



10 January 2020

Richard Evans
President
Australian Entertainment Industry Association
Sent via email: info@liveperformance.com.au

Dear Richard Evans

Notification of changes made to records under s.233(1) RO Act - Annual obligation to lodge information (AR2019/39)

I acknowledge receipt of a Notification of Change to the office holders of the Australian Entertainment Industry Association.

This information was lodged with the Registered Organisations Commission (the ROC) pursuant to the notification requirements in section 233(2) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

The table below outlines the changes notified and when they were lodged. Our records have been updated accordingly. The document can be viewed on the Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
3/12/2019	National	Executive Councillor (4)	Yes

Time frames

Regulation 151 of the *Fair Work (Registered Organisations) Regulations 2009* prescribes that a notification of change pursuant to section 233(2) of the RO Act must be lodged within 35 days of the change occurring. I note that this is a civil penalty provision and non-compliance may leave your organisation open to Federal Court proceedings.

Officer Induction Kit

The ROC has created an [Officer Induction Kit](#) to assist new officers. The Kit includes a number of 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 and other reporting obligations.

The kit should not be printed as it is updated regularly and some of the documents are interactive. The ROC strongly recommends that all new officers, and officers who are seeking more information on their obligations and duties, are given the link to the officer induction kit. Please

GPO Box 2983, Melbourne VIC 3001
Telephone: 1300 341 665 | Email: regorgs@roc.gov.au
Website: www.roc.gov.au

direct your new officers to the kit which is on the ROC's [fact sheets, templates and webinars page](#), under Officers.

Mandatory disclosures

Please ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests. Details are contained in the RO Act and are summarised in the ROC's [Disclosures Fact Sheet](#).

Mandatory training

Please also note that Section 293K of the RO Act requires each officer with duties that relate to the financial management to undertake approved training that covers the duties within 6 months after the person begins to hold office. Please ensure that relevant officers are advised of the requirement to undertake approved training. Please also ensure that they undertake the training within the required timeframe. Further information about training is provided in our [officer financial training fact sheet](#).

Thank you for your correspondence.

Yours sincerely

Registered Organisations Commission



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, **Richard Evans**, being the **President of the Australian Entertainment Industry Association**, 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. 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:

A handwritten signature in black ink, appearing to be "Richard Evans", written over a light blue horizontal line.

Dated: 3 December 2019



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 outgoing office holder	Name of new office holder	Postal address of new office holder	Occupation of new office holder
National	28/11/2019	Executive Councillor	Mr Alex Budd	Ms Elizabeth Christie	Level 6, 2 Kavanagh Street Southbank VIC 3006	Executive Director, The Australian Ballet
National	28/11/2019	Executive Councillor	Mr Rod Pilbeam	Ms Alison Copley	197 Wellington Street Launceston TAS 7250	General Manager, Tasdance
National	28/11/2019	Executive Councillor	Mr Douglas Gautier AM	Ms Liz Hawkins	GPO Box 1269 Adelaide SA 5001	Director of Programming, Development & Venue Sales, Adelaide Festival Centre
National	28/11/2019	Executive Councillor	vacant	Ms Paula McKinnon	Building 10 Level 3, 658 Church St Richmond VIC 3121	Associate Producer, The Walt Disney Company (Australia)



24 June 2019

Richard Evans
President
Australian Entertainment Industry Association

Sent via email: info@liveperformance.com.au

Dear Richard Evans,

Notification of changes made to records under s.233(1) RO Act - Annual obligation to lodge information (AR2019/39)

I acknowledge receipt of a Notification of Change to the office holders of the Australian Entertainment Industry Association.

This information was lodged with the Registered Organisations Commission (the ROC) pursuant to the notification requirements in section 233(2) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

The table below outlines the changes notified and when they were lodged. Our records have been updated accordingly. The document can be viewed on the Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
2 May 2019	n/a	Judy Vince filled vacant position of Executive Councillor	YES

Time frames

Regulation 151 of the *Fair Work (Registered Organisations) Regulations 2009* prescribes that a notification of change pursuant to section 233(2) of the RO Act must be lodged within 35 days of the change occurring. I note that this is a civil penalty provision and non-compliance may leave your organisation open to Federal Court proceedings.

Officer Induction Kit

The ROC has created an [Officer Induction Kit](#) to assist new officers. The Kit includes a number of 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 and other reporting obligations.

The kit should not be printed as it is updated regularly and some of the documents are interactive. The ROC strongly recommends that all new officers, and officers who are seeking more information on their obligations and duties, are given the link to the officer induction kit. Please

direct your new officers to the kit which is on the ROC's [fact sheets, templates and webinars page](#), under Officers.

Mandatory disclosures

Please ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests. Details are contained in the RO Act and are summarised in the ROC's [Disclosures Fact Sheet](#).

Mandatory training

Please also note that Section 293K of the RO Act requires each officer with duties that relate to the financial management to undertake approved training that covers the duties within 6 months after the person begins to hold office. Please ensure that relevant officers are advised of the requirement to undertake approved training. Please also ensure that they undertake the training within the required timeframe. Further information about training is provided in our [officer financial training fact sheet](#).

Thank you for your correspondence.

Yours faithfully,

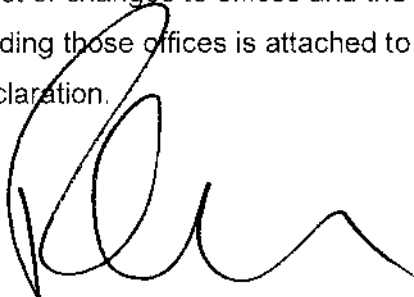
Cheryl Tam
Registered Organisations Commission

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, **Richard Evans**, being the President of the Australian Entertainment Industry Association (trading as Live Performance Australia), 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 May 2019

[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within 35 days of the change. It can be submitted to regorgs@roc.gov.au.]

