



BOARD MEMBERS 2022

APPLICATION PACK



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WestVic Dairy Inc. Information for Board applicants

Who we are:

WestVic Dairy is the Regional Development Program of Dairy Australia (DA) in Western Victoria and is governed by a Board of farmers and dairy specialist members.

Dairy Australia is the research & development corporation for the dairy industry which is funded by farmer levies, matched by Commonwealth taxpayer funding, used to develop the industry. A portion of the national amount is allocated each year to WestVic Dairy to provide extension services to the industry in south-west Victoria.

The WestVic Dairy Board is made up of eight members whose role is to identify issues from the region and address them by developing and delivering projects using our levy-based budget.

Board membership is made up of:

- Six farmers – minimum of one who is supported by the UDV
- Two independent members (non-farmer representatives)

WestVic Dairy employs an Executive Officer, an administration team and extension officers to deliver extension, run projects and manage the WVD business.

The commitment:

The successful person will join the Board for a period of three years. During this time they will:

- Attend and contribute to approximately six Board meetings per annum (duration approx. six hours, plus additional pre-readings) and be remunerated at the DA standard rate for their time plus travel costs (see attached)
- Be available for on-line meetings and may be asked to sit on sub-committees of WestVic Dairy as required
- Be available to join the Board on training days/planning (approx two per annum) which may be held outside the region

What WestVic Dairy needs:

- A clear thinker who can read, analyse and discuss issues and projects from the point of view of a commercial dairy farmer or industry stakeholder
- A team player with sound knowledge of industry politics and the issues currently facing the industry
- A person who is decisive and not afraid to defend a position whilst at the same time listening and considering the other points of view
- Someone with ideas who is passionate to share them, develop them and see them come to fruition

What you get in return:

- A chance to participate in setting the strategic research and development direction for the dairy industry in Western Victoria
- A chance to meet the innovators in our industry and exposure to leading edge information and practices
- The opportunity to discuss the future of the industry and new ideas within the industry with colleagues in dairying, researchers and technicians
- Appropriate induction and training for the role will be provided
- A network of industry leaders and exposure to leading industry processes and management

WestVic Dairy is a very rewarding team in which you can participate.

For the period 2022-2025, there are three farmer vacancies which are open for applications now.

For more information: Contact Lindsay Ferguson, Regional Manager, WestVic Dairy on lindsay@westvicdairy.com.au or call 0418 545 580.

Want to apply? To apply simply fill in the details on the form and return to Lindsay (see above).



**Application
Membership of the WestVic Dairy Board 2022**

Name: _____

Please indicate which position you are applying for:

1. Farmer member - supported by the UDV

(Your application must be supported by the UDV)

2. Farmer member - independent

I believe I can satisfy the requirements in relation to expertise and/or experience in the industry.

I am willing to attend an interview on 2 September 2022 (date/time to be confirmed).

I have attached:

1. Covering letter

2. Resume

3. Letter of support from UDV (if applicable)

Signed _____

Date ___/___/___

Office use only Received: Processed:
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Position Description

Position Title:	Board member
Organisation:	WestVic Dairy Inc.
Immediate Manager:	Chairman and the dairy industry in western Victoria
Position length:	Normal term is three years, however this may vary.
Review:	Self review after each meeting
Annual assessment:	July each year
Salary/rates:	Sitting fees and expenses

About WestVic Dairy and the Dairy Industry

WestVic Dairy is the Regional Development Program of Dairy Australia (DA) in western Victoria and is governed by a Board of six farmers and two service providers. Western Victoria is currently the second largest dairy region in Australia, producing approximately 2.0 billion litres or 23% of Australia's milk.

Dairy Australia is the research & development corporation for the dairy industry which is funded by farmer levies, matched by Commonwealth taxpayer funding, used to develop the industry. A portion of the national amount is allocated each year to WestVic Dairy to provide extension services to the industry in south-west Victoria. WestVic Dairy's funding (based on milk volume) is used as leverage to attract additional funds from industry bodies, state government/agencies and other interested parties and helps our farmers access support, advice and programs.

WestVic Dairy Strategy

WestVic Dairy Vision

A vibrant, profitable and valued dairy region.

Mission

We strive to advance the industry by delivering programs that promote innovation, skills and sustainability for a successful dairying future.

Strategic Priorities

WestVic Dairy follows four strategic areas.

- **Profitable Dairy Farms** – *To support farm businesses to be more resilient to external impacts to remain productive, sustainable and profitable.*
- **Attract and Develop Great People for Dairy** – *To support farm businesses in the recruitment, retention and transitioning of personnel and in their training and skill development and to recognise the importance of their health and well-being.*
- **Responsive Communication and Engagement** – *Open interaction with farmers and other stakeholders in responsive communications through encouraging and responding to feedback.*
- **Promoting a Trusted and Valued Industry** – *Contribute to an improved awareness by others of the value of the industry through demonstrating collaborative leadership and social responsibility.*

Purpose of WestVic Dairy

The purpose of WestVic Dairy is to:

1. Advance the dairy industry in western Victoria by improving the productivity, profitability and sustainability of dairy farmers in the region
2. Develop and conduct programs which are both suited to, and benefit from a co-ordinated industry approach
3. Provide the industry with a better understanding of regional issues, needs and opportunities
4. Coordinate the investment of Dairy Australia and other funding for collective action
5. Provide the region with the capacity to develop and implement regionally focused research, development, extension, education and industry development activities
6. Attract and/or influence other funding for research, development, extension, education and industry development
7. Empower the local dairy industry and build leadership capacity across Western Victoria
8. Create knowledge of, and support for, dairy farmers' investment in collective action
9. Effectively meet corporate governance and management requirements
10. Account to all dairy farmers in the region and operate for the ultimate benefit of levy-paying milk producers and in the best interests of the western Victorian dairy industry
11. Encourage and maintain a balanced approach to industry development; and
12. Increase awareness and understanding of the role and achievements of Regional Development Programs (RDP's) in western Victoria and among regional industry and community stakeholders



Position Overview:

WestVic Dairy directors are collectively responsible for governing the advancement of the dairy industry in Western Victoria, in particular developing the strategic direction of the organisation and ensuring organisational performance.

The role includes:

Working across the region to:

- Ensure WVD understands the priorities of farmers in the region, allocates levy funds to those priorities, finds partners to accelerate the delivery of those priorities and manages projects addressing those priorities where there is market failure
- Prepare for and attend Board meetings and contribute to decision making
- Set the strategic direction for WVD and monitor its performance in achieving those goals
- Appoint the EO, develop and agree their work plans, monitor their performance and set their remuneration
- Develop and utilise policies to govern WVD
- Support and promote WVD and the service levy
- Form and attend working groups as agreed by the Board

Governing organisational performance:

- Milestones are met and investor expectations are delivered
- Financial/budget performance is achieved
- Project delivery enhances the reputation of WVD
- Review and development of the rules of WVD
- WVD complies with relevant regulations and law
- Audits are undertaken and high performances identified
- Risk management is undertaken

Key Result Areas:

- Development and monitoring of the WVD Annual Operating and Communication Plans
- Development and monitoring of the WVD Strategic Plans
- Development and building of strong industry networks
- Development of resources to attract investment to the dairy industry
- Improving the capacity of WVD

Key Selection Criteria

- Demonstrates a passion for the dairy industry and its development
- Has the ability to work well in a team environment
- Demonstrate a sound understanding of the dairy industry
- Understands the role of governance
- Demonstrates organisational ability (planning, negotiating and execution)

Experience and/or qualifications

- Current driver's license
- Governance training preferred (but not essential)

Personal Characteristics

- Excellent organisational skills including the ability to prioritise workload
- Excellent interpersonal communication skills

Terms and Conditions

- Remuneration is per Dairy Australia's directors sitting fee rates
- Probation period of 6 months
- The use of a vehicle will be required to attend WVD Board meetings and other appropriate events/functions/meetings – compensation is per current Dairy Australia guidelines
- All Board members to adhere to DA and WVD Code of Conduct, procedures and policies



Your Levy at Work

To:
WestVic Dairy (ABN: 86 401 992 319)
5 Cressy Street
Camperdown Vic 3260

TAX INVOICE

WestVic Dairy
Sitting Fees and Travel Allowance

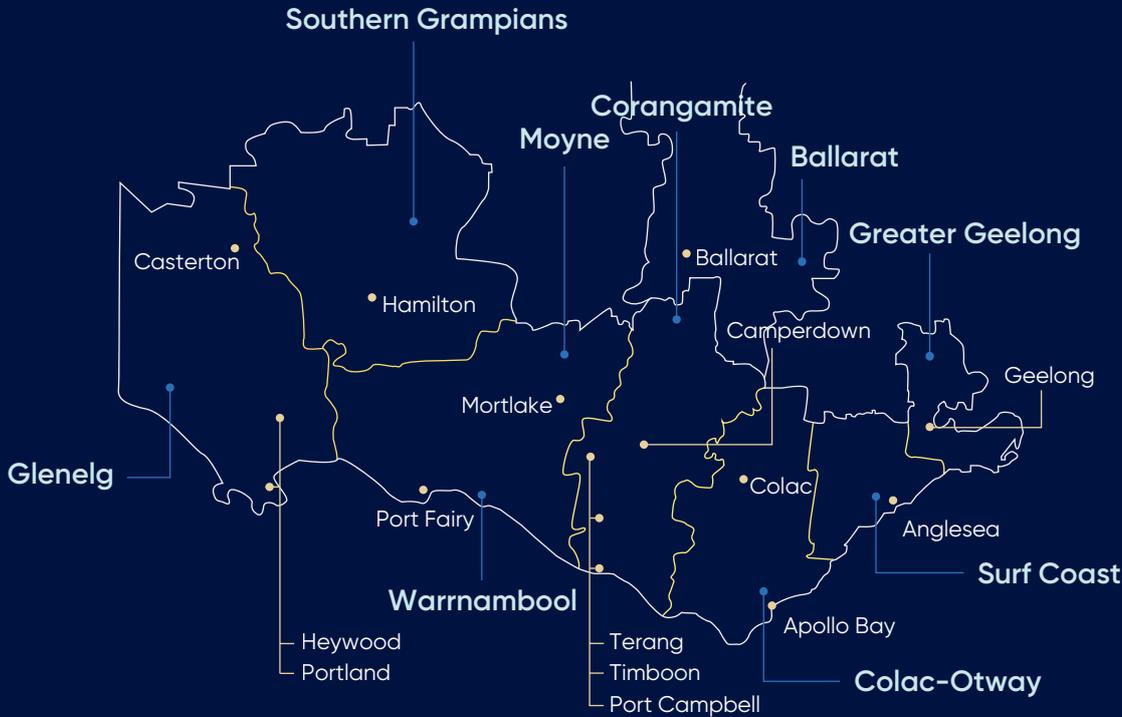
Form with sections: Name, Australian Business Number (ABN), GST Registered?, Postal Address, Phone, Email, Bank Details, Committee, 1. Attendance Fees, 2. Motor Vehicle Allowance, 3. Paid Expenses for Reimbursement, Signature of Claimant, WestVic Dairy Authorisation.

WESTVIC DAIRY STRATEGIC PLAN

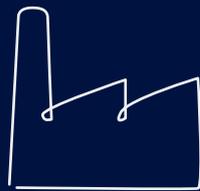
2020–2023



INDUSTRY SNAPSHOT



REGIONAL EXPORTS
208,000
tonnes
volume



ANNUAL MILK PRODUCTION
in excess of
2 billion litres

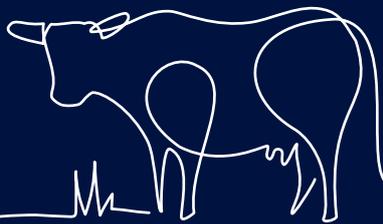


NUMBER OF
DAIRY FARMS
1,171



SHARE OF EXPORT VALUE,
\$756 million

AVERAGE
HERD SIZE
300
COWS



SHARE OF NATIONAL
MILK PRODUCTION
23%

1 INTRODUCTION

Purpose of this document

This Strategic Plan sets WestVic Dairy's (WVD) broad strategic direction for the year 2020/21 and possibly longer, subject to the outcomes of the Australian Dairy Plan and the industry restructure. It was developed by the WVD Board and incorporates the priorities of the region's dairy farmers as checked recently with a specific survey.

The strategy will inform the Annual Operational Plan, which outlines and sets the activities for the year.

To ensure cohesion and consistency within the industry, WestVic Dairy's strategic plan aligns with the Australian Dairy Plan and the new Dairy Australia strategy.

Role of WestVic Dairy and Dairy Australia

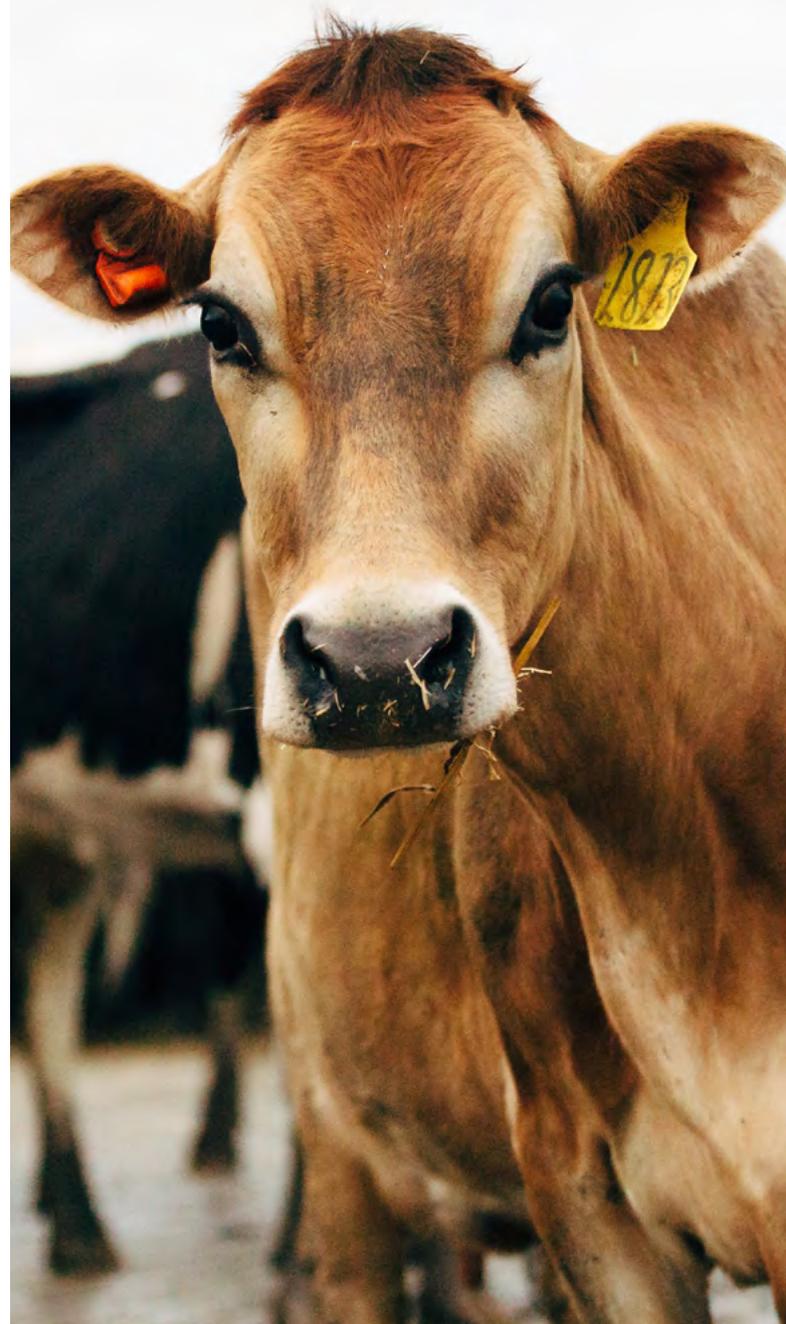
- WestVic Dairy Inc. is Dairy Australia's Regional Development Program for western Victorian and is responsible for delivering dairy extension activities and programs. It is overseen by a regional Board of Directors, the majority being dairy farmers. It works closely with DA and local industry partners to facilitate technology transfer for the advancement of the sector.
- DA is the national services body for the dairy industry. Its role is to help farmers adapt to a changing environment in order to establish a profitable and sustainable industry. WestVic Dairy aims to accelerate the extent and rate of adoption by farmers of industry standard practices, proven new ideas and technology. As the industry is currently structured, both DA and WVD are precluded by their charter, from agri-political activity which is the role of representational bodies, such as Australian Dairy Farmers (ADF).
- In recent years, DA has supported WVD in the building up of its capability through the employment of additional professional staff to provide a wider range of services to its stakeholders.
- **Background**—the industry has developed since settlement from small family farms with numerous local producer co-operatives, to the modern industry it is today with larger farms and herd numbers, employing an ever-increasing level of on-farm technologies. Milk is processed in a very competitive environment, comprised of both internationally competitive mega-plants and boutique/specialist plants across the region.
- **Production**—The region has approximately 1,200 farms that support some 338,000 cows. Milk production totals just over two billion litres, representing 23 per cent of the national milk production and 25 per cent of Australia's dairy exports. This milk is valued at \$969 million when it leaves the farm. There are 5,500 people employed on-farm, but a total of over 9,900 working directly in the industry (full-time and part-time).

OUR VISION

A vibrant, profitable and valued dairy region.

OUR MISSION

We strive to advance the industry by delivering programs that promote innovation, skills and sustainability for a successful dairying future.



