

**Aged & Community Services Association of NSW & ACT Incorporated****STATUTORY REPORTING. AUSTRALIAN INDUSTRIAL REGISTER**

Annual Return of Information for the year 2004

1. Declaration

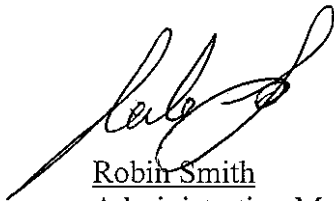
- Annex A List of Offices as at 31<sup>st</sup> December 2003
- Annex B List of Office Holders as at 31 December 2003
- Annex C Change of Office Holders

2. Statement

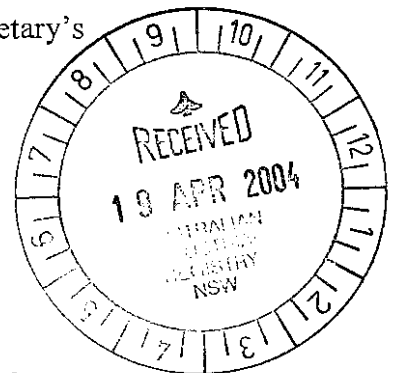
- Information required

Note

Copy of Annual Report and Financial Report lodged together with Secretary's Certificate were previously lodged on 11<sup>th</sup> November 2003.



Robin Smith  
Administration Manager



AR 2004/328

## DECLARATION

I, John Arthur Ireland

Of Southern Cross Homes, Cardinal Gilroy Village, Barcom St; Merrylands 2160 in  
the state of NSW.....

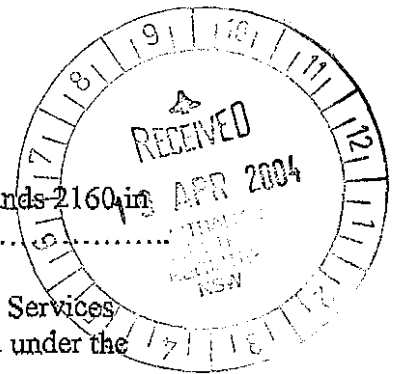
do hereby solemnly declare and affirm that:-

1. I am the Honorary Secretary/ Treasurer of the Aged and Community Services Association of NSW & ACT Inc. which is an organisation registered under the provisions of the Workplace Relations Act 1996.
2. To the best of my knowledge and belief the list annexed hereto and marked "A" is a true and correct list of the offices of the Aged and Community Services Association of NSW & ACT Inc. as required by [268(3)(b)].
3. To the best of my knowledge and belief the list annexed hereto and marked "B" is a true and correct list of the office holders of the Aged and Community Services Association of NSW & ACT Inc. as required for [s268(3)(B)].
4. To the best of knowledge and belief the register of members of the Aged and Community Services Association of NSW & ACT Inc., has during the 2003 calendar year has been kept and maintained as required by section 268 (1) and (2).
5. The office of the Aged and Community Services Association of NSW & ACT Inc. is located at First Floor, 391 Liverpool Road Ashfield NSW 2131. The postal address is First Floor, 391 Liverpool Road Ashfield NSW 2131.

And I make this solemn declaration, in accordance with the Oaths Act, 1900, and subject to the punishment by law provided for the making of any wilfully false statement in any such declaration.

Declared at Merrylands  
this 16 day of April (2004)

John Arthur Ireland



*McCabe J.P.*  
16/4/04

## **Annex A**

### **List of the Offices of the Aged and Community Services Association of NSW & ACT Incorporated as at 31<sup>st</sup> December 2003.**

President  
Senior Vice President.  
Junior Vice President.  
Honorary Secretary/ Treasurer  
Director (12) twelve

## **Annex B**

### **List of Office Holders of the Aged and Community Services Association of NSW & ACT Incorporated as at 31 December 2003**

Office	Office Holder
President	Mr John Cowland Chief Executive Officer Illawarra Retirement Trust PO Box 116 WOONONA, NSW 2517
Senior Vice President	Ms Carol Allen General Manager, Aged Services Anglicare Chesalon Aged Services PO Box 427 PARRAMATTA, NSW 2124
Junior Vice President	Mr Ian Wilson Chief Executive Officer Mt Warrigal Care Group PO Box 435 ALBION PARK, NSW 2527
Honorary Secretary / Treasurer	Mr John Ireland Chief Executive Officer Southern Cross Homes Cardinal Gilroy Village Barcom St. MERRYLANDS, NSW 2160
Director	Ms Pauline Armour Manager – Community Care Mercy Family Centre Limited PO Box 2118 HORNSBY, NSW 1630
Director	Mr Graeme Fear Group Co-ordinator, Aged Care Society of St. Vincent De Paul PO Box 5 PETERSHAM, NSW 2049
Director	Mr Brian Dooley Administrator Our Lady of Consolation Home 32 Evans Road ROOTY HILL, NSW 2766
Director	Dr June Heinrich Chief Executive Officer Baptist Community Services NSW & ACT Locked Bag EASTWOOD, NSW 2122

