



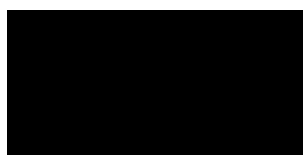
## Attachment A

### **NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return) required to be kept in accordance with section 230 *Fair Work (Registered Organisations) Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Oliver Judd, being the Secretary of the National Electrical and Communications Association (NECA) Tasmania Branch, declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at **Annexure A** and forms part of this declaration.

Signed:



Dated: 2 June 2025



## ANNEXURE A

*Changes to Offices and Office Holders in the Organisation and its Branches:*

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
TAS	30/05/2025	Branch President	Wayne Hobson	Vacant	N/A	N/A
National	30/05/2025	National Councillor	Wayne Hobson	Vacant	N/A	N/A



26 May 2025

Peter Beveridge  
National President  
National Electrical and Communications Association  
Sent via email: National/WA-necanat@neca.asn.au

cc: NSW/TAS-memberservices@neca.asn.au  
ACT-act@neca.asn.au

Dear Peter Beveridge

### Notification of changes – Action required

We acknowledge receipt of a Notification of Change to the office holders of the National Electrical and Communications Association (AR2025/11).

A list of those changes has been summarised in Appendix A at the end of this letter.

#### What you need to do right now

- Any person who has been elected or appointed to a new office that has financial management duties (which usually includes all the committee of management) **MUST** do [financial training](#) or [obtain an exemption](#)
- Inform all officers of their [disclosure obligations](#)
- Consider giving your new officers the link to the Commission's [Officer Induction Kit](#)

These next steps are explained below in more detail.

#### Financial training must be done within 6 months

Any officer who has been elected or appointed to a new office that has financial management duties must complete [financial training](#) (or obtain an exemption) **within 6 months** after taking office (section 293K of the *Fair Work (Registered Organisations) Act 2009* (RO Act)).

The organisation is responsible for this requirement. You should arrange for the relevant officers to have training as soon as possible.

Good governance processes around financial training are highly recommended. These include:

- keeping a list of all offices that have financial management duties
- having a single person or officer responsible for overseeing the process
- collecting records of who has done training or obtained an exemption, including any certificates and exemption letters
- doing refresher courses for officers who have been re-elected to the same office (and are not required to do training under the RO Act)
- extending training to non-officers who are essential to your financial processes



#### **Officer financial training audit**

An audit by the Commission into officer training found that organisations frequently misunderstood **which** officers are required to do training.

To help with this we have an [officer training online panel](#) with examples explaining what triggers the need to do training and how to identify the offices that require it.

Further information about training is provided in our [officer financial training fact sheet](#).

#### **Help for new officers: Officer Induction Kit**

The Commission has created an [Officer Induction Kit](#) to assist new officers. The Kit has resources that will help an officer to understand their general duties as an officer and their specific duties as an officer in your organisation. It also includes tools to guide an officer's understanding of compliance dates, disclosures and other reporting obligations.

Please direct your officers to the kit which is on the Commission's [officers and disclosures](#) page.

#### **Disclosure obligations: what officers must do**

All officers are required to make disclosures regarding remuneration, non-cash benefits and material personal interests. Details are contained in the RO Act and are summarised in the Commission's [Disclosures Fact Sheet](#).

The organisation and officers are both responsible for meeting this obligation.

#### **Time frames for notifications of change**

Notifications of change must be lodged within 35 days of the change occurring (regulation 151 *Fair Work (Registered Organisations) Regulations 2009*).

Resources to help you make your notifications of change

Notifications of change are vitally important to maintain the transparency of an organisation to its members. They empower members to hold the organisation properly to account for its decisions.

To ensure that organisations get these notifications right we have created resources to help you understand the notification of change requirement and complete it quickly.

These resources include:

- [notification of change template](#)
- a podcast that answers the question – [who is an officer?](#)
- and a [fact sheet on notifications of change](#) that explains the requirement



#### **eLearning module – notifications of change**

The Commission has launched an eLearning module to assist organisations in understanding when a notification of change is required.

The [eLearning module](#) is available on our website.

It will take approximately 20 minutes and has a short quiz at the end to help you test your knowledge.

Please contact 1300 341 665 or [regorgs@fwc.gov.au](mailto:regorgs@fwc.gov.au) if you have any questions or would like to discuss this matter further.

Yours sincerely

**Fair Work Commission**

## Appendix A

The table below outlines the changes notified and when they were lodged.

Our records have been updated.

