



20 November 2024

Justin Smith
Branch Secretary
The Australasian Meat Industry Employees' Union - Newcastle, Northern, South Australian and Tasmanian
Branch
Sent via email: justin.smith@meatworker.com.au

cc: Matthew Journeaux, federal@sawa.amieu.asn.au

Dear Justin Smith



IMMEDIATE ACTION REQUIRED:

You must take steps after your recent election E2024/146

An election has recently been completed by the Australian Electoral Commission (AEC) for the Australasian Meat Industry Employees' Union - Newcastle, Northern, South Australian and Tasmanian Branch and a post-election report has been issued by the AEC.

This letter explains the next steps you must take, including what information you need to give to members 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 the Commission at 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 we 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 approved 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 receive 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 *Fair Work (Registered Organisations) Act 2009* (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. 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.

Real-life example of penalties in Court An 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.

Yours sincerely

Fair Work Commission



The Commission has an interim [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.

19 November 2024

Post-election report

The Australasian Meat Industry
Employees Union

Newcastle, Northern, South Australian
and Tasmanian (NNSAT) Branch
New Position Election
E2024/146

Contents

Election(s) Covered in Post-Election Report (PER).....	3
Relevant legal provisions.....	3
Declaration of result of election	6
Rules.....	6
Roll of Voters	6
Written allegations of any irregularities.....	6
Other irregularities.....	6
Signed	6
Attachments	7
A. Declaration of Election Results for Uncontested Offices	7

Election(s) Covered in Post-Election Report (PER)

Organisation:	The Australasian Meat Industry Employees Union
Branch:	Newcastle, Northern, South Australian and Tasmanian (NNSAT) Branch
Election Decision No:	E2024/146
Election:	New Position Election
Date ballot closed:	N/A
Date the nominations closed:	4 November 2024
Date results declared:	6 November 2024
Date PER due:	4 December 2024

Relevant legal provisions

Fair Work (Registered Organisations) Act 2009 ('the Act')

197 Post-election report by AEC

Requirement for AEC to make report

- (1) After the completion of an election conducted under this Part by the AEC, the AEC must give a written report on the conduct of the election to:
 - (a) the General Manager; and
 - (b) the organisation or branch for whom the election was conducted.

Note: The AEC may be able, in the same report, to report on more than one election it has conducted for an organisation. However, regulations made under paragraph 359(2)(c) may impose requirements about the manner and timing of reports.

- (2) The report must include details of the prescribed matters.

Contents of report—register of members

- (3) If the AEC is of the opinion that the register of members, or the part of the register, made available to the AEC for the purposes of the election contained, at the time of the election:
 - (a) an unusually large proportion of members' addresses that were not current; or
 - (b) in the case of a register kept by an organisation of employees—an unusually large proportion of members' addresses that were workplace addresses;

this fact must be included in the report, together with a reference to any relevant model rules which, in the opinion of the AEC, could assist the organisation or branch to address this matter.

Note: Model rules are relevant only to the conduct of elections for office, not for elections for other positions (see section 147).

Contents of report—difficult rules

- (4) If the report identifies a rule of the organisation or branch that, in the AEC's opinion, was difficult to interpret or apply in relation to the conduct of the election, the report must also refer to any relevant model rules, which in the opinion of the AEC, could assist the organisation or branch to address this matter.

Note: For model rules, see section 147.

Subsection (3) relevant only for postal ballots

- (5) Subsection (3) applies only in relation to elections conducted by postal ballot.

Note: An organisation can obtain an exemption from the requirement to hold elections for office by postal ballot (see section 144).

190 Organisation or branch must not assist one candidate over another

An organisation or branch commits an offence if it uses, or allows to be used, its property or resources to help a candidate against another candidate in an election under this Part for an office or other position.

Penalty: 100 penalty units.

