



22 March 2018

Mr Colin Waller
NSW Branch Secretary/Treasurer
Australian Hotels Association-New South Wales Branch
jessica.hannaford@ahansw.com.au

Dear Mr Waller,

cc: Mr Stephen Ferguson, National CEO, Australian Hotels Association, aha@aha.org.au

Reminder of actions required when persons elected to office

The Australian Electoral Commission has provided the Registered Organisations Commission (the ROC) a declaration of results for the election of uncontested and contested offices for New South Wales Branch [E2017/243]. 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 293K of the *Fair Work (Registered Organisations) Act 2009* (the RO Act) requires 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 are provided for in the RO Act.

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 Hotels Association-New South Wales 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. 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

Christine Hibberd
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, [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]*

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)

2. ...

Signed: [SECRETARY OR OTHER AUTHORISED OFFICER]

Dated: [DATE]

*[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

- 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
<i>National</i>	<i>1.1.2014</i>	<i>Secretary</i>	<i>Full Name</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>Full Name</i>	<i>As above</i>	<i>mechanic</i>
<i>...</i>						
<i>NSW</i>	<i>1.1.2014 (resigned) 7.1.2014 (appointed)</i>	<i>President</i>	<i>Full Name</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>Full Name</i>	<i>As above</i>	<i>mechanic</i>
		<i>Treasurer</i>	<i>Full Name</i>	<i>vacant</i>	<i>vacant</i>	<i>vacant</i>
<i>...</i>						

7 March 2018

Post-election Report

**Australian Hotels Association New South Wales
Branch – Delegates to Council Vacancies –
E2017/243**

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Election(s) Covered in this Report

Election Decision No/s: E2017/243

Rules

Rules used for the election:	[024N-NSW: Incorporates alterations of 28/8/2009] (replaces 28/6/2004 version)
Rules difficult to apply/interpret:	None
Model Rule reference (if any)	(e.g., N/A)

Roll of Voters

Total number of voters on the Roll:	"See Attachment 1"
Number of apparent workplace addresses:	All
Number of non-current addresses:	Nil
Other matters pertaining to the roll of voters:	None

Irregularities

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

Other irregularities identified, and action taken: N/A

Other Matters

The Rules of AHANSW do not address conduct of elections for insufficient nominations. It is recommend that the Association address the above absence of rules by including these.

Attachments

- 1) Declaration of Results for Contested and Uncontested Offices – NSW branch Vacancies



Noopur Madan
Returning Officer

7 March 2018

Australian Hotels Association
New South Wales Branch
Delegates to Council Accommodation and General Division
Vacancy Election – E2017/243

Declaration of Results for Contested and Uncontested Offices

E2017/243

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.

New South Wales Branch

Delegate to Council – Eastern Suburbs sub-branch (1)

Total number of names on the roll of voters	29
Ballot papers issued	29
Replacement ballot papers issued	0
Total Ballot Papers Issued	29
Ballot papers / envelopes returned for scrutiny	10
Less ballot papers / envelopes rejected at preliminary scrutiny	0
Adjusting balance	0
Total Ballot Papers Admitted to Scrutiny	10
Percentage of ballot papers returned to number issued	34
Ballot papers returned as unclaimed mail	1
Ballot papers not returned	18

<u>Candidates</u>	<u>Votes</u>
BAYFIELD, Kaine	3
JONES , Antony	7
Total votes	10
Formal ballot papers	10
Informal ballot papers	0

I declare Antony Jones elected.

