



28 November 2018

Mr Andrew Nicholl  
Chief Executive Officer  
Australian Trainers' Association  
ata@austrainers.com.au

CC: Western Australian Branch, tyj.holland@bigpond.com

Dear Mr Nicholl,

**Notification of changes made to records [AR2018/64]**

I acknowledge receipt of a Notification of Change to the office holders of the Australian Trainers' 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
14/11/2018	Western Australia	President, Vice President and Secretary	No – 13 days
14/11/2018	Western Australia	Branch Committee	No – 10 days
14/11/2018	Federal	Federal Executive Officers (3)	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.

**Late notification**

The notification from your organisation indicates that changes occurred more than 35 days prior to its lodgement. Please ensure that future notifications of change are lodged within 35 days of the change occurring.

**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.

Thank you for your correspondence.

Yours faithfully,

**Kylie Ngo**  
**Registered Organisations Commission**



**FEDERAL BRANCH**

ABN: 86 182 142 206

400 Epsom Road  
FLEMINGTON VIC 3031

Phone: (03) 9372 1688

Facsimile: (03) 9372 1699

Email: [ata@austrainers.com.au](mailto:ata@austrainers.com.au)

Website: [www.austrainers.com.au](http://www.austrainers.com.au)

**Subsidiary Entity:**



14 November 2018

Registered Organisations Commission  
GPO Box 2983  
MELBOURNE VIC 3001

Via Email : [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au)

**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, Robbie Griffiths, being the President of the **Australian Trainers' 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 list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration and forms part of this declaration.

Yours faithfully,

ROBBIE GRIFFITHS  
President

## 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 <u>Outgoing</u> Office Holder	Reason for Change	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
WA	27/09/2018	President	Ross Price	Annual General Meeting – Election of Office Bearers	Colin Webster	<b>c/- Registered Branch Office</b> ATA Federal Office 400 Epsom Road Flemington VIC 3031	Horse Trainer
WA	27/09/2018	Vice President	Vacant	Annual General Meeting – Election of Office Bearers	Neville Parnham	<b>c/- Registered Branch Office</b> ATA Federal Office 400 Epsom Road Flemington VIC 3031	Horse Trainer
WA	27/09/2018	Secretary	Warwick Bradshaw	Annual General Meeting – Election of Office Bearers	Jeff Pike	<b>c/- Registered Branch Office</b> ATA Federal Office 400 Epsom Road Flemington VIC 3031	Horse Trainer
WA	30/09/2018	Branch Committee	Warwick Bradshaw	Resignation	Vacant	<b>c/- Registered Branch Office</b> ATA Federal Office 400 Epsom Road Flemington VIC 3031	Horse Trainer
Federal	11/10/2018	Federal Executive Officer	Vacant	Scheduled Election	Pat Carey	<b>c/- Registered Branch Office</b> ATA Federal Office 400 Epsom Road Flemington VIC 3031	Horse Trainer
Federal	2/11/2018	Federal Executive Officer / Vice President	Leon Macdonald	Resignation	Vacant	<b>c/- Registered Branch Office</b> ATA Federal Office 400 Epsom Road Flemington VIC 3031	Horse Trainer
Federal	2/11/2018	Federal Executive Officer	Ross Price	Resignation	Vacant	<b>c/- Registered Branch Office</b> ATA Federal Office 400 Epsom Road Flemington VIC 3031	Horse Trainer



10 October 2018

Mr Andrew Nicholl  
Chief Executive Officer  
Australian Trainers' Association  
ata@austrainers.com.au

Dear Mr Nicholl,

### Notification of changes made to records [AR2018/64]

I acknowledge receipt of a Notification of Change to the office holders of the Australian Trainers' 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
5/09/2018	Victoria	Branch Committee Member	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.

Thank you for your correspondence.