The notification of change and this filing letter can be viewed on the Commission Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
21/05/2025	NSW, WA, TAS, ACT	Councillor (7)	Yes



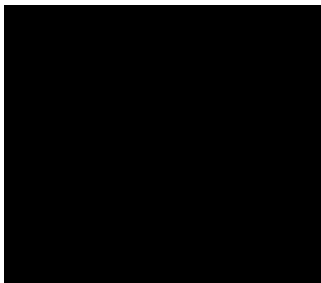
## Attachment A

### **NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return) required to be kept in accordance with section 230 *Fair Work (Registered Organisations) Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Peter Beveridge, being the National President of the National Electrical and Communications Association (NECA) declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at **Annexure A** and forms part of this declaration.

Signed:



Dated: 21 May 2025



## ANNEXURE A

*Changes to Offices and Office Holders in the Organisation and its Branches:*

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
NSW	29/04/2025	Branch Councillor (filled casual vacancy)	Vacant	Bruno Rao	122 Hume Hwy Chullora NSW 2190	Director
WA	30/04/2025	Branch Councillor	Roy Darch	Vacant	N/A	N/A
TAS	06/05/2025	Branch Councillor	Wayne Hobson	Tom Green	122 Hume Hwy Chullora NSW 2190	Managing Director
ACT	06/05/2025	Branch Councillor (new office)	Vacant	Scott Bawden	122 Hume Hwy Chullora NSW 2190	Manager
ACT	06/05/2025	Branch Councillor (new office)	Vacant	David Jarvis	122 Hume Hwy Chullora NSW 2190	Executive Corporate Manager
ACT	06/05/2025	Branch Councillor (new office)	Vacant	Tom Waters	122 Hume Hwy Chullora NSW 2190	Director
ACT	16/05/2025	Branch Councillor (new office)	Vacant	Vacant	N/A	N/A





3 April 2025

Peter Beveridge  
National President  
National Electrical and Communications Association  
Sent via email: [necanat@neca.asn.au](mailto:necanat@neca.asn.au)  
[wendy.ramjee@neca.asn.au](mailto:wendy.ramjee@neca.asn.au)

Dear Mr Beveridge,

**The National Electrical and Communications Association's annual return of information (annual return) lodged under subsection 233(1) of the RO Act**

Thank you for providing your annual return lodged under subsection 233(1) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

**Summary of your annual return and its assessment**

Year 2025

Matter number AR2025/11

Lodgement date 21 March 2025

Result FILED

In your declaration that accompanied the annual return, you declared that the information contained in the annual return was true and correct.

Your annual return has been reviewed for compliance with the requirements of the RO Act, as well as whether you addressed the issues of concern (if any) that the regulator raised with you about last year's annual return.

The requirements for annual returns are set out in sections 230 and 233(1) of the RO Act.



**Your annual return satisfied the requirements of the review and has been uploaded to the Fair Work Commission (the Commission) website.**

**Do you have any questions?**

Information and education materials are available on our [website](#). These materials are regularly updated. We recommend you [subscribe to the Commission's subscription service to find out when we release new materials](#).

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**



national  
electrical and  
communications  
association

21 March 2025

General Manager  
Fair Work Commission  
GPO Box 1994  
MELBOURNE VIC 3001

by email: [regorgs@fwc.gov.au](mailto:regorgs@fwc.gov.au)

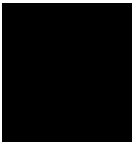
Dear Sir

**National Electrical and Communications Association  
Annual Return for 2025**

In accordance with section 233 of the Fair Work (Registered Organisations) Act 2009, I enclose my declaration of the Association's Annual Return for 2025.

For any questions you have in relation to this matter please contact Ms Wendy Ramjee on 02 9439 8523 or email [necanat@neca.asn.au](mailto:necanat@neca.asn.au).

Yours sincerely



Peter B. veridge  
National President  
National Electrical and Communications Association

Attach: Declaration and Annexure A

cc. NECA Chapter Secretaries/Executive Directors

**NATIONAL OFFICE**

122 Hume Hwy  
Chullora NSW 2190

T +61 2 9439 8523  
E [necanat@neca.asn.au](mailto:necanat@neca.asn.au)  
W [www.neca.asn.au](http://www.neca.asn.au)  
ABN 78 319 016 742

I, Peter Beveridge, National President of the National Electrical and Communications Association (the "Association") declare as follows:

1. That I am the National President of the Association authorised to make this declaration on behalf of the Association.

2. In accordance with section 233 of the *Fair Work (Registered Organisations) Act 2009* (the "Act") I now provide the following information for the calendar year ending 31 December 2024:

(a) that the Register of Members of the Association has, during the 2024 calendar year, been kept and maintained as required by section 230 of the Act;

(b) that the number of members of the Association on 31 December 2024 was 6,333.