Delegate to Council – Manly/Warringah sub-branch (1)

Total number of names on the roll of voters	14
Ballot papers issued	14
Replacement ballot papers issued	1
Total Ballot Papers Issued	15
Ballot papers / envelopes returned for scrutiny	9
Less ballot papers / envelopes rejected at preliminary scrutiny	1
Adjusting balance	0
Total Ballot Papers Admitted to Scrutiny	8

Percentage of ballot papers returned to number issued	60
Ballot papers returned as unclaimed mail	0
Ballot papers not returned	6

<u>Candidates</u>	<u>Votes</u>
KING, Sean	6
BRADY, Dan	2
Total votes	8
Formal ballot papers	8
Informal ballot papers	0

I declare Sean King elected

Accommodation Division

Delegate to Council (2)

Candidate/s

TUDEHOPE Peter John
JOHNSON Michael

General Division

Bankstown sub-branch

Delegate to Council (1)

Candidate/s

THOMAS John

Barrier sub-branch

Delegate to Council (1)

Candidate/s

TRENGOVE Dean William

Canobolas sub-branch

Delegate to Council (1)

Candidate/s

TUDOR Philip

Far North Coast sub-branch

Delegate to Council (1)

Candidate/s

BROWN Gavin

Macarthur/Southern Highlands sub-branch

Delegate to Council

Candidate/s

No Nominations accepted

Mid North Coast sub-branch

Delegate to Council

Candidate/s

SMITH Timothy

Near West & Blue Mountains sub-branch

Delegate to Council

Candidate/s

PARRAS Colin

New England sub branch

Delegate to Council

Candidate/s

KELSALL Todd

Parramatta sub-branch

Delegate to Council

Candidate/s

COLOSIMO Leon

Riverina sub-branch

Delegate to Council

Candidate/s

TORRESAN Jason

Wagga & District sub-branch

Delegate to Council

Candidate/s

McREDMOND John

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



Noopur Madan
Returning Officer
Australian Electoral Commission

6 March 2018



DECISION

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

Australian Hotels Association
(E2017/243)

MR ENRIGHT

MELBOURNE, 6 DECEMBER 2017

Arrangement for conduct of election.

[1] On 16 November 2017 the New South Wales Branch of the Australian Hotels Association lodged with the Registered Organisations Commission prescribed information for an election to fill the following offices, due to insufficient nominations received in a previous election (**E2017/164**):

Delegate to Council from the Accommodation Division	(2)
Delegate to Council from the General Division (from the following Sub-branches):	
Bankstown	(1)
Barrier	(1)
Canobolas	(1)
Eastern Suburbs	(1)
Far North Coast	(1)
Macarthur/Southern Highlands	(1)
Manly/Warringah	(1)
Mid North Coast	(1)
Near West & Blue Mountains	(1)
New England	(1)
Parramatta	(1)
Riverina	(1)
Wagga & District	(1)

[2] 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 COMMISSIONER

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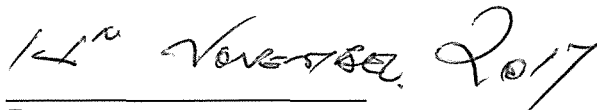
STATEMENT OF PRESCRIBED INFORMATION FOR ELECTIONS

SECTION 189 *FAIR WORK (REGISTERED ORGANISATIONS) ACT 2009* AND REGULATION 138 *FAIR WORK (REGISTERED ORGANISATIONS)* *REGULATIONS 2009*

I, Colin Waller, being the Secretary/Treasurer of the NSW Branch of the Australian Hotels Association NSW, make the following statement:

1. I am authorised to sign this statement containing prescribed information for the New South Wales Branch of the Australian Hotels Association.
2. The following information is lodged under subsection 189(1) of the *Fair Work (Registered Organisations) Act 2009*.
3. The elections that are required are set out in the table attached and marked "Annexure A".
4. Insufficient nominations were received in an earlier election (E2017/164) and the declaration of results is attached and marked "Annexure B".