2 OPERATING ENVIRONMENT

Western Victoria has significant advantages over other regions due to favourable climate, affordable pricing of land and many opportunities for expansion. It has a wealth of expertise and services that supply farm inputs and numerous options for milk and meat processing. As such, WestVic Dairy operates in a dynamic economic, social and environmental context.

At the regional level, the industry faces challenges in the availability and capacity of people due to rural population decline and high levels of employment. Retirements and new entrants on the farms create on-going change that calls for training, planning and management. Public infrastructure supporting the industry needs on-going investment by government. Other changes are more unpredictable, such as technological advances, climate variability and market conditions. This same technology is allowing rapid and significant improvements in efficiency on farms. Farmers who collaborate and utilise shared knowledge seem to be able to advance their businesses, even in challenging times. Industry organisations need open and direct communications with the farmers, made increasingly possible with interactive forms of media, such as social media.

At the national and global level, the image and perceptions of the industry have an impact. Product safety, animal welfare, the environmental footprint and 'community trust' are all issues that need monitoring and are well-supported with research to justify industry practices.

Government policy, particularly in the area of workplace health and safety, labour, milk pricing, competition and consumer law, environmental regulations, trade and investment all directly impact farming and therefore advocacy by representational industry bodies on regulatory matters is important.

The number of dairy farms in the region continues to decline, many being consolidated into larger businesses. Yet other farms are falling out of dairy in favour of other enterprises (mainly grazing) which reduces the efficiency of the supply chain. Many farms continue to expand their employment levels. This is problematic with shortages of skilled staff and puts added pressure on farms to improve their level of business management to not only be compliant with labour and other regulations, but in order to be profitable and sustainable.

The variability in seasons and especially in milk price, continue to place pressure on the need for timely and competent decision-making. The services of Dairy Australia and WestVic Dairy are available to support levy-payers and other stakeholders in that decision-making.

The COVID-19 pandemic that arrived in early 2020 has had limited impact on farm operations to date (August 2020), despite initial concerns

The impact on extension and service delivery has been more significant, with DA staff and most organisations and their operatives switching to remote means such as phone calls, video conferencing and online delivery of information. The positive side of this has been that while general communications and delivery in this mode has been slowly developing, the circumstances necessitated a more rapid development to be able to continue operations.

This has been successfully achieved with an increasing offering of programs available by remote modes. Many farmers have also been interested and able to participate in this form of extension. However, our recent survey confirms that the most preferred extension formats are still those held 'face to face'; such as discussion groups, Focus Farms and field days. The increased capacity to both deliver and receive by remote means, will provide extension services of the future with more flexibility, however, the need remains to focus on the most popular of the face to face delivery methods.

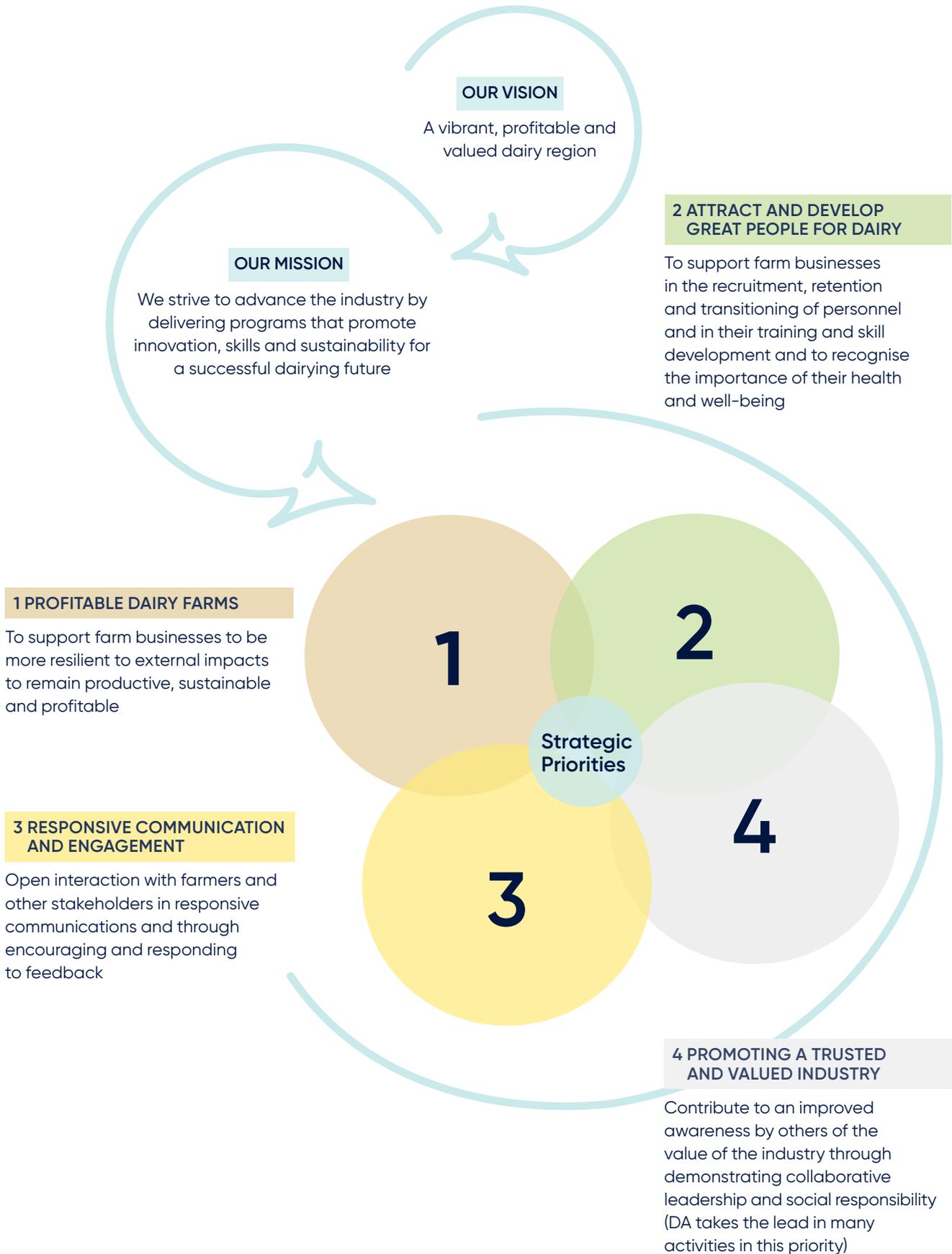
Regional SWOT Analysis (Strengths, weaknesses, opportunities, threats)

Factors that were taken into account in the development of this Strategy.

Strengths	Weaknesses
Availability of land and diversity of land types (including high rainfall and irrigation districts)	Limited labour availability—both in skills and numbers of farm staff
Good availability of and collaboration with service provider businesses (both technical and professional)	Limited vocational education training provision across the region
Good access to farm input resources (fertiliser, quarries, grain and fodder etc)	Lack of cohesion by some industry groups and negativity within the industry
A wide range of processing options	Poor image—a general lack of awareness and understanding of the industry’s significance and opportunities
Good co-operation amongst stakeholders through the Industry Leadership Group and other organisational relationships	IT blackspots limit advances in technology areas
Relatively good level of IT adoption amongst the farming community allows for communication ‘at a distance’	
Opportunities	Threats
Attraction of additional investment into the regional industry	Climate change and water security, especially lack of underground water in the Heytesbury area
Farm automation to reduce costs/improve lifestyle	Those opposing the ‘right to farm’ e.g. Animal activist groups
Helping farmers improve profitability through better farm management and other practices	Biosecurity issues—both people and livestock
Better communications and extension as technology advances	Deteriorating and increasingly inadequate transport and power infrastructure
Further improvements in communications through engagement with and feedback from farmers and other stakeholders	COVID-19 impacts on the workforce
Access to the Dilwyn aquifer for water security and irrigation	

3 STRATEGIC DIRECTION

In order to achieve our mission, our strategic priorities are:



Strategic investment by priority area

Our investments will be spread across the four areas in approximately the following proportions



Strategic Priority 1 Profitable Dairy Farms		
Focus area	Outcomes	Activity
Productive Farms	Farmers supported to be more resilient and able to manage seasonal conditions, price and cost volatility	Delivery of regionally relevant extension programs in all technical areas including: Feedbase and Nutrition, Animal Health and Genetics and Farm Business Performance
	Farm business decision-makers supported with systems and tools	DairyBase and specific business tools
	Use of proven techniques of sharing skills and knowledge	Focus Farms and Discussion Groups
	Clear and understood drivers of farm productivity and profitability	Promotion of benchmarks
	Expanded range of risk management tools for price and cost volatility	Promotion of risk management tools
Sustainable Farms	Reduced environmental impact	Programs to support the efficient and profitable use of land, water, carbon and energy resources which nurtures and sustains the natural environment
	Adaption to a changing climate	As above
Innovation and Technology	People inspired to greater use of technology and data	Extension and communication of research and innovation outcomes
		Contribute ideas to help set research priorities and contribute to program development
		Demonstrated use of high value technology on-farm, in all technical areas

Strategic Priority 2 Attract and develop great people for dairy		
Focus area	Outcomes	Activity
Recruit, Retain and Transition	Greater level of awareness of regional dairy as an attractive and rewarding industry in which to work	Resources with information about careers and employment, such as kits, websites and online tools
	Access to capable and skilled employees and service providers	Programs about succession planning, pathways into the industry, share farming and leasing
	Clear and supported skill development and pathways	Provide access to extension activities. Work in with education and employment providers on all levels
	Youth capability developed and supported	Young Dairy Network
Training and Skills Development	Leadership capacity within the regional industry, developed at all levels	Mentoring programs. Awards, scholarships and leadership programs such as Leadership Great South Coast; Gardiner Foundation programs
		Opportunity and experience of leadership in industry bodies e.g. WestVic Dairy
Health and Well-being	Improved health and well-being of our people, so they are productive, healthy and feel valued and supported	Support for others who run community-building activities such as Ladies' Luncheon, mens' health nights and relevant social/ community activities.

Strategic Priority 3 Responsive Communication and Engagement		
Focus area	Outcomes	Activity
Effective communications with farmers	Increased level of effective and timely communication, contact and engagement with farmers, to better understand their needs; openly receiving and responding to feedback	Director participation in farmer forums and events. Monitoring of regional industry information sources
		Discussion Groups, Focus Farms and field days facilitation and attendance
		Farm visits and farmer phone calls
		Effective and targeted communications from the WVD office—newsletters, email, SMS, social media, podcasts and videos using good adoption of Customer Relationship Management (CRM) tools Maintenance of regional industry calendar
Other Stakeholders	Improved collaboration and coordination of activities with service providers and other industry stakeholders	Dedicated service provider communication 'campaigns'
		Harnessing the resource of service provider feedback and referrals
		Coordination and cooperation in information sharing for farmers
		Regular liaison with managers of key stakeholder organisations and the Regional Extension Committee
Encouraging and responding to feedback	Programs and practices improved through feedback	Inviting, monitoring and responding to feedback as a standard part of extension and communications activities
		Maintenance of the Compliments and Complaints register and reporting to the Board

Strategic Priority 4 Promoting a Trusted and Valuable Industry

Focus area	Outcomes	Activity
Regional Economic Value	Contributions made to regional planning and development, and to investment attraction, helping to ensure on-going significance and appreciation of the value of the industry. Through:	
	Social Responsibility: Improved awareness, attraction of investors, recognition and respect of the industry in the region (in relation to its nature, practices, benefits, opportunities, impacts, health and well-being)	Actively contribute to community organisations–(including: Great South Coast Community Leadership Program, Natural Resource Management groups) through in-kind support of ideas, information and promotion
		Provision of employment opportunities and career pathways across the region
		Contribute information and relevancy to local policy debates–e.g. water policy, animal welfare, sustainability
		Provide regular contributions to local media outlets
		Support of people in the regional community
		Provide specialist speaking engagements for external groups
		Industry-wide events such as the Great South West Dairy Awards
	Collaborative Leadership: Develop trust and demonstrate the capacity of the industry and the individuals in it through involvement in regional decision-making	Promote the south-west 'Industry Investment Profile'
		[Without advocacy] influence the regional agenda through advisory input or membership of groups such as: the Local Learning and Employment Network SW Industry Leadership Group; SW Food and Fibre Council NRM Skills bodies/networks

4 OPERATING PRINCIPLES

Organisational Values

Our Values underpin our behaviours and inform the way we do business in order to work towards our Vision and implement our Strategy.

We adopt Dairy Australia's Values of:

- Farm focused
- One team
- Innovative thinking
- Decisive action

Monitoring and evaluation process

WestVic Dairy is committed to regular monitoring and evaluation of its Strategy. This ensures good progress towards achieving its Mission through implementing the activities under each strategic priority. To be effective in this, WestVic Dairy will use a straightforward approach to monitoring and evaluation, which aligns with its annual reporting period.

Stakeholder collaboration

WestVic Dairy values its strong relationships with the region's farmers and their representative bodies, along with government organisations and all businesses in the dairy supply chain, recognising their various roles and importance.



Disclaimer

The content of this publication including any statements regarding future matters (such as the performance of the dairy industry or initiatives of Dairy Australia) is based on information available to Dairy Australia at the time of preparation. Dairy Australia does not guarantee that the content is free from inadvertent errors or omissions and accepts no liability for your use of or reliance on this document. You should always make your own inquiries and obtain professional advice before using or relying on the information provided in this publication, as that information has not been prepared with your specific circumstances in mind and may not be current after the date of publication.

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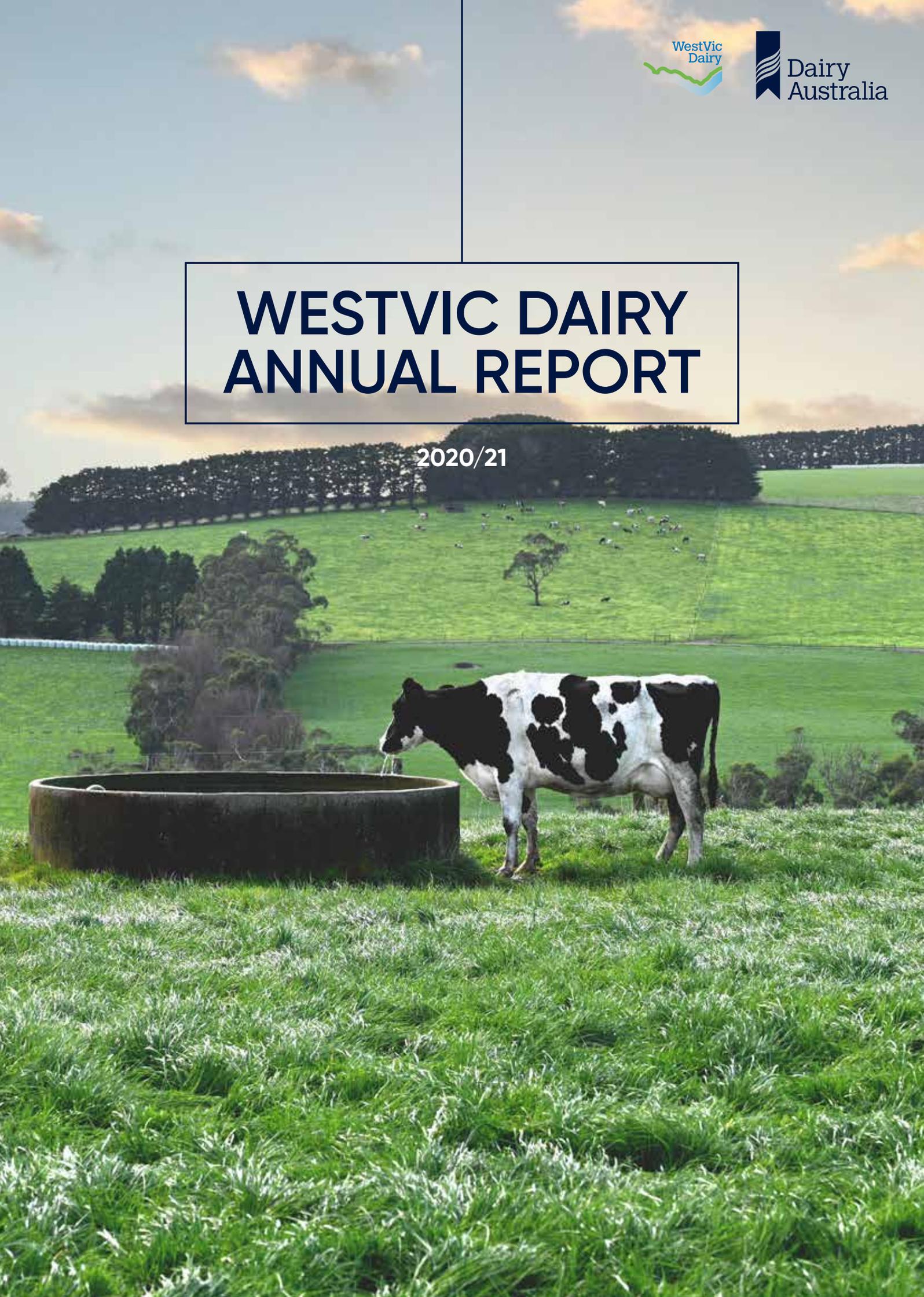


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WESTVIC DAIRY ANNUAL REPORT

2020/21





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ABOUT WESTVIC DAIRY

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DA is the national services body for the dairy industry. Its role is to help farmers adapt to a changing environment in order to establish a profitable and sustainable industry. WestVic Dairy aims to accelerate the extent and rate of adoption by farmers of industry standard practices, new ideas and technology. Both DA and WVD are precluded by their charter from agri-political activity, which is the role of representational bodies, such as Australian Dairy Farmers (ADF) and its affiliates (e.g. United Dairyfarmers of Victoria).