**Annex B (Continued).**

Director	Mrs Sue Irvine Director of Care Services Anglican Retirement Community Services PO Box 3276 BELCONNEN, ACT 2617
Director	Mr Dennis Byron General Manager Anglican Care Toronto Road BOORAGUL, NSW 2884
Director	Mr Errol Curran Deputy Chief Executive Officer Nambucca Valley Care Limited Locked Bag 175 MACKSVILLE, NSW 2447
Director	Mr Stephen Walkerden General Manager United Protestant Association PO Box 273 WAHROONGA, NSW 2076
Director	Mr Elwyn Townsend Chief Executive Officer Presbyterian Social Services PO Box 2196 STRAWBERRY HILLS, NSW 2012
Director	Mr Michael Barry Executive Officer Autumn Lodge Village Inc 50 Butler Street ARMIDALE, NSW 2350
Director	Mr Rex Leighton Group Manager, Care Operations (Illawarra Retirement Trust) Peakhurst Retirement Village PO Box 116 WOONONA, NSW 2517
Director	Mr John Baremans Hon. Treasurer Abel Tasman Village 222 Waldron Rd CHESTER HILL, NSW 2162

## **Annex C**

### **Change of Office Holders.**

#### **Aged and Community Services Association of NSW & ACT Inc.**

##### Resignation

- Mr Brian Dooley resigned from the Board effectively from 3<sup>rd</sup> February 2004.

##### Appointment

- Mr Bruce Alcorn was elected as replacement Director by the Board as per the Associations rules at the Board Meeting held on March 9<sup>th</sup> 2004.

Mr Alcorn's details are....

Director  
Uniting Care NSW & ACT Aged Care  
P.O Box 2178  
Sydney South  
NSW 1235



Paul Sadler  
Chief Executive Officer and Public Officer

**Statement**  
**Aged and Community Services Association of NSW & ACT Inc.**  
**Information requirement**

Requirement	ACS Compliance
1. Maintenance of Register of Members	<ul style="list-style-type: none"> <li>• Declaration by John Ireland Parra 4.</li> </ul>
2. List of Offices	<ul style="list-style-type: none"> <li>• Declaration by John Ireland Annex A</li> </ul>
3. List of Office Holders	<ul style="list-style-type: none"> <li>• Declaration by John Ireland Annex B</li> <li>• Annex C by Paul Sadler</li> </ul>
4. Branches	<ul style="list-style-type: none"> <li>• Declaration by John Ireland Parra. 5</li> <li>• There are no branches at the date of this statement. There have been no branches closed or open in 2003/04.</li> </ul>
5. Membership	<ul style="list-style-type: none"> <li>• There were 293 members at 31<sup>st</sup> December 2003.</li> <li>• There were 17 employees at 31<sup>st</sup> December 2003.</li> </ul>
6. Elections	<ul style="list-style-type: none"> <li>• Elections were held in October 2003  <u>Attached</u> <ol style="list-style-type: none"> <li>1. Correspondence from Australian Electoral Commission dated 29<sup>th</sup> August 2003 advising election results for uncontested positions.</li> <li>2. Correspondence from Australian Electoral Commission advising results of contested positions.</li> <li>3. A.C.S internal document recording the full result of the election.</li> </ol> </li> </ul>

*Paul Sadler*

Paul Sadler  
Chief Executive Officer and Public Officer

## Attachment I

Australian Electoral Commission **AEC**

PO Box 528  
HAYMARKET NSW 1239

Level 3, Roden Cutler House  
24-26 Campbell Street  
HAYMARKET NSW 2000

Reference: NSW

Contact: Roy Hill  
Phone: (02) 9375 6362  
Facsimile: (02) 9212 7336  
E-mail: roy.hill@aec.gov.au

Mr Paul Sadler  
Chief Executive Officer  
Aged & Community Services Association of  
NSW & ACT Incorporated  
Level 1, 391 Liverpool Road  
ASHFIELD NSW 2131

Via facsimile: (02) 9799 0800

Dear Mr Sadler,

**Aged & Community Services Association of NSW & ACT Incorporated**

I have accepted nominations in the above election from those members whose names are included in the attachment. If an office is identified as being contested a ballot will be necessary.

