



5 October 2022

James Robertson
Secretary
Motor Trades Association of Queensland Industrial Organisation of Employers
Sent via email: info@mtaq.com.au



IMMEDIATE ACTION REQUIRED:
You must take steps after your recent election E2021/32

Dear James Robertson,

An election has recently been completed by the Australian Electoral Commission (**AEC**) for the Motor Trades Association of Queensland Industrial Organisation of Employers.

This letter explains the next steps you must take and what information you need to lodge with the Registered Organisations Commission (**ROC**).

What you must do right now

- Let your members know about the election report issued by the AEC
- Arrange financial training for officers newly elected to an office with financial management duties. (This includes all members of the committee of management).
- Complete the notification of change and email it to regorgs@roc.gov.au

This letter explains these steps and the tools available to help you.

STEP 1: Notify members

You must put a notice on your website once you receive your post-election report. It must tell your members they can request a copy of the post-election report from you or the AEC (r. 141). The notice must be on your website for at least 3 months.



Can I put more information on our website?

Yes! Being transparent is part of good governance. You can publish the whole report or the declaration of results, as well as your notice and leave them up longer than 3 months. You can always do more than the regulatory minimum.

The ROC will also publish your declaration of results on our [website](https://www.roc.gov.au).

STEP 2: Financial training

You may have to arrange financial training for people elected to new roles.

All officers with financial management duties must complete financial training (s 293K). For information on when officers must redo training and hints on when to book training for officers taking up multiple offices [please see our fact sheet](#).

There are face to face and online [financial training packages on the ROC website](#).

You must act on this now, as affected officers **MUST** complete approved financial training OR been granted an [exemption by the ROC within 6 months](#) of beginning to hold office.



Good governance tip:

Organisations should instruct officer holders about their other obligations. This is especially important for committee of management members.

Our podcast covers the [benefits of officer induction](#). Officers have responsibilities under the rules, the RO Act, and disclosure requirements around conflicts of interest, remuneration and material personal interests. Officers will benefit from our [officer induction kit](#) and our [podcast, such as episode 17 - conflicts of interest](#).

STEP 3: Notifications of change

A notification of change must be lodged with the ROC within **35 days** of the change occurring.



We have a [template](#) to help you with this, which you can send to regorgs@roc.gov.au. An officer must sign the completed notification template.

You must lodge a notification of change if:

- any of your officers have not been re-elected;
- officers have changed offices; or
- you have new officers.

Only notify us of changes that have **already occurred**. If people take up office in the future, you must wait until the change happens before lodging the notification within 35 days of the change.

Note: One election may result in many notifications of change.



Penalties apply

Failing to lodge your notifications of change on time can expose your organisation and its officers to significant penalties.

ROC v CEPU

The organisation failed to make a series of notifications of change on time.

The Full Court said 'The record-keeping obligations imposed under the Registered Organisations Act are treated by the legislature as important and serious, and contravention of those obligations are correspondingly serious.'

The organisation was ordered to pay a penalty. More information is available in our [case summary](#).

Questions?



Why do I need to tell you the results of the election when you've already received them?

The RO Act requires that **you** tell us this information about your officers – it is a legal obligation. The notification of change also contains information that is not in the declaration of results.

What if the officer has already done training?

Check out our [fact sheet](#) for when officers need to redo training, when they can get an exemption and when further training isn't required.

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

Yours sincerely

Registered Organisations Commission



The ROC has a [Compliance Policy](#) which explains how we respond to issues of non-compliance. The policy is available on our website if you would like further information on the steps the compliance team may take in response to non-lodgement of a financial report.

5 October 2022

Post-election report

Motor Trades Association of Queensland
Industrial Organisation of Employers
Scheduled election
E2021/32

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Election(s) Covered in this Report

Organisation: Motor Trades Association of Queensland Industrial Organisation of Employers
Election: Scheduled
Election Decision No/s: E2021/32

Rules

Rules used for the election:

[015Q: Rules certified on 23 December 2020 in matter R2020/184]
[Replaces rules as at 1/07/2020 in matters R2019/163 and R2020/66]

Rules difficult to apply/interpret: Nil

Model Rule reference (if any): N/A

For more details see the Model Rules on the AEC website: www.aec.gov.au/ieb/

Other Matters

Returning Officer actions required (Section 193): Yes

- Rules regarding the timetable of the election were set aside as the AEC held concerns that the coronavirus pandemic may impact on the ability for stakeholders to fully participate in the election. A timetable for the conduct of the ballot which varied from the rules was set when the AEC was satisfied that stakeholders would be able to fully participate.

