



23 January 2017

Ms Pat Forward
Federal TAFE Secretary
Australian Education Union
aeu@aeufederal.org.au

Dear Ms Forward,

cc: VIC & ACT Branch

Reminder of actions required when persons elected to office

The Australian Electoral Commission has provided the Fair Work Commission (the Commission) a declaration of results for the election of uncontested/contested offices/positions for [E2016/149]. This letter is a reminder of certain obligations imposed on organisations and on persons elected to office.

A notice must be published on the organisation's website

The organisation or branch must publish on its website a notice that a copy of the report is available from the organisation, branch or the AEC on request. The notice must be kept on the website for a period of at least 3 months (see regulation 141 of the Fair Work (Registered Organisations) Regulations 2009).

Holders of office required to undertake approved training

Section 154D(1) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act) requires the rules of organisations (and branches of organisations) to require each officer with financial management duties to undertake approved training that covers those duties within 6 months after the person begins to hold office. Please ensure that relevant officers undertake approved training within the required timeframe. A list of approved training providers is attached.

Please also ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests, the details of which should be provided for in your organisation's rules.

Organisation must notify the Commission of changes

Also, section 233(2) of the RO Act requires that an organisation must notify the Commission **within 35 days of any changes** to the holders of office in the organisation. **If there are no changes a notification is not required.** If the election has resulted in **any changes** to the holders of office, the Australian Education Union must notify the Commission of these changes. In particular, please advise:

1. Person(s) who have ceased to hold office:
 - the name of the office vacated;
 - the date of the change of office holder; and
 - the name of the person vacating the office.

2. Person(s) who have commenced to hold office:
 - the name of the office now held;

11 Exhibition Street
Melbourne VIC 3000
GPO Box 1994
Melbourne VIC 3001

Telephone:
Email : orgs@fwc.gov.au
Internet : www.fwc.gov.au

- the date of the change of office holder;
- the name of the person now holding the office;
- the postal address of the person (generally the postal address of the organisation); and
- the occupation of the person now holding the office.

The notification must include a declaration by the Secretary (or other prescribed officer) that the information is a correct statement of the changes made. A template notification of changes, which may assist you, is attached. If any change does not apply until a date in the future, you do not need to notify until then (e.g. AGM, 1 January, 2nd Monday in March). If you have already lodged this information, please disregard this reminder.

Regards

Debbie Ball
Regulatory Compliance Branch

List of approved governance training packages

Approved training material	Provider	Contact person	Contact details
AHAWA Governance and Financial Training	Australian Hotels Association (WA Branch)	Mr Bradley Woods	(08) 9321 7701 ceo@ahawa.asn.au
APTIA Governance and Financial Training Package	Australian Public Transport Industrial Association	Mr Ian MacDonald	(02) 6247 5900 imacdonald@bic.asn.au
Handbook for Councillors of the Australian Industry Group	Australian Industry Group (for provision to Ai Group Councillors only. Not for external parties)	Ms Jenifer Leuba	(03) 9867 0174 jenifer.leuba@aigroup.asn.au
The Australian Workers' Union Professional Training Program Financial Duties of Officers	Australian Workers' Union	General enquiries	(02) 8005 3333 members@nat.awu.net.au
In-Boardroom: Governance and Finance for Registered Organisations	Australian Institute of Company Directors	Various	AICD state-based contacts
ACTU s.154C Training— Union Governance	Australian Council of Trade Unions (ACTU)	Organising Centre Enquiries	(03) 9664 7360 orgcentre@actu.org.au
Governance of Registered Organisations	Weston Woodley & Robertson Chartered Accountants	Mr Dennis Robertson	(02) 9264 9144 dennisr@wwr.com.au
Governance and Financial Accountability for Registered Organisations	Local Government New South Wales	Ms Sarah Artist	(02) 9242 4182 learning@lgnsw.org.au
Australian Hotels Association Financial Management Training	Australian Hotels Association (for provision to AHA officers only. Not for external parties)	Mr Stephen Ferguson	(02) 6273 4007 ceo@aha.org.au
Governance and Finance Training for Registered Organisations	Dickson Wohlsen Pty Ltd, trading as CTA Training	Mr Tom Streater	(07) 3878 9355 tom@dws.net.au
The Registered Organisation Training Act for Organisations and Boards	Vibe Public Relations Consultancy	Ms Anne Andrews	0400 021 679 vibeprctraining@bigpond.com
Training Course for Registered Organisations - Governance and Finance	Western Australian Shire Councils, Municipal Road Boards, Health Boards, Parks, Cemeteries and Racecourse, Public Authorities, Water Boards Union	Mr Andrew Johnson	andrew.johnson@lgrceu.org
MTAQ Registered Organisation Governance Course	Motor Trades Association of Queensland Industrial Organisation of Employers	Mr Paul Murray	paulm@mtaq.com.au

