



5 May 2023

Paul Palmer  
Branch President  
Australian Hotels Association - Northern Territory Branch  
Sent via email: [admin@hospitalitynt.com.au](mailto:admin@hospitalitynt.com.au)

cc: Stephen Ferguson, Australian Hotels Association, [aha@aha.org.au](mailto:aha@aha.org.au)

Dear Paul Palmer



**IMMEDIATE ACTION REQUIRED:**

**You must take steps after your recent election E2022/225**

An election has recently been completed by the Australian Electoral Commission (AEC) for the Australian Hotels Association - Northern Territory Branch.

This letter explains the next steps you must take and what information you need to lodge with the Fair Work Commission (the Commission).

**What you must do right now**

- Let your members know about the election report issued by the AEC
- Arrange financial training for officers newly elected to an office with financial management duties. (This includes all members of the committee of management).
- Complete the notification of change and email it to [regorgs@fwc.gov.au](mailto:regorgs@fwc.gov.au)

This letter explains these steps and the tools available to help you.

**STEP 1: Notify members**

You must put a notice on your website once you receive your post-election report. It must tell your members they can request a copy of the post-election report from you or the AEC (regulation 141). The notice must be on your website for at least three months.



### Can I put more information on our website?

Yes! Being transparent is part of good governance. You can publish the whole report or the declaration of results, as well as your notice and leave them up longer than three months. You can always do more than the regulatory minimum.

The Commission will also publish your declaration of results on our [website](#).

## STEP 2: Financial training

You may have to arrange financial training for people elected to new roles.

All officers with financial management duties must complete financial training (section 293K). For information on when officers must redo training and hints on when to book training for officers taking up multiple offices [please see our fact sheet](#).

There are face to face and online [financial training packages on the Commission website](#).

You must act on this now, as affected officers **MUST** complete approved financial training OR been granted an [exemption by the Commission](#) **within six months** of beginning to hold office.



### Good governance tip:

Organisations should instruct officer holders about their other obligations. This is especially important for committee of management members.

Our podcast covers the [benefits of officer induction](#). Officers have responsibilities under the rules, the RO Act, and disclosure requirements around conflicts of interest, remuneration and material personal interests. Officers will benefit from our [officer induction kit](#) and our [podcast, such as episode 17 - conflicts of interest](#).

## STEP 3: Notifications of change



A notification of change must be lodged with the Commission within **35 days** of the change occurring.

We have a [template](#) to help you with this, which you can send to [regorgs@fwc.gov.au](mailto:regorgs@fwc.gov.au). An officer must sign the completed notification template.

You must lodge a notification of change if:

- any of your officers have not been re-elected;
- officers have changed offices; or
- you have new officers.

Only notify us of changes that have **already occurred**. If people take up office in the future, you must wait until the change happens before lodging the notification within 35 days of the change.

**Note:** One election may result in many notifications of change.



### **Penalties apply**

Failing to lodge your notifications of change on time can expose your organisation and its officers to significant penalties.

#### ***ROC v CEPU***

The organisation failed to make a series of notifications of change on time.

The Full Court said ‘The record-keeping obligations imposed under the Registered Organisations Act are treated by the legislature as important and serious, and contravention of those obligations are correspondingly serious.’

The organisation was ordered to pay a penalty. More information is available in our [case summary](#).



### **Why do I need to tell you the results of the election when you’ve already received them?**

The RO Act requires that **you** tell us this information about your officers – it is a legal obligation. The notification of change also contains information that is not in the declaration of results.

### **What if the officer has already done training?**

Check out our [fact sheet](#) for when officers need to redo training, when they can get an exemption and when further training isn’t required.

If you have any queries we can be contacted on 1300 341 665 or by email at [regorgs@fwc.gov.au](mailto:regorgs@fwc.gov.au).

Yours sincerely

**Fair Work Commission**



The Commission has a [Compliance Policy](#) which explains how we respond to issues of non-compliance. The policy is available on our website if you would like further information on the steps the compliance team may take in response to non-lodgement of a financial report.

