any allowance for impairment. PSA's cash and cash equivalents, short-term investments, receivables from non-exchange transactions, receivables from exchange transactions and non-equity investments fall into this category of financial instruments.

### Impairment of financial assets

PSA assesses at the end of each reporting date whether there is objective evidence that a financial asset or a group of financial assets is impaired. A financial asset or a group of financial assets is impaired and impairment losses are incurred if there is objective evidence of impairment as a result of one or more events that occurred after the initial recognition of the asset (a 'loss event') and that loss event has an impact on the estimated future cash flows of the financial asset or the group of financial assets that can be reliably estimated.

For financial assets carried at amortised cost, if there is objective evidence that an impairment loss on loans and receivables carried at amortised cost has been incurred, the amount of the loss is measured as the difference between the asset's carrying amount and the present value of the estimated future cashflows discounted at the financial asset's original effective interest rate. The carrying amount of the asset is reduced through the use of an allowance account. The amount of the loss is recognised in the surplus or deficit for the reporting period.

### Financial Liabilities

PSA's financial liabilities include trade and other creditors (including GST), and employee entitlements.

All financial liabilities are initially recognised at fair value (plus transaction cost for financial liabilities not at fair value through surplus or deficit) and are measured subsequently at amortised cost using the effective interest method except for financial liabilities at fair value through surplus or deficit.

# Notes to the Financial Statements

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## 3.5 Cash and cash equivalents

Cash and cash equivalents are short term, highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

## 3.6 Term deposits

Term deposits have a term of greater than three months and therefore do not fall into the category of cash and cash equivalents.

## 3.7 Property, Plant, Equipment and Depreciation

Items of property, plant and equipment are measured at cost less accumulated depreciation and impairment losses. Cost includes expenditure that is directly attributable to the acquisition of the asset.

A revaluation surplus is recorded in other comprehensive revenue and expenses and credited to the asset revaluation reserve in equity. However, to the extent that it reverses a revaluation deficit of the same class of asset previously recognised in surplus or deficit, the increase is recognised in surplus or deficit. A valuation deficit is recognised in the surplus or deficit, except to the extent that it offsets an existing surplus on the same asset class recognised in the asset revaluation reserve.

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount of the asset. Gains and losses on disposals are reported net in the surplus or deficit.

Depreciation is provided on property, plant and equipment, including freehold buildings but excluding land. The depreciation charge is at a rate that will write-off the cost (or valuation) of the assets to their estimated residual values over their useful lives.

Buildings	1% - 2.5% & 6% - 48%	Straight Line
Leased Assets	25% - 33%	Straight Line
Plant and Equipment	9.5% - 67%	Diminishing Value/ Straight line
Vehicles	17%	Straight Line

Where an asset is acquired through a non-exchange transaction, its cost is measured at its fair value as at the date of acquisition.

Subsequent to initial recognition, land and buildings are measured using the revaluation model.

Under the revaluation model, land and buildings are measured at fair value, less accumulated depreciation on buildings and impairment losses recognised since the date of the last revaluation.

The fair value of land and buildings is their market value as determined by a registered valuer.

Revaluation is performed on a class-by-class basis. If an item of property, plant and equipment is revalued, the entire class to which the asset belongs is revalued.

Valuations are performed with sufficient frequency to ensure that the fair value of the valued asset does not differ materially from its carrying amount.

The valuation cycle for revalued asset classes is annual.

Depreciation methods, useful lives and residual values are reviewed at each reporting date and are adjusted if there is a change in the expected pattern of consumption of the future economic benefits or service potential embodied in the asset.

### Impairment of non-financial assets

At each balance date, non-financial assets are classified into four categories: assets measured at fair value; assets currently available that the PSA intends to use to the end of its useful life; assets intended to be sold prior to the end of their useful life; and assets damaged or idle at balance date.

Assets measured at fair value or assets the PSA intends to use to the end of its useful life, are not reviewed for impairment at balance date.

Assets intended to be sold prior to the end of their useful life or assets damaged or idle at balance date are reviewed to determine if any indicators of impairment exist. If indicators exist the asset is tested for impairment to ensure that the carrying amount of the asset is recoverable.

# Notes to the Financial Statements

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## 3.8 Intangible Assets - Computer Software

Intangible assets acquired separately are measured on initial recognition at cost. The cost of intangible assets acquired in a non-exchange transaction is their fair value at the date of the exchange. The cost of intangible assets acquired in a business combination is their fair value at the date of acquisition.

Following initial recognition, intangible assets are carried at cost less any accumulated amortisation and accumulated impairment losses. Internally generated intangibles, excluding capitalised development costs, are not capitalised and the related expenditure is reflected in surplus or deficit in the period in which the expenditure is incurred.

The useful lives of intangible assets are assessed as either finite or indefinite.

Intangible assets with finite lives are amortised on a straight line basis over the useful economic life and assessed for impairment whenever there is an indication that the intangible asset may be impaired. Amortisation begins when the asset is available for use and ceases at the date that the asset is derecognised.

The amortisation period and the amortisation method for an intangible asset with a finite useful life are reviewed at least at the end of each reporting period. Changes in the expected useful life or the expected pattern of consumption of future economic benefits or service potential embodied in the asset are considered to modify the amortisation period or method, as appropriate, and are treated as changes in accounting estimates.

The amortisation expense on intangible assets with finite lives is recognised in surplus or deficit as the expense category that is consistent with the function of the intangible assets.

PSA does not hold any intangible assets that have an indefinite life. The amortisation periods for PSA assets are as follows:

Computer Software	40% - 48%	Straight Line
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## 3.9 Leases

### PSA as Lessee

Payments on operating lease agreements, where the lessor retains substantially the risk and rewards of ownership of an asset, are recognised as an expense on a straight-line basis over the lease term.

### PSA as Lessor

Rental income from operating leases is recognised on a straight line basis over the term of the relevant lease.

## 3.10 Employee Benefits

### Wages, salaries and annual leave

Provision is made for benefits accruing to employees in respect of wages and salaries and annual leave, when it is probable that settlement will be required and they are capable of being measured reliably.

Provisions made in respect of employee benefits expected to be settled within 12 months, are measured at their nominal values using the remuneration rate expected to apply at the time of settlement.

Provisions made in respect of employee benefits which are not expected to be settled within 12 months are measured at the present value of the estimated future cash outflows to be made by the PSA in respect of services provided by employees up to reporting date.

### PSA service leave, resigning leave and retiring leave

The PSA Staff collective agreement allows for service based union service leave and associated allowances. After reaching qualifying periods of service staff are entitled to retirement or resignation leave. The entitlement increases with length of service.

Provisions are calculated based on historic claim patterns and current staff levels. An estimate is made of the likely timing and rate at which these entitlements will be paid and these are discounted to the net present value using the forward discount rates published by Treasury.

## 3.11 Income Tax

Income tax comprises current and deferred tax. Income tax expense is recognised in the Statement of Comprehensive Revenue and Expenses except to the extent that it relates to items recognised directly in equity, in which case it is recognised in equity.

Current tax is the expected tax payable on the taxable income for the year, using tax rates at the reporting date, and any adjustment to tax payable in respect of previous years.

Deferred tax is recognised using the balance sheet method, providing for temporary differences between the carrying amounts of assets and liabilities for financial reporting purposes and the amounts used for taxation purposes.

# Notes to the Financial Statements

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Deferred tax is measured at the tax rates that are expected to be applied to the temporary differences when they reverse, based on the laws that have been enacted at the reporting date.

A deferred tax asset is recognised to the extent that it is probable that future taxable profits will be available against which temporary differences can be utilised. Deferred tax assets are reviewed at each reporting date and are reduced to the extent that it is no longer probable that the related tax benefit will be realised.

### 3.12 Goods and Services Tax (GST)

Revenues, expenses and assets are recognised exclusive of GST except for receivables and payables, which are stated with the amount of GST included.

The net amount of GST recoverable from, or payable to, the Inland Revenue Department is included as part of receivables or payables in the Statement of Financial Position.

Cash flows are included in the Statement of Cash Flows on a gross basis and the GST component of cash flows arising from investing and financing activities, which is recoverable from, or payable to, the Inland Revenue Department is classified as part of operating cash flows.

### 3.13 Net Assets Attributable to the Owners

Equity is made up of the following components:

#### Members Funds

Members Funds is the PSA's accumulated surplus or deficit since its formation, adjusted for transfers to/from specific reserves.