Yours faithfully,

**Christine Hibberd**  
**Registered Organisations Commission**



**FEDERAL BRANCH**

ABN: 86 182 142 206

400 Epsom Road  
FLEMINGTON VIC 3031

Phone: (03) 9372 1688

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Email: [ata@austrainers.com.au](mailto:ata@austrainers.com.au)

Website: [www.austrainers.com.au](http://www.austrainers.com.au)

**Subsidiary Entity:**



5 September 2018

Registered Organisations Commission  
GPO Box 2983  
MELBOURNE VIC 3001

Via Email : [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au)

**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, Robbie Griffiths, being the President of the **Australian Trainers' 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 list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration and forms part of this declaration.

Yours faithfully,

ROBBIE GRIFFITHS  
President

## 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 <u>Outgoing</u> Office Holder	Reason for Change	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
VIC	15/08/2018	Branch Committee	Kim Mayberry	Scheduled Election	Daniel O'Sullivan	<b>c/- Registered Branch Office</b> ATA Federal Office 400 Epsom Road Flemington VIC 3031	Horse Trainer





20 July 2018

Mr Robbie Griffiths  
President  
Australian Trainers' Association  
ata@austrainers.com.au

Dear Mr Griffiths,

**Notification of changes made to records [AR2018/64]**

I acknowledge receipt of a Notification of Change to the office holders of the Australian Trainers' 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
17/07/2018	South Australia Branch committee member	Outgoing officer holder - Jon O'Connor New office holder - Will Clarkden	Yes
17/07/2018	South Australia Branch committee member	Outgoing office holder - Phillip Stokes New office holder - Stephen Theodore	Yes
17/07/2018	Tasmanian Branch committee member	Outgoing office holder - John Blacker New office holder - Scott Brunton	Yes
17/07/2018	Tasmanian Branch committee member	Vacant office position New office holder - Cameron Thompson	Yes
17/07/2018	Western Australian Branch committee member	Outgoing office holder - Michael Grant New office holder - Todd Harvey	Yes
17/07/2018	Western Australian Branch committee	Outgoing office holder - Trevor Andrews	Yes

	member	New office holder - Neville Parnham	
17/07/2018	Western Australian Branch committee member	Outgoing office holder - Donna Riordan New office holder - Jeff Pike	Yes
17/07/2018	Western Australian Branch committee member	Vacant office position New office holder - Colin Webster	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

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### 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.

Thank you for your correspondence.

Yours faithfully,

**Andrea O'Halloran**  
Registered Organisations Commission



**FEDERAL BRANCH**

ABN: 86 182 142 206

400 Epsom Road  
FLEMINGTON VIC 3031

Phone: (03) 9372 1688

Facsimile: (03) 9372 1699

Email: [ata@austrainers.com.au](mailto:ata@austrainers.com.au)

Website: [www.austrainers.com.au](http://www.austrainers.com.au)

**Subsidiary Entity:**



17 July 2018

Registered Organisations Commission  
GPO Box 2983  
MELBOURNE VIC 3001

Via Email : [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au)

**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, Robbie Griffiths, being the President of the **Australian Trainers' 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 list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration and forms part of this declaration.

Yours faithfully,

ROBBIE GRIFFITHS  
President

## ANNEXURE A

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Branch	Date of Change	Name of Office that has changed	Name of Outgoing Office Holder	Reason for Change	Name of New Office Holder	Postal Address of New Office Holder	Occupation of New Office Holder
SA	4 July 2018	Branch Committee	Jon O'Connor	Scheduled Election	Will Clarken	c/- Registered Branch Office ATA Federal Office 400 Epsom Road FLEMINGTON VIC 3031	Horse Trainer
SA	4 July 2018	Branch Committee	Phillip Stokes	Scheduled Election	Stephen Theodore	c/- Registered Branch Office ATA Federal Office 400 Epsom Road FLEMINGTON VIC 3031	Horse Trainer
TAS	4 July 2018	Branch Committee	John Blacker	Scheduled Election	Scott Brunton	c/- Registered Branch Office ATA Federal Office 400 Epsom Road FLEMINGTON VIC 3031	Horse Trainer
TAS	4 July 2018	Branch Committee	Vacant	Scheduled Election	Cameron Thompson	c/- Registered Branch Office ATA Federal Office 400 Epsom Road FLEMINGTON VIC 3031	Horse Trainer
WA	4 July 2018	Branch Committee	Michael Grant	Scheduled Election	Todd Harvey	c/- Registered Branch Office ATA Federal Office 400 Epsom Road FLEMINGTON VIC 3031	Horse Trainer
WA	4 July 2018	Branch Committee	Trevor Andrews	Scheduled Election	Neville Parnham	c/- Registered Branch Office ATA Federal Office 400 Epsom Road FLEMINGTON VIC 3031	Horse Trainer
WA	4 July 2018	Branch Committee	Donna Riordan	Scheduled Election	Jeff Pike	c/- Registered Branch Office ATA Federal Office 400 Epsom Road FLEMINGTON VIC 3031	Horse Trainer

