



1 August 2018

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

Dear Mr Waller,

cc: 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 offices for New South Wales Branch [E2018/148]. 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, as soon as practicable after receiving the post-election report, 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**

31 July 2018

# Post-election Report

**Australian Hotels Association**  
New South Wales Branch  
Casual Vacancy election  
E2018/148

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# Election(s) Covered in this Report

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Organisation: AHA New South Wales Branch  
Election: Casual Vacancy  
Election Decision No/s: E2018/148

## Rules

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Rules used for the election:	[024n: Incorporates alterations certified on 20/04/2017 in matters D2016/56 & R2016/145] National Rules and 024N-NSW: Incorporates alterations of 28/8/2009
Rules difficult to apply/interpret:	None
Model Rule reference (if any):	N/A

## Roll of Voters

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As there were no contested offices, no Roll of Voters was required.

## Irregularities

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

Other irregularities identified, and action taken: N/A

## Other Matters

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Returning Officer actions required (Section 193): Yes

Details:

Reword the following for the Organisation Rule 30.3 Ballot closing no later than 14 days of posting - insufficient time in current mail delivery times for non-metro members to receive and return ballot material - recommend rules be revised to allow 21 to 28 days for return of ballot material.

Nat Rule 16 (3) - Ballot closing within 14 days of posting - insufficient time in current mail delivery times for non-metro members to receive and return ballot material - recommend rules be revised to allow 21 to 28 days for return of ballot material.

## Attachments

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1) Declaration of results for Uncontested Offices



Catherine Bernoth  
Returning Officer  
Australian Electoral Commission  
E: nswelections@aec.gov.au  
P: 02 9375 6375  
31 July 2018

**Australian Hotels Association**  
**New South Wales Branch**  
**DECLARATION OF RESULTS - E2018/148**  
**Uncontested Offices**

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**Casual Vacancy Election**

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 are:

**General Division - City Central Sub-Branch**

**Delegate to Council (1)**

Candidates

SPEED, Steven

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



Neil Kean  
For  
Catherine Bernoth  
Returning Officer  
Australian Electoral Commission  
16/07/2018





## DECISION

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

**Australian Hotels Association**  
(E2018/148)

MR ENRIGHT

MELBOURNE, 8 JUNE 2018

*Arrangement for conduct of election.*

[1] On 7 June 2018 the New South Wales Branch of the Australian Hotels Association lodged with the Registered Organisations Commission prescribed information for an election to fill a casual vacancy in the following office for the remainder of the term:

Delegate to Council representing the City Central Sub-Branch

[2] I am satisfied that an election for the abovenamed office 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, Joanne Blair, 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. The casual vacancy arose as a consequence of the resignation of Mr. John Lucas on 29 May 2018. A copy of the letter of resignation is attached.
5. There are no rule alterations pending that will impact these elections.

  
Signed

07-06-18  
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 City Central Sub-Branch	1	Direct Voting System	Casual Vacancy arising in first quarter of term (see s.146 (2) (b) of the FW (RO) Act 2009).	All members of the City Central Sub-Branch (rr.3, 18, 20.2, 30.1(g))

- Important dates:

	Direct Voting System
<b>Nominations OPEN</b>	To be determined by the Returning Officer
<b>Nominations CLOSE</b>	21 days after notice of nominations opening (r.30.1(b)(ii))
<b>Roll of Voters cut-off date</b>	7 days before nominations open (r.30.1(h))