#### Asset revaluation reserve

This reserve is for the revaluation of those PP&E items that are measured at fair value after initial recognition.

#### Industrial Fund

The industrial campaign fund was established in December 2015 with a view to ensuring that the PSA has sufficient funds to provide a resource that will enable the PSA to help support its members in the event of industrial action resulting in a significant loss of members' wages.

The initial fund was sourced from existing members' reserves. It is intended to keep this reserve at \$1,000,000 for the foreseeable future. Any use of the fund will be replaced from reserves.

## 4. Significant accounting judgements, estimates and assumptions

The preparation of the PSA's financial statements requires management to make judgements, estimates and assumptions that affect the reported amounts of revenues, expenses, assets and liabilities, and the accompanying disclosures, and the disclosure of contingent liabilities. Uncertainty about these assumptions and estimates could result in outcomes that require a material adjustment to the carrying amount of assets or liabilities affected in future periods.

### Judgements

In the process of applying the PSA's accounting policies, management has made the following judgements, which have the most significant effect on the amounts recognised in the financial statements:

#### Operating lease commitments

The PSA has entered into a number of vehicle and equipment leases.

The PSA has determined, based on an evaluation of the terms and conditions of the arrangements, such as the lease term not constituting a substantial portion of the economic life of the vehicle or equipment and the present value of minimum lease payments, that it does not retain all the significant risks and rewards of ownership of these properties and accounts for the contracts as operating leases.

#### Classification of Holiday Homes

The PSA considers Holiday Homes to be a non profit service to members and therefore has not classified them as investment property, but as property, plant and equipment.

#### Classification of PSA House

The PSA considers PSA House to be primarily an asset in use by the organisation. While PSA also leases some space to third parties, on balance PSA has classified PSA House as property, plant and equipment, not an investment property.

### Estimates and assumptions

The key assumptions concerning the future and other key sources of estimation uncertainty at the reporting date, that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities

# Notes to the Financial Statements

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within the next financial year, are described below. The PSA based its assumptions and estimates on parameters available when the financial statements were prepared. Existing circumstances and assumptions about future developments, however, may change due to market changes or circumstances arising beyond the control of the PSA. Such changes are reflected in the assumptions when they occur.

## Revaluation of property, plant and equipment

PSA measures land and buildings at revalued amounts with changes in fair value being recognised in other comprehensive revenue and expense.

PSA engaged an independent valuation specialist to assess fair value as at 31 March 2018 for land and buildings.

Land and buildings were valued by reference to market-based evidence, using comparable prices adjusted for specific market factors such as nature, location and condition of the property.

## Useful lives and residual values

The useful lives and residual values of assets are assessed

using the following indicators to determine potential future use and value from disposal:

- The condition of the asset
- The nature of the asset, its susceptibility and adaptability to changes in technology and processes
- The nature of the processes in which the asset is deployed
- Availability of funding to replace the asset
- Changes in the market in relation to the asset

The estimated useful lives of the asset classes held by PSA are listed in Note 3.7 and 3.8

## Determination of Employee Entitlements

A provision is calculated based on historic claim patterns and current staff service levels. An estimate is made of the likely timing and rate at which these entitlements will be paid based on criteria set out in the PSA Employees Collective Agreement and these are discounted to the net present value using the five year government forward discount rates.

	2018	2017
<b>5. Other Income</b>		
Bargaining Fees	270,122	346,620
Commission	168,704	153,317
Dividend Income	2,305	769
Interest Income	698,205	718,322
Journal advertising	-	2,355
Rental Income - Property	446,910	469,416
Sundry income	24,536	39,253
Unrealised Gain on Investments	1,061	(1,385)
<b>Total Other Income</b>	<b>1,611,843</b>	<b>1,728,667</b>

	2018	2017
<b>6. Auditors Remuneration</b>		
Audit of the financial statements	32,550	32,550
<b>Total Auditors Remuneration</b>	<b>32,550</b>	<b>32,550</b>

The auditor is Deloitte Limited.

	2018	2017
<b>7. Receivables from Exchange Transactions</b>		
Trade Debtors	10,138	2,124
Accrued Interest	394,289	336,473
<b>Total Receivables from Exchange Transactions</b>	<b>404,427</b>	<b>338,597</b>

# Notes to the Financial Statements

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	2018	2017
<b>8. Intangibles</b>		
<b>Computer Software</b>		
<b>Cost or Valuation</b>		
Opening Balance	1,121,018	1,077,094
Additions	57,514	43,924
Disposals	-	-
<b>Total Cost or Valuation</b>	<b>1,178,532</b>	<b>1,121,018</b>
<b>Amortisation</b>		
Opening Balance	(1,023,264)	(943,450)
Amortisation charge for the year	(80,927)	(79,814)
<b>Total Amortisation</b>	<b>(1,104,191)</b>	<b>(1,023,264)</b>
<b>Total Computer Software</b>	<b>74,341</b>	<b>97,754</b>
<b>Total Intangibles</b>	<b>74,341</b>	<b>97,754</b>

	2018	2017
<b>9. Property, plant and equipment</b>		
<b>Land</b>		
<b>Cost or Valuation</b>		
Opening Balance	5,041,087	4,846,261
Revaluation	318,913	194,826
<b>Total Cost or Valuation</b>	<b>5,360,000</b>	<b>5,041,087</b>
<b>Total Land</b>	<b>5,360,000</b>	<b>5,041,087</b>
<b>Buildings</b>		
<b>Cost or Valuation</b>		
Opening Balance	10,065,002	8,700,755
Additions	460,622	1,015,011
Disposals	-	(18,526)
Transfer of accumulated depreciation on revaluation	(341,912)	(249,365)
Revaluation	190,700	617,127
<b>Total Cost or Valuation</b>	<b>10,374,412</b>	<b>10,065,002</b>
<b>Depreciation</b>		
Opening Balance	(479,501)	(420,229)
Depreciation charge for the year	(341,912)	(323,332)
Transfer of accumulated depreciation on revaluation	341,912	249,365
Accumulated depreciation on assets disposed	-	14,695
<b>Total Depreciation</b>	<b>(479,501)</b>	<b>(479,501)</b>
<b>Total Buildings</b>	<b>9,894,911</b>	<b>9,585,501</b>
<b>Plant and equipment</b>		
<b>Cost or Valuation</b>		
Opening Balance	2,411,177	2,269,005
Additions	177,152	274,298
Disposals	(58,246)	(132,126)
<b>Total Cost or Valuation</b>	<b>2,530,083</b>	<b>2,411,177</b>
<b>Depreciation</b>		
Opening Balance	(1,726,073)	(1,641,977)
Depreciation charge for the year	(206,639)	(198,466)
Accumulated depreciation on assets disposed	50,406	114,370
<b>Total Depreciation</b>	<b>(1,882,306)</b>	<b>(1,726,073)</b>
<b>Total Plant and equipment</b>	<b>647,777</b>	<b>685,104</b>

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# Notes to the Financial Statements

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	2018	2017
<b>Motor Vehicles</b>		
<b>Cost or Valuation</b>		
Opening Balance	117,784	1,919,638
Additions	-	-
Disposals	(117,784)	(1,801,854)
<b>Total Cost or Valuation</b>	<b>-</b>	<b>117,784</b>
<b>Depreciation</b>		
Opening Balance	(73,629)	(871,462)
Depreciation charge for the year	(8,181)	(150,903)
Accumulated depreciation on assets disposed	81,810	948,736
<b>Total Depreciation</b>	<b>-</b>	<b>(73,629)</b>
<b>Total Motor Vehicles</b>	<b>-</b>	<b>44,155</b>
<b>Total Property, plant and equipment</b>	<b>15,902,688</b>	<b>15,355,847</b>

## Valuation details of property

All properties were valued on a fair value basis at balance date by independent registered valuers, listed below, who are members of the Institute of Valuers of New Zealand. The valuers have the appropriate qualifications and experience in the valuation of properties in the relevant location. The fair value of the properties at balance date were as follows:

Property Location	Valuer	Inspection Date	2018 \$	2017 \$
Holiday Homes				
Raumati	Darroch	27-Mar-18	2,670,000	2,610,000
Whitianga	Darroch	21-Mar-18	1,400,000	1,200,000
Carters Beach	Darroch	23-Mar-18	273,043	267,826
Te Anau	Darroch	28-Mar-18	400,000	338,000
Otematata	Darroch	4-May-17	230,000	215,000
Rotorua	Darroch	10-Apr-18	1,243,478	1,004,348
Nelson	Darroch	21-Mar-18	800,000	681,740
Auckland apartments	Darroch	31-Mar-18	626,087	741,490
<b>Total Holiday Homes</b>			<b>7,642,608</b>	<b>7,058,404</b>
Wellington Office				
	Darroch	22-Mar-18	7,300,000	7,200,000
<b>Total</b>			<b>14,942,608</b>	<b>14,258,404</b>
Book Value of improvements to leasehold properties			312,303	368,184
<b>Total</b>			<b>15,254,911</b>	<b>14,626,588</b>

The valuers have utilised the capitalisation approach for the valuation of the Wellington Office (yield rate of 8.0-8.75%, 2016: 8.0-8.50%) and the Whitianga property (yield rate of 6.5-7.0%, 2016: 6.5-7.0%).