My declaration of the uncontested offices is attached.

I will conduct a draw in my office to determine the order in which candidates names will appear on the ballot paper. The draw will take place at 10:00am on Tuesday 2 September 2003. Candidates or their representatives are invited to attend.

Scrutiny of ballot papers will be held in this office at 12 Noon on Monday 29 September 2003.

Candidates may appoint scrutineers to represent them during the course of the election. Any such appointment must be advised to me in writing. Scrutineers should contact me if they wish to be present at any stage of the ballot including the scrutiny. Scrutineers must produce a letter of authority or suitable identification on their initial introduction to me or my staff. Absence of a scrutineer will not delay any step in the election.

A list of members of the organisation qualified to vote will be available to members for inspection or copying. Any member wishing to inspect or copy the list of members should make an appointment with me. All costs relating to inspection or copying are the responsibility of the member. The list of members will be available for copying from 1 September 2003. Supplementary lists of members will also be available at a later date.

Ballot will open on 8 September 2003 and close at 12 Noon on 29 September 2003.

Yours sincerely

Roy Hill  
Returning Officer

29 August 2003

cc: all candidates



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## NOMINATIONS ACCEPTED LISTING

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### **AGED & COMMUNITY SERVICES ASSOCIATION OF NSW & ACT INCORPORATED SCHEDULED ELECTION E NO.193 OF 2003 COUNCIL OF MANAGEMENT**

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Nominations in the above election closed at 4:00pm on 18/08/2003. The following nominations have been accepted. Where an office is identified as contested a ballot will be necessary.

#### Aged & Community Services of NSW & ACT Incorporated

Office: President Cowland, John Edward  
No. of positions: 1  
No. of nominees: 1  
Contested: No

Office: Senior Vice President Allen, Carol Anne  
No. of positions: 1  
No. of nominees: 1  
Contested: No

Office: Junior Vice President Wilson, Ian John  
No. of positions: 1  
No. of nominees: 1  
Contested: No

Office: Treasurer Ireland, John Arthur  
No. of positions: 1  
No. of nominees: 1  
Contested: No

Office: Councillor  
No. of positions: 6  
No. of nominees: 9  
Contested: Yes

Amour, Pauline  
Barry, Edward Michael  
Fear, Graeme John  
Garland, Lisa Karen  
Heinrich, June Marion  
Irvine, Sue  
Leighton, Philip Rex  
Parker, Terri  
Rothnie, Peter Gordon

Roy Hill  
Returning Officer

29 August 2003

## **Aged & Community Services Association of NSW & ACT Incorporated**

### **DECLARATION OF RESULTS FOR UNCONTESTED OFFICES**

Results of the election for the following offices conducted in accordance with subsection 189(3) of Schedule 1B of the Workplace Relations Act 1996 and the rules of the organisation.

#### **President**

##### Candidates

COWLAND, John Edward

#### **Senior Vice President 1**

##### Candidate

ALLEN, Carol Anne

#### **Junior Vice President**

##### Candidate

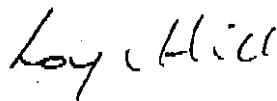
WILSON, Ian John

#### **Treasurer**

##### Candidate

IRELAND, John Arthur

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



Roy Hill  
Returning Officer

29 August 2003

Attachment 2



Australian Electoral Commission / AEC

PO Box 529  
HAYMARKET NSW

Level 3, Roden Cutler House  
24-28 Campbell Street  
HAYMARKET NSW 2000

Reference: NSW 2003/175

Contact: Roy Hill  
Phone: (02) 9375 6362  
Facsimile: (02) 9212 7336  
E-mail: roy.hill@aec.gov.au

Mr Paul Sadler  
Chief Executive Officer  
Aged & Community Services Association of  
NSW & ACT Incorporated  
Level 1, 391 Liverpool Road  
ASHFIELD NSW 2131

Via facsimile: (02) 9799 0800

Dear Mr Sadler,

**Aged & Community Services Association of NSW & ACT Incorporated**

I refer to my letter of 10 July 2003 concerning the arrangements for me to conduct an election for six Councillors in your Organisation and wish to advise that a ballot has been duly conducted.