WA	4 July 2018	Branch Committee	Vacant	Scheduled Election	Colin Webster	c/- Registered Branch Office ATA Federal Office 400 Epsom Road FLEMINGTON VIC 3031	Horse Trainer
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15 May 2018

Mr Robbie Griffiths  
Chief Executive Officer  
Australian Trainers' Association  
[ata@austrainers.com.au](mailto:ata@austrainers.com.au)

CC: Mr Robbie Griffiths  
Victorian Branch

Dear Mr Griffiths,

**Notification of changes made to records [AR2018/64]**

I acknowledge receipt of a Notification of Change to the office holder of the Federal Office and the Victorian Branch of the Australian Trainers' 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
19/4/2018	Victorian Branch Committee member – Robert Smerdon	Resignation – position currently vacant	Yes
	Federal Executive Officer – Robert Smerdon	Resignation – position currently vacant	Yes

**Time frames**

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## **Officer Induction Kit**

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## **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.

Thank you for your correspondence.

Yours faithfully,

**Andrea O'Halloran**  
**Registered Organisations Commission**



**FEDERAL BRANCH**

ABN: 86 182 142 206

400 Epsom Road  
FLEMINGTON VIC 3031

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Website: [www.austrainers.com.au](http://www.austrainers.com.au)

**Subsidiary Entity:**



19 April 2018

Registered Organisations Commission  
GPO Box 2983  
MELBOURNE VIC 3001

Via Email : [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au)

**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***

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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 and forms part of this declaration.

Yours faithfully,

ROBBIE GRIFFITHS  
President



## ANNEXURE A

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Branch	Date of Change	Name of Office that has changed	Name of Outgoing Office Holder	Reason for Change	Name of New Office Holder	Postal Address of New Office Holder	Occupation of New Office Holder
Federal	17 April 2018	Federal Executive Officer	Robert Smerdon	Resignation	Vacant		
VIC	17 April 2018	Branch Committee	Robert Smerdon	Resignation	Vacant		



15 May 2018

Mr Robbie Griffiths  
Chief Executive Officer  
Australian Trainers' Association  
ata@austrainers.com.au

Dear Griffiths,

**Notification of changes made to records [AR2018/64]**

I acknowledge receipt of a Notification of Change to the office holders of the Australian Trainers' Association.

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Date of lodgement	Federal Office	Change	Within prescribed period (Yes/No). If No, how many days late
28/02/2018	Michael Grant - Federal Executive Officer	Resignation – position currently vacant	Yes

**Time frames**

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Yours faithfully,

**Andrea O'Halloran**  
**Registered Organisations Commission**



**FEDERAL BRANCH**

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Email: [ata@austrainers.com.au](mailto:ata@austrainers.com.au)

Website: [www.austrainers.com.au](http://www.austrainers.com.au)

**Subsidiary Entity:**



28 February 2018

Registered Organisations Commission  
GPO Box 2983  
MELBOURNE VIC 3001

Via Email : [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au)

**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***

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ROBBIE GRIFFITHS  
President

## 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	Reason for Change	Name of New Office Holder	Postal Address of New Office Holder	Occupation of New Office Holder
Federal	1 February 2018	Federal Executive Officer	Michael Grant	Resignation	Vacant		



15 May 2018

Mr Robbie Griffiths  
President  
Australian Trainers' Association  
ata@austrainers.com.au

Dear Mr Griffiths,

**Declaration and information lodged under subsection 233(1) [Annual Return] for 2018 [AR2018/64]**

I acknowledge receipt by the Registered Organisations Commission (the ROC) on 14 March 2018 and 14 May 2018 of your organisation's Annual Return which provides information under subsection 233(1) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

Thank you for providing your Annual Return.