This approach involves capitalising the actual contract and/or potential net income at an appropriate market derived rate of return. In situations where the contract rental varies from

anticipated market rent the rental surplus or rental shortfall is calculated on a present value basis and adjusted against the capitalised value.

The remaining properties have been valued by reference to market evidence of transaction prices for similar properties. This conforms to the New Zealand Property Institute Practice Standard 3 - Valuations for Financial Reporting Purposes.

# Notes to the Financial Statements

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2018

2017

## 10. Trade and other payables

	2018	2017
<b>Trade and other payables from exchange transactions</b>		
Trade Payables	1,092,305	1,402,207
<b>Total Trade and other payables from exchange transactions</b>	<b>1,092,305</b>	<b>1,402,207</b>
<b>Trade and other payables from non-exchange transactions</b>		
GST Payable	169,476	212,444
Settlement cost Auckland apartment	-	260,609
<b>Total Trade and other payables from non-exchange transactions</b>	<b>169,476</b>	<b>473,053</b>
<b>Total Trade and other payables</b>	<b>1,261,781</b>	<b>1,875,260</b>

2018

2017

## 11. Employee Entitlements

	2018	2017
<b>Current Employee Entitlements</b>		
Annual Leave	942,155	864,923
Long Service Leave	71,858	90,397
Early Retirement, Retirement and Resignation Leave	102,788	96,833
<b>Total Current Employee Entitlements</b>	<b>1,116,801</b>	<b>1,052,153</b>
<b>Non-current Employee Entitlements</b>		
Early Retirement, Retirement and Resignation Leave	1,545,150	1,439,198
Long Service Leave	190,290	150,163
<b>Total Non-current Employee Entitlements</b>	<b>1,735,440</b>	<b>1,589,361</b>
<b>Total Employee Entitlements</b>	<b>2,852,241</b>	<b>2,641,514</b>

2018

2017

## 12. Taxation

### Reconciliation of the tax expenses and the accounting profit multiplied by tax rate

	2018	2017
Accounting surplus before tax	42,586	194,899
Expected tax expense at statutory income tax rate of 28%	11,924	54,569
<b>Tax effects of adjustments to accounting surplus</b>		
Non-taxable activities for tax purposes	(5,875,067)	(5,625,638)
Non-deductible expenses for tax purposes	6,059,390	5,749,890
Other non-deductible expenses and timing differences	(120,976)	40,428
<b>Income tax Expense</b>	<b>75,271</b>	<b>219,249</b>

### Current tax

Current income tax charge	219,147	219,249
Adjustments in respect of current income tax of prior years	-	-
<b>Total Current Tax</b>	<b>219,147</b>	<b>219,249</b>

### Deferred Tax

Relating to origination & reversal of temporary differences	(143,876)	-
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### Income tax related to Expenses reported in the Statement of Comprehensive Revenue and Expense

	<b>75,271</b>	<b>219,249</b>
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### Income tax recognised directly in other comprehensive revenue and expenses

Taxation relating to revaluation of property	(646,070)	107,425
<b>Total income tax recognised directly in other comprehensive revenue and expenses</b>	<b>(646,070)</b>	<b>107,425</b>

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# Notes to the Financial Statements

New Zealand Public Service Association  
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	2018	2017
<b>Deferred Tax Liabilities</b>		
Opening balance	2,266,719	2,159,294
Deferred tax on revaluation of property	(646,070)	107,425
Deferred tax on operating differences	(143,876)	-
<b>Total Deferred Tax Liabilities</b>	<b>1,476,773</b>	<b>2,266,719</b>
<b>Taxation payable/(receivable)</b>	<b>8,955</b>	<b>(171,073)</b>

During the 2018 Financial Year, the basis of calculating deferred tax was revisited and one of the changes was that the portion of the PSA House asset that was not leased to third parties would be excluded from the deferred tax calculation. The complete adjustment of (715,691) has been made in 2018. This adjustment has the effect of reducing the deferred taxation liability and increasing income tax relating to components of other comprehensive income for 2018.

	2018	2017
<b>13. Operating Leases</b>		
<b>PSA as Lessee</b>		
Not later than one year	1,204,147	1,096,344
Later than one year and no later than five years	1,585,005	1,971,341
Later than five years	117,500	-
<b>Total</b>	<b>2,906,652</b>	<b>3,067,685</b>

Operating leases related to office premises located in Auckland, Hamilton, Napier, Palmerston North, Nelson, Christchurch, Greymouth and Dunedin. Office equipment leases and vehicle leases.

<b>PSA as Lessor</b>		
Not later than one year	423,531	297,004
Later than one year and no later than five years	627,220	401,679
Later than five years	19,503	-
<b>Total</b>	<b>1,070,254</b>	<b>698,683</b>

Operating leases related to Wellington property (PSA House) where PSA is landlord.

## 14. Key Management Personnel

The key management personnel, as defined by PBE IPSAS 20 Related Party Disclosures, are the members of the governing body which is comprised of the Executive Board, National Secretaries and Assistant Secretaries. The aggregate remuneration of key management personnel and the number of individuals, determined on a full-time equivalent basis, receiving remuneration is as follows:

	2018	2017
<b>Key Management Remuneration</b>		
Executive Board	32,637	27,410
Number of persons	10	10
Senior Management	1,043,248	963,298
Number of persons	7	7
<b>Total Remuneration</b>	<b>1,075,885</b>	<b>990,708</b>

### Remuneration and compensation provided to close family members of key personnel

During the reporting period, total remuneration and compensation of nil (2017: nil ) was provided by PSA to employees who are close family members of key management personnel.

# Notes to the Financial Statements

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## 15. Categories of financial assets and liabilities

The carrying amounts of financial instruments presented in the statement of financial position relate to the following categories of assets and liabilities:

	2018	2017
<b>Financials at fair value through surplus or deficit</b>		
Shares	10,834	9,773
<b>Total Financials at fair value through surplus or deficit</b>	<b>10,834</b>	<b>9,773</b>
<hr/>		
<b>Loans and Receivables</b>		
Receivables from exchange transactions	404,427	338,597
Cash and Cash equivalents	914,009	843,089
Taxation Receivable	-	171,073
Term Deposits	18,900,000	19,400,000
<b>Total Loans and Receivables</b>	<b>20,218,436</b>	<b>20,752,759</b>
<hr/>		
<b>Financial Liabilities</b>		
Trade and other payables	1,261,781	1,875,260
Employee entitlements	2,852,241	2,641,514
Taxation Payable	8,955	-
<b>Total Financial Liabilities</b>	<b>4,122,977</b>	<b>4,516,774</b>

## 16. Capital Commitments

The Hamilton office is moving premises in July 2018. In January, the PSA signed an agreement to lease, and as part of that agreement, have agreed to pay 50% of the refurbishment costs, up to a maximum of \$150,000 plus GST (2017:nil).

## 17. Contingent assets and liabilities

There are no contingent assets or liabilities at balance date (2017:nil).

## 18. Events after the reporting date

The Executive Board and management are not aware of any other matters or circumstances since the end of the reporting period, not otherwise dealt with in these financial statements, that have significantly or may significantly affect the operations of New Zealand Public Service Association Te Pūkenga Here Tikanga Mahi Incorporated (2017: nil).