ANNEXURE A

THIS IS A PUBLIC DOCUMENT THAT WILL BE PUBLISHED ON THE WEBSITE

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

[Please note:

- *delete the italicised information: this is instructional or provided by way of example only*
- *the ROC must be notified within 35 days of the change*
- *the 35 days begins at the earliest event (for instance when the officer retires) and **cannot be notified in advance** of the change*
- *a notification of a person leaving office and a notification of person filling the vacant office may need to be lodged separately if the appointment or election process takes 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
<i>National</i>	<i>28/3/2019</i>	<i>Executive Councillor</i>	<i>vacant</i>	<i>Judy Vince</i>	<i>PO Box 5000 Victoria Park WA 6979</i>	<i>Group General Manager Crown Theatres, Crown Perth</i>



5 July 2019

Richard Evans
President
Australian Entertainment Industry Association

Sent via email: info@liveperformance.com.au

Dear Richard Evans,

Declaration and information lodged under subsection 233(1) for 2019 (AR2019/39)

I acknowledge receipt by the Registered Organisations Commission (**the ROC**) of your organisation's Annual Return on 14 March 2019 and amended Annual Return on 2 July 2019 which provides information under subsection 233(1) of the *Fair Work (Registered Organisations) Act 2009 (the RO Act)*.

Thank you for providing the amended Annual Return.

The ROC aims to help organisations comply with all the requirements of subsection 233(1) of the RO Act. Accordingly the ROC requested that further information be provided, and this was provided by the organisation on 2 July 2019 regarding the:

- two vacant positions of Executive Councillor; and
- elections to be held in 2019.

The provision of this information is a mandatory part of the Annual Return. While no further action is required in relation to this Annual Return, please ensure this information is included next year. Failure to include this information may result in the ROC reviewing the Australian Entertainment Industry Association's compliance with section 233(1). Non-compliance leaves your organisation open to the risk of further compliance action, including the prospect of Federal Court proceedings seeking penalties.

In order to assist organisations to fully comply with the requirements of subsection 233(1) of the RO Act a template Annual Return is available on the [fact-sheets](#) page of our website. The Australian Entertainment Industry Association is encouraged to use this template.

The amended Annual Return has now been filed and no further action in relation to this Annual Return is required. Annual Returns are publicly available on the website through the [List of Registered Organisations](#).

Notifications of Change

Any changes to these records must be notified to the ROC within 35 days of the change. A template Notification of Change Declaration is available on the [fact-sheets](#) page of our website. The Australian Entertainment Industry Association is encouraged to use this template if any changes occur.

If you have any queries regarding this correspondence I can be contacted on 1300 341 665 or by email at regorgs@roc.gov.au

Yours faithfully,

Cheryl Tam
Registered Organisations Commission



ANNUAL RETURN 2019 DECLARATION

I, **Richard Evans**, of Level 1 / 15-17 Queen St, Melbourne 3000, President of the Australian Entertainment Industry Association (AEIA), Org code 031N, an organisation of employers registered under the Fair Work (Registered Organisations) Act 2009, in the State of Victoria, do solemnly and sincerely declare:

1. A register of members has, during the preceding calendar year, been kept and maintained in accordance with the requirements of s.230 (1) (a) and subsection 230 (2) of the Fair Work (Registered Organisations) Act 2009. In accordance with Section 233(1)(b) a copy of the records required to be kept under paragraphs 230(1)(b), (c) and (d) have been certified by declaration by the secretary or other prescribed officer of the organization to be a correct statement of the information contained in those records, as at the date of the initial lodgement of the 2019 Annual Return declared on 13 February 2019.
2. The list of offices in the Association for which nominations are called or may be made are as follows:
 - President (1)
 - Vice Presidents (2)
 - Executive Councillors (not less than three or more than 15)
3. The names, postal addresses and occupations of the persons holding offices in the Association as at the date of this declaration are as follows:

The address for all Office Holders and Committee Members is
Level 1, 15 – 17 Queen Street, Melbourne 3000.

<u>OFFICER</u>	<u>OCCUPATION</u>
<u>President</u>	
Richard Evans	Managing Director
<u>Vice President</u>	
Maria O'Connor	Managing Director
John Kotzas	Chief Executive
<u>Executive Councillors</u>	
Torben Brookman	Director
Alex Budd	Executive Producer
Lisa Campbell	Producer

Michael Coppel AM	President/ CEO
Sue Donnelly	Executive Director
Douglas Gautier AM	Chief Executive Officer
Shirley McGrath	Financial Controller
Patrick McIntyre	Executive Director
Liza Mclean	Director
Rod Pilbeam	Executive Director
Melanie Smith	Executive, Performing Arts
Fiona Winning	Head of Programming
Louise Withers	Managing Director
Vacant 1	
Vacant 2	

4. There are no branches or other divisions of the Association.
5. There are no new branches or other divisions of the Association.
6. There are no Old branches or other divisions of the Association.
7. The Registered Office of the Association is at
Level 1, 15 – 17 Queen Street, Melbourne 3000 in the State of Victoria.
Phone: 03 8614 2000
Email: info@liveperformance.com.au.
8. In accordance with the AEIA rule 11(d), the Executive Council shall be elected for a term of two years.
The next election of the Executive Council will be held in November 2019.
9. As at 31 December 2018 the organisation had 401 members.



Richard Evans
President

Signed at Melbourne this 02 July 2019