**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. Australian Trainers' Association is encouraged to use this template if any changes occur.

The ROC will accept notifications of change from the relevant branches or from the national office. If the national office of the Australian Trainers' Association does NOT intend to file notifications of change, please ensure that all branches are aware of their continuing obligation to notify changes and the requisite time frames within which that must happen.

If a branch lodges a notification of change with the ROC, the branch should also provide the information to the national body in order to ensure that the organisation is able to comply with its obligations under section 233 of the RO Act.

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

Yours faithfully

**Andrea O'Halloran**  
Registered Organisations Commission





**FEDERAL BRANCH**

ABN: 86 182 142 206

400 Epsom Road  
FLEMINGTON VIC 3031

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Website: [www.austrainers.com.au](http://www.austrainers.com.au)

**Subsidiary Entity:**



14 May 2018

Registered Organisations Commission  
GPO Box 2983  
MELBOURNE VIC 3001

Via Email : [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au)

**RE: Australian Trainers' Association**

**Annual Return of Information for 2018 [AR2018/64]**

As required by the *Fair Work (Registered Organisations) Act 2009*, I hereby submit the following:

- a) List of office bearers, postal addresses and occupations of persons holding office in each branch – federal and state;
- b) List of names of each branch and addresses;
- c) Declaration certifying number of members and register maintained.
- d) Elections required under the rules of the organisation.

I declare the information provided is a correct statement of the information contained in records kept in accordance with s.230 of the Fair Work (Registered Organisations) Act 2009.

Yours faithfully,

ROBBIE GRIFFITHS  
President



AUSTRALIAN TRAINERS' ASSOCIATION  
LIST OF OFFICE HOLDERS

FEDERAL OFFICE  
2018

Registered Office

400 Epsom Road  
FLEMINGTON VIC 3031

OFFICE BEARERS

Federal Executive Officers

New South Wales

No Executives in New South Wales

Queensland

DUFF, Pat	(Horse Trainer)	c/- Registered Office postal address
MUNCE, Christopher	(Horse Trainer)	c/- Registered Office postal address

South Australia

MACDONALD, Leon	(Horse Trainer)	c/- Registered Office postal address
JOLLY, Richard	(Horse Trainer)	c/- Registered Office postal address

Tasmania

MCCULLOCH, Graeme	(Horse Trainer)	c/- Registered Office postal address
SCHUURING, Nigel	(Horse Trainer)	c/- Registered Office postal address

Victoria

GRIFFITHS, Robbie	(Horse Trainer)	c/- Registered Office postal address
<del>SMERDON, Robert</del>	<del>(Horse Trainer)</del>	<del>c/- Registered Office postal address</del>

Western Australia

PRICE, Ross	(Horse Trainer)	c/- Registered Office postal address
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President

GRIFFITHS, Robbie

Vice Presidents

DUFF, Pat  
MACDONALD, Leon

Chief Executive Officer

NICHOLL, Andrew	(Paid Official)	c/- Registered Office postal address
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AUSTRALIAN **TRAINERS'** ASSOCIATION

NEW SOUTH WALES BRANCH

2018

OFFICE BEARERS

No Branch in New South Wales.