193 Provisions applicable to elections conducted by AEC

- (1) If an electoral official is conducting an election, or taking a step in relation to an election, for an office or other position in an organisation, or branch of an organisation, the electoral official:
 - (a) subject to paragraph (b), must comply with the rules of the organisation or branch; and
 - (b) may, in spite of anything in the rules of the organisation or branch, take such action, and give such directions, as the electoral official considers necessary:
 - (i) to ensure that no irregularities occur in or in relation to the election; or
 - (ii) to remedy any procedural defects that appear to the electoral official to exist in the rules; or
 - (iii) to ensure the security of ballot papers and envelopes that are for use, or used, in the election.
- (2) A person commits an offence if the person does not comply with a direction under subsection (1).

Penalty: 30 penalty units.
- (3) Subsection (2) does not apply so far as the person is not capable of complying.

Note: A defendant bears an evidential burden in relation to the matter in subsection (3) (see subsection 13.3(3) of the *Criminal Code*).
- (4) Subsection (2) does not apply if the person has a reasonable excuse.

Note: A defendant bears an evidential burden in relation to the matter mentioned in subsection (4), see subsection 13.3(3) of the *Criminal Code*.
- (5) An offence against subsection (2) is an offence of strict liability.

Note: For *strict liability*, see section 6.1 of the *Criminal Code*.
- (6) An election for an office or other position conducted by an electoral official, or step taken in relation to such an election, is not invalid merely because of a breach of the rules of the organisation or branch because of:
 - (a) action taken under subsection (1); or
 - (b) an act done in compliance with a direction under subsection (1).
- (7) If an electoral official conducting, or taking a step in connection with, an election for an office or other position:
 - (a) dies or becomes unable to complete the conduct of the election or the taking of the step; or
 - (b) ceases to be qualified to conduct the election or to take the step;the Electoral Commissioner must arrange for the completion of the conduct of the election, or the taking of the step, by another electoral official.

6 Definitions

irregularity, in relation to an election or ballot, includes:

- (a) a breach of the rules of an organisation or branch of an organisation; and
- (b) an act or omission by means of which:
 - (i) the full and free recording of votes by all persons entitled to record votes and by no other persons; or
 - (ii) a correct ascertainment or declaration of the results of the voting; is, or is attempted to be, prevented or hindered; and
- (c) a contravention of section 190.

140 Declaration of result of election (s 193)

- (1) Within 14 days after the closing day of an election, the AEC must issue a declaration stating the following:
 - (a) the total number of persons on the roll of voters;
 - (b) the total number of ballot papers issued (if applicable);
 - (c) the total number of envelopes that were returned undelivered by the closing day of the ballot to the AEC (if applicable);
 - (d) the total number of ballot papers received by the electoral official by the closing day of the ballot (if applicable);
 - (e) the result of the election;
 - (f) the total number of informal ballot papers (if applicable).
- (2) In subregulation (1), **closing day**, for an election, means:
 - (a) if a ballot is not required—the day on which nominations for the election close; or
 - (b) if a ballot is required—the closing day of the ballot.
- (3) Immediately after issuing a declaration under subregulation (1), the AEC must give a copy of the declaration to:
 - (a) the General Manager; and
 - (b) the organisation or branch for whom the election was conducted.

141 Post-election report by AEC (s 197(2))

- (1) For subsection 197(2) of the Act, the following matters are prescribed for inclusion in the report (the **post-election report**) given under subsection 197(1) of the Act:
 - (a) the declaration mentioned in regulation 140;
 - (b) any rules of the organisation or branch which because of ambiguity or other reason, were difficult to interpret or apply;
 - (c) any matters in relation to the roll of voters including those matters contained in subsection 197(3) of the Act;
 - (d) the number of written allegations (if any) of irregularities made to the AEC during the election;
 - (e) action taken by the AEC in relation to those allegations;
 - (f) any other irregularities identified by the AEC and action taken by the AEC in relation to those other irregularities.
- (2) The AEC must:
 - (a) give the post-election report within 30 days after the closing day of the election; and
 - (b) publish a notice on its web site advising that a copy of the post-election report can be obtained from the AEC on the request of a member who was eligible to vote in the election.
- (3) The AEC must supply a copy of the post-election report to the member as soon as practicable, but no later than 7 days, after receiving a request under paragraph (2)(b).