Signed

Catherine Budrodeen
Returning Officer
Australian Electoral Commission
E: IEEvents@aec.gov.au
P: 02 9375 6366
5 October 2022

Attachments

- A. Declaration of results for Uncontested Offices – Stage 1
- B. Declaration of Results for Uncontested Offices – Stage 2
- C. Declaration of Results for Uncontested Offices – Stage 3

**Motor Trades Association of Queensland Industrial
Organisation of Employers**
DECLARATION OF RESULTS - E2021/32 - Stage 3
Uncontested Offices

Scheduled 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:

MTA Queensland Chairman (1)

Candidates

PETERSON Paul

MTA Queensland Vice-Chairman (1)

Candidates

DEVER Peter G

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

Catherine Budrodeen
Returning Officer
Telephone: 02 9375 6366
Email: IEEvents@aec.gov.au
27/09/2022



**Motor Trades Association of Queensland Industrial
Organisation of Employers**
DECLARATION OF RESULTS - E2021/32 - Stage 2
Uncontested Offices

Scheduled 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:

Queensland Farm and Industrial Machinery Dealers Division

Division Chairman (1)

Candidates

SOMMERFELD Bruce

Division Vice-Chairman (1)

Candidates

JORDAN Cameron

Division Secretary (1)

Candidates

HANCOX Shari

Queensland Motor Cycle Industry Division

Division Chairman (1)

Candidates

PETERSON Paul

Division Vice-Chairman (1)

Candidates

GRALOW Clint

Division Secretary (1)

Candidates

LYNIS Alex

Tyre and Undercar Division Qld

Division Chairman (1)

Candidates

HART Michael

Division Vice-Chairman (1)

Candidates

HAYES Joshua

Division Secretary (1)

Candidates

SIMMONS Paul

Australian Automobile Dealers Association Queensland

Division Chairman (1)

Candidates

ROBERTSON James

Division Vice-Chairman (1)

Candidates

IRELAND Richard

Division Secretary (1)

Candidates

BONNICI Michael

Automotive Engineers Division

Division Chairman (1)

Candidates

DODGE Mark

Division Vice-Chairman (1)

Candidates

BLACKBURNE Fionna

Division Secretary (1)

Candidates

FAIRBANKS Rob

National Auto Collision Alliance

Division Chairman (1)

Candidates

MCCARTHY Andrea

Division Vice-Chairman (1)

Candidates

CHESTERFIELD Ben

Division Secretary (1)

Candidates

CONTARINO Nick

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

Catherine Budrodeen
Returning Officer
Telephone: 02 9375 6366
Email: IEEvents@aec.gov.au
11/07/2022

Motor Trades Association of Queensland Industrial Organisation of Employers

DECLARATION OF RESULTS - E2021/32 - Stage 1 Contested Offices

Scheduled 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:

Queensland Motor Cycle Industry Division

VOTING MATERIAL ISSUED	
Total number of people on the roll of voters (a)	35
Number of voters issued with voting material	35
Total number of voters issued with replacement voting material	0
Total number of voting material packs issued	35
VOTING MATERIAL RETURNED	
Total number of envelopes returned for scrutiny by closing date of ballot (b)	6
Number of declaration envelopes rejected at preliminary scrutiny (minus)	1
Number of ballot papers returned outside declaration envelopes (minus)	0
COUNT	
Total ballot papers admitted to the count	5
LATE OR UNRETURNED VOTING MATERIAL	
Voting material returned as unclaimed mail by closing date of ballot	1
Voting material packs not returned by voters by closing date of the ballot	28
Percentage of voting material packs returned by voters to number of people on the roll of voters (b/a)	17 %

Division Committee Member (5)

<u>Candidates</u>	<u>Final Votes</u>
GRALOW, Clint	4
LAZARDES, Nick	2
LYNIS, Alex	3
MILNE, Sharine Anne Jeanette	2
PETERSON, Paul	4
TAVERNER, Joseph	2
Total ballot papers admitted for this office	5
Formal Ballot papers	5
Informal Ballot papers	0