# Supplementary Information

New Zealand Public Service Association  
Te Pūkenga Here Tikanga Mahi Incorporated  
For the year ended 31 March 2018

## Uncommitted cash reserves

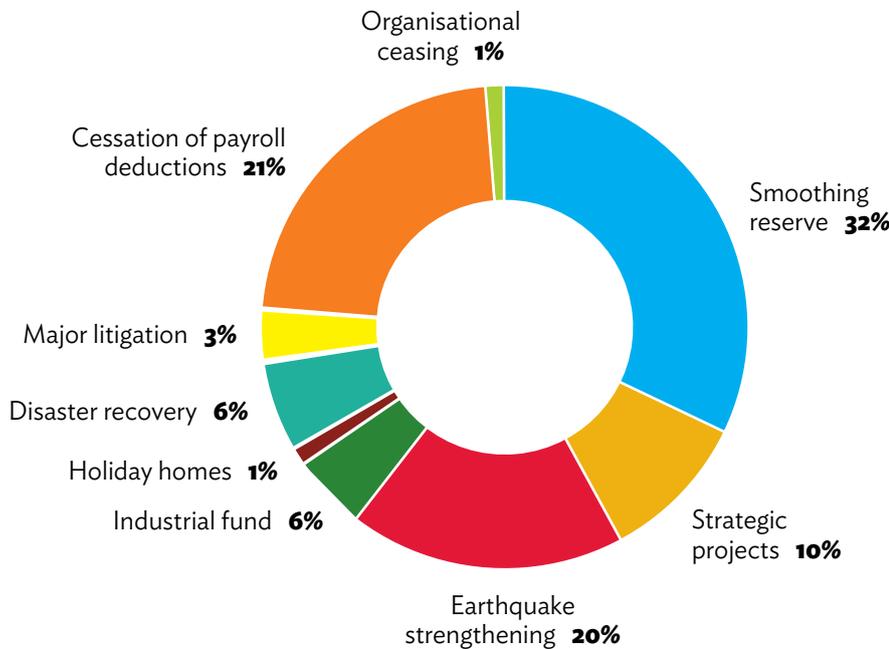
PSA has a reserves policy which identifies the potential use of its uncommitted cash reserves.

Uncommitted cash reserves are calculated by cash and near cash assets less current liabilities and annual leave liabilities (i.e. what we are committed to pay in the near future).

The Executive Board and management believe holding appropriate reserves is an important part of their fiduciary

duties to the members and to ensure the organisation can continue in delivering its strategic goals. The reserves are part of an extensive policy and are a mix of fixed level issue specific amounts and amounts relating to current budgeted overall expenditure.

Details of the various reserves are set out below and total \$17,594,000. It is important to note that the equity figure in the Statement of Financial Position is backed by cash and non-cash assets.



Smoothing reserve	This reserve exists to provide sufficient cash reserves to enable the PSA to pay staff, rent and overheads in the event that cash flows are uneven.
Strategic projects	To fund one-off projects set up to further the PSA's strategic goals.
Earthquake strengthening	To fund bringing PSA house up to 100% of earthquake code.
Industrial fund	To support members in the event of industrial action resulting in a significant loss of wages.
Holiday homes	To fund an ongoing expansion of holiday homes for the benefit of members.
Disaster recovery	This reserve is for disaster preparation and recovery after a disaster.
Major litigation	To fund any major legal action to support our members or strategic goals.
Cessation of payroll deductions	To fund the loss of income & costs to change to alternative fee collection methods .
Organisational ceasing	To fund the obligations (leases, redundancies) if PSA ceased to operate.

# Independent Auditor's Report

To the Members of New Zealand Public Service Association

## Opinion

We have audited the financial statements of New Zealand Public Service Association (the 'Association'), which comprise the statement of financial position as at 31 March 2018, and the statement of comprehensive revenue and expense, statement of changes in net assets and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements, on pages 35 to 49, present fairly, in all material respects, the financial position of the Association as at 31 March 2018, and its financial performance and cash flows for the year then ended in accordance with Public Benefit Entity Standards Reduced Disclosure Regime.

## Basis for opinion

We conducted our audit in accordance with International Standards on Auditing ('ISAs') and International Standards on Auditing (New Zealand) ('ISAs (NZ)'). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

We are independent of the Association 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 the International Ethics Standards Board for Accountants' Code of Ethics for Professional Accountants, and we have fulfilled our other ethical responsibilities in accordance with these requirements.

Other than in our capacity as auditor, we have no relationship with or interests in the Association.

## Other information

The Executive Board are responsible on behalf of the Association for the other information. The other information comprises the information in the Annual Report that accompanies the financial statements and the audit report.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information obtained prior to the date of our audit report, and consider whether it is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If so, we are required to report that fact. We have nothing to report in this regard.

## Executive Board's responsibilities for the financial statements

The Executive Board are responsible on behalf of the Association for the preparation and fair presentation of the financial statements in accordance with Public Benefit Entity Standards Reduced Disclosure Regime, and for such internal control as the Executive Board 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 Executive Board are responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Executive Board either intend to liquidate the entity or to cease operations, or has no realistic alternative but to do so.

## Auditor's responsibilities for the audit of the financial statements

Our 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 our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs and 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 the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the External Reporting Board's website at:

[www.xrb.govt.nz/standards-for-assurance-practitioners/auditors-responsibilities/audit-report-8](http://www.xrb.govt.nz/standards-for-assurance-practitioners/auditors-responsibilities/audit-report-8)

This description forms part of our auditor's report.

## Restriction on use

This report is made solely to the Members, as a body, in accordance with Rules and Regulations. Our audit has been undertaken so that we might state to the Members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Members as a body, for our audit work, for this report, or for the opinions we have formed.

**Deloitte Limited**  
Wellington, New Zealand  
27 June 2018



C O N G R E S S  
P A P E R S  
2 0 1 8

C O N T E N T S

INTRODUCTION

DRAFT PROGRAMME

2018 WORKSHOPS

ELECTION OF PRESIDENT

NOTICES OF MOTION

STANDING ORDERS FOR  
PSA CONGRESS

# THE FUTURE OF OUR UNION IN THE FUTURE OF WORK KO TE WĀHEKE MAI O TĀTOU UNIANA I ROTO I TE MAHI

## PART 1 INTRODUCTION

---

**8 June 2018**

**To delegates attending 2018 PSA Congress**

Tēnā koutou, e hoa mā

This year's Congress theme is the future of our union in the future of work. There will be workshops exploring different aspects of the changing work environment and how this will affect workers and their unions. We hope you will find the Congress programme stimulating and thought-provoking

We will also hear from the Minister of Workplace Relations Ian Lees-Galloway and Council of Trade Unions president Richard Wagstaff.

Our guest speaker is Andrew Pakes, Director of Research and Communications, Prospect union, UK. Andrew will present an international perspective on technology change and the future of work - the opportunities, and necessity, for unions to reinvent themselves in response to this and to shape it.

At this Congress we will also launch our revised strategic goals to take us through until 2024.

A number of notices of motion are listed.

Nā māua noa, nā

**Glenn / Erin**

**National Secretaries**



## PART 2 DRAFT PROGRAMME

Tuesday 25 September		Wednesday 26 September	
<b>8.00am</b>	Registration opens	<b>7.30am</b>	Breakfast – <b>Te Papa</b> guest speakers
<b>9.20am</b>	Mihi whakatau (incl obituaries)	<b>8.30am</b>	Welcome - Day Two
<b>9.35am</b>	Rosa Pavanelli (PSI secretary) via video link	<b>9.00am</b>	Sector Caucus
<b>9.40am</b>	Congress opening and President's address	<b>9.30am</b>	National Secretaries– <b>Strategic Goals Launch</b>
<b>10.00am</b>	Invited speaker – <b>The Honourable Iain Lees-Galloway</b>	<b>10.00am</b>	Annual and financial reports presentation
<b>10.20am</b>	Morning tea	<b>10.20am</b>	Morning tea
<b>10.50am</b>	Special guest speaker – <b>Andrew Pakes</b>	<b>10.50am</b>	Discussion of annual and financial reports
<b>11.30am</b>	Sector Caucus	<b>11.30am</b>	Invited speaker – <b>Richard Wagstaff</b>
<b>12.15pm</b>	Lunch	<b>12.00pm</b>	Lunch
<b>1.00pm</b>	Workshops Day One <b>The Future of our Union</b>	<b>1.00pm</b>	Workshops Day Two <b>The Future of Work</b>
<b>2.30pm</b>	Runanga Caucus	<b>2.00pm</b>	Notices of motion
	Sector reflections on workshops		
<b>3.15pm</b>	Afternoon tea	<b>2.30pm</b>	Confirmation of President
<b>3.45pm</b>	Notices of Motion	<b>2.40pm</b>	Notices of motion and other business
<b>4.45pm</b>	Life Member Award	<b>3.00pm</b>	Closing/Poroporoake
<b>5.00pm</b>	Close for the day		
<b>6.30pm</b>	Congress Photo		
<b>6.45pm</b>	Pre-dinner drinks		
<b>7.00pm</b>	Dinner		
<b>7.30pm</b>	Showing extended trailer <b>Helen Kelly: Together</b>		

## PART 3 CONGRESS 2018 WORKSHOPS

Congress 2018 offers a unique opportunity to discuss the future of work and the future of our union.