145 Elections conducted by AEC—no unauthorised action

- (1) For any election conducted by the AEC under Part 2 of Chapter 7 of the Act, a person other than the person conducting the election must not do, or purport to do, any act in the conduct of the election other than as directed or authorised by the person conducting the election.

Note: This subregulation is a civil penalty provision (see regulation 168).
- (2) The AEC must advise the General Manager of a possible contravention of subregulation (1) not later than 21 days after the AEC has become aware of the possible contravention.

Declaration of result of election

In accordance with reg 140 of the Regulations, the AEC issued a declaration of the result of election E2024/146 on 6 November 2024. For a copy, see **Attachment A**.

The Australasian Meat Industry Employees Union – Newcastle, Northern, South Australian and Tasmanian (NNSAT) Branch Rules

The Australasian Meat Industry Employees Union – NNSAT Branch Rules used for the election:

- 007V: Incorporates alterations of 5 August 2024 [R2024/71]

Roll of Voters

There were no issues of note with the Roll of Voters.

Written allegations of any irregularities

The AEC did not receive any written allegations of irregularities during the election.

Other irregularities

The AEC did not identify any other irregularities in the election.

Signed

Benjamin Murray
Returning Officer
Australian Electoral Commission
E: IEBevents@aec.gov.au
P: 03 9285 7111
19 November 2024

Attachments

A. Declaration of Results for Uncontested Offices

**The Australasian Meat Industry Employees Union
Newcastle, Northern, South Australian and Tasmanian Branch**
DECLARATION OF RESULTS - E2024/146
Uncontested Offices

New Position 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:

The members of the Newcastle, Northern, South Australian and Tasmanian Branch of the AMIEU who are resident in South Australia

Branch Committee of Management Representative from South Australia (2)

Candidates

No Nominations Received

As no nominations were received for the above positions, the Returning Officer was unable to declare any person elected.

Benjamin Murray
Returning Officer
Telephone: 03 9285 7111
Email: IEEvents@aec.gov.au
06/11/2024





DECISION

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

The Australasian Meat Industry Employees' Union

(E2024/146)

MR STEENSON

SYDNEY, 4 SEPTEMBER 2024

Arrangement for conduct of election.

[1] On 12 August 2024, the Newcastle, Northern, South Australian and Tasmanian Branch of The Australasian Meat Industry Employees' Union (AMIEU), lodged with the Fair Work Commission (the Commission) prescribed information for an election to fill the following new offices for the remainder of the current term of office:

Branch Committee of Management Representative from South Australia (2)

[2] The prescribed information states that the election is due to the internal restructuring of the AMIEU. The restructuring referred to was the recent dissolution of the South and Western Australian Branch of the Union, and the attachment of AMIEU members from South Australia to a new Branch, named the Newcastle, Northern, South Australian and Tasmanian Branch.

[3] The offices named above have been created as part of the rule alterations¹ approved by the General Manager of the Commission on 5 August 2024. Rule 47.33.3 creates (2) ordinary Branch Committee of Management members elected by the South Australian membership of the Branch.

[4] In the same process, AMIEU members from Western Australia were attached to a different Branch. An election decision in relation to Western Australian members (E2024/145) is also issuing today.

[5] I have examined the AMIEU rulebook and am satisfied that the certification of the rules has resulted in the new offices named above being created.

[6] I am satisfied that an election for the abovenamed offices are 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 Australian Electoral Commission.

¹ R2024/71



DELEGATE OF THE GENERAL MANAGER

Printed by authority of the Commonwealth Government Printer

PR755331



Justin Smith
Secretary

AMIEU

NEWCASTLE, NORTHERN, SOUTH
AUSTRALIAN & TASMANIAN BRANCH
Empowering workers for over 100 years

Office
13/26 Balook Drive
Beresfield NSW 2322
PO Box 8
Beresfield NSW 2322

Phone: (02) 4929 5496
Email: amieu@meatworker.com.au
ABN: 65 730 047 738

12 August 2024

The General Manager
Fair Work Commission
11 Exhibition Street
Melbourne VIC 3000

Dear sir/madam

Re: Election of SA Representatives to Newcastle, Northern, South Australian and
Tasmanian Branch Committee of Management

In accordance with subsection 189(1) of the *Fair Work (Registered Organisations) Act 2009*, I wish to advise the General Manager of the need to conduct an election for two officers of the Newcastle, Northern, South Australian and Tasmanian Branch of the Australasian Meat Industry Employees' Union (AMIEU).