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, [NAME], being the [OFFICER] of the [ORGANISATION NAME], 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*:

[delete all that do not apply]

- On [DATE] the address of the organisation changed to [STREET ADDRESS].¹
- On [DATE] the name and/or address of a branch[es] of the organisation changed to:²
 1. *[include OLD name and address and NEW name and address of every branch that has changed]*
 2. ...
- 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.
- On [DATE] the following branch[es]:³
 - COMMENCED operation:
 1. *[include name of each new branch]*
 2. ...
 - CEASED operation:
 1. *[include name of each closed branch]*
 2. ...

Signed: [SECRETARY OR OTHER AUTHORISED OFFICER]

Dated: [DATE]

[PLEASE NOTE: This declaration must be submitted to the Fair Work Commission within 35 days of the change. It can be submitted to orgs@fwc.gov.au.]

¹ s.230(1)(d); reg.147(d)

² s.230(1)(d); reg.147(a) & (d)

³ s.230(1)(d); reg.147(b) & (c)

ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:
Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.

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
National	1.1.2014	Secretary	Full Name	Full Name	c/- the Registered Organisation, postal address of Registered Organisation	Paid official
	25.12.2013	President	vacant	Full Name	As above	mechanic
...						
NSW	1.1.2014 (resigned) 7.1.2014 (appointed)	President	Full Name	Full Name	c/- the Branch, postal address of the Branch	mechanic
		Committee of Management Member	Full Name	Full Name	As above	mechanic
		Treasurer	Full Name	vacant	vacant	vacant
...						



Fair Work (Registered Organisations) Act 2009

POST ELECTION REPORT

Client: Australian Education Union - Federal Office

Contact details:

Susan Hopgood
Federal Secretary
Australian Education Union
120 Clarendon Street
Southbank , Melbourne VIC
3006

Email: aeu@aeufederal.org.au
sgraziano@aeufederal.org.au
03 9693 1800

FWC contact officer:

Debbie Ball

Email: orgs@fwc.gov.au

ELECTIONS COVERED IN THIS REPORT

Election Decision No/s: E2016/149

RULES

Rules used for elections Rule ID: 284V: Incorporates alterations of 10/6/2016
[R2016/89 corrected on 6/7/2016]

Rules difficult to apply/interpret: None

Model Rule reference (if any): N/A

ROLL OF VOTERS

ALLEGATIONS OF IRREGULARITIES RECEIVED

Details of written allegations of irregularities, and action taken by AEC: N/A

Other irregularities identified, and action taken: N/A

ATTACHMENTS

Declaration of results for Contested and Uncontested offices, Federal, Victoria and ACT.

Chris Cox
Returning Officer
29 November 2016

Australian Education Union Casual Vacancies - E2016/149

Declaration of Results for Uncontested Offices

Below are 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.

Victorian Branch

National Principal Committee (General Division) Member

Candidates

MONEY, Karen

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



Jeff Webb
Returning Officer

19 August 2016

Australian Education Union Casual Vacancies - E2016/149

Declaration of Results for Contested Offices

Below are 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.