In recent years, DA has supported WVD through the centralisation of many administrative functions. WVD focuses on extension planning, co-ordination and delivery for farmers and has built up its capability to provide a wide range of services to its stakeholders.

VISION

A vibrant, profitable and valued dairy region.

MISSION

We strive to advance the industry by delivering programs that promote innovation, skills and sustainability for a successful dairying future

SNAPSHOT

The western Victorian dairy region extends west from Geelong to the South Australian border, with the largest concentration of farms around the coastal area between Simpson and Koroit. It is one of Australia's biggest dairy producing regions, producing almost two billion litres in 2020/21. This figure equates to 22.1 per cent of Australia's milk volume.

The industry has benefited from good seasons through 2020/21. Well timed rains in late spring and early summer allowed many farms to grow and conserve large volumes of feed in successive years. An early autumn break in most areas then backed up what turned out to be a great growing season and set off 2021/22 in style. Purchased feed prices have also eased, as large parts of the country saw drought-breaking rains after years of hardship. These conditions, along with a strong milk price, have improved farmer confidence and enabled many farm businesses to improve their financial position moving forward.

Signs for the upcoming year are mixed, as we wait to see how the ongoing COVID-19 pandemic affects global milk prices. The 2021/22 opening milk prices announced for the region are down on last year, though not as significantly as some were expecting. A dry start to winter has generally been appreciated by farmers, but concluded with a typical wet winter.

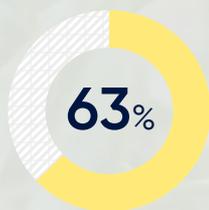
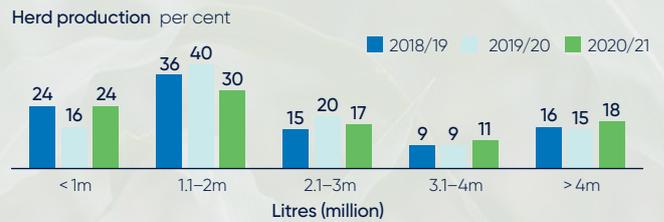
Industry Collaboration

WestVic Dairy works collaboratively with a wide range of organisations and individuals in order to deliver its services to industry. As a significant part of the regional economy and the community, working with other stakeholders is part of the way we operate. Key organisations with which we work are Agriculture Victoria and Regional Development Victoria, the UDV, the Catchment Management Authorities, Gardiner Dairy Foundation, local government, the Rural Financial Counselling Service, the Great South Coast Food & Fibre Council and the milk processing firms. Numerous other agencies, educators and private sector service provider businesses are an important part of this network. Much of this collaboration occurs through the regular meetings of the Industry Leadership Group. Considerable additional input on industry matters is provided by WestVic Dairy on issues such as regional strategy and action plans, infrastructure, water, resources, skills & employment, and health and wellbeing.

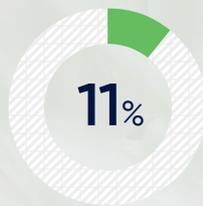
The 'average' western Victorian farm

Approximate herd size	295
Approximate production per cow	6,500 litres
Average grain fed per cow per year	1.6 tonnes
Seasonal calving herds	60%
Split calving herds	35%

Current herd size and production



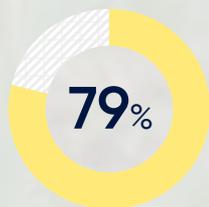
Sentiment
Positive about industry future



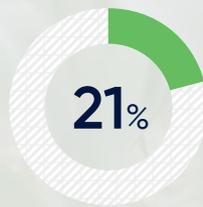
Enterprise phase
In a holding pattern



Profitability
Made profit in 2019/20



Sentiment
Positive about own business



Enterprise phase
Expanding



Profitability
Expecting profit in 2020/21



Challenges
Concerned about climate



Enterprise phase
Winding down



Anticipated growth
Increased herd 2020/21



Challenges
Confident can manage feed requirements



Enterprise phase
Steady – where they want to be



Anticipated growth
Increased production 2020/21



Enterprise phase
Steady – unable to expand

CHAIRPERSON'S REPORT

As I write my last Annual report as Board Chair, it is with a sense of sadness. I also have much pride in what we as a team at WestVic have been able to achieve.

I don't think any of us ever thought this COVID-19 pandemic we are still navigating would remain a major concern and really force us into a new way of tackling day to day life. The team have worked hard to look at different delivery options and are still making sure we can do as much as possible face to face, while utilising technology for other options as needed.

The Board did a thorough review of the Strategy this year and made a few small changes, but overall endorsed the four key areas that we know are most important to our levy payers:

- Profitable Dairy Farms
- Attract and Develop Great People for Dairy
- Responsive Communication and Engagement
- Promoting a Trusted and Valued Industry

The top two make up almost 80 per cent of our Strategic Investment.

We know that more than ever, the last couple of years have seen the whole issue of labour and people get more and more challenging. Many farmers I speak with are short of people in their businesses and this is hampering growth for our region. We recognise this and are working alongside Dairy Australia to see what part we can play in industry programs, collaborative approaches with other agencies, Councils and our advocacy body. There are some great initiatives being worked through, that with time will help ease these issues.

I'd strongly encourage you to have a look through our Strategy and, as always, give us feedback so we can continue to hit the right targets. The Dairy Industry Leadership Strategy was launched in early August and is a much-needed opportunity to re-invigorate our industry by having a closer look at how we can all play a part in leading ourselves and those around us to ensure we have a solid industry moving forward. We are all leaders in some way. Culture plays a big part in this and we as farmers must be ambassadors for our industry to ensure we have our next generation of farmers understanding the great opportunities before them.



A handwritten signature in black ink, appearing to read 'Simone Renyard', written over a light blue background.

Simone Renyard WestVic Chairperson



THE BOARD

WestVic Dairy is governed by a Board of eight Directors, made up of six farmers and two industry service providers.

The role of the Board includes ensuring that the levies collected from the region's dairy farmers are directed to relevant research and development and that the findings are communicated to all dairy farmers to increase the profitability and sustainability of the region's dairy industry.

All Board members bring their own set of skills to the team, which ensures that there is a diverse set of talents available to our stakeholders.

In 2020/21 WestVic Dairy welcomed one new Board member, dairy farmer Will McDonald from Bessiebelle, into the role of Associate Director.





Simone Renyard Chair

Dairy Farmer,
Timboon



Brendan Rea

Dairy Farmer,
Allansford



Jacqui Suares Vice Chair

Dairy Farmer,
Colac



Jo Fife

Dairy Farmer,
Purnim



Rhonda Henry Treasurer

Agribusiness
Manager,
Warrnambool



Daniel Parkinson

Dairy Farmer,
Kirkstall



Will McDonald

(Associate)
Dairy Farmer,
Bessiebelle



Brad Collins

Dairy Farmer, Dixie



Mike Huth

Service Provider,
Cobden

REGIONAL MANAGER'S REPORT

'Subject to restrictions', was a closing phrase in my report from last year and this is where we pick up again for 2020/21. The year was a good one for dairy farming, with sustained good milk prices and yet another year of exceptionally good seasons. This has left farmers with a degree of confidence higher than has been recorded for many years. It's great to see that those who have persisted and weathered the many setbacks since 2015/16 have been rewarded for their good management and hard work.

For our extension work however, it has been a year of unpredictability and challenges. With the extended lockdown in the first half of 2020/21, we had to pivot exclusively to a new world of remote extension delivery. This was possible due to a lot of rapid development work by teams of staff across DA, with the WestVic Dairy staff playing a big part in a number of working groups converting information into digital delivery formats. With the easing of restrictions later in the year, the region came to life with cautious but good attendances at the events that we were able to hold under a varied range of restrictions. The decision to provide blended delivery (i.e., a mix of face-to-face and online) proved sensible as that is the mode we have had to settle with as we move from lockdown to lockdown. We understand the difficulty for farmers with this uncertainty, which sometimes results in changed programming and less than ideal notice as we adapt to the rule changes – often at short notice. This has given us the opportunity to try some new initiatives in delivery. The big benefit has been that distance is no longer the main barrier for farmers to access our services. The big downside is the fact that the important social element of meeting with others is greatly missed by all and very hard to replace in an online format.

In this very unusual year, our organisation has changed a little as we focus on our region's two key strategic priorities of Farm Profitability and People. A significant new program, 'Our Farm, Our Plan', is now well underway; a number of other programs have been updated and our flagship programs of Focus Farms runs in three locations across the region. Unfortunately, most of our major events and promotional activities were not able to run during the year, so we have put renewed emphasis on communication by electronic media – not forgetting that most people still prefer hardcopy and the good old newsletter.

We have seen some staff changes with Rob Muirhead filling the gap in the YDN extension role and Michelle Leech joining us in the communications role. Matt Wood has swung across to take care of our 'People' extension activities while Michelle Muir is on maternity leave. We are fortunate to have such an experienced and capable team here in the south-west and I sincerely thank them for their efforts under trying circumstances.

The clear strategy set by the Board allows us to focus on the extension deliverables and its support for our team has been valuable, especially with so much uncertainty. Collegiate support from other RDPs and from colleagues in Dairy Australia has been appreciated and reflects our 'One Team' values. Many thanks to our sponsors, other collaborators in the industry and lastly to all our region's farmers for your participation in our extension activities. Any suggestions or comments on what we offer are always welcome. And so, I hope to see you around somewhere... restrictions permitting.



A handwritten signature in black ink, which appears to read 'L. Ferguson'. The signature is written in a cursive, flowing style.

Lindsay Ferguson Regional Manager



REGIONAL ACTIVITIES



FARM BUSINESS MANAGEMENT

Assisting farmers in our region to run profitable and sustainable businesses remains the cornerstone of our extension activity and a key priority in our Strategic Plan 2020-2023:

Profitable dairy farms

To support farm businesses to be more resilient to external impacts to remain productive, sustainable and profitable.

Farm Performance is a key priority area, with a number of workshops, events and initiatives in place. Below is a snapshot of the main activities.

Workshops

Our Farm Our Plan

Good farm business management is as important when times are good as when they are tough. A good season can often mask inefficiencies in farm business management. It is considered critical by most observers to have a plan of where the business is going and to continually review that plan.

Dairy Australia has invested heavily in programs that offer opportunities to bring all the farm's business owners together to develop a plan.

Our Farm, Our Plan, developed by Dairy Australia with support from Gardiner Dairy Foundation and DairyNZ, aims to identify long term goals, improve business performance, and manage volatility.

Designed for Australian dairy farmers, Our Farm, Our Plan helps put big ideas down on paper and gets everyone on the farm on the same page. Using a simple 'Now, Where, How, Review' planning process and providing one-on-one support for farmers over two years, it assists with putting their plan in place and into action.

Our Farm, Our Plan has seen participants meet in face-to-face forums and online deliveries, with glowing praise for the way that they have developed plans.



Dairy Farm Business Fundamentals

Farm Business Fundamentals shows farmers how to set up and use good record keeping systems, understand the difference between management and tax compliance and learn how to use the Standard Chart of Accounts.

Participants will understand business obligations – tax, banks, people, and the law, prepare an annual farm budget and be introduced to Dairy Australia's DairyBase.



Farm Business Analysis

Farm Business Analysis enables farmers to accurately interpret and analyse their data entered into DairyBase, thereby allowing participants to pull together meaningful financial and physical data about their farms that can be used to track performance over time and provide a solid base on which to make future decisions.

The program encourages calculation of the cost of production for a farm business and allows farmers to populate DairyBase with their own farm figures, leading to detailed analysis of the business.



Business Focus Farms: real farms; real conditions; real decisions

WestVic Dairy's Business Focus Farm project works with selected Focus Farms for a period of two years, enabling farmers to access the information relevant to their business and region, thus facilitating improved decision-making around business management, profitability, and sustainability.

Selected Focus Farms are supported by an experienced farm consultant and a support group of farmers and service providers.

This group is chosen by the Focus Farmers, based on previous relationships and relevant industry experience. We currently have three farms located across south-west Victoria in the program.

Regular updates in newsletters and on social media, along with on-farm field days, help inform the wider region's farmers of how the team is progressing and shine a light on the business decision-making process. Farmers are then able to use these same principles in their own business decisions.

Ondit Business Focus Farm

Farmer	Dale and Karen Angus
Facilitator	Laurie Hickey
Consultant	Paul Groves (Paul Groves Farm Management Consultant)
Farm size	347 cows, 290ha

Goals of the project:

- Reduce debt to explore the option of purchasing the farm
- Improve herd fertility
- Reduce cost of production, particularly around livestock trading and bought in feed costs.

The farm has made a significant profit since the start of the project and has seen productivity and homegrown food increase at the same time. The herd has high fertility and the installation of collars with an automatic drafting system this year was aimed at reducing some of the workload on the owners. Significant genomic testing has resulted in better selection of replacement heifers and the access to the live export market with its good prices.



Jancourt East Business Focus Farm

Farmer	Terry and Shannon Blasche
Facilitator	Matt Wood
Consultant	Cath Jenkins (Cath Jenkins Advisory)
Farm size	280 cows, 210ha

Goals of the project:

- Move from a year-round calving pattern to a single seasonal (autumn) calving
- Pasture renovation, potentially including drainage, to allow more home-grown feed to be produced
- Set cost of production goals for this new business to maintain tight control of financial position
- Employ labour, probably part-time, to reduce workload on Terry's dad and allow for quality family time.

Terry, Shannon and their family moved from northern NSW in September 2020. Despite the pandemic they quickly became involved in the local farming community. When the opportunity to become a Focus Farm arose, they jumped at the opportunity. Their key driver to take part in the project is to fast track their knowledge and understanding of farming in this part of the country. Their previous farm was reliant on irrigation and required a year-round calving pattern to produce a flat supply of milk for the liquid market. A desire to expand their business and move to a simpler farming system saw them choose to relocate to south-west Victoria.

Being new to the area, the Blasches' trusted extension officers to assemble a suitable Support Group of local farmers and service providers. The project commenced in May, with a meeting of the group at the Simpson Hotel, where the goals for the two years were finalised. The first on-farm meeting took place a month later. This allowed the Support Group to see firsthand the farm, pastures, infrastructure and cows.

Whilst it is too early to have achieved any of the project goals, the Support Group is full of engaged, dedicated people, with the meetings so far going particularly well, with great input and ideas from all involved.

A field day to showcase this new Focus Farm to the wider farming community is planned for September 2021.

Macarthur Business Focus Farm

Farmer	Peter and Fiona Musson
Facilitator	Debbie Twiss
Consultant	June 2020 – Dec 2020 Paul Groves (Farm Management Consultant) Jan 2021 – June 2021 Owen Rees (TRAC Total Result Ag Consulting)
Farm size	766 cows, 310 ha milking platform (730 hectares total)

Goals of the project:

- Facilitate peer learning
- Optimise herd management with cow collars
- Examine strategies to maximise consumption of home-grown feed.

The same factors which allow this farm to grow above average quantities of grass present challenges when managing pasture and silage quality. For a landlocked dairy platform, maximising feed quality underpins management of cost of homegrown feed. The goal to increase per cow milk production to 580kgms for the 2020/21 season requires both quantity and quality of feed intake/cow to be improved. Historically the Musson farm has produced 400 000kgms for the season (~520kgms/cow with 770 cows in herd).

Farm profitability and sustainability are considered, with investment in alternative calf pathways to increase utilisation of the farm area off the milking platform. The Musson's involvement in the Focus Farm project is driven by an interest in sharing their passion for continual improvement in farm management.

The project support group has been considerably challenged by the need to work together online, rather than on farm, as the COVID-19 pandemic began unfolding at the same time the project began in March 2020. The group has been meeting on farm since December 2020 and hosted a successful field day in March 2021, demonstrating their investigation into the likely impact of pasture pugging damage on pasture grown and feed intake. This investigation has led the group to explore the feasibility of cow shelters as a tool to improved feed conversion on farm. A field day in Oct 2021 is planned to share progression the group have made in exploring solutions to support increased per cow production through improved utilisation of feed.



PEOPLE

The People aspect of our extension is an increasingly important area of focus, with ongoing work in the Young Dairy Network, Career Development and Workforce Planning & Action spaces. People are a significant priority in the Strategic Plan 2020–2023:

- Attract and develop great people for dairy
- To support farm businesses in the recruitment, retention and transitioning of personnel and their training and skill development and to recognise the importance of their health and wellbeing.

Young Dairy Network

Social interaction and networking are key to the success of the Young Dairy Network (YDN). Therefore, the first half of the 2020/21 financial year was particularly difficult for this group.

To keep up momentum with the relaunched YDN and to offer social connection during the pandemic, several webinar events were held. In August two online events featuring the role of social media in the dairy industry took place, each with a slightly different focus, featuring a three-person panel that presented their own experiences and took questions from the audience.

The Digital Pub was launched in November. This webinar featured industry experts discussing the role of summer crops in our region. Thankfully only one online offering was needed, as lockdowns eased and face-to-face events returned.

The YDN Strategic Plan set out to provide a 'Happy Hour' pub night every other month, with an on-farm Field Day on the alternate month. These events are generally held on the last Wednesday of each month.

January saw the first Happy Hour event in Camperdown. The night provided a great opportunity for the YDN to get together in person after a long break. The first Field Day was held on Leadership Team member Rachael McGrath's farm at Orford, where pasture management was discussed. In March the YDN Leadership Team met with David Nation and other senior DA staff for an honest and productive conversation about the challenges facing young people in the industry.

YDN Coordinator Heather Smillie left her role at the end of March. For the rest of the year the position was covered by Matt Wood, alongside his other roles, whilst a long-term replacement was recruited. In mid-June Rob Muirhead was appointed as the new YDN Coordinator. Rob looks forward to further developing the YDN over the coming months and years.