I declare the following elected:

	Order Elected
• PETERSON, Paul	1
• GRALOW, Clint	1
• LYNIS, Alex	3
• TAVERNER, Joseph	4
• LAZARDES, Nick	5

Catherine Budrodeen
Returning Officer
Telephone: 02 9375 6366
Email: IEBevents@aec.gov.au
12/05/2022



**Motor Trades Association of Queensland Industrial
Organisation of Employers**
DECLARATION OF RESULTS - E2021/32 - Stage 1
Uncontested Offices

Scheduled 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:

Queensland Farm and Industrial Machinery Dealers Division

Division Committee Member (5)

Candidates

HANCOX Shari

JORDAN Cameron

SOMMERFELD Bruce

Tyre and Undercar Division Queensland

Division Committee Member (5)

Candidates

CRIPPS Sandy

HART Michael

HAYES Josh

SIMMONS Paul

Australian Automobile Dealers Association Queensland

Division Committee Member (5)

Candidates

BONNICI Michael

IRELAND Richard

PRIDDEY Samantha

ROBERTSON James

Automotive Engineers Division

Division Committee Member (10)

Candidates

BAILLS Craig

BLACKBURNE Fiona

DODGE Mark

FAIRBANKS Rob

FRANGIOSA Angelo

HOMAN Gary

LYONS Brad

MANIETTA Graeme

WEBER Michael

National Auto Collision Alliance

Division Committee Member (6)

Candidates

CHESTERFIELD Ben

CONTARINO Nick

MCCARTHY Andrea

MOFFATT Melanie

WOODRIFFF Joe

Northern District

District Representative (1)

Candidates

PETHER Rodney

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

Catherine Budrodeen
Returning Officer
Telephone: 02 9375 6366
Email: IEEvents@aec.gov.au
14/04/2022





DECISION

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

Motor Trades Association of Queensland Industrial Organisation of Employers (E2021/32)

MR STEENSON

SYDNEY, 13 APRIL 2021

Arrangement for conduct of election.

[1] On 24 February 2021 the Motor Trades Association of Queensland Industrial Organisation of Employers lodged with the Registered Organisations Commission prescribed information for an election to fill the following offices:

Division Committee Member - Queensland Farm and Industrial Machinery Dealers Division (QFIMDD)	(5)
Division Chairman (QFIMDD)	(1)
Division Vice-Chairman (QFIMDD)	(1)
Division Secretary (QFIMDD)	(1)
Division Committee Member - Queensland Motor Cycle Industry Division (QMID)	(5)
Division Chairman (QMID)	(1)
Division Vice-Chairman (QMID)	(1)
Division Secretary (QMID)	(1)
Division Committee Member - Tyre and Undercar Division Qld (TUDQ)	(5)
Division Chairman (TUDQ)	(1)
Division Vice-Chairman (TUDQ)	(1)
Division Secretary (TUDQ)	(1)
Division Committee Member - Australian Automobile Dealers Association Queensland (AADA(QLD))	(5)
Division Chairman (AADA(QLD))	(1)
Division Vice-Chairman (AADA(QLD))	(1)
Division Secretary (AADA(QLD))	(1)
Division Committee Member - Automotive Engineers Division (AED)	(10)
Division Chairman (AED)	(1)
Division Vice-Chairman (AED)	(1)
Division Secretary (AED)	(1)

Division Committee Member - National Auto Collision Alliance (NACA)	(6)
Division Chairman (NACA)	(1)
Division Vice-Chairman (NACA)	(1)
Division Secretary (NACA)	(1)
District Representative Northern District	(1)
MTA Queensland Chairman	(1)
MTA Queensland Vice-Chairman	(1)

[2] Changes to the organisation's rules were certified by the Fair Work Commission on 23 December 2020 in matter R2020/184.¹ The effect of these changes was to extend the current two-year terms of office for Division, District, and Executive offices by one year. This election is therefore for those offices which were the subject of election **E2018/39**.

[3] The offices which were the subject of **E2019/14** will be due for election in 2022. Thereafter, all offices will revert to two-year terms.