3 May 2023

# Post-election report

**Australian Hotels Association**  
AHA - Northern Territory Branch  
Scheduled election  
E2022/225

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# Election Covered in this Report

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Organisation: AHA - Northern Territory Branch  
Election: Scheduled  
Election Decision No/s: E2022/225

## Rules

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Rules used for the election: 024N-NT: Incorporates alterations of 2 March 2021 (R2020/216)]

Rules difficult to apply/interpret: NIL

Model Rule reference (if any): N/A

For more details see the Model Rules on the AEC website: [www.aec.gov.au/ieb/](http://www.aec.gov.au/ieb/)

## Signed

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Ben Murray  
Returning Officer  
Australian Electoral Commission  
E: IEEvents@aec.gov.au  
P: 03 9285 7111  
3 May 2023

## Attachments

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- A. Declaration of results for Contested Offices - Stage 1
- B. Declaration of Results for Uncontested Offices – Stage 1
- C. Declaration of Results for Uncontested Offices - Stage 2



**Australian Hotels Association**  
**Northern Territory Branch**  
**DECLARATION OF RESULTS - E2022/225 - Stage 2**  
**Uncontested Offices**

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**Scheduled Election**

The results of the election for the following offices conducted in accordance with the provisions of the *Fair Work (Registered Organisations) Act 2009* and the rules of the organisation are:

**Board**

**President / Delegate to National Board (1)**

Candidates

PALMER Paul

**Senior Vice President (1)**

Candidates

BURNS Mick

**Vice President (1)**

Candidates

DALTON Frank

**Secretary (1)**

Candidates

PHILLIPS Penny

**Treasurer (1)**

Candidates

HARNEY Cassandra

As the number of nominations accepted did not exceed the number of positions to be filled, I declare the above candidates elected.

Ben Murray  
Returning Officer  
Telephone: 03 9285 7111  
Email: IEEvents@aec.gov.au  
02/05/2023



**Australian Hotels Association**  
**Northern Territory Branch**  
**DECLARATION OF RESULTS - E2022/225 - Stage 1**  
**Contested Offices**

**Scheduled Election**

The results of the election for the following offices conducted in accordance with the provisions of the *Fair Work (Registered Organisations) Act 2009* and the rules of the organisation are:

**Greater Darwin Accommodation Sector**

<b>VOTING MATERIAL ISSUED</b>	
Total number of people on the roll of voters (a)	24
Number of voters issued with voting material	24
Total number of voters issued with replacement voting material	0
<b>Total number of voting material packs issued</b>	<b>24</b>
<b>VOTING MATERIAL RETURNED</b>	
Total number of envelopes returned for scrutiny by closing date of ballot (b)	4
Number of declaration envelopes rejected at preliminary scrutiny (minus)	0
Number of ballot papers returned outside declaration envelopes (minus)	0
<b>COUNT</b>	
Total ballot papers admitted to the count	4
<b>LATE OR UNRETURNED VOTING MATERIAL</b>	
Voting material returned as unclaimed mail by closing date of ballot	1
Voting material packs not returned by voters by closing date of the ballot	19
Percentage of voting material packs returned by voters to number of people on the roll of voters (b/a)	16.6%

**Divisional Representative to Branch Board (2)**

<u>Candidates</u>	<u>Final Votes</u>
BURNS, Michael	3
GRIERSON, Todd	2
PAWAR, Yuvraj	2

<b>Total ballot papers admitted for this office</b>	<b>4</b>
Formal Ballot papers	4
Informal Ballot papers	0

I declare the following elected:	Order Elected
• BURNS, Michael	1
• PAWAR, Yuvraj	2

- A draw by lot was conducted to determine the 2nd person to be elected as 2 candidates had received the same number of votes.
- PAWAR, Yuvraj was the individual that had been drawn, therefore, that person is elected to that office.

## Restaurants & Cafes, Small Bars & Craft Breweries Sector

<b>VOTING MATERIAL ISSUED</b>	
Total number of people on the roll of voters (a)	44
Number of voters issued with voting material	44
Total number of voters issued with replacement voting material	0
<b>Total number of voting material packs issued</b>	<b>44</b>
<b>VOTING MATERIAL RETURNED</b>	
Total number of envelopes returned for scrutiny by closing date of ballot (b)	7
Number of declaration envelopes rejected at preliminary scrutiny (minus)	0
Number of ballot papers returned outside declaration envelopes (minus)	0
<b>COUNT</b>	
Total ballot papers admitted to the count	7
<b>LATE OR UNRETURNED VOTING MATERIAL</b>	
Voting material returned as unclaimed mail by closing date of ballot	6
Voting material packs not returned by voters by closing date of the ballot	31
Percentage of voting material packs returned by voters to number of people on the roll of voters (b/a)	15.9%

### Divisional Representative to Branch Board (Greater Darwin) (2)

<u>Candidates</u>	<u>Final Votes</u>
BROWN, Stuart	2
HANNA, Jason	6
KNIGHT, Gertrude	5
<b>Total ballot papers admitted for this office</b>	<b>7</b>
Formal Ballot papers	7
Informal Ballot papers	0
I declare the following elected:	<b>Order Elected</b>
• HANNA, Jason	1
• KNIGHT, Gertrude	2

