



3 December 2015

Ms Lisa Fitzpatrick
Branch Secretary
Australian Nursing and Midwifery Federation-Victorian Branch
records@anfvic.asn.au

Dear Ms Fitzpatrick,

Reminder of actions required when persons elected to office

The Australian Electoral Commission has provided the Commission a declaration of results for the election [E2015/162]. 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 Nursing and Midwifery Federation-Victorian 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

Debbie Ball
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 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	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>
...							

Daniel Crute
Resources & Compliance Officer
540 Elizabeth Street Melbourne Vic 3000
Switchboard: (03) 9275 9333 | Fax: (03) 9275 9344

**Post Election Report For: Australian Nursing Federation
Election E No 2015/162**

I refer to the above election for your organisation.

Section 197(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 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.

Benjamin Murray
Returning Officer
9 September 2015

Fair Work (Registered Organisations) Act 2009

POST ELECTION REPORT

Australian Nursing Federation

ELECTION COVERED IN THIS REPORT

Election Decision No.: E2015/162

RULES

Rules used for the election: [145V: Incorporates alterations of 25/02/2015 (R2015/18)]
(replaces 02/01/2014 (R2013/442) version)

Rules difficult to apply/interpret: None
Model Rule reference (if any): N/A

ROLL OF VOTERS

Total number of voters on the Roll: No ballot required
Number of apparent workplace addresses: N/A
Number of non-current addresses: N/A
Other matters pertaining to the roll of voters: N/A

IRREGULARITIES

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

ATTACHMENTS

Uncontested Declaration

Benjamin Murray
Returning Officer
9 September 2015

Australian Nursing and Midwifery Federation
Scheduled Election - Victorian Branch - E2015/162

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

Branch President

Candidates

BURGESS, Maree

Branch Vice President

Candidates

WEAVER, Rachel Elizabeth

Executive Members (4)

Candidates

KRIZ, Jacqueline
MCKENZIE, Stephen
SELKRIG, Heather
SHARP, Lori-anne

Ordinary Branch Councillors (14)

Candidates

AUCHETTL, Lisa
BANNON, Noel
CRESSWELL, Fiona
HARRADENCE, Madeleine
HOLLOWAY, Deborah Anne
MAUGER, Lyn
MORENO-DIAZ, Rita
NIPE, Tara
O'BRIEN, Tim
PENTREATH, Kimberly Jane
ROBINSON, Andy
SCHEMBRI, Viv
STERRITT, Erin
ZUGNA, Stefanie

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

9 September 2015



FAIR WORK
COMMISSION

27 May 2015

Ms Lisa Fitzpatrick
Victorian Branch Secretary
Australian Nursing and Midwifery Federation
BOX 12600 A'Beckett Street PO
MELBOURNE VICTORIA 8006

Also be facsimile: (03) 9275 9344

Dear Ms Fitzpatrick

Arrangements for the conduct of an election - Australian Nursing and Midwifery Federation, Victorian Branch (E2015/162)

I refer to the prescribed information dated 12 May 2015 which was lodged with the Fair Work Commission on 12 May 2015 for a scheduled election of the abovementioned organisation.

A copy of the decision in relation to the above matter is enclosed.

The Fair Work Commission is making arrangements, under subsections 189(3) of the *Fair Work (Registered Organisations) Act 2009*, with the Electoral Commissioner for the conduct of the subject election by a member of staff of the Australian Electoral Commission, who will contact you in the near future about the election.

Yours sincerely

David Vale
Principal Adviser
Regulatory Compliance Branch, NSW
Fair Work Commission

27 May 2015



FAIR WORK
COMMISSION

Electoral Commissioner Through

Australian Electoral Officer (industrial.elections@aec.gov.au)

Under subsection 189 of the Fair Work (Registered Organisations) Act 2009, please arrange for the conduct of the following election by the Australian Electoral Commission:

E No 2015/162

**RE: AUSTRALIAN NURSING AND MIDWIFERY FEDERATION,
VICTORIAN BRANCH**

Offices: See Decision

Relevant Information: Scheduled election

Contact: Ms Lisa Fitzpatrick, Secretary

Phone: (03) 9275 9344

A copy of the decision is enclosed.