My declaration of the contested offices is attached.

The election is now complete.

Yours sincerely,

Roy Hill  
Returning Officer

29 September 2003

cc all contested nominees

# **Aged & Community Services Association of NSW & ACT Incorporated**

## **DECLARATION OF RESULTS FOR CONTESTED OFFICES**

Results of the election for the following offices conducted in accordance with subsection 189(3) of Schedule 1B of the Workplace Relations Act 1996 and the rules of the organisation.

Ballot papers issued	384
Duplicate ballot papers issued	0
<b>TOTAL BALLOT PAPERS ISSUED</b>	<b>384</b>
Ballot papers / envelopes returned for scrutiny	224
Less ballot papers / envelopes rejected at preliminary scrutiny	7
<b>TOTAL BALLOT PAPERS ADMITTED TO SCRUTINY</b>	<b>217</b>
Percentage of ballot papers returned to number issued	58
Ballot papers returned as unclaimed mail	0
Ballot papers not returned	160

### **Councillors (6)**

<u>Candidates</u>	<u>First Preference Votes</u>	<u>Votes</u>
GARLAND, Lisa Karen	12	54
BARRY, Edward Michael	31	111
IRVINE, Sue	32	118
HEINRICH, June Marion	26	109
LEIGHTON, Philip Rex	15	111
ARMOUR, Pauline	14	135
FEAR, Graeme John	58	120
PARKER, Terri	18	38
ROTHNIE, Peter Gordon	10	80
Formal ballot papers	216	216
Informal ballot papers	1	1

I declare Pauline Armour, Edward Michael Barry, Graeme John Fear, June Marion Heinrich, Sue Irvine and Philip Rex Leighton elected.

  
Roy Hill  
Returning Officer  
Australian Electoral Commission

29 September 2003

Attachment 3**2003 ELECTION WASH UP****Federal Council 2003-2004/5**

	<b>Position</b>	<b>Elected</b>
John Cowland	President	Oct-03
John Ireland	Treasurer	Oct-03
Carol Allen	S.Vice President	Oct-03
Ian Wilson	J Vice President	Oct-03
June Heinrich	Coucillor	Oct-03
Sue Irvine	Councillor	Oct-03
Edward Barry	Councillor	Oct-03
Pauline Armour	Councillor	Oct-03
Graham Fear	Councillor	Oct-03
Rex Leighton	Councillor	Oct-03
John Baremans	Councillor	Oct-02
Brian Dooley	Councillor	Oct-02
Elwyn Townsend	Councillor	Oct-02
Denis Byron	Councillor	Oct-02
Errol Curran	Councillor	Oct-02
Stephen Walkerdén	Councillor	Oct-02



**AUSTRALIAN INDUSTRIAL REGISTRY**

Level 8, Terrace Towers  
80 William Street, East Sydney, NSW 2011  
Telephone: (02) 8374 6666  
Fax: (02) 9380 6990

Our ref: AR 2004/328

Mr John Ireland  
Honorary Secretary/Treasurer  
Aged & Community Services Association of NSW & ACT Incorporated  
Level 1, 391 Liverpool Road,  
ASHFIELD, NSW 2131

Attn: Robin Smith  
Administration Manager

sent via fax: (02) 9799 0800

Dear Mr Ireland,

**RE: AGED & COMMUNITY SERVICES ASSOCIATION OF NSW & ACT  
INCORPORATED  
- ANNUAL RETURN OF INFORMATION  
CONTAINED IN RECORDS KEPT BY ORGANISATION**

I have received your declaration dated **16 April 2004** providing information in accordance with section 233 of Schedule 1B of the *Workplace Relations Act 1996*. The documents were lodged in the Industrial Registry on **19 April 2004**

The documents lodged cover the following information for the year **2003**:

- Number of members as at **31/12/2003**.
- Declaration in respect of the register of members of the organisation.
- List of offices of the organisation and of the persons holding those offices.
- The addresses of the offices of the organisation.
- a record that no election must be held during this year commencing 1st January 2004.

These documents meet the requirements of Schedule 1B of the *Workplace Relations Act 1996* and have now been filed.

It is understood that you have supplied the work addresses of the office holders. This information will be listed on our Organisations Website. You may wish to view your documents on [www.airc.gov.au](http://www.airc.gov.au) / Organisations / Electronic Organisation files.

Yours sincerely

**Caroline Pryor**  
Statutory Services Branch

**22 April 2004**