**CALL FOR REMITS**

**2017 ANNUAL ASSEMBLY**

A remit proposes changes to the constitution or to national policy issues. The current policy manual can be found on the website [www.dpa.org.nz](http://www.dpa.org.nz) or posted on request.

**1. Timeframes**

a.Remits for consideration at the Annual Assembly must be received by 5pm 17 August 2017.

b. The national Remits Sub-Committee will review all proposed remits. The committee will decide whether remits are national policy issues requiring the attention of the Assembly, local matters to be referred to relevant Regional Assemblies or National Secretariat administrative matters which can be actioned without further delay.

c. Remits will be included in the mail out to all members along with the formal Notice of Meeting and Agenda at least 30 days in advance of the AGM ie before 20 October 2017.

**2. How your remit will be handled at the assembly**

a. The Chairperson will call on the Mover of the remit to read the remit and speak about it.

b. The Chairperson will call for a Seconder and invite them to speak to the remit.

c. The Chairperson will call on speakers for and against to speak to the remit and will close the discussion unless the remit is considered so important that the debate should be continued.

d. The **Mover** has the final right of reply before the remit is voted on.

**3. What happens if the remit is passed?**

a. The **Remit** will be passed to the National Executive Committee for action and it becomes part of DPA policy.

b. Resolutions on changes to DPA’s Constitution, if they have been properly notified in the meeting papers distributed to members 30 days in advance of the AGM, have only to be registered under the Incorporated Societies Act to become final.

c. The Committee is to report on the actions taken at the next Annual Assembly.

**4. What happens if the remit is lost?**

a. The Minutes of the Assembly are to record this fact – no further action will be taken.

**Note:** Remits defeated in two successive years shall as a general rule, not be permitted to come forward in the following year.

Gary Williams
National Operations Manager

**REMIT FOR CONSIDERATION
BY THE NATIONAL ASSEMBLY**

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| **A. Wording of remit** |
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| **B. Detailed reason for putting forward remit** |
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**CALL FOR REMITS**

**C. Proposers**

We state that we are both current members of DPA

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| --- | --- |
| Mover’s Name |  |
| Mover’s Signature |  |

**guidelines for remit preparation**

**1. Definition**

A Remit is a statement which seeks policy change rather than administrative action, forwarded in advance to the Assembly for distribution with Conference papers, so that members have time to consider its implications, and discuss them at Regional level.

**2. Where do remits come from?**

Remits can be prepared and submitted by DPA members, individual, family or corporate, or by Regional Assemblies and other Committees of DPA. The Mover and Seconder must be members.

**3. How to prepare a remit**

**a. Send your completed remit form to reach the
Chief Executive Officer, DPA (NZ) Inc, PO Box 27-524, Wellington by 5pm 17 August 2017.**

b. Wait for a reply after it has been considered by the National Remits Sub-Committee.

c. Arrange for the Mover and Seconder to be present at the Annual Assembly with the detailed reasons for presenting your remit and background facts they can present in support of it.