I further request that you arrange for this office to be notified that arrangements for the conduct of this election have been made, by email transmission at orgs@fwc.gov.au.

Yours sincerely

David Vale
Principal Adviser,
Regulatory Compliance Branch, NSW
Fair Work Commission



DECISION

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

Australian Nursing and Midwifery Federation (E2015/162)

MR ENRIGHT

MELBOURNE, 27 MAY 2015

Arrangement for conduct of election.

[1] On 12 May 2015 the Victorian Branch of the Australian Nursing and Midwifery Federation (the ANMF) lodged with the Fair Work Commission (the Commission) the prescribed information in relation to an election for the following offices:

Branch President	(1)
Branch Vice President	(1)
Branch Executive Member	(4)
Branch Councillor	(14)

[2] On 19 May 2015, the Commission wrote to the Victorian Branch of the ANMF seeking confirmation of the number of offices to be elected for the office of Branch Councillor, pursuant to rule 65.2.3 of the rules of the ANMF.

[3] On 26 May 2015, Victorian Branch of the ANMF provided a copy of a resolution which endorsed the number of Branch Councillors to be elected would be fourteen (14).

[4] 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

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Midwifery
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VICTORIAN BRANCH

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e records@anmfvic.asn.au

26 May, 2015

Mr David Vale
Principal Advisor
Regulatory Compliance Branch, NSW
Fair Work Commission

Via email: orgs@fwc.gov.au



Dear Mr Vale,

Re: **Arrangements for conduct of an election (E2015/162)**

I write in response to your facsimile dated 19 May 2015.

Please find attached the resolution of the ANMF (Vic Branch) Executive Committee Meeting No. 5/2015 (25/5/2015) which I believe addresses your concerns.

In the first instance, can you please contact Daniel Crute, Resources and Compliance Officer at ANMF Vic Branch should you require clarification or further information via email dcrute@anmfvic.asn.au or by telephone on 9275 9333.

Yours sincerely,

Lisa Fitzpatrick
Secretary, ANMF (Vic. Branch)

Daniel Crute

From: Lindy Williams
Sent: Tuesday, 26 May 2015 2:48 PM
To: Daniel Crute
Subject: Resolution

Please be advised that the following resolution was passed at ANMF (Vic Branch Executive Committee Meeting No. 5/2015 (25/5/2015):

"That it be determined that, pursuant to Rule 65.2.3 of the Rules of the Australian Nursing and Midwifery Federation, the number of Branch Councillors on the Australian Nursing and Midwifery Federation (Victorian Branch) Council be fourteen (14) and, further, that in accordance with Rule 85.1.1 of the Rules the Fair Work Commission be requested to make arrangements with the Australian Electoral Commission to conduct an election for the following offices of the Victorian Branch of the ANMF:

- ***Branch President – One (1)***
- ***Branch Vice President – One (1)***
- ***Executive Members – Four (4)***
- ***Branch Councillors – Fourteen (14).***

Thank you.

Lindy Williams
Minutes Secretary



**Australian
Nursing &
Midwifery
Federation**
VICTORIAN BRANCH

Lindy Williams
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19 May 2015

Ms Lisa Fitzpatrick
Branch Secretary
Victorian Branch
Australian Nursing and Midwifery Federation
BOX 12600 A'Beckett Street PO
MELBOURNE VIC 8006

Also by facsimile: (03) 9275 9344

Dear Ms Fitzpatrick

Arrangements for the conduct of an election (E2015/162)

I refer to the prescribed information dated 12 May 2015 which was lodged with the Fair Work Commission (the Commission) on 12 May 2015 for a scheduled election for the Victorian Branch of the Australian Nursing and Midwifery Federation (ANMF).

The prescribed information which was lodged includes fourteen (14) Branch Councillors. Rule 65.2.3 of the ANMF's rulebook provides that the number of Branch Councillors shall be no fewer than five (5) or more than twenty (20). However no documentation such as a copy of a resolution was provided, which would show that a determination was made that the number of Branch Councillors should be fourteen (14).