Ben Murray  
 Returning Officer  
 Telephone: 03 9285 7111  
 Email: IEBevents@aec.gov.au  
 31/03/2023



27 March 2023

Paul Palmer  
Branch President  
Australian Hotels Association - Northern Territory Branch  
Sent via email: [admin@hospitalitynt.com.au](mailto:admin@hospitalitynt.com.au)

cc: Australian Hotels Association, [aha@aha.org.au](mailto:aha@aha.org.au)

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**Fair Work Commission**



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**Australian Hotels Association (AHA)**  
**Northern Territory Branch**  
**DECLARATION OF RESULTS - E2022/225 - Stage 1**  
**Uncontested Offices**

---

**Scheduled Election**

The results of the election for the following offices conducted in accordance with the provisions of the *Fair Work (Registered Organisations) Act 2009* and the rules of the organisation are:

**Northern Territory Branch**

**General Hotel Representative to the Branch Board (3)**

Candidates

FLINN Paul

FRASER Jeremy

PHILLIPS Penny

**Greater Darwin - Hotels Sector**

**Divisional Representative to Branch Board (3)**

Candidates

COLEMAN Justin

PALMER Paul

SALLIS Douglas

**Greater Darwin - Clubs Sector**

**Divisional Representative to Branch Board (2)**

Candidates

HEWER Matthew

REID Russell

**Alice Springs and Ayers Rock - Hotels Sector**

**Divisional Representative to Branch Board (1)**

Candidates

JERVIS Craig

**Alice Springs and Ayers Rock - Accommodation Sector**

**Divisional Representative to Branch Board (1)**

Candidates

*No Nominations Received*

**Alice Springs and Ayers Rock - Clubs Sector**

**Divisional Representative to Branch Board (1)**

Candidates

MCCORMACK Ian



**Regional Towns (Katherine, Tennant Creek, Jabiru and Gove) - Hotels Sector**

**Divisional Representative to Branch Board (1)**

Candidates

HARNEY Cassandra

**Regional Towns (Katherine, Tennant Creek, Jabiru and Gove) - Accommodation Sector**

**Divisional Representative to Branch Board (1)**

Candidates

PACE Joanna

**Regional Towns (Katherine, Tennant Creek, Jabiru and Gove) - Clubs Sector**

**Divisional Representative to Branch Board (1)**

Candidates

DALTON Frank

**Wayside Inns Sector**

**Divisional Representative to Branch Board (2)**

Candidates

CARTER Tim

DRIVER Amy Jane

**Restaurants & Cafes, Small Bars & Craft Breweries Sector**

**Divisional Representative to Branch Board (Outside Greater Darwin) (1)**

Candidates

*No Nominations Received*

**Accommodation Hotels Division of the Northern Territory Branch**

**Representative to National Accommodation Hotels Division (1)**

Candidates

*No Nominations Received*

As the number of nominations accepted did not exceed the number of positions to be filled, I declare the above candidates elected.

Ben Murray  
Returning Officer  
Telephone: 03 9285 7111  
Email: IEBevents@aec.gov.au

24/02/2023



# DECISION

*Fair Work (Registered Organisations) Act 2009*  
s.189—Arrangement for conduct of an election

## **Australian Hotels Association** (E2022/225)

MR STEENSON

SYDNEY, 19 DECEMBER 2022

*Arrangement for conduct of election.*

[1] On 7 December 2022 the Northern Territory Branch (**Branch**) of the Australian Hotels Association (**AHA**) lodged with the Registered Organisations Commission (**Commission**) prescribed information for an election to fill the following offices for a new term of office:

### **Board**

General Hotel Representatives (3)

Divisional Representatives as follows:

#### Greater Darwin

Hotels (3)

Accommodation (2)

Clubs (2)

#### Alice Springs & Ayers Rock

Hotels (1)

Accommodation (1)

Clubs (1)

#### Regional Towns (Katherine, Tennant Creek, Jabiru and Gove)

Hotels (1)

Accommodation (1)

Clubs (1)

Wayside Inns (2)

Restaurants & Cafes, Small Bars & Craft Breweries (3)

**Executive Committee**

President / Delegate to National Board	(1)
Senior Vice President	(1)
Vice President	(1)
Secretary	(1)
Treasurer	(1)
Representative to National Accommodation Hotels Division	(1)

[2] The previous election for the office of Representative to the National Accommodation Hotels Division (being **E2021/214**) has not yet been conducted by the Australian Electoral Commission (AEC). This was apparently due, in part, to delays in the conduct of industrial elections and, in part, to the AEC's understanding that the office was being deleted as part of a merger with another registered organisation.

