

**Civil Contractors Federation  
NSW Board Members**

**DECLARATION OF RESULTS FOR UNCONTESTED OFFICES**

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.

E2011/E2583

**New South Wales Branch**

**Branch President**

Candidate

WADE, John

**Branch Vice-President**

Candidate

BOYLE, Michael Anthony

**Branch Honorary Treasurer**

No nomination was received

**Branch Board Members (11)**

Candidates

ANTOUN, Robert

BRADY, Tom

BURTON, Paul

CHERRIE, Glenn

LILLIENDAL, Troy

WAEGER, Karl

WATERSON, Terry

WISE, Paul

No further nominations were accepted

**National Board Member (Federation)**

Candidate

SCHULTZ, Mark

**Alternate National Board Member (Federation)**

Candidate

DAHAN, Robert

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

Hugh Williams  
Returning Officer



FAIR WORK  
AUSTRALIA

## DECISION

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

**Civil Contractors Federation**  
(E2011/2583)

T. NASSIOS

MELBOURNE, 23 MAY 2011

*Arrangement for conduct of election.*

[1] On 19 May 2011 the Civil Contractors Federation - New South Wales Branch lodged with Fair Work Australia the prescribed information in relation to an election for the following offices:

Branch President  
Branch Vice President  
Branch Honorary Treasurer  
Branch Board Member (11)  
National Board Member  
Alternate National Board Member

[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 GENERAL MANAGER  
FAIR WORK AUSTRALIA

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## Checklist - CCF Elections

Steps	Working dates	Set date	Completed
Date is set for National AGM		20/10/11	√
Set date for Branch AGM <i>(Must be at least 6 weeks prior to National AGM to allow sufficient time for election of National Office Bearers - see CCF Rule 48A and Rule 30)</i>		08/09/11	
Notify National Office of proposed date		17/05/11	
Working back from date of Branch AGM determine key dates for elections: <ul style="list-style-type: none"> <li>• Closing date for nominations <i>(not less than 30 days before date of AGM – see Rule 29(c) and Rule 50(a)(i))</i></li> <li>• Date nominations open <i>(not less than 50 days before date of the AGM – see Rule 29(b) and Rule 50(a)(i))</i></li> <li>• Day on which roll of voters is to be closed <i>(7 days before the day on which nominations open - see Rule 28)</i></li> <li>• Date for lodging in the Industrial Registry the prescribed information relating to the election <i>(at least 2 months before nominations open – see s189 of the Fair Work (Registered Organisations) Act 2009 and reg. 138)</i></li> </ul>	[08/08/11] [20/07/11] [13/07/11] [20/05/11]		
Using dates as determined above and the CCF template (see p.3), lodge with the General Manager, Fair Work Australia the prescribed information relating to the election. <i>[s189 of the Fair Work (Registered Organisations) Act 2009 and reg. 138]</i>		18/05/11	
Fair Work Australia response received. This informs you that Fair Work Australia is making arrangements for the conduct of the election by the Australian Electoral Commission (AEC).		/ /	
The AEC will be in contact with you throughout the election process. Initially, you will receive a letter from the Electoral Commission Returning Officer in your State regarding the conduct of the election.		/ /	
The election timetable (together with a copy of the notice calling for nominations and the nomination form) received from the AEC Returning Officer. The timetable will specify key dates as follows: <ul style="list-style-type: none"> <li>• Roll of voters closes</li> <li>• Nominations open</li> <li>• Nominations close</li> </ul> <i>And if a ballot is necessary</i> <ul style="list-style-type: none"> <li>• Ballot opens</li> <li>• Ballot closes</li> </ul>		/ / / / / / / / / /	
Branch to forward copy to National Office			
AEC declaration of election results received		/ /	
AEC post election report received by Branch Branch to forward copy to National Office		/ /	
Branch to publish on website notice that a copy of the post election report is available from the Branch <i>[reg.141(4) and (5)]</i> <i>(Note: An organisation (or branch) must respond to adverse post-election reports and make available relevant information to members [s198 of the Fair Work (Registered Organisations) Act 2009 and reg.142] - For further information see Post Election Reports p.5</i>		/ /	
Branch Office Bearers are declared at the Branch AGM and assume their duties immediately thereafter.  <i>(Note: National Board Members &amp; Alternate National Board Members can be declared elected at the Branch AGM however they do not take up their position until declared at the AGM of the Federation.</i>		/ /	



18 May 2011

The General Manager  
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**RE: LODGEMENT OF PRESCRIBED INFORMATION IN RELATION TO AN ELECTION  
FOR OFFICE IN AN ORGANISATION**