AUSTRALIAN TRAINERS' ASSOCIATION

QUEENSLAND BRANCH

2018

Branch Office

c/- ATA Federal Office  
400 Epsom Road  
FLEMINGTON VIC 3031

OFFICE BEARERS

President

MUNCE, Christopher      (Horse Trainer)      c/- Branch Office postal address

Vice President

MURDOCH, James      (Horse Trainer)      c/- Branch Office postal address

Secretary

ROSS, Leslie      (Horse Trainer)      c/- Branch Office postal address

Committee

BALDWIN, Barry      (Horse Trainer)      c/- Branch Office postal address

DUFF, Pat      (Horse Trainer)      c/- Branch Office postal address

KEMP, Kevin      (Horse Trainer)      c/- Branch Office postal address

SCHWEIDA, Kelly      (Horse Trainer)      c/- Branch Office postal address

AUSTRALIAN TRAINERS' ASSOCIATION

SOUTH AUSTRALIAN BRANCH

2018

Branch Office

c/- ATA Federal Office  
400 Epsom Road  
FLEMINGTON VIC 3031

OFFICE BEARERS

President

JOLLY, Richard (Horse Trainer) c/- Branch Office postal address

Vice President

RICHARDS, Gordon (Horse Trainer) c/- Branch Office postal address

Secretary

BIEG, Chris (Horse Trainer) c/- Branch Office postal address

Committee

MACDONALD, Leon (Horse Trainer) c/- Branch Office postal address

**O'CONNOR, Jon** (Horse Trainer) c/- Branch Office postal address

SEARLE, Gary (Horse Trainer) c/- Branch Office postal address

STOKES, Phillip (Horse Trainer) c/- Branch Office postal address

AUSTRALIAN TRAINERS' ASSOCIATION

TASMANIAN BRANCH

2018

Branch Office

c/- ATA Federal Office  
400 Epsom Road  
FLEMINGTON VIC 3031

OFFICE BEARERS

President

SCHUURING, Nigel            (Horse Trainer)            c/- Branch Office postal address

Vice President

DALCO, Marion            (Horse Trainer)            c/- Branch Office postal address

Secretary

HANSON, Tanya            (Horse Trainer)            c/- Branch Office postal address

Committee

BLACKER, John            (Horse Trainer)            c/- Branch Office postal address

MCCULLOCH, Graeme            (Horse Trainer)            c/- Branch Office postal address

AUSTRALIAN TRAINERS' ASSOCIATION

VICTORIAN BRANCH

2018

Branch Office

400 Epsom Road  
FLEMINGTON VIC 3031

OFFICE BEARERS

President

GRIFFITHS, Robbie (Horse Trainer) c/- Branch Office postal address

Vice President

CORSTENS, Troy (Horse Trainer) c/- Branch Office postal address

Secretary

CAREY, Patrick (Horse Trainer) c/- Branch Office postal address

Committee

FLIEDNER, Shane (Horse Trainer) c/- Branch Office postal address

MAYBERRY, Kim (Horse Trainer) c/- Branch Office postal address

~~SMERDON, Robert (Horse Trainer) c/- Branch Office postal address~~

WILDE, Bill (Horse Trainer) c/- Branch Office postal address

AUSTRALIAN TRAINERS' ASSOCIATION

WESTERN AUSTRALIAN BRANCH

2018

Branch Office

c/- ATA Federal Office  
400 Epsom Road  
FLEMINGTON VIC 3031

OFFICE BEARERS

President

PRICE, Ross (Horse Trainer) c/- Branch Office postal address

Vice President

GRANT, Michael (Horse Trainer) c/- Branch Office postal address

Secretary

BRADSHAW, Warwick (Horse Trainer) c/- Branch Office postal address

Committee

ANDREWS, Trevor (Horse Trainer) c/- Branch Office postal address

RIORDAN, Donna (Horse Trainer) c/- Branch Office postal address

b)

A copy of the record of names of each branch of the organisation for 2018 are:

**Australian Trainers' Association (Federal)**

Australian Trainers' Association (Victorian Branch)

Australian Trainers' Association (South Australian Branch)

Australian Trainers' Association (Western Australian Branch)

Australian Trainers' Association (Tasmanian Branch)

Australian Trainers' Association (Queensland Branch)

Addresses for each branch:

Australian Trainers' Association Federal  
400 Epsom Road  
FLEMINGTON VIC 3031

Australian Trainers' Association Victorian Branch  
400 Epsom Road  
FLEMINGTON VIC 3031