[3] Staff of the Fair Work Commission (FWC) have advised that while an application has been lodged with the FWC<sup>1</sup> which, if approved, may ultimately result in a merger between the AHA and the Accommodation Association of Australia (AAA), the merger (and any consequential changes to the structure and offices that exist in the organisation) is still some time away. As such, the office still currently exists and an election is still required.

[4] The Commission understands, from communications with AEC staff, that the AEC has not yet commenced election E2021/214. As this election (**E2022/225**) is an election for offices that are also the subject of the election decision in E2021/214, I confirm that the AEC is only required to conduct one election for Representative to the National Accommodation Hotels Division. I therefore propose to issue an amending decision for E2021/214, such that it is no longer required if an election is conducted for each of the offices set out in this current decision (E2022/225).

[5] I am satisfied that an election for the abovenamed offices is required to be held under the rules of the organisation and, under subsection 189(3) of the *Fair Work (Registered Organisations) Act 2009*, I am making arrangements for the conduct of the election by the AEC.



DELEGATE OF THE COMMISSIONER

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PR352380

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<sup>1</sup> FWC matter D2022/12, lodged in October 2022



# Northern Territory Branch AUSTRALIAN HOTELS ASSOCIATION



Telephone: (08) 8981 3650 Facsimile: (08) 8981 5754  
20/24 Cavenagh Street Darwin Northern Territory 0800  
PO Box 3270 Darwin Northern Territory 0801  
[admin@ahant.com.au](mailto:admin@ahant.com.au)

7 December 2022

Registered Organisations Commission  
GPO Box 2983  
MELBOURNE VIC 3011

**By email:** [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au)

Dear Sir / Madam,

## **Upcoming Election – Australian Hotels Association Northern Territory Branch**

In accordance with section 189(1) of the Fair Work (Registered Organisations) Act 2009 and Regulation 138, I lodge the following prescribed information in relation to the upcoming election of Board members of the Australian Hotels Association Northern Territory Branch.

As President of the Australian Hotels Association Northern Territory Branch, I am authorised to lodge the prescribed information:

### ***Names of Office of Position for which election required***

Board Members from the following Divisions:

- (1) Greater Darwin
  - a. Hotels – 3 Divisional Representatives
  - b. Accommodation – 2 Divisional Representatives
  - c. Clubs – 2 Divisional Representative
- (2) Alice Springs & Ayers Rock
  - a. Hotels – 1 Divisional Representative
  - b. Accommodation – 1 Divisional Representative
  - c. Clubs – 1 Divisional Representative
- (3) Regional Towns (Katherine, Tennant Creek, Jabiru and Gove)
  - a. Hotels – 1 Divisional Representative
  - b. Accommodation – 1 Divisional Representative
  - c. Clubs – 1 Divisional Representative
- (4) Wayside Inns – 2 Divisional Representatives
- (5) Restaurants & Cafes, Small Bars & Craft Breweries – 3 Divisional Representatives from that sector, one of which must be based outside of Greater Darwin;
- (6) Three General Hotel Representatives from the Hotel Sector

The Executive Committee consisting of:

- (1) President / Delegate to National Board
- (2) Senior Vice President
- (3) Vice President
- (4) Secretary
- (5) Treasurer

The following position pursuant to Rule 42 of the National Rules of the Australian Hotels Association is also required:

- NT Accommodation Hotels Division – 1 Representative to the AHA National Accommodation Division Board

### ***Reason for Election***

An election is required to be conducted in 2023. Divisional Representatives, General Representatives and Executive Members shall be elected for a two year term. The term of office is due to expire in the normal course of events.

### ***Electorate***

The Divisional members are elected to the Board by and from the financial members of each Division.

The Executive Committee is to be elected by and from the Board.

The National Accommodation Hotels Division is elected by and from the financials members of the NT Accommodation Hotels Division.

### ***Nominations***

Nominations shall close no later than 1 April 2023.

### ***Closure of Voting Rolls***

The roll of voters is closed 7 days before the day which nominations for the election open.

### ***Voting System***

The voting system for the Board positions is a direct voting system. The voting system for the Executive is the collegiate electoral system.

If you require any further information, please contact Alex Bruce, Chief Executive Officer, by telephone on 08 8981 3650.

Yours sincerely,



Paul Palmer  
President