



1 February 2016

Mr Dick Guit
President
Master Builders Association of the Northern Territory trading as Master Builders Northern Territory
gmo@mbant.com.au

cc:

Mr Jeff Colver
General Manager Operations

Dear Mr Guit,

Annual Return of Information for 2016 [AR2016/78]

I acknowledge receipt on 15 January 2016 of your Declaration providing information in accordance with subsection 233(1) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

The documents lodged cover the required information for the 2016 Annual Return of Information of Master Builders Association of the Northern Territory trading as Master Builders Northern Territory.

The documents have been filed and can be viewed on the Fair Work Commission website through the List of Registered Organisations - <http://www.fwc.gov.au/index.cfm?pagename=regorgslist>

Notifications of Change

Any changes to these records must be notified to the Commission 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 the Northern Territory trading as Master Builders Northern Territory is encouraged to use this template if any changes occur.

Yours sincerely

Nick Salzberg
Regulatory Compliance Branch

8 January 2016

Fair Work Commission
Annual Return of Information for 2015
GPO Box 1994
Melbourne Victoria 3001

Email to:- orgs@fwc.gov.au

Dear Sir/Madam

I have pleasure in presenting extracts and copies of the various records maintained by the Master Builders Association of the Northern Territory Incorporated trading as Master Builders NT.

This range of detail is provided pursuant to ss230-233 of the Fair Work (Registered Organisations) Act 2009.

The Act requires that certain declaration(s) are required to be made by the Secretary or other prescribed officer of the Association and under those circumstances I have attached a sworn statement drawn up pursuant to the Northern Territory of Australia *Oaths Act* by the President of the Association Mr. Dick Guit of PO Box 39062 Winnellie NT.

It would be appreciated if you could examine these documents in due course and advise of any residual action/information required by you to satisfy the requirements of the legislation.

Yours faithfully



Jeff Colver JP
General Manager Operations-MBANT

ANNEXURE 1

**THE NORTHERN TERRITORY OF AUSTRALIA
OATHS ACT
STATUTORY DECLARATION**

I, Dick Guit in my capacity as President of the Master Builders Association of the Northern Territory Incorporated trading as Master Builders NT do solemnly and sincerely declare:-

That the information as deposited in this annexure in relation to information requirements one (1) through to ten (10) inclusive:-

- i) Have been extracted from the records of the Association for which I am responsible
and;
- ii) Are to the best of my knowledge correct accounts of the facts contained in the Association records

And I make this solemn declaration by virtue of the *Oaths Act* and conscientiously believing the statements contained in this declaration to be true in every particular.

Declared at WINNELLIE NT the 8th day of January 2015

Person making the declaration.....
Dick Guit

Signature of Witness.....
Name of Witness (JEFFERY FRANK COLVER)

Witness' contact address and phone.....
11/396 STUART HIGHWAY
WINNELLIE NT 0820
08-89229666.

Requirement

1. Maintenance of Register of Members

Detail of Requirement

A declaration by the secretary or other prescribed officer certifying that the register of members has, during the immediately preceding calendar year, has been kept and maintained as required by ss230 (1) (a) and 230 (2)

Requirement

2. List of Offices in the organisation

Detail of Requirement

A list of offices in the organisation and in each Branch

I advise that the Constitution of the Master Builders Association of the Northern Territory Incorporated trading as Master Builders Association NT provides for three (3) honorary office bearers namely President, Vice President and Treasurer. They are elected annually, hold office for one (1) year and are eligible for re-election.

The management of the Association is vested in an eighteen member Council which includes the earliest elected person; the President. The Council consists of two (2) members from the following sectors:-

- General Contracting Sector
- Housing Sector
- Civil Engineering Sector
- Supply/Manufacturing Sector
- Specialist Contracting Sector

who are elected by members of each of the above sectors from members of that sector and nominated from within that sector.

In addition, seven general councillors are elected by members of the Association from nominations received from the membership at large.

The Officer Holders are elected under two separate processes; nominations for the President's position are sought from 1 July in each year and are determined by no later than the August meeting. The Vice President and Treasurer are elected at the first Council meeting of the year after the Annual General Meeting from the 17 members of the Council.

Requirement

Detail of Requirement

3. List of Office Holders

A list of the names, postal addresses and occupations of the persons holding the offices

The following details are provided:-

President

Mr. Dick Guit
General Manager-Sitzlers Pty Ltd
PO Box 39062, Winnellie NT 0821

Vice President

Mr. Charles Wright
Principal-QS Services
GPO Box 4009, Darwin NT 0801

Treasurer

Mr. Russell Lutzke
Manager-CSR Lightweight Solutions
PO Box 39391, Win

Requirement

Detail of Requirement

4. List of Branches

A record of the name of each branch of the Organisation

I advise that the Association conducts a single branch operation in the Northern Territory which is located in Winnellie.