Victorian Branch

Total number of names on the roll of voters	1823
Ballot papers issued	1823
Replacement ballot papers issued	0
Total Ballot Papers Issued	1823
Ballot papers / envelopes returned for scrutiny	264
Less ballot papers / envelopes rejected at preliminary scrutiny	6
Adjusting balance	0
Total Ballot Papers Admitted to Scrutiny	258
Percentage of ballot papers returned to number issued	14
Ballot papers returned as unclaimed mail	7
Ballot papers not returned	1552

National TAFE Council Delegate

MILNES, Ricky	97
JONES, Craig	155
Total votes	252
Formal ballot papers	252
Informal ballot papers	6

I declare Craig Jones elected.



Jeff Webb
Returning Officer
Australian Electoral Commission

27 September 2016

Australian Education Union AEU ACT

Vacancy Elections E2016/149

Declaration of Results for Uncontested Offices

Below are 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.

TAFE Division

National TAFE Council Delegate

Candidates

No nomination was received



Chris Cox
Returning Officer
12 August 2016

Australian Education Union

AEU Federal Vacancy Elections E2016/149

Declaration of Results for Uncontested Offices

Below are 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.

Federal Executive Member

National Principals' Federal Executive Member

Candidates

GORMAN, Shane Bruce

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



Chris Cox
Returning Officer
20 September 2016

Australian Education Union AEU ACT

Vacancy Elections E2016/149

Declaration of Results for Uncontested Offices

Below are 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.

TAFE Division

National TAFE Council Delegate

Candidates

No nomination was received



Chris Cox
Returning Officer
12 August 2016



19 October 2016

Ms Pat Forward
Federal TAFE Secretary
Australian Education Union
aeu@aeufederal.org.au

Cc: Ms Gillian Robertson
Secretary Australian Education Union
Victorian Branch
gillian.robertson@aeuvic.asn.au

Dear Ms Forward

Organisation must respond to the post-election report of the Australian Electoral Commission: E2016/149

On 18 October 2016 the Fair Work Commission (the Commission) received a post-election report from the Australian Electoral Commission (AEC) for election E2016/149 dated 11 October 2016. The AEC will have also provided the report to the organisation under section 197 of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

The report identifies rules that were difficult to interpret or apply, in particular rule(s) 52(6)(d) & 54(5)(d). This letter serves as a reminder of the obligations imposed on the organisation or branch as a consequence of the AEC's report. If a response has already been sent to the AEC and made available to all members please disregard this letter.

A notice must be published on the organisation's website

The organisation or branch must publish on its website a notice that a copy of the report is available from the organisation, branch or the AEC on request. The notice must be kept on the website for a period of at least 3 months (see regs 141(4) and (5)).

A written response must be provided to the AEC

A written response must be provided to the AEC within 30 days of receipt of the report. The organisation's response must include whether the organisation or branch intends to take action and if so what action the organisation or branch intends to take (s198(2)).

Extract of report must be made available to members

The organisation or branch must make the section of the report relating to the difficult rules available to its members (s198(3)). This extract from the report must be made available to the members before or at the same time as the organisation's response is made available to members.

Written response must be made available to members

A copy of the organisation's response to the AEC must be made available to members either:

- within 30 days after the response is given to the AEC, or
- published in the next edition of the organisation or branch journal (s198(5))

Subsection 198(6) and regulation 142 prescribe ways in which the relevant extract and the copy of the response can be made available to members. These do not limit the ways in which they can be made available to members. The organisation will comply if it does all of the following:-

- publish the report extract and the copy of the response in the next edition of the organisation or branch's journal; and
- within 30 days of giving the response to the AEC:
 - lodges with the Commission a copy of the relevant extract and response, together with a declaration that a copy will be provided to any member who so requests; and
 - give notice in the next edition of the organisation or branch's journal, or an appropriate newspaper, that a copy of the relevant extract and response are available on request to each member free of charge; and
- publish the relevant extract on the website within 14 days after receiving the report, and publish the response on the website within 14 days of giving the response to the AEC (reg 142(2)).