Since the PSA was founded 105 years ago, the world of work has been continuously changing – but it's arguable the changes we face now are some of the most profound in the union's history. In these workshops we will discuss how we understand and respond to future challenges.

This Congress we will run one workshop for all delegates on Day 1, and five parallel workshops on Day 2.

We have asked delegates attending Congress to rank their Day 2 preferences before the event began.

### DAY 1 THE FUTURE OF OUR UNION – 1.5 HOURS

Building our union is one of the PSA's strategic goals and essential to the union movement. The world of work is changing and so is society as large. Technology and demographic shifts will have a substantial influence – but so will changing values and lifestyles, recognition of unpaid work and migration. These factors will have a big impact on the public sector and, inevitably, the PSA.

There will be four sub-workshops as part of this session:

- **Option 1:** The future of organizing - how should we engage with the atypical worker?
- **Option 2:** The future of collective bargaining - how should the union fill its industrial role?
- **Option 3:** Youth participation in the age of demographic change.
- **Option 4:** The ideal union for Māori - how do we imagine the future?

### DAY 2 THE FUTURE OF WORK – 1 HOUR

#### Option 1: Secure, fulfilling work

If we transform our workplaces, we can improve our working lives. Good employers should offer fair and secure jobs in healthy and safe workplaces. They should trust their employees, celebrate diversity

and help them develop in their careers. What new challenges will be posed as the world of work changes?

*In this workshop we will discuss how to ensure security, sustainability and fairness in the future workplace.*

#### Option 2: Good employers drive good public and community services

Stronger public and community services are the basis for a just and sustainable society in which all people living in NZ have the same access, opportunities and outcomes to live a decent life. But services are challenged by underfunding, privatisation, technological and demographic change.

*In this workshop we will discuss how public and community agencies can become exemplar employers, and how that can mitigate the challenges to the services they provide.*

#### Option 3: Equal Pay – beyond legislation

Equal pay recognises that men and women contribute equally to the economy and society. Despite recent advances, there are still many challenges ahead: the distribution of paid and unpaid working time, parental leave arrangements, persistent stereotypes and role models.

*In this workshop we will discuss taking a different attitude towards gender roles and how that could create decent work for men and women.*

#### Option 4: Just transitions

Climate change will impact public sector workers and the services they deliver. The ideal of a “just transition” looks at how workers move from one job to another, limiting the detrimental effect on those workers and their communities. How can we ensure this “just transition” in the face of environmental, social and economic change?

*In this workshop we will discuss what role the public service can play in ensuring just transitions.*

## PART 4 ELECTION OF PRESIDENT

In accordance with the PSA Rules, the Board called for nominations for the position of President.

One nomination was received: Janet Quigley.

**Under rule 9 (1) (f), Janet Quigley is declared elected.**

## PART 5 NOTICES OF MOTION FOR CONGRESS 2018

### ADMINISTRATIVE NOTICES OF MOTION

#### 1) Honoraria

##### **Notice of motion**

That from 1 October 2018 the honoraria for the executive board be as follows:

Office	Current rate	Proposed New rate
President	\$5,200	\$5,370
Kaumatua	\$3,380	\$3,490
Kuia	\$3,380	\$3,490
Vice President	\$3,380	\$3,490
Treasurer	\$3,380	\$3,490
Rūnanga Convenor	\$3,380	\$3,490
Sector Convenors	\$2,300	\$2,380

*Moved: Executive Board*

##### **Rationale**

Congress 2004 decided that the executive board honoraria would be reviewed at each successive Congress to adjust for inflation as measured by the movement in the March year CPI. This means using the CPI movement for the period March 2016 to March 2018, which was 3.3%. Applying this to the honoraria provides the rates in the notice of motion below.

#### 2) Appointment of Auditor

##### **Notice of motion**

That Deloitte be appointed auditor for the financial years ending 31 March 2019 and 31 March 2020.

*Moved: Executive Board*

##### **Rationale**

This appointment is a function of Congress. Our current auditor, Deloitte, is very constructive and professional and brings the depth of technical ability that is derived from being the local member firm of a substantial international audit firm. Deloitte have indicated they are willing to be reappointed.

### RULE CHANGES

#### 3) Members employed by more than one employer

##### **Notice of motion**

That Rule 18 be amended by the addition of a new clause (3) to read as follows:

(3) Where a member is employed by more than one employer within the coverage of the PSA as defined in rule 12, the level of the subscription to be paid shall be based on the total gross annual income earned from working for all those employers.

*Moved: Executive Board*

##### **Rationale**

We have recently clarified our practice in managing the payment of membership subscriptions when a member is employed by more than one employer within the coverage of the PSA and there is a need to now confirm the principle behind this practice in an amendment to rule 18 regarding financial membership. Membership subscriptions are based on the gross annual salary of the member and where they are employed by more than one employer within the coverage of the PSA (the Public Service, the State Sector, the DHB sector, community public services and the Local Government sector) it is their total salary across those jobs that should be taken as the basis for deciding the appropriate level of PSA subscription.

#### 4) Notices of motion

##### **Notice of motion**

4.1 That rule 73(3)(d) relating to the powers of clusters be amended by deleting the words 'remits or resolutions' and replacing them with 'notices of motion' so that the provision reads:

d. submit notices of motion to the national delegates' Congress;

*Moved: Executive Board*

##### **Notice of motion**

4.2 That rule 74(4)(e) relating to the power of formal networks be amended by deleting the words 'remits or resolutions' and replacing them with 'notices of motion' so that the provision reads:

e. submit notices of motion to the national delegates' Congress;

*Moved: Executive Board*

### Rationale

In 2010 Congress standardised the language in the Rules by replacing all references to 'remits', 'resolutions' and 'policy proposals' with the phrase 'notices of motion'. There are two places in the Rules that were not picked up at the time.

## 5) Extension of membership to contractors

### Notice of motion

That rule 12(2) be amended by the deletion of the words 'At the discretion of the executive board' so that it reads:

Individual independent contractors or groups of independent contractors contracted in one or more of the areas listed above.

*Moved: Executive Board*

### Rationale

Many independent contractors work for public organisations on a contract for services basis. They often work alongside PSA members doing work that we would regard as the core business of the agency and may want to be directly employed, rather than on a contract for services.

Currently the secretariat has the authority to exercise this discretion (as delegated by the board) for independent contractors working within our coverage since June 2012. Due to the following reasons the board decided that a rule change should be considered:

- **To act with integrity:** as a values based organisation with a strong purpose to influence the industrial, economic, political and social environment to promote quality public services and members' interests the PSA has an obligation to support contractors who may be working in vulnerable situations without the same rights as employees.
- **To ensure members' interests:** to ensure members' working conditions are not undermined the PSA needs to ensure that other forms of work (such as contracting) are not driving working conditions including wages and salaries down or locking them into the current status quo.
- **To shape the future world of work:** new forms of work are a signpost into the future world of work. The PSA needs to gain information, build and maintain relationships with those affected and

extend influence in order to shape the future world of work.

## 6) Youth representation on the executive board, sector committees and Te Rūnanga komiti

The following motion proposed by the PSA Youth network was passed by Congress 2016:

That rules 42(1) and 32(6) of the PSA Rules be amended so that each of the PSA Sector Committees and the PSA Executive Board must create a designated PSA Youth role on their committees.

The following notices of motion give effect to these changes by amending the rules.

### Executive board

#### 6.1 Notice of motion

That rule 42(1) is amended by the addition of a new sub-clause 'f' to read:

f. A national co-convenor of PSA Youth, as a youth representative

*Moved: Executive Board and PSA Youth*

### Rationale

A national co-convenor of the PSA Youth network is to be added to the executive board as a youth representative meaning that the youth representative also has a mandate from the network.

