



16 April 2019

Executive Director
Master Builders' Association of New South Wales
Sent via email: executive@mbansw.asn.au

Dear Executive Director

Notification of changes made to records under s.233(1) RO Act - Annual obligation to lodge information (AR2018/46)

I acknowledge receipt of a Notification of Change to the office holders of the Master Builders' Association of New South Wales, The.

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
19/10/2019 Amended 24/10/2019	N/A	Vice President	Yes
13/12/2018	N/A	Councillor	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. Further information about training is provided in our [officer financial training fact sheet](#).

Thank you for your correspondence.

Yours faithfully,

Christine Hibberd
Registered Organisations Commission

**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, Martin Patience, being the President of the Master Builders Association of NSW, 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 at **Annexure A** and forms part of this declaration.



Signed: Martin Patience, President

Dated: Thursday, 13 December 2018

ANNEXURE A

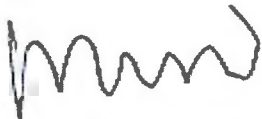
Changes to Offices and Office Holders in the Organisation and its Branches

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
<i>MBA/NSW</i>	<i>11/12/18</i>	<i>Councillor</i>	<i>Vacant</i>	<i>David Campbell</i>	<i>C/- 52 Parramatta Road FOREST LODGE NSW 2037</i>	<i>Building Contractor</i>

**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)
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Signed: Martin Patience, President

Dated: Wednesday, 24 October 2018

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	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
MBA/NSW	26/09/18	Vice President	Chris Calderbank Park		C/- 52 Parramatta Road FOREST LODGE NSW 2037	Building Contractor
MBA/NSW	16/10/18	Vice President		John O'Neil	C/- 52 Parramatta Road FOREST LODGE NSW 2037	Building Contractor



24 April 2018

Executive Director
Master Builders' Association of New South Wales
executive@mbansw.asn.au

Dear Executive Director,

Notification of changes made to records [AR2018/46]

I acknowledge receipt of a Notification of Change to the office holders of the Master Builders' Association of New South Wales.

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
11/04/2018	N/A	New Council of Management Members (8)	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.

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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

**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, Martin Patience, being the President of the Master Builders Association of NSW, 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 at Annexure A and forms part of this declaration.

Signed:



Martin Patience
President of the Master Builders Association of NSW

Dated: Wednesday, 11 April 2018

ANNEXURE A

Changes to Offices and Office Holders in the Organisation

Date of Change	Name of Office that has changed	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
13.03.18	Council of Management Member	John Henderson	C/- 52 Parramatta Road, Forest Lodge, NSW, 2037	Building Contractor
13.03.18	Council of Management Member	Merv Prendegast	As above	Building Consultant Services Sector
13.03.18	Council of Management Member	Brad Maggs	As above	Building Contractor
13.03.18	Council of Management Member	Chris Briggs	As above	Building Contractor
13.03.18	Council of Management Member	Chris Reynell	As above	Building Contractor
13.03.18	Council of Management Member	Brad Garrard	As above	Specialist Contractor
13.03.18	Council of Management Member	Frank Mamasioulas	As above	Building Contractor
13.03.18	Council of Management Member	Stuart Crowfoot	As above	Building Contractor



22 March 2018

Mr Brian Seidler
Executive Director
The Master Builders' Association of New South Wales
Email: executive@mbansw.asn.au

Dear Mr Seidler,

Declaration and information lodged under subsection 233(1) [Annual Return] for 2018 [AR2018/46]

I acknowledge receipt by the Registered Organisations Commission (the ROC) on 26 February 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.

The documents lodged provide the required information for the 2018 Annual Return of The Master Builders' Association of New South Wales.

The Annual Return has been filed. Annual returns are publicly available on the website through the [List of Registered Organisations](#).

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. Master Builders' Association of New South Wales, The is encouraged to use this template if any changes occur.