Requirement

Detail of Requirement

5. New Branches

A record of each branch of the organisation which commenced operation in the previous 12 months

I advise that the Association has not opened any new branches during the calendar year to 31 December 2015 and that the Winnellie branch is the sole branch.

6. Old Branches

A record of the name of each branch which ceased operation in the previous 12 months

I advise that no branches ceased operations during the calendar year ended 31 December 2015 and that the Winnellie branch is the sole branch.

Requirement	Detail of Requirement
7. Address of Organisation and branches	A record of the address of the organisation and the address of the office of each branch

I advise that the address of the only office of the Master Builders Association of the Northern Territory Incorporated trading as Master Builders NT is Terminal One Building, 11/396 Stuart Highway, Winnellie NT 0820.

Requirement	Detail of Requirement
8. 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 in the year in which the return is lodged, for any offices in the organisation and branches of the organisation

I advise that the following elections must be held and by the following date:-

Election to office of President:-

The President shall be elected annually. Prior to 1 July each year the Returning Officer shall invite from Councillors written nominations of Councillors for the office of President. Such nominations shall be in the hands of the Returning Officer by 4.00 pm on the 10th day prior to the August meeting of the Council in that year. If any election is necessary Council members elect the President at the August Council meeting.

The President, whenever elected becomes a member of Council without further contest.

In 2015, the incumbent President Dick Guit was elected unopposed.

Election to Office of the Vice President, Treasurer and Three (3) Executive Members

These five (5) positions are elected from the members of Council in the October Council meeting; the first meeting of Council subsequent to the Annual General meeting held in September annually.

In 2014, the following Executive Members were re-elected unopposed:-

Vice President	Mr. Charles Wright	Principal of QS Services Pty Ltd GPO Box 4009. Darwin MT 0801
Treasurer	Mr. Russell Lutzke	Manager of CSR Lightweight Systems PO Box 39391, Winnellie NT 0821

Executive Member	Mr. Paul Nowland	Principal of Nowland Builders Pty Ltd PO Box 36130, Winnellie NT 0821
Executive Member	Mr. Michael Hatton	Partner Assets Service Pty Ltd PO BOX 39618. Winnellie NT 0821
Executive Member	M/s Andrea Moriarty	Sales Manager Killarney Homes Pty Ltd (Formerly Gardiner) PO Box 39618, Winnellie NT 0821

Election to Office of Ten (10) Sector Councillors

There are five (5) sectors established by the Constitution for which two (2) Sector Councillors are elected directly by each sector. They are:-

- ✚ General Contracting Sector
- ✚ Housing Sector
- ✚ Civil/Engineering Sector
- ✚ Supply/Manufacturing Sector
- ✚ Specialist Contracting Sector

Sector elections are held separately at any time prior to the Annual General Meeting in September and the two (2) Sector Councillors from each of the five sectors thus elected take up their positions at the AGM. The following persons were elected to the position of Sector Councillor and took up their positions at the AGM:-

General Contracting Sector	Peter O'Leary Stephen Shenfield	PH Electrical Services Laing O'Rourke
Housing Sector	Shaun Wilton Paul Nowland	Wilton Homes and Constructions P/L Nowland Builders Pty Ltd
Civil/Engineering Sector	Stephen Linehan Michael Hatton	Sitzler Bros Pty Ltd (Alice Springs) Asset Services Pty Ltd
Supply/Manufacturing Sector	Russell Lutzke Roger Pearson	CSR Lightweight Systems Pty Ltd Arafura Catering Equipment
Specialist Contracting Sector	Charles Wright Andrea Moriarty	QS Services Pty Ltd Killarney Homes Pty Ltd

Election to Office of Seven (7) General Councillors

Nominations shall be called not later than 1 August each year for the seven (7) general council positions and these nominations close not later than 28 days prior to the Annual General Meeting which is required to be held no later than 30 September each year.

If more than the required number of seven (7) nominations is received, the Returning Officer shall conduct a secret postal ballot prior to the AGM and declare the successful candidates at the AGM.

The following persons were elected to the position of general councillor:-

Adam Twomey	Adamant Property Services
Danielle Laffy	Bendella Group
David Lester	Trojan Fencing Contractors
Kevin Peters	ICN NT
Richard Riedel	ITW Buildex
James Bowden	Hays Specialist Recruitment
John White	Delta Electrics (NT) Pty Ltd

Requirement	Detail of Requirement
9. Statement Concerning Number of Members	A record of the number of members on 31 December 2015

I advise that the number of members as at 31 December 2015 was 300.

Requirement	Detail of Requirement
10. Number of Ineligible Members who were ineligible State members within the meaning of s150 of the Act	State number of ineligible members

I advise that the Master Builders Association of the Northern Territory trading as Master Builders NT have not entered into any agreements relating to State Unions under s151 (1) of the RO Act therefore the number of such members is nil.