To enable the Commission to issue a Decision in this application, could you provide a copy of a resolution or other documentation confirming the number of Branch Councillors should be fourteen (14).

Yours sincerely

David Vale
Principal Adviser
Regulatory Compliance Branch, NSW
Fair Work Commission

VALE, David

From: VALE, David
Sent: Tuesday, 12 May 2015 4:14 PM
To: 'Industrial Elections'
Subject: E2015/162
Attachments: ANMF 145v R_2015_18_25022015.doc; ANMF VIC_E2015_162_PI lodged_12052015.pdf

Dear AEC

Please find the prescribed information and a copy of the current rulebook of the ANMF for election number E2015/162.

Yours sincerely

DAVID VALE

Principal Adviser,
Regulatory Compliance Branch, NSW

Fair Work Commission

Tel: 02 8374 6509
Fax: 02 9380 6990
david.vale@fwc.gov.au

Level 10, Terrace Tower
80 William Street
East Sydney NSW 2011
www.fwc.gov.au

VALE, David

E2015/162

From: Daniel Crute [dcrute@anmfvic.asn.au]
Sent: Tuesday, 12 May 2015 3:01 PM
To: Orgs
Subject: Att: Bernadette O'Neill - re ANMF Vic Branch elections
Attachments: ANMF Vic Branch letter to FWC re branch elections 12052015.pdf
Categories: RIA



Dear Ms O'Neill,

Please find attached correspondence from the ANMF (Vic Branch).

Yours faithfully,



**Australian
Nursing &
Midwifery
Federation**
VICTORIAN BRANCH

Daniel Crute
Resources & Compliance Officer
540 Elizabeth Street Melbourne Vic 3000
Switchboard: (03) 9275 9333 | Fax: (03) 9275 9344
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12 May 2015

Ms Bernadette O'Neill
General Manager
Fair Work Commission
11 Exhibition Street
MELBOURNE VIC 3000

larry.powell@fwc.gov.au



Dear Ms O'Neill

I am an officer of the ANMF (Victorian Branch) authorised to sign the information contained herein. This information has been lodged pursuant to subsection 189(1) of the *Fair Work (Registered Organisations) Act 2009*.

In accordance with Chapter 10 - Standard Branch Rules - Rule 85.1.1 of the Rules of the Australian Nursing and Midwifery Federation (ANMF) and the *Fair Work (Registered Organisations) Act 2009*, I am writing to request that you make arrangements with the Australian Electoral Commission to conduct an election for the following offices of the Victorian Branch of the ANMF:

- Branch President – One (1)
- Branch Vice President – One (1)
- Executive Members - Four (4)
- Ordinary Branch Councillors - Fourteen (14)

The reason for the election is that the term of office for the above positions will expire in the normal course of events on 30 November 2015.

The election will be by and from the financial members of the Victorian Branch of the ANMF.

As stated in Standard Branch Rule 85.1.1 "Elections for the office of Branch President, Branch Vice President, Branch Executive member and Branch Councillor in Branches other than the Queensland Branch shall be conducted between the first day of September and the 30th day of October in each alternate year, provided that the Returning Officer may call for nominations prior to the first of September in the year of elections".

Pursuant to Rule 85.4.1 of the Rules of the ANMF the roll of voters is to be closed seven days before the day on which nominations are open.

The voting system to be used in the conduct of the election is the direct voting system.

Given that we are required pursuant to our Rules to notify all members of the forthcoming election, the Victorian Branch wishes to utilise the July edition of its monthly publication, *On the Record*. In order to meet publication deadlines, we would need to include the dates by 10 June 2015 and would appreciate it if this request could be accommodated.

If there are any matters you wish to discuss, could you please in the first instance contact Daniel Crute on (03) 9275 9333 or email dcrute@anmfvic.asn.au.

Yours sincerely

A handwritten signature in blue ink that reads "Lisa Fitzpatrick". The signature is written in a cursive style with a large initial 'L'.

Lisa Fitzpatrick
Secretary
ANMF (Vic Branch)