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

Yours faithfully

Michael Moutevelis
Registered Organisations Commission

svc-adlib5

From: MBA Executive <executive@mbansw.asn.au>
Sent: Monday, 26 February 2018 4:26 PM
To: ROC - Registered Org Commission
Cc: Brian Seidler
Subject: AR2018/46 MBANSW MBA/NSW ANNUAL RETURN OF INFORMATION FOR 2018
[AR 2018/46]
Attachments: ROC 260218.pdf

Importance: High

Dear Sir/Madam,

**RE: MASTER BUILDERS ASSOCIATION OF NEW SOUTH WALES
ANNUAL RETURN OF INFORMATION FOR 2018 [AR 2018/46]**

Please find attached Declaration for the **Annual Return of Information for 2018** for the Master Builders Association of New South Wales.

Regards,

Amanda de Vries
Executive Assistant

Master Builders Association of NSW

Street Address
52 Parramatta Road
Forest Lodge NSW 2037

Postal Address
Private Bag 9
Broadway NSW 2007

T: 02 8586 3507
F: 02 9660 3700

adevries@mbansw.asn.au
www.mbansw.asn.au

 **Please think of the environment before printing this email**



**Master
Builders
Association**
New South Wales

26 February 2018

Registered Organisations Commission
GPO Box 2983
MELBOURNE VIC 3001

By email: regorgs@roc.gov.au

Dear Sir/Madam,

**RE: MASTER BUILDERS ASSOCIATION OF NEW SOUTH WALES
ANNUAL RETURN OF INFORMATION FOR 2018 [AR 2018/46]**

Please find attached Declaration for the Annual Return of Information for 2018 for the Master Builders Association of New South Wales.

Please do not hesitate to contact the undersigned on (02) 8586-3503 or via email executive@mbansw.asn.au, should you have any enquiries regarding this matter.

Yours faithfully,

Brian Seidler
EXECUTIVE DIRECTOR

Attach.

February 2018

DECLARATION

I, Martin Patience of 52 Parramatta Road, Forest Lodge, NSW 2037 in the State of New South Wales, President of the Master Builders Association of NSW, do solemnly and sincerely declare as follows:

1. The registered address of the Master Builders Association of NSW is 52 Parramatta Road, Forest Lodge, NSW, 2037.
2. A register of members of the Master Builders Association of NSW showing the name and postal address of such members is kept by the Association through an IMIS database entry system. Such register of members is updated regularly and in accordance with the requirements of the Regulations of the Fair Work (Registered Organisations) Act 2009.
3. The list of office-holders of the Association is as follows :

Mr Martin Patience
President
Richard Crookes Construction
PO Box 1024
CROWS NEST NSW 2065
Tel: 02 9902 4462
Mobile: 0414 994 826
Building Contractor

Mr Simon Pilcher
Deputy President
C E Pilcher & Sons
[REDACTED]
[REDACTED]
[REDACTED]
Mobile: 0412 616 617
Mobile: 0412 616 617

Mr Chris Calderbank Park
Vice President
Calderbank-Park Constructions
P O Box 286
FIGTREE NSW 2525
Tel: 02-4229-1548
Fax: 02-4229-1548
Mobile: 0419-483-970
Building Contractor

Mr Mike O'Donnell
Vice President
M K O Constructions
[REDACTED]
[REDACTED]
[REDACTED]
Mobile: 0411 174 034
Building Contractor

Mr Mick Banks
Vice President
Banksia Building Pty Ltd
12 Ralston Drive
ORANGE NSW 2800
Tel: 02 6369 0332
Fax: 02 6363 1248
Mobile: 0438 279 078
Building Contractor

Mr Robert Black
Vice President
Hi-Pac Constructions Pty Ltd
PO Box 87
TURRAMURRA NSW 2074
Tel: 9144 2677
Fax: 9144 2688
Mobile: Mobile: 0425 297 982
Building Contractor

North Coast & Tweed Regional Group

Mr Ian Anderson
PO Box 69
CABARITA BEACH NSW 2488
Building Contractor

Murrumbidgee Irrigation Area, Murray, Riverina and Shoalhaven Regional Group

Mr Rob Bevear
Accord Building & Design Pty Ltd
PO Box 302
MILTON NSW 2538
Building Contractor