3. The following is a correct statement of the information contained in the records required to be kept by the Association in accordance with section 230(1 )(b), (c) and (d) of the Act:

(a) that the address of the office of the Association is:

- 122 Hume Hwy Chullora NSW, 2190

(b) that the name and address of each Branch of the Association is as follows -

New South Wales Branch	122 Hume Hwy, Chullora NSW 2190
Victorian Branch	Level 12, 222 Kings Way, South Melbourne, Vic 3205
Australian Capital Territory Branch	122 Hume Hwy, Chullora NSW 2190
Western Australian Branch	Suite 5, 375 Charles Street, North Perth WA 6006
South Australia/Northern Territory Branch	213 Greenhill Rd, Eastwood, SA 5063 PO Box 47, Fullarton, SA 5063
Queensland Branch	Suite 1.5 Ian Barclay Building, 460-492 Beaudesert Rd, Salisbury, Qld 4107 PO Box 778, Archerfield, Qld 4108
Tasmania Branch	122 Hume Hwy, Chullora NSW 2190

(c) that no Branch commenced operations in the previous 12 months;

(d) that no Branch ceased operations in the previous 12 months;

(e) that the list of offices of the Association and each Branch, together with the name, postal address and occupation of the holders of such offices is at Annexure A to this declaration.

(f) that scheduled annual elections for;

- National Office Bearers
- Branch Office Bearers
- National Executive Committee Members
- National Councillors
- 5 Branch Councillors for NSW (4 for 2-year term and 1 to fill casual vacancy for 1-year term)
- 8 Branch Councillors for ACT - NECA ACT Council on 4 March RESOLVED to increase number of Councillors from 4 to 8 (4 for 2-year term and 4 for 1-year term)
- 4 Branch Councillors for Old
- 4 Branch Councillors for Tas
- 4 Branch Councillors for Vic
- 4 Branch Councillors for SA/NT
- 3 Branch Councillors for WA
- Branch Secretary for WA, NSW, ACT, SA/NT and Tasmania branches;

to be held under the rules of the Association during the year commencing 1 January 2025.

required

Peter Beveridge  
National President  
21 March 2025

## NECA and its Branch - Offices and Office Holders, postal addresses and occupations - as at 21 March 2025

	Office	Office Holder	Postal Address	Occupation
<b>National</b>	President	Mr Peter Beveridge	122 Hume Hwy, Chullora NSW 2190	Director
	Vice President	Mr Stewart Joyce	as above	Director
	Treasurer	Mr Michael Davis	as above	Director
	Other Executive (4)	Nat Exec Committee	Ms Sally Waters	Director
		Nat Exec Committee	Mr James Heerey	Electrical Contractor
		Nat Exec Committee	Mr Bruce Duff	Company Director
		Nat Exec Committee	Mr Greg Hodby	CEO
<b>NSW</b>	President	Mr Stephen Kerfoot	122 Hume Hwy, Chullora NSW2190	Managing Director
	Vice President	Mr David Orr	as above	Company Director
	Treasurer	Mr John Andrews	as above	Director CEO
	Other (5)	Branch Councillor	Mr Bruce Duff	Company Director
		Branch Councillor	Mr Jeffrey Brown	Company Director
		Branch Councillor	Mr Andrew Hardingham	Managing Director
		Branch Councillor	Mr Sean McGinty	Director
		Branch Councillor	Vacant	
		NSW Rep to Nat Council/EC	Mr Bruce Duff	Managing Director
		NSW Rep to Nat Council	Mr Stephen Kerfoot	Company Director
		Branch Secretary	Mr Oliver Judd	Executive Director
<b>Vic</b>	President	Mr Dean Spicer	L 12/222 Kings Way, Sth Melb, Vic 3205	Director
	Vice President	Mr Russell Chatfield	as above	Director
	Treasurer	Mr Michael Purnell	as above	Director
	Other (6)	Branch Councillor	Mr Stewart Joyce	Director
		Branch Councillor	Mr David Peirce	Director
		Branch Councillor	Mr Chris Van Der Kooi	Director
		Branch Councillor	Mr Chris Hargreaves	Director
		Branch Councillor	Mr Jarrod Smith	Director/General Manager
		Branch Councillor	Mr Terence Huybens	Director
		Vic Rep to Nat Council/EC	Mr Stewart Joyce	Director
		Vic Rep to Nat Council	Mr David Peirce	Director
<b>ACT</b>	President	Ms Sally Waters	122 Hume Hwy, Chullora NSW 2190	Director
	Vice President	Vacant		
	Treasurer	Mr Joshua Barnby	as above	General Manager
	Other (5)	Branch Councillor	Mr Jason Burgess	Director
		Branch Councillor	Mr Tim Woods	Director
		Branch Councillor	Vacant	
		Branch Councillor	Vacant	
		Branch Councillor	Vacant	