Signed


Date

ANNEXURE A

- Elections that are required

Branch	Name of Office	Number required	Voting System	Reason for Election	Electorate
NSW	Delegate to Council representing the Accommodation Division	2	Direct Voting System	Insufficient Nominations received in election E2017/164	All members of NSW Branch (rr.3, 18, 20.2, 30.1(g))
NSW	Delegate to Council representing the Bankstown Sub-Branch	1	Direct Voting System	Insufficient Nominations received in election E2017/164	All members of NSW Branch (rr.3, 18, 20.2, 30.1(g))
NSW	Delegate to Council representing the Barrier Sub-Branch	1	Direct Voting System	Insufficient Nominations received in election E2017/164	All members of NSW Branch (rr.3, 18, 20.2, 30.1(g))
NSW	Delegate to Council representing the Canobolas Sub-Branch	1	Direct Voting System	Insufficient Nominations received in election E2017/164	All members of NSW Branch (rr.3, 18, 20.2, 30.1(g))
NSW	Delegate to Council representing the Eastern Suburbs Sub-Branch	1	Direct Voting System	Insufficient Nominations received in election E2017/164	All members of NSW Branch (rr.3, 18, 20.2, 30.1(g))
NSW	Delegate to Council representing the Far North Coast Sub-Branch	1	Direct Voting System	Insufficient Nominations received in election E2017/164	All members of NSW Branch (rr.3, 18, 20.2, 30.1(g))
NSW	Delegate to Council representing the Macarthur/Southern Highlands Sub-Branch	1	Direct Voting System	Insufficient Nominations received in election E2017/164	All members of NSW Branch (rr.3, 18, 20.2, 30.1(g))
NSW	Delegate to Council representing the Manly/Warringah Sub-Branch	1	Direct Voting System	Insufficient Nominations received in election E2017/164	All members of NSW Branch (rr.3, 18, 20.2, 30.1(g))
NSW	Delegate to Council representing the Mid North Coast Sub-Branch	1	Direct Voting System	Insufficient Nominations received in election E2017/164	All members of NSW Branch (rr.3, 18, 20.2, 30.1(g))
NSW	Delegate to Council representing the Near West & Blue Mountains Sub-Branch	1	Direct Voting System	Insufficient Nominations received in election E2017/164	All members of NSW Branch (rr.3, 18, 20.2, 30.1(g))
NSW	Delegate to Council representing the New England Sub-Branch	1	Direct Voting System	Insufficient Nominations received in election E2017/164	All members of NSW Branch (rr.3, 18, 20.2, 30.1(g))

NSW	Delegate to Council representing the Parramatta Sub-Branch	1	Direct Voting System	Insufficient Nominations received in election E2017/164	All members of NSW Branch (rr.3, 18, 20.2, 30.1(g))
NSW	Delegate to Council representing the Riverina Sub-Branch	1	Direct Voting System	Insufficient Nominations received in election E2017/164	All members of NSW Branch (rr.3, 18, 20.2, 30.1(g))
NSW	Delegate to Council representing the Wagga & District Sub-Branch	1	Direct Voting System	Insufficient Nominations received in election E2017/164	All members of NSW Branch (rr.3, 18, 20.2, 30.1(g))

- Important dates:

	Direct Voting System
Nominations OPEN	At some time prior to 15 October 2017 (r.30.1(a))
Nominations CLOSE	21 days after notice of nominations opening (r.30.1(b)(ii))
Roll of Voters cut-off date	7 days before nominations open (r.30.1(h))



ANNEXURE B

**Australian Hotels Association
New South Wales Branch
Stage 1 – Delegates to Council E2017/164
Accommodation and General Division**

Declaration of Results for Uncontested Offices

E2017/164

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.

New South Wales Branch

Accommodation Division

Delegate to Council - Accommodation Division (2)