Pursuant to Section 189 of the *Fair Work (Registered Organisations) Act 2009*, I hereby lodge with Fair Work Australia, the “prescribed information” specified in Regulation 138 of the *Fair Work (Registered Organisation) Regulations 2009* in relation to the Civil Contractors Federation NSW election to be conducted by the AEC:

**Prescribed information**

**(a) the name of each office or position for which an election is required;**

**Branch Board** [Rule 43 and 50]

- (i) Branch President (1)
- (ii) Branch Vice President (1)
- (iii) Branch Honorary Treasurer (1)
- (iv) Branch Board Member (11)

**National Board of the Federation** [Rule 25 and Rule 29]

- (v) National Board Member (1)
- (vi) Alternate National Board Member (1)

**(b) the reason for the election is that:**

The terms of office are due to expire in the normal course of events under the rules of the organisation.

**(c) if more than one of the offices or positions for which an election is required has the same name, and the number of offices or positions can, under the rules of the relevant organisation or branch, be determined before the prescribed day - the number of those offices or positions;**

- (i) Branch Board Member (11)

[see Rule 43]

**(d) if the electorate comprises only members of a branch, section or other division of an organisation - the name of the branch, section or division;**

Members of the Civil Contractors Federation NSW.

**(e) the date and time of the beginning and end of the period in which nominations of candidates will be called for or may be made under the rules of the organisation or branch in relation to the election;**

(i) Nominations shall be called for not less than fifty days in advance of the date fixed for the Branch Annual General Meeting [see Rule 29(b) and Rule 50(a)(i)]

*NB. The date fixed for the Annual General Meeting of the Branch is 8 September 2011, therefore nominations must be called prior to 20 July 2011.*

(ii) The closing date for nominations shall be not less than thirty days before the date of the Branch Annual General Meeting. [see Rule 29(c) and Rule 50(a)(i)]

*NB. The proposed date for the Branch Annual General Meeting is 8 September 2011, therefore the closing date for nominations is 8 August 2011.*

**(f) the day provided for in the rules of the organisation as the day on which the roll of voters is to be closed;**


The roll of voters for any ballot shall close 7 days before the day on which nominations for the election open [see Rule 28].

*NB. As the date fixed for the Annual General Meeting of the Branch is 8 September 2011 and nominations open on 20 July 2011 the roll of voters is to be closed on 13 July 2011.*

**(g) the kind of voting system to be used in the conduct of the election is:**

A direct voting system [see Rule 29(f)(iii) and Rule 50(e)(iii)]

Would you kindly make the necessary arrangements for the conduct of the election by the AEC.

Signed: 

Name: John Wade

NSW Branch President

Date: 18 May 2011

# AEC POST ELECTION REPORTS

Following is a brief outline of key requirements relating to AEC post election reports. **For detail please refer to:**

- *Fair Work (Registered Organisations) Act 2009* [Sections 197 and 198] and the Regulations [regs 141 and 142]
- RAO fact sheet no. 5

These are accessible from the Fair Work Australia website at <http://www.fwa.gov.au/>

## What the AEC is required to do:

- The AEC must provide a written post election report on the conduct of the election to the Industrial Registrar and to the organisation or branch for whom the election was conducted within 30 days of the completion of the election [for detail refer s 197 and reg 141]
- The AEC must publish a notice on its website advising that a copy of the report can be obtained on the request of a member who was eligible to vote in the election [reg 141]

## What organisations/branches are required to do after receiving the post election report:

- An organisation or branch that has a website must, as soon as practicable, publish on its website a notice that a copy of the report is available from the organisation/branch, or from the AEC, on the request of a member who was eligible to vote in the election [reg 141(4) and (5)]. The following wording would meet this requirement:

### ***Post election report available***

*The Australian Electoral Commission (AEC) has provided NSW Branch with its post election report.*

*Members are advised that a copy of this report is available on request from the Branch or the AEC. To request a copy from the Branch please contact Christie Munro by phone on 02 9009 4013 or email [cmunro@civilcontractors.com](mailto:cmunro@civilcontractors.com).*

## In the case of an adverse report this is the action you must take:

- If the post election report **identifies a rule that was difficult to interpret or apply**, the organisation/branch must:
  - respond to the AEC within 30 days [s198(1) and (2)]
  - make available the "relevant extract" of the post election report and a copy of the Branch's response to the AEC to members. [Section 198 and reg. 142 detail the ways in which this information is to be publicised (e.g., via newsletter, website)].
  - lodge with Fair Work Australia (within 30 days after the day on which you respond to the AEC) a copy of the relevant extract and its response together with a declaration that the organisation/branch will provide a copy of the relevant extract and response to any member on request [s 198(6)]
- Branches to forward copies of post election report and any related correspondence to National Office.