Australian Trainers' Association South Australian Branch  
c/- ATA Federal Office  
400 Epsom Road  
FLEMINGTON VIC 3031

Australian Trainers' Association Western Australian Branch  
c/- ATA Federal Office  
400 Epsom Road  
FLEMINGTON VIC 3031

Australian Trainers' Association Tasmanian Branch  
c/- ATA Federal Office  
400 Epsom Road  
FLEMINGTON VIC 3031

Australian Trainers' Association Queensland Branch  
c/- ATA Federal Office  
400 Epsom Road  
FLEMINGTON VIC 3031



c)

Declaration certifying number of members and register maintained

I, Robbie Griffiths, President of the Australian Trainers' Association (Federal Branch), 400 Epsom Road, Flemington, do solemnly and sincerely declare that it is my constitutional duty to maintain the register of members of the Association. Membership records have been kept and maintained during the immediately preceding calendar year, as required by paragraph 230(1)(a) and subsection 230(2) of the Act, and the number of financial members on 31 December 2017 was 917.

d)

Elections required under the rules of the organisation

Elections are required in respect of the following office(s).

Federal

- i) President
- ii) Vice Presidents (2)
- iii) 5 Executive Officers (1 in each State except NSW)

State Branches

South Australia

- i) President
- ii) Vice President
- iii) Secretary
- iv) 5 members of Committee

Victoria

- i) President
- ii) Vice President
- iii) Secretary
- iv) 5 Members of Committee

Western Australia

- i) President
- ii) Vice President
- iii) Secretary
- iv) 5 Members of Committee

Tasmania

- i) President
- ii) Vice President
- iii) Secretary
- iv) 5 Members of Committee

New South Wales

*No elections required*

Queensland

- i) President
- ii) Vice President
- iii) Secretary
- iv) 5 Members of Committee

I trust this information satisfies regulations as required under the Fair Work (Registered Organisations) Act 2009 (s.189).

Dated this 14<sup>th</sup> day of May 2018.



ROBBIE GRIFFITHS  
President  
**Australian Trainers' Association (Federal)**



5 March 2018

Mr Andrew Nicholl  
Chief Executive Officer  
Australian Trainers' Association  
Sent via email: [ata@austrainers.com.au](mailto:ata@austrainers.com.au)

Dear Mr Nicholl,

**Australian Trainers' Association**  
**Annual Return of Information for 2018 [AR2018/64]**

I refer to our letter dated 1 February 2018 reminding you of the obligation to lodge an Annual Return of Information (Annual Return). Please ignore this letter if you have lodged the Annual Return in the last few days.

**When must you lodge the Annual Return?**

The Annual Return 2018 must be lodged no later than **31 March 2018**.

**What must you lodge?**

Two signed declarations certifying matters prescribed in the Fair Work (Registered Organisations) Act 2009 (the RO Act) must be lodged along with copies of some of your records. The required declarations and records are set out in the table that follows this letter.

Please refer to our previous correspondence which provides information about maintaining the register of members, a recommendation that private information not be provided and which explains who must sign the declarations.

**Consider using the ROC's template**

The ROC provides a template Annual Return for an organisation without branches and a template Annual Return for an organisation with branches on our [Factsheets, templates and webinars](#) page. We recommend that you use this template to ensure that you make the correct declarations and include all the required information.

**Failure to comply**

**Failure to comply with these obligations exposes your organisation to financial penalties** (up to \$63 000 for a body corporate and \$12 600 for an individual per contravention), under s.305 of the RO Act.

## Need more information?

If you require further information about an Annual Return you can refer to the [Annual returns](#) page on our website and, in particular, our Webinar slides. You can also contact the ROC by phone on 1300 341 665 or by e-mail at [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).

Yours sincerely



Sam Gallichio  
Adviser  
Registered Organisations Commission

## Obligation to lodge Annual Return of Information by 31 March

For full details see ss.230-233 of the *Fair Work (Registered Organisations) Act 2009* (the RO Act), and rr.147-151 of the *Fair Work (Registered Organisations) Regulations 2009* (the RO Regulations).