The need for the election arises from the creation of a new office, consequent upon the internal restructuring of the AMIEU. That restructuring entailed the dissolution of the South and Western Australian Branch of the Union, and the attachment of its members to other Branches. In particular, members of the union resident in South Australia were attached to the Newcastle, Northern, and Tasmanian Branch. This was formalised by rule changes approved by the General Manager on Monday 5 August 2024.

The rule changes resulted in the creation of the Newcastle, Northern, South Australian and Tasmanian Branch. The committee of management of the branch includes new offices, namely, that of two South Australian committee of management representatives. The rules of the AMIEU dealing with the dissolution and restructuring of branches (Rule 38.5.3) provide for an election for these new officers to be held within three months of the restructuring taking effect.

Therefore, in accordance with Regulation 138 of the *Fair Work (Registered Organisations) Act 2009* I am providing the following prescribed information:

(a) The name of each office or position for which an election is required:

Branch Committee of Management Representative from South Australia (2)

- (b) The reason for the election is that the offices have been created by restructuring of the AMIEU, and consequent rule changes recently approved by the Commission.
- (c) There are two offices to be filled.
- (d) The electorate for this office is the members of the Newcastle, Northern, South Australian and Tasmanian Branch of the AMIEU who are resident in South Australia.
- (e) The relevant provisions in the rules relating to the dates for opening and closing nominations are set out below:
 - (i) Rule 50.8 of the AMIEU's rules provide that nominations shall open "at least 14 days" before the close of nominations.
 - (ii) The date on which nominations are to close, subject to the minimum period in Rule 50.8, appears to be left to the discretion of the Returning Officer (which, in the absence of an exemption being obtained, is the Australian Electoral Commission: see Rule 50.4).
 - (iii) Rule 50.14 provides that the date the ballot closes is to be 35 days after the close of nominations.
 - (iv) A proposed timeline for the conduct of the ballot could therefore be:

Date for opening of nominations: 17 September 2024

Date for closing of nominations: 1 October 2024

Date for close of ballot: 5 November 2024

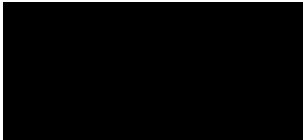
- (v) The AMIEU has no objection to the AEC adjusting or amending the proposed timetable as it sees fit.
- (f) Rule 50.7 provides for the roll of voters to close 7 days prior to the date fixed by the returning officer for the opening of nominations.
- (g) The kind of system to be used in the election a direct voting system (by secret postal ballot using a first-past-the-post counting of ballots: see rule 50.3, 50.11, 50.18-50.20).

The short time frame (3 months) provided for in the rules for the election of the new offices means that the Prescribed Information has not been lodged by (and indeed, is not possible to be lodged by) the prescribed day: see Reg 138(3), *Fair Work (Registered Organisations) Regulations 2009*, and Section 189(2) of the *Fair Work (Registered Organisations) Act 2009*. Accordingly, the AMIEU requests that the Commission allow for the prescribed timeframe to be abridged for the lodgement of the prescribed election information, or to make such alterations to the timeframe of the election as it deems fit.

I have been advised by the Federal Secretary of the Union that he intends to request the Federal Council of the Union to consider an amendment to its rules that will alter the three month timeframe for the election of new officers under (pursuant to ruled 38.5.3) that to one which allows the statutory timeframe to be complied with.

If you have any queries regarding the above, please direct them to 0488 182 047 in the first instance).

Regards,



Justin Smith
Secretary
AMIEU NNSAT Branch