The Happy Hour and Field Day format continued, with a pub night discussing milk pricing held in Simpson and a field day held on the Parkinson family farm at the end of June. The Field Day focused on career progression pathways in the dairy industry.

The input of young dairy farmers and service providers remains essential to the YDN. The Leadership Team of ten young industry people, representing a cross-section of the YDN cohort, continues to help grow the membership base and plan relevant, meaningful and engaging events for members.

The Leadership Team members are:

- Xavier Parkinson – Farm owner, Kirkstall
- Rachael McGrath – Farm manager, Orford
- Matt Grant – Farm owner, Cowleys Creek
- David Weel – Share farmer, Simpson
- Pip Bruce – Nutritionist, Colac
- Blake Honeysett – Share farmer, Nirranda South
- Liam Allan – Share farmer, Terang
- Isaac Hose – Farm employee, Garvoc
- Tess Blake – Farm Lessee and agronomist, Deans Marsh
- Emma Bolding – Farm consultant, Woolsthorpe

The YDN Facebook page shares information relevant to its members and the wider dairying community. The page promotes upcoming events, reports on those that have taken place and promotes opportunities available through other key organisations, such as Gardiner Dairy Foundation, DemoDAIRY Foundation and UDV.

There will always be a need to connect, develop and support young people working in the dairy industry, and so the YDN will continue to work to deliver events, programs and services that benefit and inspire young dairy people.

WESTVIC DAIRY YOUNG DAIRY NETWORK STRATEGIC PLAN

Our Vision

Young dairy people in western Victoria are connected to their communities, strive for excellence in their work, and enjoy fulfilling and prosperous careers in the dairy industry.

Our Purpose

To connect, develop and support young people to excel and prosper in their lifelong dairy careers through engaging events and programs.

Our Aims

- 1 To connect young dairy people with one another, dairy leaders and the broader industry
- 2 To develop the skills and knowledge of young dairy people so they can succeed in their work and careers.
- 3 To support young dairy people through their challenges and achievements.

Our Values

- **We are farmer-led:** The network is driven by young dairy farmers with the aim of fulfilling the needs and achieving the aspirations of young dairy people.
- **We are collaborative:** We actively seek productive partnerships to amplify our work and reach common goals.
- **We are courageous and innovative:** We are not afraid to challenge the status quo and seek a better way.
- **We are inclusive:** We welcome the good-faith participation of everyone and celebrate that our network is strengthened by a diversity of people, backgrounds and viewpoints. We are passionate: We love what we do and want a prosperous, sustainable future for the dairy industry and the people in it.





New Generation Skills Project

The New Generation Skills (NGS) project is run across the three Victorian RDPs. The focus of the project is to drive increased new generational participation in and engagement with jobs across the dairy industry supply chain.

Jim Burrell, as Career Development Coordinator, is responsible for working towards increased engagement of participants in education and training that supports future dairy industry needs, proactively working with the DET, the TAFE sector, secondary schools, career teachers, universities, and the dairy industry, including processors and dairy industry network groups of dairy farmers coordinated by the RDPs.

There are 5 strategic priorities:

1 Actively promoting and assisting in identifying and supporting career pathways into the industry supply chain and training.

Key WestVic Dairy initiatives include:

- Participation in several Careers Expos
- Careers Teachers Network committee
- Careers Teachers Showcase
- Koorie Trade Showcase – Clontarf Foundation
- Neil Porter Legacy (Careers Teachers)
- SWLLEN
- Guest speakers at schools promoting dairy careers
- Coordinating dairy farm visits for schools
- Rotary Clubs' program - Defying the Drift

2 Providing a framework that supports dairy industry employers to connect with education providers at a regional level.

Key WestVic Dairy initiatives include:

- ILG-Dairy (WestVic)
- Agri-Talent

3 Building ready networks of dairy farm businesses and service sector businesses that are willing and engaged to take on students.

Key WestVic Dairy initiatives include:

- Developing applicable resources to better place students on farm, in school-to-work opportunities.

4 Increasing participation in industry relevant training.

Key WestVic Dairy initiatives include:

- Industry Connection Project
- Gap Year Project
- GALS (Deakin Uni. Girls in Leadership and STEM)

5 Contributing to relevant education/training L&D offerings provided for the dairy industry.

Key WestVic Dairy initiatives include:

- Ag Vic/DA Project
- Cows Create Careers

Outcome Resultant Initiatives include:

- Community Connection Project. This project links local service provider Brophy Youth Services with the Brotherhood of St Lawrence to investigate the barriers to local young people obtaining employment.
- National Youth Employment Body (NYEB). This is a national initiative to enable young people to build their capabilities for achieving a sustainable livelihood and to meet local workforce needs. WestVic Dairy is one of the Agricultural and Horticultural representatives and promotes dairy as a key opportunity.
- Discovering Dairy Jobs in South-West Victoria. A project in conjunction with Ag Vic and AMES Australia linking CALD communities from Melbourne with the dairy industry in south-west Victoria.
- Dairy VR. Initiative to develop Virtual Reality and interactive resources with DA (and possibly with external funding) for use at Careers Days, expos, class visits and Field Days to demonstrate the breadth of the dairy industry both pre and post farm gate.

Workforce Planning and Action

The 2020/21 financial year saw the lack of suitable, available labour become one of the main issues facing farmers in our region. This problem had been developing over some time, with overall low unemployment in south-west Victoria, along with competition from other industries. However, the pandemic and associated lack of immigration across all skill levels has exacerbated the situation.

WestVic Dairy has been working with other agencies, such as Agriculture Victoria and local councils to look at ways of addressing this issue and continues to feed information up through Dairy Australia to ensure that relevant policy makers are aware of what is happening at the local level.

This financial year saw an Employment Basics workshop held in May. The session covered the basics of employing people in the dairy industry, focusing on navigating and utilising the Employment Starter Kit initiative (ESKi) and the People in Dairy website, along with giving an overview of requirements for compliance and employer obligations.

The ESKi has become a standard resource that is present in many dairy farm businesses. It is frequently updated with changes to National Employment Standards and the Pastoral Award.

Safety continues to be an issue at the forefront of farmers' minds, particularly with the Workplace Manslaughter legislation that came into force on 1 July 2020. WorkSafe take a keen interest in the agricultural sector and farmers are looking to better equip themselves with information and develop Standard Operating Procedures (SOP) and farm policies.

The Farm Safety Manual and Farm Safety Starter Kit continue to be available to farmers to help them put in place procedures and identify safety 'hotspots' on their farms.

Succession planning is a keen point of discussion within the region, with strong demand for share farming, leasing and equity partnership resources. A 'Stepping Up, Stepping Back' workshop was held in Warrnambool and was well received. WestVic Dairy also supported and attended a succession planning seminar held by Food and Fibre Great South Coast, again in Warrnambool, in May.

A number of resources have been developed with support from WestVic Dairy and are available to download from The People in Dairy website, including:

- Share Dairy Farming in Australia; Model Code of Practice
- Leasing Dairy Assets Resource Pack
- Shared Equity Arrangements Resource
- Farm Safety Starter Kit
- Employment Starter Kit initiative (ESKi)

Support is available for farmers to access and utilise these employment resources, with phone calls, videoconferencing and in person assistance available from WestVic Dairy as required. This service is well utilised, with around five queries answered per week.

FEEDBASE

Feedbase in lockdown

It was another big year in Feedbase extension at WestVic Dairy. During periods of lockdown extension headed online, with farmers and service providers in western Victoria gaining access to researchers and subject matter experts from far and wide. With the shackles of distance thrown off, access to these people were but a click away over Zoom. Some of the most strongly supported Feedbase Zoom sessions included the 'Ask the Researcher Virtual Forum'. During one of these session Regional Extension Officer for Feedbase, Peter Gaffy, interviewed Dr Rodrigo Albornoz about his work in the First 100 Days research project as part of the Dairy Feedbase Project.

Another highlight during lockdown was a panel Zoom session with three experts from the More Profit from Nitrogen project. Local expert Graeme Ward was joined by Professor Richard Eckard and Dr Helen Suter from the University of Melbourne. During this session farmers and service providers learnt about the revised best management practices for nitrogen use on dairy farms. This session also was a great opportunity to launch the new FertSmart Nitrogen Pocket Guideline.

Once the COVID-19 restrictions lifted, face to face extension recommenced with great earnest.

Profitable Feeding Systems

It is becoming more common for dairy farmers to invest in individual electronic ear tags or cow collar technology. Often the motivating factor to invest in the technology is to assist in cow heat detection, with many examples from cost benefit analysis showing the systems pay for themselves in the first couple of seasons from this benefit alone. However, the technology has more to offer, with the different systems collecting a large volume of data that is ready to be interrogated to help support on-farm feeding decisions. With a range of individual cow identification technologies available on the market there were three on-farm field days held during March for farmers and service providers to learn about the challenges, opportunities, and benefits of the different systems.

The first field day was at Ross and Jacqui Soares farm at Larpent. Peter Gaffy interviewed Jacqui about her firsthand experience of implementing the Allflex system. Clancy Jordan from Allflex described how the system worked and the benefits of the technology. Nutritionist Nadine Markham from Reid Stockfeeds described how she was beginning to use the rumination data to help inform feeding decisions

The next field day was at Paul Moloney's farm in Terang. Paul had installed the Cow Manager system on both of his farms several years ago and had already enjoyed huge benefits from the system. Chris Kendal and Paul Quinlan from Worldwide Sires also supported the day, providing technical support and highlighting some of the features of the system.

The final field day was held at Adrian and Vickie Bond's farm near Timboon. The Bonds decided to install the Herd Insights cow identification system from Genetics Australia and have been very pleased with the investment. Rodney Brooks from Genetics Australia demonstrated and answered questions about the system.

Feedback from the technology providers was very positive, with some farmers making the decision to go ahead and purchase the system while other resolved to investing some time into using more of the data collected to help inform their feeding decisions.

In addition, Liz Morse-McNabb, Kevin Smith and Elly Polonowita from the Dairy Feedbase team presented about the Pasture Smarts program at each of the field days, sharing the opportunity for farmers to partner with researchers in developing the Pasture Smarts Program.

Feeding Pastures for Profit

After a year of being unable to present FPPF due to COVID-19, it was good to have two groups commence this past autumn. One group was based around the Panmure area with the other group based in Timboon.

FPPF is run over seven days with two classroom days at the beginning of the course where participants learn about the theory and science behind the FPPF program, followed by 5 on-farm days throughout the season where participants have the opportunity to apply the theory, putting it into practice and learning the best compromise to optimise pasture management while dealing with unpredictable seasonal conditions.

The course this year was delivered by Peter Gaffy, with guest appearances by course designer Phil Shannon. The popularity of the FPPF program remains strong after many years of delivery. Farmers who have completed the FPPF program in the past consider it essential knowledge for anyone involved in pasture management and feeding cows.

Nutrition Fundamentals

The three-day Nutrition Fundamentals program was delivered in Allansford in June. The first 2 days were delivered by Debbie Twiss and Peter Gaffy. Some of the topics included the digestive system of a dairy cow, calculating cow requirements at different stages of lactation and evaluating different feeds. The final day was held at Brett and Kate Membrey's farm in Naringal. Here we estimated cow requirements and calculated the feed demand of the Membrey's herd. We also looked at the feed that the cows were receiving to meet this demand. We concluded the final day by evaluating the feeding performance of the herd by doing a paddock and herd observation.



Top Fodder

Earlier in the year, during lockdown, a working group of Feedbase Extension Officers and Dairy Australia staff was formed to redevelop the Top Fodder Program. To manage the large volume of technical content the program covers, four online training modules were developed including: Planning to make high quality silage, Making silage, Feeding silage, and Evaluating the silage making system, utilising a mix of written content, videos, and short quizzes to provide the participant with technical background content. The online component of the Top Fodder course is housed on Dairy Australia's training portal called Enlight. enlight.dairyaustralia.com.au.

The group came together over 2 days and using a series of interactive activities applied the theory to the context that they would find on their own farms. Mr Silage himself, Frank Mickan (the retired AgVic silage expert), and Peter Gaffy delivered a successful pilot, with very positive feedback from the group.

Forage Value Index

The Forage Value Index is a tool for dairy farmers to objectively compare the different varieties of perennial ryegrass available on the market. The Forage Value Index is updated annually and has been expanded this year to include annuals and Italian Rye grasses.



ANIMAL PERFORMANCE

Adaption and innovation are the words that sum up successfully delivering extension training for dairy farmers in 2020/21 as we continue to manage life, work, and connection in the face of a pandemic. A variety of methods have been used to deliver training and resources to farmers over the past 12 months.

Milking and Mastitis Management

June 2020 began with the release of a new online training program, Milking and Mastitis Management (MMM) Fundamentals, developed to provide farmers with a training tool to assist with the induction of employees with little dairy farm experience to the milking process.

Employers coach their team through practical activities on farm to supplement each day's online learning. The program is designed to be completed in 5 days and the online resources are available to access any time after enrolment.

Transition Cow Management

Online training in Transition Cow Management (TCM) was delivered as we entered lockdown 2.0 in late July. Each week, for a period of 4 weeks, a live interactive tutorial session was delivered on Zoom to review topics in the previous week's online learning tasks and discuss application of the theory on farm. The topics covered included assessment of herd nutrition, mechanics of cow transition from the dry period to early lactation, and the delivery of the transition program on farm in Australia

Heat Detective and Healthy Hooves small-group training sessions

On-farm delivery of mating management (including heat detection and reproductive performance) and lameness prevention and treatment training was tailored to cater for specific farm teams as lockdown restrictions slowly eased in late June and early July, allowing small groups to gather outdoors

Cups On, Cups Off

Even the ever-popular Cups On, Cups Off milking and mastitis management course pivoted to meet the needs of farm teams, with delivery taking place on-farm in the Colac and Warrnambool regions in early 2021. Excellent support was provided by presenters Dr Zoe Vogels and Dr Shane Lyons, and Rebecca Toleman from South West Tafe who work hard to deliver courses that make learning engaging for farmers.

Bobby calf supply chain management

Bobby calf supply chain management for our region began as discussions with industry in a webinar forum, followed up with further issues investigated at in-person round table workshops in 2021. The outcome from these workshops is the need to create industry driven activities to address risks to dairy farming social licence, to be delivered in south-west Victoria in 2021/22.

Friday Focus on Fertility

An online discussion group for fertility was held once a month for 5 months to discuss topics normally covered in the InCharge course, to help farmers develop effective herd reproduction management on farm. This experimental approach helped negotiate intermittent lockdowns.

Rearing Healthy Calves

Rearing Healthy Calves 1-day workshops were held in Timboon and Allansford to discuss colostrum feeding, principles of calf nutrition and calf health management from birth to weaning.

Healthy Hooves

Healthy Hooves 1-day workshops were held on-farm in Purnim and Allansford, presenting the fundamental lameness prevention and practical session on treatment of lame cows.

Nutrition Fundamentals

A Nutrition Fundamentals 3-day program was delivered at Allansford and on-farm in Naringal where farmers learnt how to investigate cow metabolism of feed, assess factors affecting intake, use tools to calculate diet for cows and assess the impact of diet on cow health and production.

Animal health training at RIST

Animal health training for agricultural students at RIST was provided to demonstrate the attention the dairy industry places on sustainable practices to manage animal health, welfare and fertility in order to keep our social licence to farm in south-west Victoria.



LAND WATER CLIMATE

Fert\$mart

The Fert\$mart program has continued to develop and improve in our region. Significant collaboration with our local Catchment Management Authorities – Corangamite CMA and Glenelg Hopkins CMA, has meant we were again able to deliver comprehensive programs that provided participants with training and resources to implement best practice natural resource management principles.

In the Corangamite region the program falls under the Sustainable Dairies program, a collaboration between WestVic Dairy, Ag Vic and the CCMA. Fifteen farms from the Simpson and Timboon region participated in a multiple-day classroom course. Like many other programs, Day 1 was impacted by COVID-19 and was delivered online, but we were fortunate to be able to deliver remaining days face-to-face. Topics covered during the program included the Fert\$mart program, effluent management, understanding soil carbon and implications of soil acidification. The group also enjoyed a field day in Simpson with presenter Sally Cunningham covering both soil biology and the Visual Soil Assessment (VSA) method. The VSA provides farmers with a quick and simple method to assess soil condition and plant performance.

The GHCA program again this year concentrated on a traditional Fert\$mart course that was run at Koroit. The two-day Fert\$mart program was opened up to 10 farms. An additional field day was incorporated in the program for a first time this year. This was held at Macarthur with guest speakers including Rachael Campbell (AgVic), providing a presentation on effluent management, and Sally Cunningham also presenting to this group on soil biology and the VSA method.

Smarter Irrigation for Profit Project (SIP2)

Research has continued in south-west Victoria as part of Dairy Australia's SIP2 project: What's my yield gap? Maximizing water productivity. The project is investigating opportunities to increase irrigation productivity and profit through the trial and demonstration of cost-effective management practices and technologies which increase water, energy and labour efficiencies. The project is supported by funding from the Australian Government Department of Agriculture, Water and the Environment as part of its Rural R&D for Profit program and by Dairy Australia.

Local consultant Graeme Ward facilitates the project and works with WestVic Dairy extension staff. The research site established at Mepunga continues to have data regularly collected to measure yield, water use, energy use and overall irrigation system performance. Improved irrigation through soil moisture monitoring and using available forecast information (evapotranspiration and rainfall) to better schedule irrigation events has resulted in improved pasture production, water use efficiency and an economic benefit for the farm.