Parramatta/Hume, Central Cumberland, Western Suburbs, and Blue Mountains Regional Group

John Biazzo	Louis Stanton
State Developments (NSW) Pty Ltd	G&P Stanton Pty Ltd
PO BOX 3304	PO BOX 466
WAREEMBA NSW 2046	ROUND CORNER NSW 2158
Building Contractor	Building Contractor


Manly Warringah and Northern Suburbs Regional Group

Mr Bill Taylor	Mr John O'Neill
Build & Civil Pty Ltd	O'Neill Construction
P O Box 708	PO Box 309
WILLOUGHBY NSW 2068	NARRABEEN NSW 2101
Building Contractor	Building Contractor

Central West and Orana Regional Group

Mr Dave Dillon
D J & L M Dillon
PO Box 8423
ORANGE NSW 2800
Building Contractor

Illawarra and Southern Highlands Regional Group

Colin Jewell	Mr Greg Hamlyn
Jewell Builders Pty Ltd	Trades Coaching P/L
	PO Box 421
Building Contractor	SHELL HARBOUR NSW 2529
	Building Contractor

General Contracting Sector Group

Mr George Rench	Mr Gordon Leggett
Interbau P/L	Immediate Past President
PO Box 226	Maincorp Construction Group Pty Ltd
ROSEVILLE NSW 2069	P O Box 476
Building Contractor	FRENCHS FOREST NSW 1640
	Building Contractor

Specialist Contractors Sector Group

Mr John Laby
Laby Building

[REDACTED]
Building Contractor

Mr Dan Murphy
Fugen Holdings Pty Ltd
P O Box 730
BOTANY NSW 1455
Building Contractor

Housing Sector Group

Mr John Rostirolla
Roshills Constructions Pty Ltd

[REDACTED]
Building Contractor

Mr Anthony Larter
ANL Constructions

[REDACTED]
Building Contractor

Services Sector Group

Mr John Worthington
John Worthington & Associates Pty
Ltd

PO Box 2631
CARLINGFORD COURT NSW
2118
Building Contractor

Mr Peter Finnane
Finnane & Associates

[REDACTED]
Building Contractor

Major Contractors Sector Group

Adina Toumi-Cussinnet
Lendlease
300 Barangaroo Avenue
BARANGAROO NSW 2000
Building Contractor

4. The Association holds elections bi-annually (in October/November) in accordance with the Rules of the Organisation. The next election shall commence in October 2019, the last election being declared by the Australian Electoral Commission (AEC) in Election E No. 2017/123.
5. As at 31 December 2017 the Master Builders Association of NSW membership stood at 7,881.
6. That the copy of records lodged is a correct statement of the information contained in those records, as required by S 233 (1) (b) of the Fair (Registered Organisations) Act, 2009.

And I make this solemn declaration conscientiously believing the same to be true.

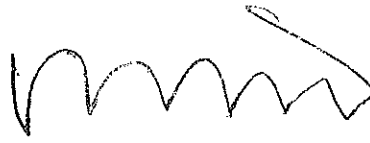
Declared at

This 26 day of February, 2018

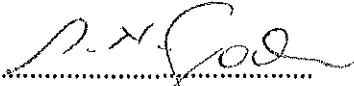
Two thousand and Eighteen

before me

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.....
Martin Patience
President
Master Builders Association of NSW



.....
Justice of the Peace/Solicitor

Sondra Noreen Groom
A Justice of the Peace in and for the
State of New South Wales
No. 134421



1 February 2018

Mr Brian Seidler
Executive Director
Master Builders' Association of New South Wales

Sent via email: executive@mbansw.asn.au

Dear Mr Seidler,

**Master Builders' Association of New South Wales
Annual Return of Information for 2018 [AR2018/46]**

This is a courtesy letter to remind you of the obligation to lodge an Annual Return of Information for 2018 in respect of the Master Builders' Association of New South Wales 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 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)] Note: 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 office and officer 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 office and officer 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)] Note: 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].