



15 January 2016

Mr Glenn Fowler  
Branch Secretary  
Australian Education Union-ACT Branch

aeuact@aeuact.org.au

Dear Mr Fowler,

**Reminder of actions required when persons elected to office**

The Australian Electoral Commission has provided the Commission a declaration of results for the election [E2015/226]. This letter is a reminder of certain obligations imposed on organisations and persons elected to office.

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.

Also, section 233(2) of the RO Act requires that an organisation must notify the Fair Work Commission (the Commission) within 35 days of any changes to the holders of office in the organisation. If the election has resulted in any changes to the holders of office, the Australian Education Union-ACT Branch 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;
  - 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

Christine Hibberd  
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].<sup>1</sup>
- On [DATE] the name and/or address of a branch[es] of the organisation changed to:<sup>2</sup>
  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]:<sup>3</sup>
  - 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 [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au).]**

---

<sup>1</sup> s.230(1)(d); reg.147(d)

<sup>2</sup> s.230(1)(d); reg.147(a) & (d)

<sup>3</sup> 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 | 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)<br/>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 ACT Branch

## Declaration of Results for Contested and Uncontested Offices

**E2015/226**

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.

### Australian Education Union, ACT Branch - Branch Executive (Vacancies)

|   |             |
|---|-------------|
| Total number of names on the roll of voters                     | 3348        |
| Ballot papers issued  | 3348        |
| Replacement ballot papers issued                                | 0           |
| <b>Total Ballot Papers Issued</b>                               | <b>3348</b> |
| Ballot papers / envelopes returned for scrutiny                 | 360         |
| Less ballot papers / envelopes rejected at preliminary scrutiny | 16          |
| Adjusting balance   | 0           |
| <b>Total Ballot Papers Admitted to Scrutiny</b>                 | <b>344</b>  |
| Percentage of ballot papers returned to number issued           | 10%         |
| Ballot papers returned as unclaimed mail                        | 19          |
| Ballot papers not returned                                      | 2969        |

### Branch Executive General Representative(1)

| <u>Candidates</u>      | <u>First Preference Votes</u> | <u>Votes</u> |
|------------------------|-------------------------------|--------------|
| BEMROSE, Don           | 30                            | Excluded     |
| THOMSON, Susan         | 79                            | 171          |
| CURTIS, Peter          | 65                            | Excluded     |
| GHIRARDELLO, Trish     | 96                            | 163          |
| JUDGE, Patrick         | 73                            | Excluded     |
| Exhausted Votes        |                               | 9            |
| Loss/Gain by Fraction  |                               | 0            |
| Total votes            | <b>343</b>                    | <b>334</b>   |
| Formal ballot papers   | <b>343</b>                    | <b>343</b>   |
| Informal ballot papers | 1                             | 1            |

I declare Susan Thomson elected.

## **TAFE Sub-Branches Representative (1)**

### Candidates

No nomination was received

No candidates elected.

## **TAFE Sub-Branches Alternate Representative (1)**

### Candidates

BROWN, Anne

I declare Anne Brown elected.



Chris Cox  
Returning Officer  
Australian Electoral Commission

4 December 2015



Fair Work (Registered Organisations) Act 2009

## POST ELECTION REPORT

**Client:** Australian Education Union - ACT Branch

**Contact details:** Mr. Glenn Fowler  
Branch Secretary  
Australian Education Union  
ACT Branch

**Email:** glenn.fowler@aeuact.org.au  
**Tel:** 02 6272 7900

**FWC contact officer:** David Vale  
**Email:** orgs@fwc.gov.au

### ELECTIONS COVERED IN THIS REPORT

**Election Decision No/s:** E2015/226

### RULES

**Rules used for elections Rule ID:** [284V: Incorporates alterations of 14/08/2015  
{R2015/124 and R2015/136}]

**Rules difficult to apply/interpret:** None

**Model Rule reference (if any):** N/A

### ROLL OF VOTERS

**Branch Executive General Representative** 3348

### ALLEGATIONS OF IRREGULARITIES RECEIVED

Details of written allegations of irregularities, and action taken by AEC: None

Other irregularities identified, and action taken: None

### ATTACHMENTS

Declaration of results for uncontested and contested offices

Chris Cox  
Returning Officer  
Australian Electoral Commission  
10 December 2015



## DECISION

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

**Australian Education Union**  
(E2015/226)

MR ENRIGHT

MELBOURNE, 8 SEPTEMBER 2015

*Arrangement for conduct of election.*

[1] On 14 August and 4 September 2015 The Australian Education Union ACT Branch (the Branch) lodged with the Fair Work Commission the prescribed information in relation to an election for the following offices:

Branch Executive TAFE Sub-branch Representative (due to insufficient nominations received at a previous election)

Branch Executive TAFE Sub-branch Alternate Representative (due to insufficient nominations received at a previous election)

[2] On the same dates, the Branch lodged with the On the same day the Branch also lodged prescribed information in relation to an election to fill a casual vacancy for the remainder of the term of office in the following office:

Branch Executive General Representative

[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



## Australian Education Union – ACT Branch

### Notice and Statement of Prescribed Information for an Election

I, Glenn Fowler, being the Branch Secretary of the Australian Education Union - ACT Branch, make the following statement:

I am the Branch Secretary of the Australian Education Union - ACT Branch,

I am authorised to lodge the following prescribed information concerning forthcoming elections in the ACT Branch of the Australian Education Union, and

I confirm that the following information is being lodged under subsection 189(1) of the *Fair Work (Registered Organisations) Act 2009*.

Signed:

14 August 2015

---

#### Offices/Positions

- Branch Executive TAFE Representative (x1) 1 July 2015 - 30 June 2017
- Branch Executive TAFE Alternate Representative (x1) 1 July 2015 - 30 June 2017
- Branch Executive General Representative (x1) 1 July 2015 - 30 June 2017

#### Reasons for election:

- Election for the listed Branch Executive positions are required as the terms of office are have expired on 30 June 2015 in the normal course of events under the rules of the organisation.
- Election for the office of Branch Executive General Representative is required to fill a casual vacancy that has recently occurred.

#### Elected by:

- The electorate for the direct voting system is the whole of the Australian Education Union – ACT Branch.

#### Nominations open:

- For offices elected by direct voting system nomination open XXXXXXXXXXXX 2015.

#### Nominations close:

- For offices elected by direct voting system nomination close XXXXXXXXXXXX 2015.

#### Cut-off date for roll:

- XXXXXXXXXXXX 2015, 7 days prior to the opening date for nominations.