#### 6.2 Notice of motion

That rule 42(2) is amended to read:

(2) When a vacancy for a sector committee co-convenor **or youth representative** or a co-representative of the staff group arises on the executive board, the provisions of rule 5 will determine whether the vacancy must be filled by a woman. If a woman is required for the role, the sector committee **or the PSA Youth committee** or the staff group will choose their female co-convenor or co-representative to represent them on the board.

In the case of sector committees **and PSA Youth committee**, if both co-conveners are women, or if there is no requirement for a woman on the board in order to comply with rule 5, the committee will elect one of the co-conveners to the board.

- a. In the case of the staff group, there will be two co-representatives at least one of whom shall be a woman. If both co-representatives are women, or if there is no requirement for a

woman on the board in order to comply with rule 5, the staff group will elect one of the co-representatives to the board.

*Moved: Executive Board and PSA Youth*

### **Rationale**

The PSAY network has adopted a co-convenor leadership model and this means that the same system that applies to sector committees for ensuring the board is representative of the gender make-up of the union can apply to PSA Youth. All the same requirements that apply to sector committee co-convenors in their role as board members can also apply to the youth representative.

The change to Rule 42(1) also requires complementary changes to ensure consistency. In Rule 42 (2) we need to add youth representative and PSA youth committee in the required places.

### **6.3 Notice of motion**

That rule 42(3) be amended to read:

(3) Each sector convenor, rūnanga convenor, **youth representative** and staff group representative may hold office for two (2) years with right of re-election for a further two (2) consecutive years and may stand for such office again after a break of two (2) years.

*Moved: Executive Board and PSA Youth*

### **Rationale**

The term that applies to all other board members must also apply to the youth representative.

### **6.4 Notice of motion**

That rule 42(4) be amended to read:

(4) Where a board member is unable to attend a particular executive board meeting the other co-convenor of the sector **or PSA Youth committee**, the deputy convenor of Te Rūnanga or the other co-representative of the staff group shall be able to attend and have the same rights as if they were the member. In the event that this person is unable to attend a proxy representative shall be selected by the committee or group concerned provided that the secretariat shall not have a proxy.

*Moved: Executive Board and PSA Youth*

### **Rationale**

The same right for deputies applies to the youth representative as applies to the other board members.

## **Sector Committees**

### **6.5 Notice of motion**

That rule 32(2) be amended to read:

(2) Sector committees are comprised of the following representatives who are elected for a two year term:

- a. representatives elected by a vote of delegates within a constituency.
- b. **a youth representative elected by a youth constituency within the sector as established in the regulations and sector procedures.**

*Moved: Executive Board and PSA Youth*

### **Rationale**

A change to rule 32(2) provides for youth representation on the sector committees. To ensure accountability, it is envisaged that the election process would be conducted by the sector committee at the same time as the other sector committee constituencies hold their elections. This would be easier than a selection process run by the PSA Youth network. It would involve the creation of a youth constituency in each sector committee the details of which will be set out in the regulations and sector procedures.

It is important that youth representatives are clearly mandated to provide the perspective of the constituency of young members and not required to represent two or more constituencies (e.g. women, Māori, region, etc.) on the sector committee.

### **6.6 Notice of motion**

That rule 32(6) be amended to read:

- (6) The sector committee will decide the number of representatives and the constituencies they serve **as provided for in rule 32(2)(a)** subject to:
- a. The approval of the executive board;
  - b. The final number being consistent with the guidelines in the regulations.

*Moved: Executive Board and PSA Youth*

### **Rationale**

The amendment to Rule 32(2) requires complementary changes to ensure consistency. In rule 32 (6) an amendment is required to clarify that this provision just relates to the amended rule 32(2) (a) i.e. the existing constituencies.

## Te Rūnanga o Ngā Toa Āwhina

### 6.7 Notice of motion

That Rule 38(2) be amended to read:

(2) The Committee of te Rūnanga I Ngā Toa Āwhina consists of:

- a. Two sector māngai from each sector appointed under 37 (2)
- b. **A designated youth (rangatahi) representative**

*Moved: Te Rūnanga o Ngā Toa Āwhina*

#### Rationale

A change to rule 32(2) provides for youth representation on the sector committees and this does the same for Te Rūnanga.

### 6.8 Notice of motion

That Rule 36(3) be amended to read:

(3) The hui will:

- a. Discuss issues of interest to Māori members in that sector;
- b. Make recommendations to sector Rūnanga, sector committees and the Committee of Te Rūnanga o Ngā Toa Āwhina on matters of policy and strategy;
- c. Appoint three (3) māngai
- d. **elect one (1) designated youth (rangatahi) representative**

*Moved: Te Rūnanga o Ngā Toa Āwhina*

#### Rationale

The sector hui will elect a designated youth (rangatahi) representative, just as they elect other sector māngai.

### 6.9 Notice of motion

That Rule 37(2) be amended to read:

- e. (2) The Sector Rūnanga may appoint three (3) sector māngai under 36(3)(c) **and one (1) rangatahi representative under 36(3) (d).** Additional sector māngai **and rangatahi representatives** may be appointed subject to resource constraints and the approval of the executive board. The executive board must consult with the Committee of Te Rūnanga o Ngā Toa Āwhina before making a decision on extra sector māngai **or rangatahi representatives.**

*Moved: Te Rūnanga o Ngā Toa Āwhina*

#### Rationale

The amendment to Rule 36(3) requires complementary changes to ensure consistency. This just includes rangatahi representatives alongside sector māngai when decisions are made to increase the size of sector rūnanga.

### 6.10 Notice of motion

That Rule 37(4) be amended to read:

- (4) The term of the sector māngai **and rangatahi representative** will be two years, until the next hui authorised to elect the sector māngai **and rangatahi representative** is held.

*Moved: Te Rūnanga o Ngā Toa Āwhina*

#### Rationale

This just ensures that sector rangatahi representatives are subject to the same two year term as sector māngai.

### 6.11 Notice of motion

That Rule 39(3) be amended to read:

- (3) Representation at Te Rūnanga Taumata shall be by sector, with sector māngai **and rangatahi representatives** entitled to attend and other delegates allocated according to the approximate proportion of Māori members in each sector.

*Moved: Te Rūnanga o Ngā Toa Āwhina*

#### Rationale

This gives sector rangatahi representatives the right to attend Te Rūnanga Taumata hui.

### 6.12 Notice of motion

That Rule 39(5) be amended to read:

- (5) The business of Te Rūnanga Taumata shall be:
  - a. To receive reports from sector māngai and **the youth (rangatahi) representative;**
  - b. To consider the business of the national delegates' Congress;
  - c. **To elect the designated youth (rangatahi) representative**

*Moved: Te Rūnanga o Ngā Toa Āwhina*

#### Rationale

This provides for the designated rangatahi representative on the board to be elected at Te Rūnanga Taumata hui and enables the hui to hear reports from the rangatahi representative.

It should be noted that the representation at Te Rūnanga Taumata will continue to be allocated on

a sector basis. The allocation will need to ensure the representation of young members.

## 7) The requirement for representatives to be delegates or hold other leadership roles

### *Notice of motion*

That rule 21(2) be amended to read:

(2) Members elected to the governance structures identified in rule 21(1) (other than the president of the PSA) shall be workplace or enterprise delegates.

**Notwithstanding this provision a member aged 35 or under may be elected as a youth representative to a sector committee or the executive board if they are not a workplace or enterprise delegate, provided they hold another leadership role in the sector, enterprise or PSAY network.**

*Moved: Executive Board and PSA Youth*

### **Rationale**

Rule 21(2) has been identified as a potential barrier to young people holding roles at the senior governance level of the PSA. It currently reads:

(2) Members elected to the governance structures identified in rule 21(1) (other than the president of the PSA) shall be workplace or enterprise delegates.

The working group establishing to implement the motion from Congress 2016 felt that young people can struggle to obtain a formal delegate position in their enterprise for many reasons. However, they could still hold a leadership role in their enterprise, sector/network, or relevant constituency.

To increase opportunities for young leaders in the union who are not currently or not yet an enterprise delegate, the working group recommended the change above. Note: this amendment does not extend to Te Rūnanga o Ngā Toa Āwhina where the requirement to be a delegate would still apply.