Penalties may apply

If the organisation or branch does not:

- respond to the AEC within 30 days,
- make the extract of the report relating to the rules available to members no later than the organisation's response is made available to members, or
- make the organisation's response available to members within 30 days or in the next edition of the journal,

the organisation may face penalties under the RO Act. Each requirement listed above is a civil penalty provision that may result in fines for the organisation

As noted above, if the response and report have already been made available to members and the AEC, please disregard this letter. If you have any questions in relation to these obligations please contact the Commission for assistance by email to orgs@fwc.gov.au.

If the organisation or branch decides to alter its rules in response to the AEC's report

If the organisation or branch decides to alter its rules in response to the AEC's report, the Regulatory Compliance Branch of the Commission is able to provide advice and assistance regarding draft alterations, as well as about the processes required to make the alterations. We encourage the organisation or branch to forward drafts of proposed alterations to orgs@fwc.gov.au

Yours sincerely

Marianne Kay

Regulatory Compliance Branch

Ms Gillian Robertson
Victorian Branch Secretary
Australian Education Union
PO Box 363
ABBOTSFORD VIC 3067

Email: gillian.robertson@aeuvic.asn.au

**Post-Election Report For: Australian Education Union
Election E2016/149 – Casual Vacancies**

I refer to the above election for your organisation.

Section 197(1) of Schedule 1 of the Fair Work (Registered Organisations) Act 2009 requires the AEC to provide a written report on the conduct of the election to the Fair Work Commission and to the organisation or branch for whom the election was conducted. A copy of the report in relation to this election is attached.

Section 198 of Schedule 1 requires that if an organisation or branch is given a post election report under section 197 that identifies a rule that was difficult to interpret or apply, the organisation or branch must, within 30 days, give a written response to the AEC on that aspect of the report. The response must specify whether the organisation or branch intends to take any action in relation to the rule, and if so, what action it intends to take.

If the attached Report identifies a rule that was difficult to interpret or apply, you should forward your response to the AEC by email to 'industrial.elections@aec.gov.au' within thirty days of the date of the report.

Section 198 and the regulations also require an organisation to make the post election report and the organisation's response to the report (if applicable) available to members.

Further, Regulation 141(4) of the Fair Work (Registered Organisations) Act 2009 requires an organisation or branch to publish a notice on its web site advising members that a copy of the post election report is available upon request. If a website is not available, publishing a notice in a journal or newsletter would be considered appropriate.

Please contact me if you wish to clarify any aspect of this report.



Jeff Webb
Returning Officer
11 October 2016

Fair Work (Registered Organisations) Act 2009

POST ELECTION REPORT
Australian Education Union
Victorian Branch

ELECTION/S COVERED IN THIS REPORT

Election Decision No/s: E2016/149

RULES

Rules used for the election: 284V: Incorporates alterations of 13 July 2016 [R2016/121] replaces rulebook dated 10 June 2016 [R2016/89]

Rules difficult to apply/interpret: 52(6)(d) & 54(5)(d) & states that the nomination forms need to be delivered to the registered office of the Branch.

Model Rule reference (if any): This rule could be removed or changed so that they can also be delivered to the AEC.
N/A

ROLL OF VOTERS

Total number of voters on the Roll: 1823

Number of apparent workplace addresses: Nil

Number of non-current addresses: 56

Other matters pertaining to the roll of voters: Nil

IRREGULARITIES

Details of written allegations of irregularities, and action taken by AEC: Nil

Other irregularities identified, and action taken: Nil

ATTACHMENTS

E2016-149 - Declaration of results



Jeff Webb
Returning Officer
11 October 2016

Australian Education Union Casual Vacancies - E2016/149

Declaration of Results for Uncontested Offices

Below are 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.

Victorian Branch

National Principal Committee (General Division) Member

Candidates

MONEY, Karen

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



Jeff Webb
Returning Officer

19 August 2016

Australian Education Union Casual Vacancies - E2016/149

Declaration of Results for Contested Offices

Below are 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.