The reference group of local farmers and service providers met regularly during the irrigation season, both on the farm at Mepunga and at other farms in the region. This year the group visited two other farms with different irrigation systems – one where a new system had just been installed and another that uses Variable Rate Irrigation (VRI) to maximise water efficiency.

A field day was held in April with guest speakers including Dr James Hills from the Tasmanian Institute of Agriculture (TIA), Cath Lescun, Dairy Australia's Technical Lead – Soils and Irrigation, Nick O'Halloran, Senior Irrigation Officer with Agriculture Victoria at Tatura and Graeme Ward, local SIP2 Site Coordinator.

Energy Workshop

In September, WestVic Dairy farmers were invited to participate in a webinar on alternative energy and storage options for the farm. Presenters included Dr Leigh Clemow, Senior Project Advisor – Agriculture Investment Plan, and Nick d'Avoine from CommPower Industrial.

Leigh gave an outline of Victoria's Energy Sector including the current management and flow of the energy market in Victoria. Nick, a specialist in commercial solar installations, presented on alternative energy and energy storage options. Discussions included payback periods; system size and design; load profiles; inverters; and storage options. The importance of practical low-cost investments to undertake energy audits and identify options for cost reductions was highlighted, as was the cost-effectiveness of products such as heat recovery, VSD and solar pumps for water movement.



SPECIAL EVENTS

WestVic Dairy's annual events calendar has been severely impacted by the COVID-19 pandemic, and our special events have been no exception.

Ladies' Luncheon

The difficult decision to cancel the 2020 Ladies' Luncheon was made when it became clear that lockdown and the pandemic circumstances left the committee with no other option.

Great South West Dairy Awards

The prestigious Great South West Dairy Awards were set to take place in March 2020 at the Wannan Rooms, Warrnambool. Only days from taking place, COVID-19 restrictions came into place, forcing the postponement of the event.

After several months of hoping the Gala evening could go ahead, the WestVic Dairy Board made the decision to host the Awards online. This online Awards format was streamed in August 2020, running over 3 weeks. Nominees were featured on a Monday and Tuesday evening and the winners announced on Wednesday night.

FitzMedia Productions produced the online content and uploaded it to Facebook for all to see, with an average of 1,400 views a night and over 2,500 views in total of the final night.

Dairy Farm Business Management

Sponsored by: ANZ

Finalists:

- Matt and Alli Reid, Carlisle River
- Wes and Belinda Lenehan, Weerite
- Josh and Lilli Philp, Garvoc

Winner: 2020 Dairy Farm Business Manager of the Year - Matt and Alli Reid, Carlisle River

Employee

Sponsored by: UDC

Finalists:

- Marc Johnston, Larpent
- Isaac Hose, Garvoc
- Nikita McKinnon, Naringal East

Winner: 2020 Employee of the Year - Isaac Hose, Garvoc

Industry Honour Board

Inductees:

- Phil Harris
- Chris O'Keefe



Natural Resource and Sustainability Management

Sponsored by: Corangamite CMA and Glenelg Hopkins CMA

Finalists:

- Graham and Melissa Clay, Camperdown
- Russell and Catherine Ford, Bungador
- Doolan Family, Brucknell
- Colin and Janice McKenna, Woolsthorpe

Winner: 2020 Natural Resource and Sustainability Management of the Year – Doolan Family, Brucknell

Young Dairy Leader

Sponsored by: Gardiner Dairy Foundation

Finalists:

- Jason Smith, Cooriemungle
- Lucy Powell, Cobden
- Matt Grant, Cowleys Creek

Winner: 2020 Young Dairy Leader of the Year – Matt Grant, Cowleys Creek

Service Provider

Sponsored by: Moyne Shire

Finalists:

- Lionel Clayton, ACM
- Marni Teal, Bulla
- Nadine Markham, Reid Stockfeeds
- Bruce Officer, Zoetis

Winner: 2020 Service Provider of the Year – Nadine Markham, Reid Stockfeeds

In addition, 52 photographs were entered into the Farm Photo Award.

2020 Farm Photo of the Year

Winner: Paul Thompson, Timboon



DAIRY DISCUSSION GROUPS IN SOUTH-WEST VICTORIA

This popular form of extension was greatly disrupted by the COVID-19 pandemic because its popularity stems in part from the opportunity for farmers to come together, connect and learn from each other on farm.

The key to the success of many Discussion Groups is that they are farmer driven, and then supported by regional extension officers and industry service providers. Because farmers ultimately steer the direction of the group, content is always relevant to the members.

A series of lockdowns and COVID-19 restrictions means some groups have taken an extended break, while others have gathered on Zoom to keep in touch, with on-farm visits when possible.

Port Campbell Discussion Group

The year began with an online meeting which discussed summer cropping and cow fertility.

Zoom was used for the September panel conversation between the Port Campbell discussion group and the Vallance family farm team (Andrea and Bruce Vallance and Isaac Flynn) around the topic of equity partnerships. Dr Stephanie Bullen joined the group to discuss management of antibiotic treatments on farm – especially around mastitis management, to ensure our farm practices support good stewardship of the treatments we administer to animals and minimise risk of developing resistance to antibiotic treatments.

The group then decided to take a break as the online format was not particularly popular and harvest season was approaching.

The group has met six times in person when restrictions have allowed. This includes the annual dinner (just before lockdown 3.0), where the group enjoyed hearing about life after dairy farming...when a dairy farm becomes a vineyard, and the event planning evening, both held in Timboon in February. On-farm days covered topics such as mixed species cropping, cow activity collars, feedpads and calving barns. Unfortunately, a trip to the Hallyburton's farm had to be cancelled due to a snap lockdown.

A highlight of the year was the bus trip to Ballarat, where members met up with the Ballarat Discussion Group to look around two farms and share lunch at the local pub. This trip had been two years in the making due to COVID-19, so it was great to finally get there and was enjoyed by members of both groups.

Tower Hill Feedbase Discussion Group

The group did not see the value in holding online sessions during the various lockdowns, therefore activities were halted through this period.

A joint planning meeting and Christmas get together was held at the Kirkstall Hotel in December. The only on-farm meeting for this financial year took place in June. The group met on Daniel Parkinson's farm to look at the damage caused to recently sown pastures by cockchafers.

Due to a combination of members ceasing dairy farming and others being involved with the Macarthur Focus Farm project, attendance numbers and member engagement have dropped this year.

Ecklin Discussion Group

The Ecklin Discussion Group chose not to hold online meetings during the restrictions and has had a quiet year in general.

A Christmas social night was held in Terang in December, with Dairy Australia's senior analyst, John Droppert, presenting the latest Situation and Outlook to members.

Several members took the opportunity to join other Discussion Groups for their meetings.

The leadership of the Discussion Group support their members between meetings by sharing relevant information via an Ecklin District Discussion Group Facebook page.

Ballarat Discussion Group

With lockdowns and then harvest, the Ballarat group did not meet until a joint Christmas and planning get together in December.

The highlight of the year was the joint meeting with the Port Campbell group. This event had been postponed several times and it was great to have the day go ahead at last. The two groups visited the Greenwood's farm before heading to Black Hill for a pub lunch. In the afternoon members visited the Trigg family farm to look at its cow barn and robotic dairy system.

Cooriemungle Discussion Group

The Cooriemungle group did not meet until halfway through the year due to restrictions and the harvest commitments of members. Meetings are generally hosted by group members on-farm, however the group has also worked in with other extension events, industry gatherings and Discussion Groups as appropriate.

Members had their annual Christmas meeting at the Ball and Chain Hotel, Simpson. It was a great night enjoyed by all.

Other highlights included a visit to the Webber and Chivell farm to look at the recently installed feedpad and hear how the business focuses on pasture production to drive profitability; and the Heytesbury Stockfeeds evening which was held in June.

Colac Discussion Group

The group is made up of 10 farming businesses which meet on each farm once a year. At each meeting the host farmer drives the discussion of the day and draws on the combined wisdom of the group members to evaluate different farming decisions. The group is facilitated by Hugh Crockford, who fosters a high degree of trust within the group to help encourage meaningful and valuable discussion that leads to better outcomes for group members.

The group continued to meet during the pandemic, utilising the Zoom platform to remain connected. However, it was a relief to all when normal meetings could be resumed. Some of the topics discussed included feedpads, cropping options, expansion options and reviewing the group's DairyBase figures.

Lakes and Craters Discussion Group

The Lakes and Craters discussion group has been active this year despite plans being changed at very short notice. The group is made up of farmers and service providers in and around the Camperdown/Cobden area, with the topics relevant to the districts.

The group had a planning meeting in December and visited projected developments of water for irrigation and the related infrastructure; and looked at alternate dairy supplements. The group membership is open to all farmers and their families.

Glenelg Hopkins Discussion Group

A small group that meets intermittently to support social connections between farmers and new arrivals to the Glenelg region. 20 farmers in the region got together to meet and greet over dinner at the Heywood Hotel in late summer (March 2021). More events both on and off farm are planned to support connection and sharing of ideas between farmers as COVID-19 lockdowns ease. The events are open to all farmers in the region, and we welcome suggestions for activities farmers would like to have hosted.

Heathmere Discussion Group

A group that evolved from the Focus Farm project facilitated by Cameron Penny from Ridley's has been in hiatus due to restrictions of COVID-19. It is planned that group events will be resumed when they are less likely to be impacted by restrictions.

Australian Legendairy Women's Network (ALWN)

WestVic Dairy has worked with Women in Dairy groups to host some online workshops and presentations on resilience and preparedness for emergencies on farm.

Towards the end of 2020, about 50 women across Victoria participated in an online 2-day workshop with Dr Stephanie Schmidt to develop skills in rural resilience. Dr Schmidt farms with her husband and three young sons at World's End, South Australia. Stephanie demonstrated a framework to assist farmers to manage their mindsets through tough times on farm.

In December, Dr Liz Pyor, a veterinarian and volunteer firefighter on the Fleurieu Peninsula took time to present a webinar discussion around considerations for preparing farms to face emergencies such as fire. Liz had firsthand experience of these conditions in the Kangaroo Island fires and was able to pass on valuable lessons learnt from farmers involved in defending property in the Summer of 2020.



COMMUNICATING THROUGH COVID-19

Like most businesses, COVID-19 has continually impacted our usual business model over the last 12 months.

Not only were we unable to run many of our regular extension activities and major events, but the pandemic also created a significant amount of uncertainty amongst our key stakeholders, who in turn needed up to date information to minimise risk to their businesses.

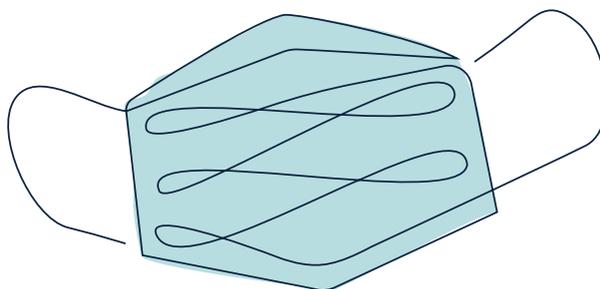
WestVic Dairy continued to signpost all farmers, service providers and others to the Dairy Australia webpage: **Dairy Industry COVID-19 (Novel Coronavirus) Directory**. This directory was continually updated and used throughout the dairy industry as a central point of reference.

Social media, emails, texts as well as radio and print communications were all utilised to keep our stakeholders informed and updated. With larger gatherings not an option for much of the year, small group gatherings were utilised when allowed and whilst following all relevant protocols. Video teleconferencing and webinars remain a viable option and one many people are slowly adopting on a range of devices – where reception allows.

A lot of development work has been done across the organisation to provide online versions of key programs and more are under development. Extension workshops in this format have removed seemingly insurmountable geographical barriers, and interestingly, allowed farmers from our western Victorian region to 'sit' alongside other farmers from any region in Australia – a bit like a national conference. We have continued to see good collaboration across the RDPs, DA and other industry players that have provided many webinars on a range of subjects to farmers and service providers in our region. There is the obvious benefit of saving time, with no need to travel to events or meetings meaning less time taken away from the business. With webinars there is the flexibility of recordings being available if people cannot join 'live'.

Whilst embracing communications technology and utilising it as much as possible through this time, we know that the majority of farmers still prefer traditional communications and face to face, on-farm learning opportunities, along with the social interactions they include. This was highlighted in our recent survey which was undertaken this year to inform our operating plan. For that reason, we continue to mail out our WestVic Dairy newsletter, which will ensure we are reaching all farmers with this important extension platform.

With the continuing uncertainty of snap lockdowns and on again – off again schedules, we hope that you bear with us as we are forced to alter and 'pivot' our extension activities. As an industry that solidly believes in the value of vaccines, we trust that our sector will do its bit to 'flatten the curve' and allow business to return to a more normal position. We will continue to deliver in a combination of both online and face to face modes to ensure that all our stakeholders have access to the information they need to run a successful dairying business.





FINANCIAL STATEMENTS

FOR YEAR ENDED 30 JUNE 2021

WESTVIC DAIRY (NON-REPORTING) INC.

Your directors present this report on the company for the financial year ended 30 June 2021.

Directors

The names of the directors in office at any time during or since the end of the year are:

- **Simone Renyard** Chair
- **Jacqui Soares** Vice Chair
- **Rhonda Henry** Treasurer
- **Brendan Rea** Dairy Farmer
- **Matthew Glennen** Dairy Farmer (retired 6 October 2020)
- **Mike Huth** Service Provider
- **Jo Fife** Dairy Farmer
- **Daniel Parkinson** Dairy Farmer
- **Brad Collins** (Associate) Dairy Farmer
- **Will McDonald** Dairy Farmer (Associate) (joined 6 October 2020)

Directors have been in office since the start of the financial year to the date of this report.

Board meeting attendance

Board Member	WestVic Dairy Board Meetings (total 8)
Simone Renyard	8
Jacqui Soares	8
Rhonda Henry	8
Brendan Rea	8
Matthew Glennen	3
Mike Huth	7
Jo Fife	8
Daniel Parkinson	8
Brad Collins	8
Will McDonald	5

DIRECTORS' REPORT

To the members

Your Directors submit their Report, together with the Audited Financial Statements of the Association for the year ended 30 June 2021.

Directors

The names of the Directors in office at any time during or since the end of the financial year and up to the date of this report are:

Simone Renyard (Chair); Jacqueline Soares (Vice Chair); Rhonda Henry (Treasurer); Brendan Rea; Jo-Anne Fife; Daniel Parkinson; Michael Huth; Bradley Collins, Will McDonald (Associate), Mathew Glennan (retired).

Principal activities

The principal activities of the Association during the year was as the Regional Development Program (RDP) for the Western Victorian dairy region, and the delivery of dairy extension activities and programs. There were no significant changes in the nature of these activities during the year.

Review and result for the year

The net surplus for the year, was \$162,227 (2020 – \$425,062).

Dividends

No dividends have been paid since the date of the last report and no dividends are recommended to be paid out of profits for the year ended 30 June 2021.

Future developments and results

The Directors wish to note that the 2020/2021 year has been another unusual year which has had some financial impact on these Financial Statements.

The restrictions brought about by the COVID-19 pandemic have continued to significantly affect the usual operations of the organisation with the inability to conduct extension meetings and activities as anticipated in the annual operating plan. Delivery by a combination of face-to-face and online methods remained necessary. Intermittent lockdowns were a feature of the year for the regional business community and have resulted in disrupted activities and some underspend of anticipated expenses. The future is likely to include a significant element of online delivery and we continue to explore alternative ways to deliver on our strategy.

The Board is confident that the reported surplus, along with its prudent approach of setting aside contingencies in the Reserves, will allow for responsible financial management in what will be another uncertain year in 2021/22.

The Association intends to retain its present business structure and operations and there will be no likely developments in the operations of the Association in future financial years that would affect future financial results.

Matters subsequent to the end of the financial year

At the date of this report, and subject to the comment below, the Directors are not aware of any matters or circumstances that have arisen since the end of the financial year which have significantly, affected or may affect, the operations of the Association, the results of those operations or the state of affairs of the Association in subsequent financial years. The Directors do not anticipate a significant reduction in revenue due the impact of Covid-19 in the 2021 financial year.

Environmental regulation

The operations of the Association are not subject to environmental regulations.

Directors' and executives' benefits and contracts

During or since the end of the previous financial year, no Director or Executive of the Association has received or become entitled to receive a benefit (other than a benefit included in the aggregate amount of emoluments received or due and receivable by the Directors shown in the accounts, or the remuneration of an employee of the Association), by reason of a contract made by the Association with the Director or Executive or with a firm of which he is a member or with a Company in which he has a substantial financial interest.

Indemnification and insurance of office and auditor

During the year, the Association paid insurance premiums totalling \$2,239 to insure the Directors named in this report.

This report is made in accordance with a Resolution of the Board and is signed for and on behalf of the Directors.