## NECA and its Branch - Offices and Office Holders, postal addresses and occupations - as at 21 March 2025

	ACT Rep to Nat Council/EC	Ms Sally Waters	as above	Director
	ACT Rep to Nat Council	Mr Joshua Barmby	as above	General Manager
	Branch Secretary	Mr Oliver Judd	as above	Executive Director
<b>West Aust</b>	President	Mr Charlie Terranova	PO Box 782, Balcatta, WA 6914	Director
	Vice President	Mr Barry Allen	as above	Director
	Treasurer	Mr Shay Charlton	as above	Business Development Manager
Other (6)	Branch Councillor	Mr Peter Beveridge	as above	Electrical Contractor
	Branch Councillor	Mr Ray Darch	as above	Manager
	Branch Councillor	Ms Emma McDonald	as above	Director
	Branch Councillor	Mr Andrew Lucas	as above	Director
	Branch Councillor	Mr Christopher Sweeting	as above	Director
	Branch Councillor	Mr Jaden Woodbury	as above	Director
	WA Rep to Nat Council/EC	Mr Peter Beveridge	as above	Director
	WA Rep to Nat Council	Mr Christopher Sweeting	as above	Electrical Contractor
	Branch Secretary	Mr Charlie Terranova	as above	Director
<b>Sth Aust/NT</b>	President	Mr Andrew Cross	PO Box 47, Fullarton, S.A. 5063	General Manager
	Vice President	Mr Greg Hodby	as above	CEO
	Treasurer	Mr Chris Mattner	as above	Manager Director
Other (4)	Branch Councillor	Mr Simon Butler	as above	Manager Director
	Branch Councillor	Mr Brad Maurits	as above	Director
	Branch Councillor	Mr Jarrod Poulton	as above	Director
	Branch Councillor	Mr Andrew Russel	As above	Manager Director
	SA/NT Rep to Nat Council/EC	Mr Greg Hodby	as above	CEO
	SA/NT Rep to Nat Council	Mr Andrew Cross	as above	General Manager
	Branch Secretary	Mr Larry Moore	as above	Executive Director
<b>Qld</b>	President	Mr David James	PO Box 778, Archerfield, Qld 4108	General Manager
	Vice President	Mr Michael Davis	as above	Director
	Treasurer	Mr Robert Davis	as above	Director
Other (5)	Branch Councillor	Mr Robert McClelland	as above	Director
	Branch Councillor	Mr Gavin Peterson	as above	Director
	Branch Councillor	Ms Heidi Rae Jonsson	as above	Contractor
	Branch Councillor	Mr David Lethbridge	as above	Director
	Branch Councillor	Mr Cameron Stanfield	as above	General Manager
	Qld Rep to Nat Council/EC	Mr Michael Davis	as above	Director
	Qld Rep to Nat Council	Mr David Lethbridge	as above	Director

## NECA and its Branch - Offices and Office Holders, postal addresses and occupations - as at 21 March 2025

<b>Tas</b>	President	Mr Wayne Hobson	122 Hume Hwy, Chullora NSW 2190	Director
	Vice President	Mr Shane Hill	as above	Director
	Treasurer	Mr James Heerey	as above	Electrical Contractor
Other (5)	Branch Councillor	Mr Mark Richardson	as above	Electrical Contractor
	Branch Councillor	Mr Kyle Skipworth	as above	Director
	Branch Councillor	Mr Wade Wall	as above	Director
	Branch Councillor	Mr Dion Frame	as above	General Manager
	Branch Councillor	Mr Kieren Dooley	as above	Manager
	Tas Rep to Nat Council/EC	Mr James Heerey	as above	Electrical Contractor
	Tas Rep to Nat Council	Mr Wayne Hobson	as above	Director
	Branch Secretary	Mr Oliver Judd	As above	Executive Director

  
 PetS( '3everidge  
 Natl President  
 National Electrical and Communications Association

Date: 21/03/2025