Victorian Branch

Total number of names on the roll of voters	1823
Ballot papers issued	1823
Replacement ballot papers issued	0
Total Ballot Papers Issued	1823
Ballot papers / envelopes returned for scrutiny	264
Less ballot papers / envelopes rejected at preliminary scrutiny	6
Adjusting balance	0
Total Ballot Papers Admitted to Scrutiny	258
Percentage of ballot papers returned to number issued	14
Ballot papers returned as unclaimed mail	7
Ballot papers not returned	1552

National TAFE Council Delegate

MILNES, Ricky	97
JONES, Craig	155
Total votes	252
Formal ballot papers	252
Informal ballot papers	6

I declare Craig Jones elected.



Jeff Webb
Returning Officer
Australian Electoral Commission

27 September 2016

KAY, Marianne

From: Danielle Paterson <Danielle.Paterson@aec.gov.au>
Sent: Tuesday, 18 October 2016 7:50 PM
To: grobertson@aevic.asn.au
Cc: Orgs; Industrial Elections
Subject: Post-election Report E2016/149 AEU Casual Vacancies [SEC=UNCLASSIFIED]
Attachments: Declaration of contested office.doc; Declaration of Uncontested Office.doc; PER E2016-149 AEU.doc

UNCLASSIFIED

Good afternoon,
Please find attached the post-election report for E2016/149 Casual Vacancies.
Regards,
Danielle

Danielle Paterson | Manager, Industrial and Commercial Elections

VIC State Office
Australian Electoral Commission
T: (03) 9285 7145 | M: 0402 969 783 | F: (03) 9285 7149



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10 October 2016

Ms Pat Forward
Federal TAFE Secretary
Australian Education Union
aeu@aeufederal.org.au

Dear Ms Forward,

cc:
Ms Gillian Robertson Secretary
Australian Education Union-Victorian Branch
gillian.robertson@aeuvic.asn.au

Reminder of actions required when persons elected to office

The Australian Electoral Commission has provided the Fair Work Commission (the Commission) a declaration of results for the election [E2016/149] for contested offices for the Victorian Branch and the National TAFE Council. This letter is a reminder of certain obligations imposed on organisations and on persons elected to office.

A notice must be published on the organisation's website

The organisation or branch must publish on its website a notice that a copy of the report is available from the organisation, branch or the AEC on request. The notice must be kept on the website for a period of at least 3 months (see regulation 141 of the *Fair Work (Registered organisations) Regulations 2009*).

Holders of office required to undertake approved training

Section 154D(1) of the Fair Work (Registered Organisations) Act 2009 (the RO Act) requires the rules of organisations (and branches of organisations) to require each officer with financial management duties to undertake approved training that covers those duties within 6 months after the person begins to hold office. Please ensure that relevant officers undertake approved training within the required timeframe.

Please also ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests, the details of which should be provided for in your organisation's rules.

Organisation must notify the Commission of changes

Also, section 233(2) of the RO Act requires that an organisation must notify the Commission **within 35 days of any changes** to the holders of office in the organisation. **If there are no changes a notification is not required.** If the election has resulted in **any changes** to the holders of office, the Australian Education Union must notify the Commission of these changes. In particular, please advise:

1. Person(s) who have ceased to hold office:
 - the name of the office vacated;
 - the date of the change of office holder; and
 - the name of the person vacating the office.

11 Exhibition Street
Melbourne VIC 3000
GPO Box 1994
Melbourne VIC 3001

Telephone: (03) 8656 4753
Email : orgs@fwc.gov.au
Internet : www.fwc.gov.au

2. Person(s) who have commenced to hold office:
- the name of the office now held;
 - the date of the change of office holder;
 - the name of the person now holding the office;
 - the postal address of the person (generally the postal address of the organisation); and
 - the occupation of the person now holding the office.

The notification must include a declaration by the Secretary (or other prescribed officer) that the information is a correct statement of the changes made. I have attached a template notification of changes which may assist you. If any change does not apply until a specific date, you don't need to notify until then (e.g. AGM, 1 January, 2nd Monday in March). If you have already lodged this information, please disregard this reminder.