Simone Renyard WestVic Chairperson

17 September 2021

INCOME AND EXPENDITURE STATEMENT

FOR YEAR ENDED 30 JUNE 2021

	Note	2021	2020
		\$	\$
Income			
Interest received		2,968	10,120
Other income		8,274	61,818
Project income		416,901	728,574
Program funding		940,000	932,328
Total income		1,368,143	1,732,840
Expenditure			
Audit and Accounting Fees		4,785	4,400
Advertising, Promotion and Marketing		16,546	28,227
Bank Charges		1,354	1,854
Board Fees & Development	13	31,921	39,486
Catering Costs		9,153	39,924
Contractors		144,462	120,983
Consumables		2,315	2,596
Depreciation		5,263	7,154
Donations		5,705	4,540
Electricity and Gas		3,093	4,462
Extension Costs		26,785	-
Insurance		9,008	9,566
Interest Expense		1,287	1,458
Employment Costs	2	835,361	902,685
Lab Tests (Soil, plant, animal)		1,539	6,668
Legal Costs			-
Motor Vehicle Expenses		19,445	42,032
Newspapers and Magazines		279	775
Postage		6,265	2,693
Printing and Stationery		13,032	20,888
Project Supplies			-
Property - Depreciation of right of use asset	10	31,200	31,200
Property - Rent		-	(2,667)
Repairs & Maintenance		3,332	4,835
Sponsorship		1,909	1,225
Staff Development		10,945	10,778
Student Bursary/Scholarships		-	1,200
Subscriptions		2,794	2,752
Sundry		767	2
Telephone and Technology		3,797	4,598
Tools and Equipment (under \$700)		1,870	4,022
Travelling and Accommodation		11,704	9,442
Total expenditure		1,205,916	\$1,307,778
Net operating current year surplus/(deficit)		162,227	425,062

STATEMENT OF FINANCIAL POSITION

FOR YEAR ENDED 30 JUNE 2021

	Note	2021	2020
		\$	\$
Current assets			
Cash and cash equivalents	3	1,101,767	1,078,658
Trade and other receivables	4	28,420	41,487
Total current assets		1,130,187	1,120,145
Non-current assets			
Property, plant and equipment	5	36,032	41,295
Right of use asset	10	91,001	122,202
Total non-current assets		127,033	163,497
Total Assets		1,257,220	1,283,642
Current liabilities			
Trade and other payables	6	27,773	120,078
Carried forward funding	7	30,711	37,307
Employee provisions	8	-	38,575
Lease liabilities		31,223	30,912
Total current liabilities		89,707	226,872
Non-current liabilities			
Trade and other payables	6, 11(a)	25,000	25,966
Employee provisions	8	-	19,295
Lease liabilities		60,725	91,948
Total non-current liabilities		85,725	137,209
Total liabilities		175,432	364,081
Net assets		1,081,788	919,561
Equity			
Retained surplus		833,036	670,809
Extension committee	11(a)	8,752	8,752
Reserves	11(b)	240,000	240,000
Total equity		1,081,788	919,561

STATEMENT OF CHANGES IN EQUITY FOR THE YEAR ENDED 30 JUNE 2021

	Note	Retained earnings	Extension Committee (Note 11b)	Minimum reserve (Note 11a)	Total
Balance at 1 July 2019		245,747	8,752	240,000	494,499
Surplus/(Deficit) for the year attributable to members of the entity		425,062	-	-	425,062
Transfer to/(from) reserves		-	-	-	-
Balance at 30 June 2020		670,809	8,752	240,000	919,561
Surplus/(Deficit) for the year attributable to members of the entity		162,227	-	-	162,227
Transfer to/(from) reserves		-	-	-	-
Balance at 30 June 2021		833,036	8,752	240,000	1,081,788

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30 JUNE 2021

	Note	2021	2020
		\$	\$
Cash flows from operating activities			
Receipts from customers		1,371,646	1,605,600
Interest received		2,968	10,120
Payments to suppliers		(1,320,594)	(1,260,799)
Net cash (used in)/generated from operating activities	9b	54,020	354,921
Cash flows from investing activities			
Payment for plant and equipment		-	(895)
Cash flows from financing activities			
Movement in lease liabilities		(30,911)	(30,542)
Net increase/(decrease) in cash held		23,109	323,484
Cash at the beginning of the financial year		1,078,658	755,174
Cash at the end of the financial year	3	1,101,767	1,078,658

NOTES TO THE FINANCIAL STATEMENTS

The financial report covers WestVic Dairy (Non-reporting) Inc. as an individual entity. WestVic Dairy (Non-reporting) Inc. is an association incorporated in Victoria under the Associations Incorporation Reform Act (VIC) 2012.

Note 1 Statement of significant accounting policies

Financial reporting framework

The financial statements are special purpose statements prepared for distribution to the members of WestVic Dairy Inc. in order to satisfy the reporting requirements of the Associations Incorporation Reform Act (VIC) 2012. The board has determined that the association is not a reporting entity.

Statement of compliance

The financial report has been prepared in accordance with the Associations Incorporation Reform Act (Vic) 2012, the basis of accounting specified by all Australian Accounting Standards and Interpretations, and the disclosure requirements of the following Accounting Standards:

- AASB 16: Leases
- AASB 101: Presentation of Financial Statements
- AASB 107: Cash Flow Statements
- AASB 108: Accounting Policies, Changes in Accounting Estimates and Errors
- AASB 1031: Materiality
- AASB 1054: Australian Additional Disclosures

Basis of preparation

The financial statements have been prepared on an accrual basis and are based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and financial liabilities.

The following significant accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in the preparation of this financial report.

(a) Income tax

The Association is income tax exempt.

(b) Property, plant and equipment

Each class of property, plant and equipment are carried at cost or fair value, less, where applicable, any accumulated depreciation and impairment losses. The carrying amount of plant and equipment is reviewed annually by the Board to ensure it is not in excess of the recoverable amount of these assets. The depreciable amount of all fixed assets is depreciated on a diminishing value basis over their useful life commencing from the time the asset is held ready for use.

Class of fixed assets	Depreciation rate
Plant and equipment	10%-100%
Leasehold improvements	10%

(c) Impairment of assets

At the end of each reporting period, the Board reviews the carrying amounts of its tangible and intangible assets to determine whether there is any indication that those assets have been impaired. If such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs of disposal and value in use, to the asset's carrying amount. Any excess of the asset's carrying amount over its recoverable amount is recognised in the statement of profit or loss and other comprehensive income.

(d) Employee provisions

All employees working on the activities of WestVic Dairy (Non-reporting) Inc are employees of Dairy Australia. Dairy Australia on charge WestVic Dairy (Non-reporting) Inc for the cost of employing these employees. Provision is made for the Association's liability for employee benefits arising from services rendered by employees to the end of the reporting period and is included in the liability to Dairy Australia (Payables) for annual leave. The obligation for the payment of long service leave lies with Dairy Australia as advised in the 2021 Financial Year. Long service leave provision was initially brought to account as a liability of Westvic Dairy for the first time in the 2018 financial year, however the provision was reversed in the 2021 year upon the advice of Dairy Australia.

(e) Provisions

Provisions are recognised when the Association has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. Provisions are measured at the best estimate of the amounts required to settle the obligation at the end of the reporting period.

(f) Cash on hand

Cash on hand includes cash on hand, deposits held at call with banks and other short-term highly liquid investments with original maturities of three months or less.

(g) Accounts receivable and other debtors

Accounts receivable and other debtors include amounts due from members as well as amounts receivable from donors/funding providers. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

(h) Revenue and other Income

Revenue is measured at the fair value of the consideration received or receivable after taking into account any trade discounts and volume rebates allowed. For this purpose, deferred consideration is not discounted to present values when recognising revenue.

Revenue from the sale of goods is recognised at the point of delivery as this corresponds to the transfer of significant risks and rewards of ownership of the goods and cessation of all involvement in those goods.

Interest revenue is recognised using the effective interest method.

Revenue in relation to the rendering of services is recognised depending on whether the outcome of the services can be estimated reliably. If the outcome can be estimated reliably then the state of completion of the services is used to determine the appropriate level of revenue to be recognised in the period. If the outcome can not be reliably estimated then revenue is recognised to the extent of expenses recognised that are recoverable. Revenue from training services is generally recognised once the training has been delivered. Revenue for training not delivered at balance date is carried as an unearned income liability on the statement of financial position.

All revenue is stated net of the amount of goods and services tax.

(i) Leases

At inception of a contract, the association assesses if the contract contains or is a lease. If there is a lease present, a right-of-use asset and a corresponding lease liability is recognised by the association where the association is a lessee. However, all contracts that are classified as short-term leases (lease with remaining lease term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight line basis over the term of the lease.

Initially the lease liability is measured at the present value of the lease payments still to be paid at commencement date. The lease payments are discounted at the interest rate implicit in the lease. If this rate cannot be readily determined, the association uses the incremental borrowing rate.

The right-of-use assets comprise the initial measurement of the corresponding lease liability as mentioned above, any lease payments made at or before the commencement date as well as any initial direct costs. The subsequent measurement of the right-of-use assets is at cost less accumulated depreciation and impairment losses.

Right-of-use assets are depreciated over the lease term or useful life of the underlying asset whichever is the shortest. Where a lease transfers ownership of the underlying asset or the cost of the right-of-use asset reflects that the

association anticipates to exercise a purchase option, the specific asset is depreciated over the useful life of the underlying asset.

(j) Goods and services tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Tax Office (ATO). In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with other receivables or payables in the statement of financial position.

(k) Accounts payable and other payables

Accounts payable and other payables represent the liability outstanding at the end of the reporting period for goods and services received by the association during the reporting period that remain unpaid. The balance is recognised as a current liability with the amounts normally paid within 30 days of recognition of the liability.

(l) Comparative figures

When required by Accounting Standards, comparative figures have been adjusted to conform to changes in presentation for the current financial year..

(m) Economic dependence

WestVic Dairy (Non-reporting) Inc is dependent on Dairy Australia for the majority of its revenue used to operate the business. At the date of this report the Board has no reason to believe Dairy Australia will not continue to support WestVic Dairy Inc.

(n) Key estimates

- (i) Impairment: The Board assesses impairment at the end of each reporting period by evaluating conditions and events specific to the Association that may be indicative of impairment triggers.
- (ii) As indicated in note 1 b, the Association reviews the useful life of plant and equipment on an annual basis.

Note 2 Expenses

	2021	2020
As at 30 June 2021	\$	\$

The disclosure of the following expense items is relevant in explaining the financial performance of the Association:

Employment

Wages	13	747,124	744,746
Superannuation		74,867	73,104
Travel allowance		3,522	8,787
Increase/(decrease) in employee provisions		9,848	76,048
		835,361	902,685

All employees working on the activities of WestVic Dairy (Non-reporting) Inc are employees of Dairy Australia. Dairy Australia on charge WestVic Dairy (Non-reporting) Inc for the cost of employing these employees. Employment related expenditure as recorded in these Financial Statements represent payments to Dairy Australia. Workcover and Payroll tax expense relating to expenditure is paid for by Dairy Australia and not on charged to WestVic Dairy. Dairy Australia is responsible for employees Long Service Leave.

Note 3 Cash and cash equivalents

		2021	2020
As at 30 June 2021		\$	\$
Extension Committee account	A	35,707	35,431
ANZ transaction account		475,493	442,249
ANZ cash management account		340,397	353,162
NAB term deposit	B	250,170	247,816
		1,101,767	1,078,658

A - Funds are held separately in this bank account on behalf of the Extension Committee. Also refer to note 11A relating to Reserves and Statement of Changes in Equity.

B - \$240,000 (plus capitalised interest) is held with NAB as a Term Deposit as required by the Reserves Policy - refer note 11B.

Note 4 Trade and other receivables

	2021	2020
As at 30 June 2021	\$	\$
Trade debtors	28,420	41,487
	28,420	41,487

Note 5 Leasehold improvements, plant and equipment

	2021	2020
As at 30 June 2021	\$	\$
Plant and equipment		
Plant and equipment at cost	39,729	39,729
Less accumulated depreciation	(39,155)	(38,404)
Net plant and equipment	574	1,325
Leasehold improvements		
Leasehold improvements at cost	45,000	45,000
Less accumulated depreciation	(9,542)	(5,030)
Net leasehold improvements	35,458	39,970
Total leasehold improvements, plant and equipment	36,032	41,295

Note 6 Trade and other payables

	2021	2020
As at 30 June 2021	\$	\$
Current liability		
Trade creditors	18,660	109,661
Other creditors – ATO	5,369	9,907
Credit cards	3,744	510
	27,773	120,078
Non-current liability		
Share of Extension Committee funds – AgVic and REC	12A 25,000	25,966

Note 7 Carried forward funding

	2021	2020
As at 30 June 2021	\$	\$
Project carried forward funding	30,711	37,307
	30,711	37,307

Note 8 Employee provisions

	2021	2020
As at 30 June 2021	\$	\$
Current long service leave	-	38,575
Non-current long service leave	-	19,295
Long service leave total	-	57,870

Dairy Australia advised in 2021 they will be responsible for Westvic Dairy's employees long service leave so therefore an adjustment has been made in the financial statements to reverse the provision.

Note 9 Cash flow information

	2021	2020
As at 30 June 2021	\$	\$
(a) Reconciliation of cash. Cash at the end of the financial year as shown in the Statement of Cash Flows is reconciled to the related items in the Statement of Financial Position.		
(b) Reconciliation of the net cash increase from operating activities to the net profit/(loss) as shown in the Income Statement.		
Cash assets	1,101,767	1,078,658
Net surplus/(deficit) for year	162,227	425,062
Add Depreciation	36,463	38,354
Change in assets and liabilities		
(Increase)/decrease in receivables	13,067	199,030
Increase/(decrease) in unearned income	(6,596)	(316,150)
Increase/(decrease) in payables	(93,271)	(8,012)
Increase/(decrease) in provisions	(57,870)	16,637
Net cash increase from operating activities	54,020	354,921

Note 10 Right of use asset

	2021	2020
As at 30 June 2021	\$	\$
Operating Lease Commitments		
Leased building	153,402	153,402
Accumulated depreciation	(62,401)	(31,200)
Total right of use asset	91,001	122,202
AASB 16: Related amounts in the statement of expenditure		
Depreciation charge related to right-of-use assets	31,200	31,200
Interest expense on lease liability	1,087	1,395

Note 11 Reserves

a) Extension Committee reserves

Funds are held in a separate Extension Committee bank account. Previously WestVic Dairy was part of the Target10 group together with AgVic and Regional Extension Committee (REC). This project was completed with funds retained and controlled by the REC.

An estimate of \$25,000 share was owing to AgVic and REC and was taken up as a non-current liability in 2018. This remained for the 2021 financial year.

b) General reserve

A general reserve is maintained by the Association according to its Reserves Policy, which requires that reserves are maintained at a level to ensure that the Regional Development Program's (RDP) core activity could continue during a period of unforeseen difficulty and to meet obligations in the event of the RDP being wound up. The Reserve should be held in a readily realisable form. Refer note 3B.

Note 12 Events occurring after the balance sheet date

At the date of this report, and subject to the comment below regarding Covid-19, the Directors are not aware of any other matters or circumstances that have arisen since the end of the financial year which have significantly affected or may affect, the operations of the Association, the results of those operations, or the state of affairs of the Association in subsequent financial years.

Covid-19 and the resultant lockdowns and restrictions continues to impact the Association in its ability to deliver direct services and undertake activities.

Note 13 Related party transactions

During the year the Association paid the following amounts to the Board:

	2021	2020
As at 30 June 2021	\$	\$
Sitting fees	31,921	39,486
Travel allowance	4,936	6,342
Wages and superannuation	10,950	10,950

Note 14 Entity details

The registered office of the association is:

WestVic Dairy Inc
5 Cressy Street
CAMPERDOWN VIC 3260

The principal place of business is:

WestVic Dairy Inc
5 Cressy Street
CAMPERDOWN VIC 3260

CHAIRPERSON AND TREASURER'S DECLARATION

Annual statements give true and fair view of financial position and performance of incorporated association.

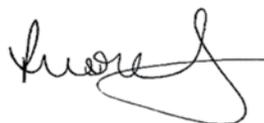
We, being members of the Board of WestVic Dairy (Non-reporting) Inc, certify that:

- the financial statements, as set out on pages 1 to 11, present a true and fair view of the financial position of WestVic Dairy (Non-reporting) Inc as at 30 June 2021 and its performance for the year ended on that date in accordance with the accounting policies described in Note 1 to the financial statements, the requirements of the *Associations Incorporation Reform Act (VIC) 2012*.
- at the date of this statement, there are reasonable grounds to believe that WestVic Dairy Inc. will be able to pay its debts as and when they fall due.

This statement is made in accordance with a resolution of the Board, and is signed for and on behalf of the Board by:



Simone Renyard WestVic Chairperson



Rhonda Henry WestVic Treasurer

17 September 2021

INDEPENDENT AUDITOR'S REPORT

Opinion

We have Audited the financial report of WestVic Dairy (Non-reporting) Inc, which comprises the statement of financial position as at 30 June, 2021, the statement of income and expenditure, statement of changes in equity and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies, and the Board's declaration.

In our opinion the accompanying financial report gives a true and fair view, in all material respects, of the financial position of WestVic Dairy (Non-reporting) Inc as at 30 June, 2021, of its financial performance and its cash flows for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements, and the requirements of the *Associations Incorporation Reform Act 2012*.

Basis for opinion

We conducted our Audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Report section of our report. We are independent of the entity in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 Code of Ethics for Professional Accountants (the Code) that are relevant to our Audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

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

Emphasis of matter – Basis of accounting

We draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared for the purpose of fulfilling the registered entity's financial reporting responsibilities under the *Associations Incorporation Reform Act 2012*. As a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

Responsibility of the Board [and those charged with governance] for the financial report

The Board of the registered entity is responsible for the preparation of the financial report that gives a true and fair view and have determined that the basis of preparation described in Note 1 to the financial report is appropriate to meet the requirements of the *Associations Incorporation Reform Act 2012* [and the needs of the members]. The Board's responsibility also includes such internal control as the responsible entities determine is necessary to enable the preparation of a financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the Board is responsible for assessing the registered entity's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless the Board either intend to liquidate the registered entity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the Audit of the financial report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is 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 the Australian Auditing Standards 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 the financial report.

As part of an Audit in accordance with Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the Audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform Audit procedures responsive to those risks, and obtain Audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the Audit in order to design Audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the registered entity's internal control
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Board.
- Conclude on the appropriateness of responsible entities' use of the going concern basis of accounting and, based on the Audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the registered entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our Auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the Audit evidence obtained up to the date of our Auditor's report. However, future events or conditions may cause the registered entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the Audit and significant Audit findings, including any significant deficiencies in internal control that we identify during our Audit.