## 8) Age of eligibility for PSA Youth

### *Notice of motion*

That rule 77(1) be amended to read:

(1) In accordance with rule 74, there will be a Youth Network of the PSA, for PSA members **aged 35 and under**, which shall be subject to the rules, regulations and policies of the union.

*Moved: Executive Board*

### **Rationale**

Rule 77 currently states that the age of eligibility for members of the Youth Network of the PSA is 'under 35'. However, both current practice and the international

union standard is 35 and under. A rule change is proposed to reflect this practice.

## 9) Inclusion of sector māngai in sector committees

### *Foreshadowed notice of motion*

That rule 32(2), as previously amended at Congress 2018, be further amended to read:

(2) Sector committees are comprised of the following representatives who are elected for a two year term:

- a. representatives elected by a vote of delegates within a constituency.
- b. **two sector māngai as provided for in rule 37(3)**
- c. a youth representative elected by a youth constituency within the sector as established in the regulations and sector procedures.

*Moved: Executive Board*

### **Rationale**

As part of the process of developing rule changes for the youth representatives on sector committee it was identified that sector māngai have not been included in this part of the Rules as being members of the sector committee. Current rule 37 establishes the role of sector māngai and makes clear that they sit on the sector committee but there needs to be a cross reference in rule 32.

It is proposed that rule 32(2) is amended initially by the notice of motion that provides for the youth representative on the sector committee. This will change the format of the rule and then this notice of motion will further amend that rule.

## PART 6 STANDING ORDERS FOR PSA CONGRESS 2018

### Introduction

The PSA Congress is the highest decision making authority of the PSA. The formal business of Congress is determined by the PSA rules and regulations. Agreement will be sought from the Congress to these standing orders which will then apply in addition to what is in the rules for all formal aspects of the Congress agenda.

### Voting under the PSA Rules and Regulations

The PSA rules provide for one vote per Congress delegate that should be exercised at the discretion of the delegate provided that best endeavours have been used to consult with members they may be deemed to represent.

The PSA rules and regulations provide that the PSA president is the convenor of Congress and has a casting vote if the votes of delegates are equally divided. The casting vote is in addition to the president's vote as a Congress delegate.

Each notice of motion or amendment to a notice of motion will require 50% plus one of Congress delegates who vote to vote in favour in order to pass.

Before each motion is voted on, the president shall:

1. Refer Congress delegates to the page of the Congress papers which contains the motion and draw attention to any recommendations made by the executive board regarding the motion.
2. Ask a representative of the executive board, or the network or sector committee that moved the motion to speak about the motion. Those who move a motion or amendment will have 3 minutes speaking time.
3. Ask for any further speakers about the remit to speak. Speakers, other than those who move a motion or amendment, will have 2 minutes speaking time. The president will try to ensure that there is a balance of speakers for and against. The president may at their sole discretion determine that sufficient debate has been heard about a motion or amendment and put the motion or amendment to a vote.
4. Advise that the speaker proposing the original motion has the option of speaking for up to 1 minute in right of reply at the conclusion of the debate.

### Amendments

5. Amendments already moved by the executive board, or the network or sector committee and reproduced in the Congress papers, will be taken in the order received by the secretariat and introduced after the speaker for the original notice of motion has been heard.
6. Where more than one amendment proposing

alternative solutions on the same issue has been received, then:

- a. If the first amendment is adopted it shall apply and the second shall lapse; or
  - b. If the first amendment is defeated then the second shall be put to the vote.
  - c. If both amendments are defeated then the original motion shall be put to the vote.
7. If a Congress delegate proposes an amendment to a motion from the floor, this must be provided in writing to the president who will read it out to all Congress delegates. An amendment must have a mover and a seconder. If there is no seconder, the amendment lapses.
  8. An amendment must be relevant to the motion. No new subject can be raised by way of an amendment, nor can an amendment be used to subvert the intention of the original motion.
  9. Voting on amendments received from the floor will take place in the order they have been received by the president.
  10. If any amendment passes, it shall then form part of the motion.
  11. Once amendments have been voted on the motion, with any amendments that have been carried, shall be voted on.

### Voting Process

12. The president will make it clear before each vote what the motion or amendment is by reference to the number for each notice of motion and the page number in the Congress papers or by reading the proposed amendment.
13. Voting will be by voice unless the president cannot determine the outcome in which case a hand vote shall be called for.
14. The president will announce whether the motion or amendment has been carried or lost.

### Disputes

15. If any dispute arises regarding the meeting procedure or decision of the president as convenor, this will be dealt with consistent with normal meeting procedures and with the PSA rules and regulations.
16. As is usual practice in formal meetings, the president shall be given sufficient time to consult with PSA officials about any matter relating to the meeting or any ruling they intend making if they deem this necessary.

## Congress attendees

- **Christine Hawea** Healthcare Rehabilitation North Harbour
- **Donna Wealleans** HHL HCNZ CH Auckland
- **Eleanor Keepa** Healthcare Rehabilitation Manukau South
- **Mary Putaura** Te Roopu Taurima Auckland Manurewa Arohanui
- **Tessa Clement** Vision West Waitakere
- **Muni Kumar** ABI Rehabilitation NZ Ltd Ranui
- **Sari Sukmadewi** Creative Abilities and Associates Ltd
- **Nerrolli Turner** Access Home Health Christchurch
- **Virginia Goodman** HHL HCNZ CH Christchurch
- **Vanessa Upjohn** MASH Trust Levin Mahunoa East House
- **Pania Tulia** Dunedin Methodist Mission
- **Sandra Laughton** Royal District Nursing Services Invercargill
- **Pania Love** HHL NZ Care Te Awamutu Alexandra 2092
- **Kim Skilton** Community Living Trust Collingwood Street Hamilton
- **Karen Whittaker** Spectrum South Hamilton Brookview Court
- **Ada Paul** Nurse Maude Capital and Coast Care Coordination Centre
- **William West** Pathways Wellington Regional Office
- **Jenny Armstrong** CMDHB Middlemore Clinical Support
- **Megan Barry** CMDHB Middlemore Tiaho Mai Acute Mental Health Unit
- **Sandra Bell** ADHB Greenlane Maternal Mental Health
- **Corina Alipate** CMDHB Middlemore Needs Assessment & Services Coordination
- **Allan Franks** ADHB City Hospital Te Whetu Tawera
- **Bronni Mercier** ADHB Starship Children's Emergency Department (CED)
- **Debra Auger** Waitemata DHB Patient Srv Centre Surgical Book
- **Eleanor Patterson-Scholes** CMDHB Middlemore Radiology
- **Gautham Rajakrishnan** Viji Waitemata DHB Clinical Engineering North
- **Karen Philson** Waitemata DHB CADS Auckland Opiate Treatment Service (AOTS)
- **Nancy Dally** CMDHB Middlemore Tiaho Mai Acute Mental Health Unit
- **Trish Johnson** Waitemata DHB He Puna Waiora
- **Jacqueline Maaka** BOPDHB Tauranga Hosp Administration
- **Judith Palmer** LDHB Rotorua Hosp Switchboard
- **Janet Quigley** CDHB Timaru Community and Public Health
- **Lesley Dixon** CDHB Hillmorton Hosp Pukenga Atawhai
- **Nicola Bartlett** SCDHB Timaru Hospital Alcohol and Drug Assessment
- **Nancy McShane** CDHB Hillmorton Hosp Administration
- **Barbara Graham** Tairāwhiti DHB Gisborne Dental Therapist
- **Maraea Cookson** Tairāwhiti DHB Gisborne Te Whare Awhiora Psychiatric Unit
- **Rosemary McNeil** HBDHB Hastings Hospital Elective & Surgical Services
- **Dianna Mancer** MidCentral DHB Dannevirke
- **Glenda Young** MidCentral DHB Palmerston North Dental Therapists
- **Grant Hird** Whanganui DHB Hospital Community Mental Health
- **Hilary Genet** NMDHB Nelson Health Promotion
- **Steven Grant** NDHB Whangarei Hosp Central Sterilising Unit (CSU)
- **Thereza Clark** NDHB Whangarei Hosp Public Health Nursing
- **Stacey Muir** SDHB Southland Hosp AT&R Unit
- **Ewan McCafferty** Taranaki DHB Base Hosp Payroll
- **Corinne Young** Waikato DHB Hamilton Puawai Midland Regnl Forensic Psych Svc
- **Patricia Anderson** Waikato DHB Tokoroa Hospital Rural Mental Health Service
- **William Newton** CCDHB Porirua Haumie Tike Tike
- **Chelsea Jacobs** HVDHB Hospital School and Early Childhood Set
- **Cheryl Burton** CCDHB Wellington Hospital Anaesthetics
- **Senia Bartley** CCDHB Wellington Hospital Booking Centre
- **Elizabeth Dugand** WCDHB Greymouth Community Mental Health
- **Anthony Hill** Auckland Transport Head Office 20 Viaduct Harbour Avenue
- **Sally Simpson** Auckland Council Library Mt Albert
- **Benedict Ferguson** Auckland Council Albert St Strategy & Capability
- **Daniel Haines** Auckland Council Albert St Executive Officer
- **Lee Manaia** Auckland Council Papakura Service Centre
- **Danielle Liddell** Tauranga CC Main Office
- **Peter Mora** Tauranga CC City Waters
- **Joanne Tindall** Christchurch CC Public Affairs Call Centre
- **Kevin Thompson** Christchurch CC Building Control and City Rebuild
- **Kim Salamonson** Hastings DC Havelock North Library
- **Michael Ogden** Nelson CC Nelson City Council
- **Sarah Botur** Northland RC Water Street
- **Jacqueline Atkinson** Dunedin CC Property
- **Malcolm Deans** Dunedin CC City Library
- **Deborah Hardwicke** Waikato Regional Council Hamilton
- **Vicki Black** Matamata Piako DC Te Aroha Area
- **Donna Wilson** Waipa DC Te Awamutu Library
- **Llani Harding** GWRC Shed 39
- **Mari North** Wellington CC Municipal Office Building Level 7
- **Susan Mitchell** South Wairarapa DC Martinborough
- **Celia Amin** MSD Auckland Glen Eden Community Link
- **Brian Mooney** MPI Auckland Wharf
- **Bronwyn Hiku** MSD Auckland Ellerslie Centralised Unit Housing
- **Dallas Macris** Corrections Prisons Auckland Prison Paremoremo
- **John Witana** ERO Auckland
- **Mele Chou-Lee** Statistics NZ Auckland
- **Stephen Huinga** MBIE Auckland Shortland Street
- **Paula Davis** MOJ Rotorua Māori Land Court
- **Pere Paul** Corrections CC Rotorua Service Centre
- **Tui Young** MSD Rotorua Centralised Services
- **Jonny Murnane** Oranga Tamariki Christchurch Care Services Team
- **Helen Foley** Oranga Tamariki Papanui
- **Marc Williamson** MOJ Christchurch
- **Rebekah Gardiner** MBIE Christchurch Cashel Street
- **Caroline Fisher** IRD Gisborne
- **David Lynn** DOC Gisborne Office
- **Nicole Nepe** Te Puni Kokiri Gisborne
- **Rata Nepe** IRD Gisborne
- **Michelle Morgan** Oranga Tamariki Napier
- **Warwick Hicks** Corrections Prisons Hawkes Bay Regional Prison
- **Marshall Tangaroa** Corrections Prisons Whanganui Prison
- **Murdoch McKenzie** MSD Wanganui Service Centre
- **Athol Ringrose** MSD Northland Whangarei Specialised Processing Services
- **Katey Fraser** MSD Northland Whangarei Centralised Services
- **Maxine Wynyard** MSD Northland Kerikeri Service Centre
- **Manu Hunter** Oranga Tamariki Puketāi Care and Protection Residence
- **Lynne Peterson** MOH Dunedin Sector Services
- **Shani Wallace** IRD Dunedin
- **Milda Huggins** DOC Invercargill Office (Murihiku)
- **Robyn Holland** IRD New Plymouth