The following declarations and a copy of each of the following records must be lodged with the ROC between 1 January and 31 March each year.

Requirement	Details of requirement
Declaration regarding maintenance of Register of Members	A declaration by the Secretary or other prescribed officer certifying that the register of members has, during the immediately preceding calendar year, been kept and maintained as required by ss.230(1)(a) and (2) [s.233(1)(a)] <b>Note:</b> In maintaining the register of members, your attention is drawn to ss.171A and 230(2)(b) of the RO Act which sets out certain circumstances where membership ceases to exist and when their names must be removed from the register, and s.172 which sets out when unfinancial members must be removed from the register
Declaration that correct statement of	A declaration stating by the Secretary or other prescribed officer that the copy of the records is a correct statement of the information contained in the records [s.233(1)(b)]
List of Offices	A list of the offices in the organisation and each branch (note the definition of <b>office</b> and <b>officer</b> in ss.6 and 9) [s.230(1)(b)]
List of Office holders	A list of the names, postal addresses and occupations of the persons holding the offices (note the definition of <b>office</b> and <b>officer</b> in ss.6 and 9) [s.230(1)(c)]
List of Branches	A record of the name of each branch of the organisation [s.230(1)(d) and r.147(a)]
New Branches	A record of the name of each branch that commenced operation in the previous 12 months [s.230(1)(d) and r.147(b)]
Old Branches	A record of the name of each branch that ceased operation in the previous 12 months [s.230(1)(d) and r.147(c)]
Addresses of Organisation and Branches	A record of the address of the office of the organisation and the address of the office of each branch [s.230(1)(d) and r.147(d)]
Elections in Organisation and Branches	A record of each election that must, under the rules of the organisation, be held during the year commencing 1 January of the year in which the return is lodged, for any offices in the organisation and branches of the organisation. [s.230(1)(d) and r.147(e)] <b>Note:</b> this provision does not relieve an organisation or branch from the separate requirement to lodge prescribed information prior to each election, as required by s.189 of the RO Act
The number of members	A record of the number of members on 31 December in the previous year
The number of ineligible State members (if applicable)	If the organisation has entered into an agreement relating to members of State unions under s.151(1) of the RO Act, - a record of the number of members of the organisation who were (on 31 December in the previous year) ineligible State members in relation to the organisation within the meaning of s.150 of the RO Act. [s.230(1)(d) and r.147(g)]

### Obligation to notify of changes within 35 days

If there are any changes to the records listed above an organisation must, within 35 days of the change, lodge with the ROC, a notification of such changes certified by declaration signed by the secretary or other prescribed officer of the organisation to be a correct statement of the changes made [RO Act s.233(2) and RO Regulations r.151].



1 February 2018

Mr Andrew Nicholl  
Chief Executive Officer  
Australian Trainers' Association

Sent via email: [ata@austrainers.com.au](mailto:ata@austrainers.com.au)

Dear Mr Nicholl,

**Australian Trainers' Association  
Annual Return of Information for 2018 [AR2018/64]**

This is a courtesy letter to remind you of the obligation to lodge an Annual Return of Information for 2018 in respect of the Australian Trainers' Association by **31 March 2018**.

**What must be lodged?**

A signed and dated declaration certifying matters prescribed in the *Fair Work (Registered Organisations) Act 2009* (the RO Act) must be lodged with the Registered Organisations Commission (the Commission). The matters to be included in the declaration are set out in the attached checklist.

*In maintaining the register of members, your attention is drawn to the circumstances where membership ceases to exist (s.230(2)(b) and s.171A of the RO Act).*

Once an Annual Return has been lodged, a copy will be posted on our website at [List of Registered Organisations](#). Therefore, to protect the privacy of the relevant office holders listed in the declarations, it is recommended that officers list their official mailing address rather than personal home address.

**Who must sign the declaration?**

The declaration must be signed by the Secretary, or where applicable, such other elected official who is required under the rules or by resolution of the organisation, to keep the relevant records (other prescribed officer). A declaration signed by a non-elected person does not meet this requirement.