FELICITY MELICAN
PRINCIPAL

Dated this 17 September, 2021

257 Timor Street
 Warrnambool VIC 3280



WESTVIC DAIRY TEAM



Lindsay Ferguson Regional Manager



Laurie Hickey Regional Extension Officer



Amanda Heard Project Support Officer



Michelle Muir Regional Extension Officer



Libby Swayn Project Coordinator and Regional Extension Officer



Debbie Twiss Regional Extension Officer



Liza Fahey Project Officer



Michelle Leech Marketing and Communications Officer



Matthew Wood Regional Extension Officer



Jim Burrell Career Development Coordinator



Peter Gaffy Regional Extension Officer



Rob Muirhead Young Dairy Network Coordinator



Heather Smillie Young Dairy Network Coordinator

ACKNOWLEDGEMENTS

WestVic Dairy sincerely appreciates the support and financial assistance of many people and organisations. During 2020/21 we again worked closely with the Gardiner Dairy Foundation on several events and training opportunities. We particularly value its willingness to invest in the training and development of young dairy people in our region and we look forward to working together in the year ahead.

We would like to extend our thanks to:

- All dairy farmers in western Victoria
- Dairy Australia
- United Dairyfarmers Victoria (UDV)
- Australian Dairy Farmers
- Agriculture Victoria
- The seven other Regional Development Programs across Australia: GippsDairy, Murray Dairy, DairySA, Western Dairy, DairyTAS, DairyNSW and Sub Tropical Dairy
- The milk factories that source western Victorian milk
- The regional Catchment Management Authorities: Corangamite CMA and Glenelg Hopkins CMA
- The local shires: Corangamite Shire, Warrnambool City Council, Moyne Shire, Colac Otway Shire, Glenelg Shire, Surf Coast Shire, Southern Grampians Shire and those around Ballarat
- Local dairy farm consultants and service providers
- South West LLEN
- RIST and SWTAFE
- Wimmera and South-West Rural Financial Counselling Service
- Great South Coast Food and Fibre Council
- Our project facilitators
- Our sponsors of: Great South West Dairy Awards and Ladies' Luncheon.

CONTACTS

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Statement of Purpose and Rules



WESTVIC DAIRY INCORPORATED

August 2019

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WESTVIC DAIRY INCORPORATED

STATEMENT OF PURPOSE

The purposes of WestVic Dairy are to:

1. Advance the dairy industry in western Victoria by improving the productivity, profitability and sustainability of dairy farmers in the region
2. Develop and conduct programs which are both suited to, and benefit from a co-ordinated industry approach
3. Provide the industry with a better understanding of regional issues, needs and opportunities
4. Coordinate the investment of Dairy Australia and other funding for collective action
5. Provide the region with the capacity to develop and implement regionally focused research, development, extension, education and industry development activities
6. Attract and/or influence other funding for research, development, extension, education and industry development
7. Empower the local dairy industry and build leadership capacity across western Victoria
8. Create knowledge of, and support for, dairy farmers' investment in collective action
9. Effectively meet corporate governance and management requirements
10. Account to all dairy farmers in the region and operate for the ultimate benefit of levy-paying milk producers and in the best interests of the western Victorian dairy industry
11. Encourage and maintain a balanced approach to industry development
12. Increase awareness and understanding of the role and achievements of Regional Development Programs (RDP's) in western Victoria and among regional industry and community stakeholders

Solely for the purpose of furthering the purposes set out above, WestVic Dairy shall have power to:

- (a) Purchase, take on lease or in exchange, hire and otherwise acquire any lands, buildings, easements or property, real and personal, and any rights or privileges which may be requisite for the purposes above. Where WestVic Dairy takes or holds any property which may be subject to any trusts, WestVic Dairy shall only deal with the same in such manner as is allowed by law having regard to such trusts.
- (b) Enter into any arrangements with any Government or Authority that are incidental or conducive to the purposes above and the exercise of the powers of WestVic Dairy; to obtain from any such Government or Authority any rights, privileges and concessions which WestVic Dairy may think it desirable to obtain; and to carry out, exercise and comply with any such arrangements, rights, privileges and concessions.
- (c) Appoint, employ, remove or suspend such managers, clerks, secretaries, servants, workmen and other persons as may be necessary or convenient for the purposes of WestVic Dairy.
- (d) Construct, improve, maintain, develop, work, manage, carry out, alter or control any houses, buildings, grounds, works or conveniences associated with the advancement of the interests of WestVic Dairy and to contribute to, subsidise or otherwise assist and take part in the construction, improvement, maintenance, development, working, management, carrying out, alteration or control thereof.
- (e) Invest and deal with the money of WestVic Dairy not immediately required in such manner as may

WESTVIC DAIRY INCORPORATED

from time to time be thought fit.

- (f) Take, or otherwise acquire, and hold shares, debentures or other securities of any company or body corporate.
- (g) Borrow or raise money either alone or jointly with any other person or legal entity in such manner as may be thought proper and whether upon fluctuating advance account or overdraft or otherwise to represent or secure any moneys and further advances borrowed or to be borrowed alone or with others as aforesaid by notes secured or unsecured, debentures or debenture stock perpetual or otherwise, or by mortgage, charge, lien or other security upon the whole or any part of the incorporated association's property or assets present or future and to purchase, redeem or pay-off any such securities.
- (h) Draw, make, accept, endorse, discount, execute and issue promissory notes, bills of exchange, bills of lading and other negotiable or transferable instruments.
- (i) Sell, improve, manage, develop, exchange, lease, dispose of, turn to account or otherwise deal with all or any part of the property and rights of WestVic Dairy.
- (j) Take or hold mortgages, liens or charges, to secure payment of the purchase price, or any unpaid balance of the purchase price, of any part of the property of WestVic Dairy of whatsoever kind sold by WestVic Dairy, or any money due to WestVic Dairy from Purchasers and others.
- (k) Take any gift of property whether subject to any special trust or not, for any one or more of the objects of the funds of WestVic Dairy but subject always to the proviso in paragraph (a).
- (l) Take such steps by personal or written appeals, public meetings or otherwise, as may from time to time be deemed expedient for the purpose of procuring contributions to the funds of WestVic Dairy, in the shape of donations, annual subscriptions or otherwise.
- (m) Print and publish any newspapers, periodicals, books or leaflets that WestVic Dairy may think desirable for the promotion of its objects.
- (n) Amalgamate with any one or more incorporated associations having objects altogether or in part similar to those of WestVic Dairy and which shall prohibit the distribution of its or their income and property among its or their Members to an extent at least as great as that imposed upon WestVic Dairy under or by virtue of the Rules.
- (o) Purchase or otherwise acquire and undertake all or any part of the property, assets, liabilities and engagements of any one or more of the incorporated associations with which WestVic Dairy is authorised to amalgamate.
- (p) Transfer all or any part of the property, assets, liabilities and engagements of WestVic Dairy to any one or more of the incorporated associations with which WestVic Dairy is authorised to amalgamate.
- (q) Make donations for patriotic, charitable or community purposes in exceptional circumstances (and where there is benefit to the dairy industry).
- (r) Create and disseminate Intellectual Property for the benefit of the Western Victorian dairy industry.
- (s) Do all such other things as are incidental or conducive to the attainment of the objects and the exercise of the powers of WestVic Dairy.

WESTVIC DAIRY INCORPORATED

RULES

NAME

1. The name of the incorporated association is WestVic Dairy Incorporated.

INTERPRETATION

- 2.1 In these rules, unless the contrary intention appears:
 - "Dairy farmer" means anyone who practices as a dairy farmer on a day-to-day basis.
 - "Associated Member" has the meaning give to that term in Rule 3.1.
 - "WestVic Dairy" means WestVic Dairy Incorporated.
 - "Committee" means a subgroup appointed by and working on behalf of WestVic Dairy.
 - "Executive" means the board of management of WestVic Dairy.
 - "Financial year" means the year ending on 30 June.
 - "Full Member" has the meaning given to that term in Rule 3.1.
 - "General Meeting" means a general meeting of Members convened in accordance with Rule 10
 - "Intellectual Property" means any registered or unregistered intellectual property rights including, without limiting the generality of the foregoing, patents or any rights concerning any discovery, invention, process, improvement, procedure, manufacturing method, technique or information regarding the chemical composition of materials (whether patentable or not); trademarks; copyright; registered or registrable designs; plant breeder rights or other proprietary information concerning genetic or biological material or engineering processes; eligible layouts or protectable computer programs and all other rights resulting from intellectual activity in the industrial, scientific, literary or artistic fields;
 - "Insolvency Event" means the happening of any one or more of the following events:
 - a corporation is unable to pay all its debts as and when they become due and payable or has failed to comply with a valid demand, whether a statutory demand as provided in section 459F(1) of the Corporations Act or otherwise;
 - a meeting of directors or governing body of a corporation is convened for purposes which include considering a resolution that the party become an externally administered body (as that phrase is defined in the Corporations Act) or the corporation is otherwise placed under external administration;
 - an application is made to a court for a corporation to be wound up and the application is not formally objected to within one month or formally dismissed within one month;
 - the appointment of a controller (as defined in the Corporations Act) of any assets of a corporation; or
 - a corporation proposes to enter into or enters into any form of arrangement (formal or informal) with its creditors or any of them, including a deed of company arrangement.
 - "Member" means a member of WestVic Dairy Board (Director)
 - "Ordinary Member" means a Member of WestVic Dairy who is not an officer of WestVic Dairy under Rule 19.1.
 - "Provider" means a person or organisation that provides services to WestVic Dairy.
 - "Purchaser" means person who or organisation which procures services for WestVic Dairy.
 - "Selection Panel" means the panel appointed by the Executive pursuant to Rule 3.3
 - "The Act" means the Association Incorporation Act 1981.
 - "The Regulations" means regulations under the Act.
 - "Confidential Information" has the meaning given to that term in Rule 29.1.
 - "Grievance Committee" means a committee consisting of the Chairman, Executive Officer and two Members appointed by the Executive from time to time.
- 2.2 In these rules, a reference to the Secretary of WestVic Dairy is a reference:
 - a) Where a person holds office under these rules as Secretary of WestVic Dairy, to that person.
- 2.3 Words or expressions contained in these rules shall be interpreted in accordance with the provisions of the Acts Interpretation Act 1958 and the Act as in force from time to time.

APPLICATION FOR MEMBERSHIP

WESTVIC DAIRY INCORPORATED

- 3.1 There are two categories of Members, being “Full Members” and “Associate Members”. Both categories of membership are identical, except that Associate Members do not have voting rights.
- There will be eight Full Members:
- a) Six selected on the basis of being dairy farmers (of which a minimum of one is a member of United Dairy Farmers Victoria (UDV) in the region);
 - b) Two non-farmer members
- All Members must be nominated by the Selection Panel (as described in 3.3) and the Executive. The Executive may specify the skills and experience that it considers desirable in candidates having regard to existing Members and the activities of WestVic Dairy.
- The Selection Panel must advertise vacancies publicly
- 3.2 The Executive may adopt or select up to one Associate Members. An absent Full Member may ask an Associate Member to act as a proxy in their absence.
- 3.3 The Selection Panel will be appointed by the Executive and will consist of the Chair of the Executive or nominee, a representative of UDV (who is not a sitting member of the Executive), and one representative from either Dairy Australia, the AgVic, or one of the regional tertiary institutions involved in agriculture teaching or research.
- 3.4 An application by a person for membership of WestVic Dairy:
- a) Shall be made in writing; and
 - b) Shall be lodged with the Executive Officer of WestVic Dairy.
- 3.5 As soon as is practicable after the receipt of an application for membership, the Executive Officer must refer the application to the Selection Panel. Applicants under consideration for membership, including re-election shall be interviewed by the Selection Panel
- 3.6 The Selection Panel will recommend suitable applicants for approval by the Executive. Upon the candidates being approved by the Executive, the Executive Officer shall notify the nominee in writing that he/she is accepted for Membership of WestVic Dairy.
- 3.7
- a) The Executive Officer shall record the names of all Members in a Members Register as soon as advised by the Executive of the Member’s appointment
 - b) Membership shall be for a period of three years
 - c) Members shall be eligible for re-appointment at the expiration of their term
 - d) Membership is limited to 3 terms (3 x 3 years), a maximum total of 9 years.
- 3.8 Subject to section 23 of the Act WestVic Dairy shall consist of the officers and Ordinary Members of WestVic Dairy.

ENTRANCE FEE AND ANNUAL SUBSCRIPTION

4. There shall be no entrance fee or annual subscription fee.

REGISTER OF MEMBERS

5. The Secretary or nominee shall keep and maintain a register of Members in which shall be entered the full name, address and date of entry of the name of each Member and the register shall be available for inspection by Members at the address of the Secretary.

WESTVIC DAIRY INCORPORATED

RESIGNATION, VACANCY OR EXPULSION OF A MEMBER

- 6.1 For the purposes of these rules, an Ordinary Member or office of an officer of WestVic Dairy becomes vacant if the officer or Member:
- a) Ceases to be a Member of WestVic Dairy as in 6.2; or
 - b) Becomes an insolvent under administration within the meaning of the Corporations Act 2001 (Cth) or subject to an Insolvency Event.
- 6.2 A Member may resign by first notifying the Chairman of the Executive and giving one month's notice in writing to the Executive Officer or nominee of his/her intention to resign and upon the expiration of that period of notice, the Member shall cease to be a Member.
- 6.3 Upon the expiration of a notice given under sub-rule (6.1 c), the Executive Officer or nominee shall make in the register of Members an entry recording the date on which the Member by whom the notice was given, ceased to be a Member.
- 6.4 If the Members see fit to appoint a person to a vacancy (no matter the reason for the vacancy), it is free to do so. The proviso being the person so appointed must apply for a Member position at the next formalised interview and appointment process under sub-rule 3.1.

GRIEVANCES

- 7.1 Subject to these rules, a Member may be expelled permanently or suspended for a specified period, if the Grievance Committee resolves unanimously that the Member:
- a) Has refused or neglected to comply with the rules;
 - b) Has been guilty of conduct unbecoming a Member or prejudicial to the interests of WestVic Dairy;
 - c) Has, during the first twelve months of that Member's membership of WestVic Dairy, had new conflicts of interest arise, has not attended a satisfactory number of general meetings, or has not made a satisfactory contribution
- 7.2 The Executive may refer the conduct of a Member to the Grievance Committee.
- 7.3 A resolution made pursuant to sub-rule 7.1 does not take effect:
- a) Unless the Grievance Committee confirms its resolution at a meeting held not earlier than fourteen (14) and not later than twenty-eight (28) days after the service on the Member of a notice under sub-rule (7.4); and
 - b) If the Member exercises a right of appeal, unless 80% of members vote in person by a secret ballot to confirm resolution at a meeting held in accordance with sub-rule 7.8.
- 7.4 Where the Grievance Committee passes a resolution under sub-rule (7.1), the Secretary shall, within 14 days cause to be served on the Member a notice in writing:
- a) Setting out the resolution of the Grievance Committee and the grounds on which it is based
 - b) Stating that the Member may address the Grievance Committee at a meeting to be held not earlier than fourteen (14) and not later than twenty-eight (28) days after service of the notice
 - c) Stating the date, place and time of that meeting; and
 - d) Informing the Member that he or she may do one or more of the following:
 - (i) Attend the meeting;
 - (ii) Give to the Grievance Committee before the date of that meeting a written statement seeking the revocation of the resolution, which details the reasons why the resolution should be revoked; and
 - (iii) Lodge with the Secretary a notice to the effect that he / she wishes to appeal to WestVic Dairy against the resolution.
- 7.5 At a meeting of the Grievance Committee to confirm or revoke a resolution passed under sub-rule 7.1, the Grievance Committee must:

WESTVIC DAIRY INCORPORATED

- a) Give to the Member, or his or her representative, an opportunity to be heard
 - b) Give due consideration to any written statement submitted by the Member; and
 - c) Determine by resolution whether to confirm or revoke the resolution.
- 7.6 If at the meeting of the Grievance Committee confirms the resolution, the member may, not later than 48 hours after that meeting, give the Secretary a notice to the effect that he or she wishes to appeal to the WestVic Dairy in general meeting against the resolution.
- 7.7 If the Secretary receives a notice under sub-rule 7.6, he or she must convene a General Meeting to be held within 21 days of receipt of the notice.
- 7.8 At a General Meeting convened under sub-rule 7.7:
- a) No business other than the question of the appeal may be conducted
 - b) The Grievance Committee may place before the meeting details of the grounds for the resolution and the reasons for passing the resolution
 - c) The Member, or his or her representative, must be given an opportunity to be heard; and
 - d) The Members present must vote by secret ballot to confirm or revoke the resolution. The resolution will only be confirmed if 80% of Members vote in person in favour of the resolution

DISPUTES AND MEDIATION

- 8.1 The grievance procedure set out in this Rule 7.2 applies to disputes under these Rules between:
- a) A Member and another Member; and
 - b) A Member and WestVic Dairy
- 8.2 The parties to the dispute must meet and discuss the matter in dispute, and, if possible, resolve the dispute within 14 days after the dispute comes to the attention of all parties to the dispute.
- 8.3 The parties to the dispute must, in good faith, attempt to settle the dispute by mediation.
- 8.4 If the parties are unable to resolve the dispute at the meeting or if a party fails to attend that meeting, then the parties must, within 10 days, hold a meeting in the presence of a mediator.
- 8.5 The mediator must be:
- a) A person chosen by agreement between the parties; or
 - b) In the absence of agreement:
 - (i) In the case of a dispute between a member and another member, a person appointed by the Grievance Committee; or
 - (ii) In the case of a dispute between a Member and WestVic Dairy a person appointed by the Dispute Settlement Centre of Victoria (Dept. of Justice).
- 8.6 The mediator, in conducting the mediation, must:
- a) Give the parties every opportunity to be heard;
 - b) Allow due consideration by all parties of any written statement submitted by any party; and
 - c) Ensure that natural justice is accorded to the parties to the dispute throughout the mediation process.
- 8.7 The mediator must not determine the dispute.
- 8.8 If the mediation process does not result in the dispute being resolved, the parties may seek to resolve the dispute in accordance with the Associations Incorporation Act 1981 or otherwise at law.