Regards

Marianne Kay
Regulatory Compliance Branch

Australian Education Union Casual Vacancies - E2016/149

Declaration of Results for Contested Offices

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Victorian Branch

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National TAFE Council Delegate

MILNES, Ricky	97
JONES, Craig	155
Total votes	252
Formal ballot papers	252
Informal ballot papers	6

I declare Craig Jones elected.



Jeff Webb
Returning Officer
Australian Electoral Commission

27 September 2016

KAY, Marianne

From: Jeff Webb <Jeff.Webb@aec.gov.au>
Sent: Wednesday, 5 October 2016 11:54 AM
To: Sam Graziano; Glenda.Piddington@aeuvic.asn.au; Orgs
Subject: Amended declaration E2016/149 [SEC=UNCLASSIFIED]
Attachments: Declaration of contested office.doc

UNCLASSIFIED

Copy of amended declaration reflecting correct Office.

Jeff Webb | Senior Returning Officer
VIC State Office | VIC State Office
Australian Electoral Commission
T: (03) 9285 7141 | F: (03) 9285 7149



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Australian Education Union Casual Vacancies - E2016/149

Declaration of Results for Contested Offices

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National TAFE Council Executive Member

MILNES, Ricky	97
JONES, Craig	155
Total votes	252
Formal ballot papers	252
Informal ballot papers	6

I declare Craig Jones elected.



Jeff Webb
Returning Officer
Australian Electoral Commission

27 September 2016

KAY, Marianne

From: Jeff Webb <Jeff.Webb@aec.gov.au>
Sent: Tuesday, 27 September 2016 1:32 PM
To: Orgs
Cc: craigjones@melbournepolytechnic.edu.au; ricky milnes
Subject: Declaration of Contested Office E2016/149 casual vacancy [SEC=UNCLASSIFIED]
Attachments: Declaration of contested office.doc

UNCLASSIFIED

Copy of Declaration of results attached.

Jeff Webb | Senior Returning Officer
VIC State Office | VIC State Office
Australian Electoral Commission
T: (03) 9285 7141 | F: (03) 9285 7149



Make sure you're **enrolled to vote.**
Visit www.aec.gov.au

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25 August 2016

Ms Pat Forward
Federal TAFE Secretary
Australian Education Union

By email: aeu@aeufederal.org.au

CC:

Ms Gillian Robertson
Secretary
Australian Education Union-Victorian Branch

By email: gillian.robertson@aeuvic.asn.au



Dear Ms Forward,

Reminder of actions required when persons elected to office

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Regards

Jennifer Raeburn
Regulatory Compliance Branch

**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, [NAME], being the [OFFICER] of the [ORGANISATION NAME], 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*:

[delete all that do not apply]

- On [DATE] the address of the organisation changed to [STREET ADDRESS].¹
- On [DATE] the name and/or address of a branch[es] of the organisation changed to:²
 1. [include OLD name and address and NEW name and address of every branch that has changed]
 2. ...
- 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.
- On [DATE] the following branch[es]:³
 - COMMENCED/CEASED operation:
 1. [include name of each new branch]
 2. ...

Signed: [SECRETARY OR OTHER AUTHORISED OFFICER]

Dated: [DATE]

*[PLEASE NOTE: This declaration must be submitted to the Fair Work Commission within **35 days** of the change. It can be submitted to.]*

¹ s.230(1)(d); reg.147(d)

² s.230(1)(d); reg.147(a) & (d)

³ s.230(1)(d); reg.147(b) & (c)

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Reason for change	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder (for privacy reasons, we recommend NOT a private address)	Occupation of <u>New</u> Office Holder
<i>National</i>	<i>1.1.2014</i>	<i>Secretary</i>	<i>Full Name</i>	<i>Retiring</i>	<i>Full Name</i>	<i>c/- the Registered Organisation, postal address of Registered Organisation</i>	<i>Paid official</i>
	<i>25.12.2013</i>	<i>President</i>	<i>vacant</i>	<i>Scheduled Election</i>	<i>Full Name</i>	<i>As above</i>	<i>mechanic</i>
...							
<i>NSW</i>	<i>1.1.2014 (resigned) 7.1.2014 (appointed)</i>	<i>President</i>	<i>Full Name</i>	<i>Resignation</i>	<i>Full Name</i>	<i>c/- the Branch, postal address of the Branch</i>	<i>mechanic</i>
		<i>Committee of Management Member</i>	<i>Full Name</i>	<i>Scheduled Election</i>	<i>Full Name</i>	<i>As above</i>	<i>mechanic</i>
		<i>Treasurer</i>	<i>Full Name</i>	<i>Scheduled Election</i>	<i>vacant</i>	<i>vacant</i>	<i>vacant</i>
...							

