



10 July 2018

Mr Neil Spence
President
Australian Principals Federation-Western Australian Branch
info@pfwa.org.au

Dear Mr Spence,

cc: apf@apf.net.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 Western Australia Branch [E2018/73]. 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 Principals Federation-Western Australian 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

2 July 2018

Australian Principals Federation
Western Australian Branch
Casual Vacancy Election
E2018/73

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Election(s) Covered in this Report

Organisation: Western Australian Branch
Election: Casual Vacancy
Election Decision No/s: E2018/73

Rules

Rules used for the election: [300V: Incorporates alterations of 12 April 2018
[R2017/296]
(replaces rulebook dated 04 June 2017)

Rules difficult to apply/interpret: None

Model Rule reference (if any): N/A

For more details see the Model Rules on the AEC website:

https://www.aec.gov.au/About_AEC/AEC_Services/Industrial_Elections

Roll of Voters

The roll of voters was supplied by the organisation and used to obtain the addresses of members to post out the election notice and nomination forms.

Irregularities

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

Other irregularities identified, and action taken: *Nil*

Other Matters

Returning Officer actions required (Section 193): Nil

Signed

Simon Bulloch
Returning Officer
Australian Electoral Commission
E: waelections@aec.gov.au
P: 08 6363 8011
2 July 2018

Attachments

A. Declaration of results for Uncontested Offices – WA

Australian Principals Federation
Western Australian Branch
DECLARATION OF RESULTS - E2018/73
Uncontested Offices

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:

**Casual Vacancy - Remainder of Term - District High School Sector
Representative**

Branch Councillor (1)

Candidates

WRAY, Pauline

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



Simon Bulloch
Returning Officer
Australian Electoral Commission
02/07/2018





[2018] ROCD 76

The attached document replaces the document previously issued with the above code on 24 April 2018.

The document has been amended to change ‘District High Sector Representative’ to ‘District High School Sector Representative.’

Sam Gallichio
Adviser
Registered Organisations Commission

[2018] ROCD 76



Australian Government
Registered Organisations Commission

DECISION

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

Australian Principals Federation
(E2018/73)

MR ENRIGHT

MELBOURNE, 24 APRIL 2018

Arrangement for conduct of election.

[1] On 23 March 2018 the Western Australian Branch of the Australian Principals Federation Branch lodged with the Registered Organisations Commission prescribed information for an election to fill a casual vacancy in the following offices for the remainder of the term:

Branch Councillor - District High School Sector Representative

[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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<PR351048>



Australian Principals Federation

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Success WA 6964

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Prescribed Information for Election – Sec 189 (1) – *Fair Work (Registered Organisations) Regulations 2009*

I, Neil Spence, President of the Australian Principals Federation Western Australia Branch make the following statement:

I am the President of the Australian Principals' Federation Western Australia Branch

I am authorized to lodge the following prescribed information concerning a forthcoming election of the Australian Principals' Federation.

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

Neil Spence
President
Western Australia Branch

22nd March 2018

Pursuant to Regulation 138 Prescribed Information for election, Fair Work (registered Organisations) Regulations 2009, the following is provided:

The name of each office or position for which an election is required;

(a) Western Australia Branch Council

One positions as follows:

District High Sector Representative for the APF Western Australia Branch Council - 1 position

The reason for the election is:

- (a) Casual vacancy arising from the resignation from Council of Gregory Hunt on 16th March 2018. As the term of office expires on September 2019 Rules 47 (23) (b) applies.

Elected by

The financial members of the Australian Principals Federation from the District High School sector as designated.

Nominations Open

As soon as possible and to be arranged by the Australian Electoral Commission.

Nominations close

At 5.00pm, twenty one days after the opening of nominations.

Cut-off date for Roll:

Seven days prior to the opening date for nominations.