[4] 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 COMMISSIONER

Printed by authority of the Commonwealth Government Printer

PR351894

¹ [2020] FWCD 6282

Notice and Statement of Prescribed Information for an Election

I, James William George Robertson, being the Secretary of Motor Trades Association of Queensland, Industrial Organisation of Employers (MTA Queensland), make the following statement:

I am the Secretary of the Motor Trades Association of Queensland, Industrial Organisation of Employers (MTA Queensland),

I am authorised to lodge the following prescribed information concerning forthcoming elections in the Queensland Branch of the Motor Trades Association of Queensland, Industrial Organisation of Employers, and

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



Signed:

Dated: 23/02/2021

Offices/Positions

A	Queensland Farm and Industrial Machinery Committee QFMIDD (5) Queensland Farm and Industrial Machinery Chairman (1) Queensland Farm and Industrial Machinery Vice Chairman (1) Queensland Farm and Industrial Machinery Secretary (1)
	Queensland Motor Cycle Industry Division QMID (5) Queensland Motor Cycle Industry Division Chairman (1) Queensland Motor Cycle Industry Division Vice Chairman (1) Queensland Motor Cycle Industry Division Secretary (1)
	Tyre and Undercar Division Qld Committee TUDQ (5) Tyre and Undercar Division Qld Chairman (1) Tyre and Undercar Division Qld Vice Chairman (1) Tyre and Undercar Division Qld Secretary (1)
	Australian Automobile Dealers Association Queensland Committee AADA(QLD) (5) Australian Automobile Dealers Association Queensland Chairman (1) Australian Automobile Dealers Association Queensland Vice Chairman (1) Australian Automobile Dealers Association Queensland Secretary (1)
	Automotive Engineers Division Committee AED (10) Automotive Engineers Division Chairman (1) Automotive Engineers Division Vice Chairman (1) Automotive Engineers Division Secretary (1)

	National Auto Collision Alliance Committee NACA (6) National Auto Collision Alliance Chairman (1) National Auto Collision Alliance Vice Chairman (1) National Auto Collision Alliance Secretary (1)
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B	District Representative Northern District (1)
C	MTA Queensland Chairman (1) MTA Queensland Vice Chairman (1)

Reasons for election:

- Election for offices and positions marked A, B and C respectively is required as the terms of office are due to expire in the normal course of events under the rules of the organisation.

Elected by Direct Vote:

- Division Committee Member;
- District Representatives; and

Elected by Collegiate Vote:

- Division Chairman, Vice Chairman and Secretary
- MTA Queensland Board Secretary

Elected by:

- The electorate for the direct voting system for A:
 - Committee is the whole of each Division
 - Chairman, Vice Chairman and Secretary of each Division the collegiate electoral system is by and from the Elected Committee Representatives
- The electorate for the direct voting system for B is by and from the Members in each District
- The electorate for collegiate electoral system for C is by and from the Elected Industry Chairman and District Representatives

Nominations open:

- For offices to be elected by direct voting system for A Committee Members and B District Representatives – 1 May (Rule 13.1(a))
- For offices to be elected by collegiate voting system for A Chairman, Vice Chairman and Secretary – 26 July (Rule 18(e) (i) (A))
 - The Manager will conduct an election by secret ballot at the first meeting of the relevant college following the close of nominations (AGM) (Rule 18(f) (i))
- For offices to be elected by collegiate election for C – 01 October (Rule 18(e) (ii) (A))

Nominations close:

- For offices to be elected by direct voting system for A Committee Members and B District Representatives - 12 noon, 01 June (Rule 13.1(b))
 - Candidate may withdraw nomination 10 June
 - Defective nominations to be rectified 10 June
 - Opening date for secret ballot (if required) 25 June
 - Closing date for secret ballot (if required) 16 July
- For offices to be elected by collegiate voting system for A Chairman, Vice Chairman and Secretary – 12 noon, 9 August (Rule 18(e) (i) (B))
- For offices to be elected by collegiate election for C - 15 October (Rule 18(e) (ii) (B))

Cut off date for roll:

- In all cases – Both the eligible member and the Member they are nominating for office must have been a financial Member for a period of thirty (30) days prior to the opening date for nominations (Rule 13.5(b))

Note:**Rule 12.3 Dates**

Should any of the dates specified in these Rules for the appointment of Elected Office Holders fall on a non-business day, the revised date will be taken to be the first business day following the original date. If a date is revised all other dates are to remain as specified in these Rules for the appointment of Elected Office Holders.