Australian Education Union Casual Vacancies - E2016/149

Declaration of Results for Uncontested Offices

Below are 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.

Victorian Branch

National Principal Committee (General Division) Member

Candidates

MONEY, Karen

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



Jeff Webb
Returning Officer

19 August 2016



DECISION

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

Australian Education Union
(E2016/149)

MR ENRIGHT

BRISBANE, 5 JULY 2016

Arrangement for conduct of election.

[1] On 18 May 2016 the Australian Education Union lodged with the Fair Work Commission the prescribed information in relation to an election for casual vacancies for the remainder of the term of office for the following offices:

National Principals' Federal Executive Member

Victorian Branch

National Principals' Committee (General Division) Member

[2] On 18 May 2016 the Australian Education Union also lodged with the Fair Work Commission the prescribed information in relation to an election for the following offices, due to insufficient nominations received in a previous election (E2015/262):

Australian Capital Territory Branch

National TAFE Council Delegate

Victorian Branch

National TAFE Council Delegate

[3] 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 Australian Electoral Commission.



DELEGATE OF THE GENERAL MANAGER

Printed by authority of the Commonwealth Government Printer

<Price code A, PR582363>



Australian Education Union

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18 May 2016

031.001.001

Ms Bernadette O'Neill
General Manager
Fair Work Commission
GPO Box 1994
Melbourne VIC 3001
Email: orgs@fwc.gov.au

Dear Ms O'Neill

Statement: Prescribed Information for Elections: Section 189(1) of the Fair Work (Registered Organisations) Act 2009 and Regulation 138 Fair Work (Registered Organisations) Regulations 2009

I, Pat Forward, being the Deputy Federal Secretary of the Australian Education Union make the following statement:

1. I am the Deputy Federal Secretary of the Australian Education Union and am authorised to sign this prescribed information for a forthcoming election required in the Federal office, the Victorian Branch and the ACT Branch of the Australian Education Union, for the undermentioned offices.
2. I confirm that the following information is being lodged under subsection 189(1) of the *Fair Work (Registered Organisations) Act 2009*.
3. The election that is required is set out in the table in **Annexure A**.
4. The resignation letter for the casual vacancy created by the resignation of Kevin Pope on 10th May 2016 from the two positions of National Principals Committee representative on Federal Executive and from the National Principals Committee (General Division) representing the VIC Branch is attached in **Annexure B**.
5. Insufficient nominations were received in an earlier election for the National TAFE Council delegate in both the ACT and Victorian Branches. The declaration of results for both these elections are attached in **Annexure C and D** respectively
6. The relevant person to contact for lists of members and other necessary information in relation to these elections is as follows:

For the office of National Principal Federal Executive Delegate:

Susan Hopgood
Federal Secretary
Australian Education Union
120 Clarendon Street
Southbank, Melbourne VIC 3006
Email: aeu@aeufederal.org.au

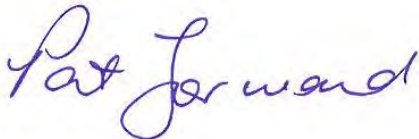
For the National Principals Delegate (General Division) Committee and the National TAFE Council Delegate – VIC Branch:

Gillian Robertson
Branch Secretary
AEU Victorian Branch
PO Box 363
Abbotsford VIC 3067
melbourne@aeuvic.asn.au

For the National TAFE Council Delegate – ACT Branch:

Glenn Fowler
Branch Secretary
AEU ACT Branch
PO Box 3042
Manuka ACT 2603
Email: aeuact@aeuact.org.au

Yours sincerely,

A handwritten signature in blue ink that reads "Pat Forward". The signature is written in a cursive, flowing style.