ANNUAL GENERAL MEETING

- 9.1 WestVic Dairy shall convene an annual general meeting of its Members between 30th June and 31st October of each year.
- 9.2 The annual general meeting shall be specified as such in the notice convening it.

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- 9.3 The ordinary business of the annual general meeting shall be:
- a) To confirm the minutes of the last preceding annual general meeting
 - b) To receive reports upon the transaction of WestVic Dairy during the preceding financial year
 - c) To appoint Executive members and elect officers of WestVic Dairy; and
 - d) To receive and consider the statement submitted by WestVic Dairy in accordance with section 30 (3) of the Act.
- 9.4 The annual general meeting may transact special business of which notice is given in accordance with these rules.
- 9.5 The annual general meeting shall be in addition to any other general meetings that may be held in the same year.
- 9.6 The rules and procedures relating to general meetings that are set out in rules 12.1 to 17.2 apply to annual general meetings in the same way as they apply to other general meetings.

GENERAL MEETING

10. All meetings other than the annual general meeting shall be called general meetings.
- 11.1 The Executive of WestVic Dairy may, whenever it thinks fit, convene a special general meeting of WestVic Dairy and, where more than fifteen months would lapse between annual general meetings, shall convene a special general meeting before the expiration of that period.
- 11.2 WestVic Dairy shall, on the requisition in writing of Members representing not less than 4 Members of the total number of Members, convene a general meeting of WestVic Dairy.
- 11.3 The requisition for a general meeting shall state the object of the meeting and shall be signed by the Members making the requisition and be sent to the address of the Executive Officer or nominee and may consist of several documents in a like form, each signed by one or more of the Members making the requisition.
- 11.4 If WestVic Dairy does not cause a general meeting to be held within one month after the date on which the requisition is sent to the address of the Executive Officer, the Members making the requisition, or any of them, may convene a special general meeting to be conducted as per proceedings at meetings (See Rules 14, 16, 17.1, 17.2 & 18).
- 11.5 A general meeting convened by Members in pursuance of these rules shall be convened in the same manner as nearly as possible as that in which those meetings are convened by WestVic Dairy and all reasonable expenses incurred in convening the meeting shall be refunded by WestVic Dairy to the persons incurring the expenses.

NOTICE OF MEETING

- 12.1 The Executive Officer or nominee of WestVic Dairy shall, at least fourteen days before the date fixed for holding a general meeting of WestVic Dairy, cause to be sent to each Member of WestVic Dairy at his/her address appearing in the register of Members, a notice by pre-paid **post and/or email** stating the place, date and time of the meeting and the nature of the business to be transacted at the meeting.
- 12.2 A Member desiring to bring any business before a meeting may give notice of that business in writing to the Executive Officer or nominee, who shall include that business in the notice calling the next general meeting after the receipt of the notice.

URGENT MEETING

- 13.1 In cases of urgency, a meeting can be held without notice being given in accordance with rule 12.1 provided that a minimum of 48 hours (2 days) notice is given to each committee member by the quickest means practicable.
- 13.2 Any resolution made at the meeting must be passed by an absolute majority of the Baord.

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- 13.3 The only business that may be conducted at the meeting is the business for which the meeting is convened.

PROCEEDINGS AT MEETINGS

- 14.1 Four Full Members personally present (of which at least 3 are farmers) constitute a quorum for the transaction of the business of a general meeting.
- 14.2 No item of business shall be transacted at a general meeting unless a quorum of Members entitled under these rules to vote is present during the time when the meeting is considering that item.
- 14.3 If within half an hour after the appointed time for the commencement of a general meeting, a quorum is not present, the meeting, if convened upon the requisition of Members shall be dissolved and in any other case shall stand adjourned. If at the adjourned meeting the quorum is not present within half an hour after the time appointed for the commencement of the meeting, this meeting will be cancelled.

Chair's absence:

- 15.1 The Chairman, or in his absence, the Vice-Chairman or nominee, shall preside as Chairman at each general meeting of WestVic Dairy.
- 15.2 If the Chairman and the Vice-Chairman are absent from a general meeting, the Members present shall elect one of their number to preside as Chairman at the meeting.

Adjournment of meeting:

- 16.1 The Chairman of a general meeting at which a quorum is present may, with the consent of the meeting, adjourn the meeting from time to time and place to place, but no further business shall be transacted at an adjourned meeting. With the agreement of Members, designated agenda items and other unfinished business from the meeting, at which the adjournment took place can be carried over to the next meeting.
- 16.2 Where a meeting is adjourned for fourteen days or more, notice of the adjourned meeting must be given in accordance with rule 12.1.
- 16.3 Except as provided in rules 15.1 and 15.2, it is not necessary to give notice of an adjournment or of the business to be transacted at an adjourned meeting.

Voting / questions arising:

- 17.1 A question arising at a general meeting of WestVic Dairy shall be determined on a show of hands and unless before or on the declaration of the show of hands a poll is demanded, a declaration by the Chairman that a resolution has, on a show of hands, been carried or carried unanimously in the Minute Book of WestVic Dairy is evidence of the fact, without proof of the number or proportion of the votes recorded in favour of, or against, that resolution.
- 17.2 Upon any questions arising at a general meeting of WestVic Dairy a Member has one vote only.
- 17.3 All votes shall be given personally.
- 17.4 In the case of an equality of voting on a question, the Chairman of the meeting is entitled to exercise a casting vote.

Polling:

- 18.1 If at a meeting a poll on any question is demanded by not less than three Members, it shall be taken at that meeting in such manner as the Chairman may direct and the resolution of the poll shall be deemed to be a resolution of the meeting on that question.
- 18.2 A poll that is demanded on the election of a Chairman or on the question of an adjournment shall be taken forthwith and a poll that is demanded on any other question shall be taken at such time before the close of the meeting as the Chairman may direct. The Members may agree to hold a secret ballot with the Executive Officer or nominee acting as the returning officer.

Use of Technology:

- 19.1 A member not physically present at a general meeting due to extenuating circumstances may be permitted, at the discretion of the Chair, to participate in the meeting by the use of technology that allows that member and the members present at the meeting to clearly and simultaneously

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communicate with each other.

- 19.2 For the purposes of this Part, a member participating in a general meeting as permitted under sub-rule (18.1) is taken to be present at the meeting and, if the member votes at the meeting, is taken to have voted in person.

OPERATION OF WESTVIC DAIRY

- 20 The affairs of WestVic Dairy shall be managed by its officers and Ordinary Members.
- 20.1 The officers forming the Executive of WestVic Dairy shall be:
- a) Farmer Chairman
 - b) A Farmer Vice Chairman
 - c) A Treasurer; and
 - d) An Ex-Officio Executive Officer – non-voting
- 20.2 The Executive:
- a) will control and manage the business and affairs of WestVic Dairy;
 - b) may, subject to these Rules, the Act and the Regulations, exercise all such powers and functions as may be exercised by WestVic Dairy other than those powers and functions that are required by these Rules to be exercised by general meetings of the members of WestVic Dairy; and
 - c) subject to these Rules, the Act and the Regulations, has power to perform all such acts and things as appear to the Executive to be essential for the proper management of the business and affairs of the WestVic Dairy.
 - d) Each officer of the Executive of WestVic Dairy shall hold office for a period of one year. Candidates for election as officers of WestVic Dairy shall be nominated verbally, accepted and elected at a general meeting immediately after the annual general meeting or as soon as possible after this and retire at or immediately following the annual general meeting one year after his/her election, but is eligible for re-election.
 - e) If the number of nominations exceeds the number of vacancies to be filled, a ballot shall be held taking account of Rule 28.3. The ballot for the election of officers shall be conducted at the general meeting in such usual and proper manner as WestVic Dairy may direct.
 - f) In the event of a casual vacancy in the Executive of WestVic Dairy, WestVic Dairy may appoint one of its Members or a person with desired skills to the vacant office and the Member so appointed will hold office during such time only as the vacating officer would have held the same if the vacancy had not occurred.
- 20.3 No WestVic Dairy Member may hold more than one position on the Executive of WestVic Dairy.
- 20.4 The Executive must appoint a person as Secretary/Public Officer, most likely Executive Officer, of WestVic Dairy.
- 20.5 Subcommittees:
- a) The Executive has the power to appoint subcommittees as required and set the terms of reference and reporting structures to be followed by those subcommittees from time to time.
 - b) The Executive may appoint Members or appropriately qualified or skilled third parties (external nominees) to subcommittees
 - c) The Executive may confer on or delegate to a subcommittee, functions and powers necessary to carry out its Terms of Reference; and
 - d) The Executive will appoint one subcommittee member to chair appropriate subcommittees as required. These subcommittees will operate within the charter of their Terms of Reference.
 - e) The Executive can appoint Members to subcommittees for short-term projects to operate under WestVic Dairy direction.

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20.6 Meetings of the Executive

- a) The Executive must meet at least three times in each year at such place and such times as the Executive may determine.
- b) Special meetings of the Executive may be convened by the Chairman or by any 4 members of the Executive.

20.7 Notice of Executive meetings

- a) Written notice of each Executive meeting must be given to each member of the Executive at least two business days before the date of the meeting.
- b) Written notice must be given to members of the Executive of any special meeting specifying the general nature of the business to be conducted and no other business may be conducted at such a meeting.

20.8 Quorum for Executive meetings

- a) Any three members of the Executive constitute a quorum for the conduct of the business of a meeting of the Executive.
- b) No business may be conducted unless a quorum is present.
- c) If within half an hour of the time appointed for the meeting a quorum is not present—
 - 20.8.c.1 in the case of a special meeting—the meeting lapses;
 - 20.8.c.2 in any other case—the meeting shall stand adjourned to the same place and the same time and day in the following week.
- d) The Executive may act notwithstanding any vacancy on the Executive.

20.9 Presiding at Executive meetings

At meetings of the Executive:

- a) The Chairman or, in the Chairman's absence, the Vice-Chairman presides; or
- b) If the Chairman and the Vice-Chairman are absent, or are unable to preside, the members present must choose one of their number to preside.

20.10 Voting at Executive meetings

- a) Questions arising at a meeting of the Executive, or at a meeting of any subcommittee appointed by the Executive, shall be determined on a show of hands or, if a member of the Executive requests, by a poll taken in such manner as the person presiding at that meeting may determine.
- b) Each member present at a meeting of the Executive, or at a meeting of any subcommittee appointed by the Executive (including the person presiding at the meeting), is entitled to one vote and, in the event of an equality of votes on any question, the person presiding may exercise a second or casting vote.

20.11 Removal of an Executive member

- a) The Executive of WestVic Dairy in general meeting may, by resolution, remove any member of the Executive before the expiration of the member's term of office and appoint another Member in his or her place to hold office until the expiration of the term of the first-mentioned member.
- b) A member of the Executive who is the subject of a proposed resolution referred to in subrule (a) may make representations in writing to the Secretary or Chairman of Westvic Dairy (not exceeding a reasonable length) and may request that the representations be provided to the members of the Executive.
- c) The Secretary or the Chairman may give a copy of the representations to each member of the Executive or, if they are not so given, the member may require that they be read out at the meeting.

20.12 Minutes of meetings

The Secretary of the Executive must keep minutes of the resolutions and proceedings of each general meeting, and each Executive meeting, together with a record of the names of persons present at Executive meetings.

20.13 Leave of absence

The Board may grant a member a leave of absence from meetings for a period not exceeding 3 months. The Board will not grant leave retrospectively unless it is satisfied that it was not feasible for the member to seek the leave in advance.

EXECUTIVE OFFICER

21. The Executive Officer will consult and advise as authorised by WestVic Dairy, reporting directly to the Chairman in the first instance and to WestVic Dairy as appropriate, operating within the Executive Officer Position Description.

MINUTE SECRETARY

22. The Minute Secretary of WestVic Dairy shall keep minutes of the resolutions and proceedings of all general meetings and each Executive meeting of WestVic Dairy in a place provided for that purpose together with a record of the names of persons present at WestVic Dairy meetings.

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SECRETARY

23. The Executive shall subject to the provisions of the Act appoint from time to time a person, most likely the Executive Officer, to the position of Secretary of the Association.

TREASURER

- 24.1 The Treasurer of WestVic Dairy:
- a) Shall be responsible for the collection and receivables of all monies due to WestVic Dairy and make all payments authorised by WestVic Dairy; and
 - b) Shall keep correct accounts and records showing the financial affairs of WestVic Dairy with full details of all receipts and expenditure connected with the activities of WestVic Dairy.
- 24.2 The minutes referred to in Rule 22 shall be available for inspection by Members and reported in general meetings.

REPLACEMENT OF MEMBER OF WESTVIC DAIRY

25. WestVic Dairy in a general meeting may by resolution remove any Member of WestVic Dairy before the expiration of the term of office and appoint another Member instead to hold office until the expiration of the term of the first-mentioned Member.

FORMS OF PAYMENT

26. Forms of payment including all cheques and electronic transfers, and other negotiable instruments shall be signed / authorised by two of four persons authorised by WestVic Dairy. All cheques must be printed with the ACN number as required by the taxation department. - Reg. No. A0020936W

ALTERATION OF RULES AND STATEMENT OF PURPOSES

- 27.1 Subject to Rule 27.2, these rules and the statement of purposes of WestVic Dairy may only be changed (or, in the case of the rules, rescinded) after notice of motion is given as in Rule 12.1, and only then if voted for by a majority of Members in attendance at the relevant meeting, which majority must include at least of 4 members of the Executive.
- 27.2 If an amendment to, or the rescission of, the existing Rules is proposed, Members must receive 21 days' notice of the proposal before the relevant meeting is held.

CONFLICT OF INTEREST

- 28.1 Due to the nature of WestVic Dairy, Members of WestVic Dairy may from time to time have a conflict of interest between the interests they represent and those of WestVic Dairy. The Member must declare their conflict of interest to the meeting as soon as the Members are aware of it and the remaining Members will determine how this will be handled.
- 28.2 All officers, Ordinary or co-opted Members and agents may contribute to the development of WestVic Dairy projects.
- 28.3 At the time the project progresses into the decision-making stage, the potential conflict of interest must be recorded and the officer, Ordinary or co-opted Member or agent must withdraw from the discussion and decision process

CONFIDENTIALITY

- 29.1 Confidential Information means all non-public information relating to written submissions received by WestVic Dairy or by research and other development services including, without limitation, information relating to Intellectual Property and other information of a commercially sensitive nature.
- 29.2 No officer, Ordinary or co-opted Member or agent of WestVic Dairy shall disclose any Confidential

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Information to any person or organisation outside WestVic Dairy.

NOTICES

- 30.1 A notice may be served by or on behalf of WestVic Dairy upon any Member either personally or by sending it by post to the Member at the address shown in the Register of Members.
- 30.2 Where a document is properly addressed pre-paid and posted to a person as a letter, the document shall, unless the contrary is proved, be deemed to have been given to the person at the time at which the letter would have been delivered in the ordinary course of post.

WINDING UP OR CANCELLATION

- 31.1 WestVic Dairy may be wound up, if after notice of motion is given by any Member with 21 days' notice of meeting, and must be passed by at least 80% of members entitled to vote.
- 31.2 The income and property of WestVic Dairy shall be used and applied solely in promotion of its purposes and the exercise of its powers as set out herein and no proportion thereof shall be distributed paid or transferred directly or indirectly by way of dividend, bonus or otherwise by way of profit to or amongst the Members of WestVic Dairy provided that nothing herein contained shall prevent the payment in good faith of interest to any such Members in respect of monies advanced by him/her to WestVic Dairy or otherwise owing by WestVic Dairy to him/her or of reasonable and proper remuneration to any officers or servants of WestVic Dairy or to any Member of WestVic Dairy or other person in return for any services actually rendered to WestVic Dairy provided further that nothing herein contained shall be construed so as to prevent the payment repayment to any Member of out of pocket expenses, money lent, reasonable and proper charges for goods hired by WestVic Dairy or reasonable and proper rent for premises demised or let to WestVic Dairy or the provision of services to a Member to which he would be entitled in accordance with the purposes if he/she were not a Member.
- 32.3 If WestVic Dairy shall be wound up in accordance with the provisions of the Associations Incorporation Act 1981, and there remains, after satisfaction of all its debts and liability, any property, whatsoever, the same shall be given or transferred to some other charitable institution or charitable institutions having purposes similar to the purposes of WestVic Dairy which is approved by a Deputy Commissioner of Taxation for the purpose of the Income Tax Assessment Act 1936 as amended, such charitable institution or charitable institutions to be determined in accordance with a special resolution of the Members of WestVic Dairy, or in the absence of a special resolution of the Members by the Registrar.

CUSTODY OF RECORDS

33. Except as otherwise provided in these Rules, the Executive Officer or nominee shall keep in custody or under control all books, documents and securities of WestVic Dairy.

FUNDS

34. The funds of WestVic Dairy shall be derived from Dairy Australia, Government funding, donations and such other sources as WestVic Dairy determines.



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