Candidates

No nominations were received

General Division

Delegate to Council - Albury Sub-Branch

Candidates

BURKE, Daniel

Delegate to Council - Bankstown Sub-Branch

Candidates

No nomination was received

Delegate to Council - Barrier Sub-Branch

Candidates

No nomination was received



Delegate to Council - Blacktown & District Sub-Branch

Candidates

HILTON, Danielle

Delegate to Council - Canobolas Sub-Branch

Candidates

No nomination was received

Delegate to Council - Castlereagh/Barwon Sub-Branch

Candidates

OZOLS, Erik Valdis

Delegate to Council - Central Coast Sub-Branch

Candidates

HARRIS, Peter R

Delegate to Council - Chifley Sub-Branch

Candidates

RENDALL, Andrew

Delegate to Council - Clarence River Sub-Branch

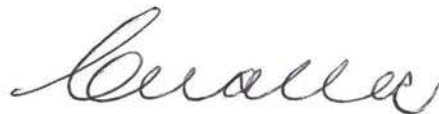
Candidates

MASTERS, Gordon

Delegate to Council - Fairfield/Liverpool Sub-Branch

Candidates

WEBSTER, Phillip



Delegate to Council - Far North Coast Sub-Branch

Candidates

No nomination was received

Delegate to Council - Far South Coast Sub-Branch

Candidates

CREARY, David Percival

Delegate to Council - Goulburn & District Sub-Branch

Candidates

BURKE, Patrick

Delegate to Council - Illawarra Sub-Branch

Candidates

DENNIS, Michael

Delegate to Council - Macarthur/Southern Highlands Sub-Branch

Candidates

No nomination was received

Delegate to Council - Manly/Warringah Sub-Branch

Candidates

No nomination was received

Delegate to Council - Mid North Coast Sub-Branch

Candidates

No nomination was received

Delegate to Council - Mudgee Sub-Branch

Candidates

KENNEDY, Des



Delegate to Council - Murray Sub-Branch

Candidates

PRETSCHERER, Peter John

Delegate to Council - New England Sub-Branch

Candidates

No nomination was received

Delegate to Council - North Sydney Sub-Branch

Candidates

CALLIGEROS, Peter

Delegate to Council - Northern Suburbs Sub-Branch

Candidates

DIROU, Paul

Delegate to Council - Orana Sub-Branch

Candidates

BLAIR, Joanne

Delegate to Council - Outback Sub-Branch

Candidates

McGIRR, Daniel Kevin

Delegate to Council - Parramatta Sub-Branch

Candidates

No nomination was received



Delegate to Council - Riverina Sub-Branch

Candidates

No nomination was received

Delegate to Council - Snowy Mountains Sub-Branch

Candidates

SHARKEY, Michael

Delegate to Council - South Coast Sub-Branch

Candidates

WALLER, Colin William

Delegate to Council - South West Slopes Sub-Branch

Candidates

CUMMINS, Gary

Delegate to Council - St George/Sutherland Sub-Branch

Candidates

HUMPHREYS, Lynette

Delegate to Council - Tamworth & District Sub-Branch

Candidates

BROOMHAM, Rob

Delegate to Council - Upper Hunter Valley Sub-Branch

Candidates

SMITH, Gregory John

Delegate to Council - Western Suburbs Sub-Branch

Candidates

GALLAGHER, Patrick



Delegates to Council - East Central Sub-Branch (2)

Candidates

KELLY, Carolyn
THOMAS, Chris

Delegates to Council - Eastern Suburbs Sub-Branch (2)

Candidates

LEES, Robert Ellis
No further nomination was received

Delegates to Council - Leichhardt/Glebe Sub-Branch (2)

Candidates

McGIRR, Paul
RYAN, William

Delegates to Council - Near West & Blue Mountains Sub-Branch (2)

Candidates

STANFORD, Glen
No further nomination was received

Delegates to Council - Newtown Sub-Branch (2)

Candidates

COOTE, Craig Allan
LEACH, Scott

Delegates to Council - South Sydney Sub-Branch (2)

Candidates

COPPLESON, David
WALKER, Trevor

Delegates to Council - Wagga & District Sub-Branch (2)

Candidates

BARNHILL, David
No further nomination was received



Delegates to Council - City Central Sub-Branch (3)

Candidates

FRANKS, John
LUCAS, John
MALONEY, Kim

Delegates to Council - Newcastle Sub-Branch (3)

Candidates

DE WITH, Rolly
McCABE, Gabrielle
STARKEY, Michael

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



Noopur Madan
Returning Officer
7 November 2017