Pat Forward
Deputy Federal Secretary

ELECTION REQUIRED:

BRANCH	NAME OF OFFICE	TERM OF OFFICE	NUMBER REQUIRED	VOTING SYSTEM	REASON FOR ELECTION	ELECTORATE
Federal Office	National Principal Federal Executive Member	1 st March 2016 – 28 February 2018	One	Collegiate	Casual vacancy created by resignation of Kevin Pope (resignation is attached)	The National Principal Federal Executive Member is elected by and from the members of the National Principals' Committee. <i>(Federal Rule 35B outlines the dates and times for the election of the National Principal Federal Executive Member).</i>
VIC Branch	National Principals Committee (General Division) Member	1 January 2016-31 December 2017	One	Direct Voting System	Casual vacancy created by resignation of Kevin Pope (resignation is attached)	The electorate is the financial members assigned to the General Division of the Victorian Branch except that the member being nominated and the nominators must be members of the Principal Class. <i>(Federal Rules 36 and 75 and Rule 54B of the Federal Branch Rules for the VIC Branch are the relevant Rules for the election of the National Principal Committee member).</i>
VIC Branch	National TAFE Council Delegate	1 January 2016-31 December 2017	One	Direct Voting System	Insufficient nominations in election E2015/262 (declaration attached)	The electorate is the financial members assigned to the TAFE Division of the Victorian Branch. <i>(Federal Rule 47(7) establishes the procedures for filling a casual vacancy on the National TAFE Council)</i>
ACT Branch	National TAFE Council Delegate	1 January 2016-31 December 2017	One	Direct Voting System	Insufficient nominations in election 2015/262 (declaration attached)	The electorate is the financial members assigned to the TAFE Division of the ACT Branch. <i>(Federal Rule 47(7) establishes the procedures for filling a casual vacancy on the National TAFE Council)</i>

DATES AND TIMES:

	DIRECT VOTING SYSTEM	COLLEGIATE ELECTORAL SYSTEM
NOMINATIONS OPEN	To be determined by the returning officer	To be determined by the returning officer
NOMINATIONS CLOSE	To be determined by the returning officer	To be determined by the returning officer
ROLL OF VOTERS CUT OFF DATE	To be closed seven days before the day on which nominations open - <i>Federal Rule 30(4)</i>	To be closed seven days before the day on which nominations open - <i>Federal Rule 30(4)</i>

Australian Education Union Vacancy ACT AEU E2015/262

Declaration of Results for Uncontested Offices

Below are 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.

AEU ACT Branch

Aboriginal and Torres Strait Islander Federal Conference Delegate (1)

Candidates

LUCAS, Vicki

General Division

Federal Conference Delegates representing the General Division (2)

Candidates

FOWLER, Glenn
READ, Lana

National Principals' Committee Member (1)

Candidates

GORMAN, Shane

TAFE Division

National TAFE Council Executive Member (1)

Candidates

NOBLE, Karen

National TAFE Council Delegate (1)

Candidates

No nomination was received

**Yalukit Yulendj (National Aboriginal and Torres Strait Islander Education Committee)
Member (1)**

Candidates

No nomination was received

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



Chris Cox
Returning Officer
2 February 2016

Australian Education Union

Casual Vacancies E2015/262

Declaration of Results for Uncontested Offices

Below are 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.

Victorian Branch

Aboriginal and Torres Strait Islander Federal Conference Delegate (1)

Candidates

No nomination was received

National TAFE Council Delegate (4)

Candidates

*KIRBY, Susan
MIFSUD, Michael
SMITH, Phillip*

Yalukit Yulendj National Aboriginal and Torres Strait Islander Education Committee (General Division) Member (1)

Candidates

No nomination was received

Yalukit Yulendj National Aboriginal and Torres Strait Islander Committee (TAFE Division) Member (1)

Candidates

No nomination was received

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

Benjamin Murray
Returning Officer

15 February 2016