## Congress attendees

- **Georgina Kerr** ERO Hamilton
- **Deborah Cleaver** IRD Hamilton Northern Processing Centre
- **Jacqueline Kerr** Corrections Prisons Waikeria Prison
- **Aleeta Hau** MOE Wellington National Office Matarauanga House
- **Andrei Gilbert** DIA Wellington 120 Victoria Street
- **Chantalle Smith** DIA Wellington National Library
- **David Nendick** MPI Wellington Pastoral House
- **Fiona Small** MOJ Wellington Waitangi Tribunal
- **Kurt Sharpe** DOC National Office
- **Linda Nolan** Oranga Tamariki National Office DCE Care Services
- **Phillip Marshall** MBIE Wellington Stout Street Ground
- **Samuel Dowd** NZDF Wellington Freyberg House Aitken St Level 2
- **Shahmay Smith** Oranga Tamariki National Office DCE Leadership and Org Devt
- **Tania Cullen** NZDF Wellington Freyberg House Aitken St Level 1
- **Ian Gordon** PSA Auckland
- **John Edwards** AVSEC Auckland Operations
- **Mahesh Khupse** HNZA Greenlane Central Regional Office
- **Mark Andersen** Plant & Food Research Auckland
- **Kelly Cotter** WorkSafe NZ Rotorua
- **Wendy Allen** Scion Rotorua Head Office
- **Bruce Irvine** Fire and Emergency NZ Christchurch Region 4
- **Nicola McMillan** University of Canterbury College Ed Office
- **Albert Marsh** Plant & Food Research Palmerston North
- **Sarah Harris** ACC Palmerston North
- **Susan Young** ACC Dunedin Otago House
- **Gail Arthur** University of Otago Information Technology Service
- **Keith Gutsell** AsureQuality Alliance Lorneville
- **Melanian Brown** AsureQuality Te Kuiti Meats
- **Carla Batista** NZQA Wellington The Terrace
- **Darryl Stack** Radio NZ Wellington
- **David Do** TEC Wellington National Office
- **Geraldine Christmas** NZTA Wellington Majestic Centre
- **Diana Jane Griffin** NZQA Wellington The Terrace
- **Zoe George** Radio NZ Wellington
- **Jax Doyon** MOJ National Transcription Service
- **Daniel Freeman-McGrath** Oranga Tamariki Whangarei
- **Caleb Gordon** Experience Wellington City Gallery
- **Brian Palalagi** NZTA Auckland
- **Zeta Harold** MSD Auckland Ellerslie Contact Centre
- **Katalina Semisi** MSD and Oranga Tamariki
- **Stevie Hallett** Department of Corrections
- **Jennifer Laulala** MOJ Manukau District Court
- **Maree Nilsen** MOJ Hastings District Court
- **Elizabeth Boutet** NDHB Whangarei Hosp Community Assessment & Rehab
- **Ofeina Manuel-Barbarich** DIA Manukau Citizenship and Community Operations
- **Mohamed Abdi** IRD Christchurch Russley Road
- **Sophia Grey** NZTA Wellington Chews Lane Campus

## Honorary Life Membership Nomination

Pam first joined the PSA in the mid 1980s during the time when industry awards were in place.

Soon after starting work with the University of Otago in 1990 Pam was encouraged by delegates to become more active in the union movement. Pam was elected onto the Otago PSA delegates sub-group in 1993 serving as convenor and co-convenor for 16 years and was a member of Otago's bargaining team from 1993-2015 including the period of the University's first ever strike which successfully achieved a positive outcome for members.

Elected convenor of the Community Sector Pam served two terms as the sector's first representative on the newly formed Executive Board from 2000-2004 and was a member of the Board's Audit Committee. Pam was a founding member of the PSA Women's Network in 2009 and following the reshuffle of the sectors saw Pam served a further two terms as convenor of the State Sector, executive board member and treasurer until 2015.

Over the years Pam has participated in numerous working groups responsible for implementing the job evaluation scheme, new salary scales and continuing development of



the performance development review system. She was a member of the university's Performance and Development Committee from 2008 to 2017 and in recent years was on the project team of the Support Services Review

representing the interests of PSA members. Keen on building delegate capability Pam stepped down as co-convenor of the sub-group in 2009 to allow younger delegates to step up into the role and has continued in a mentoring capacity. Her contribution at an enterprise level has been invaluable.

Locally, Pam's community service extended beyond her union work through her representation on Dunedin's Saddle Hill Community board from 2006 to 2015.

Pam's achievements include representing PSA tertiary at the Government/PSA/TEU tripartite forum in the successful effort to have funding increased for salaries in the early 2000s. Pam also joined the Ministry of Education Pay and Employment Equity steering group for the tertiary sector in 2007.

Pam's dedication and commitment to the work of the PSA and the wider union movement is to be commended and Pam is a worthy recipient of an honorary life membership.



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