**Who lodges the Annual Return of information?**

Section 233 places the onus of lodgement on the organisation and not on each individual branch. It is therefore the national body that is obliged to collate and lodge all of the required information. Annual Return templates are available on the Commission website at [Registered Organisations fact sheets](#), one for an [organisation with branches](#) and one for an [organisation without branches](#).

**What happens if the information changes?**

The Secretary, or other prescribed officer, must notify the Commission within 35 days of any changes to such records that may occur throughout the year.

**Failure to comply with these obligations is subject to a civil penalty provision** (up to \$63,000 for a body corporate and \$12,600 for an individual per contravention), under s.305 of the RO Act.

Please do not hesitate to contact the Commission by phone on 1300 341 665 or by e-mail at [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au) if you wish to discuss the requirements outlined in this correspondence.

Yours faithfully,



**Sam Gallichio**  
**Adviser**  
**Registered Organisations Commission**

## Obligation to lodge Annual Return of Information by 31 March

For full details see ss.230-233 of the *Fair Work (Registered Organisations) Act 2009* (the RO Act), and rr.147-151 of the *Fair Work (Registered Organisations) Regulations 2009* (the RO Regulations).

A copy of each of the following records must be lodged with the Fair Work Commission (the Commission) between 1 January and 31 March each year. They must be certified by a declaration stating that it is a correct statement of the information contained in that record, signed by the Secretary or such other elected official who is required under the rules, or by resolution of the organisation, to keep the relevant records (**other prescribed officer** see r.150 of the RO Regulations).

**Failure to comply with these obligations is subject to a civil penalty provision – see s.305 of the RO Act.**

Requirement	Details of requirement
Maintenance of Register of Members	A declaration by the Secretary or other prescribed officer certifying that the register of members has, during the immediately preceding calendar year, been kept and maintained as required by ss.230(1)(a) and (2) [s.233(1)(a)] <b>Note:</b> In maintaining the register of members, your attention is drawn to s.171A of the RO Act that outlines the circumstances where membership ceases to exist.
List of Offices	A list of the offices in the organisation and each branch (note the definition of <b>office</b> and <b>officer</b> in ss.6 and 9) [s.230(1)(b)]
List of Office holders	A list of the names, postal addresses and occupations of the persons holding the offices (note the definition of <b>office</b> and <b>officer</b> in ss.6 and 9) [s.230(1)(c)]
List of Branches	A record of the name of each branch of the organisation [s.230(1)(d) and r.147(a)]
New Branches	A record of the name of each branch that commenced operation in the previous 12 months [s.230(1)(d) and r.147(b)]
Old Branches	A record of the name of each branch that ceased operation in the previous 12 months [s.230(1)(d) and r.147(c)]
Addresses of Organisation and Branches	A record of the address of the office of the organisation and the address of the office of each branch [s.230(1)(d) and r.147(d)]
Elections in Organisation and Branches	A record of each election that must, under the rules of the organisation, be held during the year commencing 1 January of the year in which the return is lodged, for any offices in the organisation and branches of the organisation . [s.230(1)(d) and r.147(e)] <b>Note:</b> this provision does not relieve an organisation or branch from the separate requirement to lodge prescribed information prior to each election, as required by s.189 of the RO Act
Statement concerning number of members	A record of the number of members on 31 December in the previous year; and If the organisation has entered into an agreement relating to members of State unions under s.151(1) of the RO Act,- a record of the number of members of the organisation who were (on 31 December in the previous year) ineligible State members in relation to the organisation within the meaning of s.150 of the RO Act. [s.230(1)(d) and rr.147(f) and (g)]

## Obligation to notify of changes within 35 days

If there are any changes during the year to the offices, officeholders, branches (where relevant) or the address of the organisation and/or its branches an organisation must, within 35 days of the change, lodge with the Commission, a notification of such changes certified by declaration signed by the secretary or other prescribed officer of the organisation to be a correct statement of the changes made [RO Act s.233(2) and RO Regulations r.151 refer].