



8 June 2017

Mr Thomas Scheffler
Secretary
South Australia Police Branch
Police Federation of Australia-
secretary@pasa.asn.au

Dear Mr Scheffler,

Reminder of actions required when persons elected to office

The Australian Electoral Commission has provided the Registered Organisations Commission (the ROC) a declaration of results for the election of uncontested and contested offices for the South Australian Branch [E2016/257]. This letter is a reminder of certain obligations imposed on organisations and on persons elected to office.

A notice must be published on the organisation's website

The organisation or branch must publish on its website a notice that a copy of the report is available from the organisation, branch or the AEC on request. The notice must be kept on the website for a period of at least 3 months (see regulation 141 of the Fair Work (Registered Organisations) Regulations 2009).

Holders of office required to undertake approved training

Section 293K of the *Fair Work (Registered Organisations) Act 2009* (the RO Act) requires each officer with financial management duties to undertake approved training that covers those duties within 6 months after the person begins to hold office. Please ensure that relevant officers undertake approved training within the required timeframe. Please also ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests, the details of which are provided for in the RO Act.

Organisation must notify the Commission of changes

Also, section 233(2) of the RO Act requires that an organisation must notify the Commission **within 35 days of any changes** to the holders of office in the organisation. **If there are no changes a notification is not required.** If the election has resulted in **any changes** to the holders of office, the Police Federation of Australia-South Australia Police Branch must notify the Commission of these changes. In particular, please advise:

1. Person(s) who have ceased to hold office:
 - the name of the office vacated;
 - the date of the change of office holder; and
 - the name of the person vacating the office.

2. Person(s) who have commenced to hold office:
 - the name of the office now held;
 - the date of the change of office holder;

- the name of the person now holding the office;
- the postal address of the person (generally the postal address of the organisation); and
- the occupation of the person now holding the office.

The notification must include a declaration by the Secretary (or other prescribed officer) that the information is a correct statement of the changes made. A template notification of changes, which may assist you, is attached. If any change does not apply until a date in the future, you do not need to notify until then (e.g. AGM, 1 January, 2nd Monday in March). If you have already lodged this information, please disregard this reminder.

Regards

Sarah Wilkin

Sarah Wilkin
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, [NAME], being the [OFFICER] of the [ORGANISATION NAME], 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*:

[delete all that do not apply]

- On [DATE] the address of the organisation changed to [STREET ADDRESS].¹
- On [DATE] the name and/or address of a branch[es] of the organisation changed to:²
 1. *[include OLD name and address and NEW name and address of every branch that has changed]*
 2. ...
- 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.
- On [DATE] the following branch[es]:³
 - COMMENCED operation:
 1. [include name of each new branch]
 2. ...
 - CEASED operation:
 1. [include name of each closed branch]
 2. ...

Signed: [SECRETARY OR OTHER AUTHORISED OFFICER]

¹ s.230(1)(d); reg.147(d)

² s.230(1)(d); reg.147(a) & (d)

³ s.230(1)(d); reg.147(b) & (c)

Dated: [DATE]

[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within **35 days** of the change. It can be submitted to regorgs@roc.gov.au .]

ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:
Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.

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
National	1.1.2014	Secretary	Full Name	Full Name	c/- the Registered Organisation, postal address of Registered Organisation	Paid official
	25.12.2013	President	vacant	Full Name	As above	mechanic
...						
NSW	1.1.2014 (resigned) 7.1.2014 (appointed)	President	Full Name	Full Name	c/- the Branch, postal address of the Branch	mechanic
		Committee of Management Member	Full Name	Full Name	As above	mechanic
		Treasurer	Full Name	vacant	vacant	vacant
...						

File: 2016/142

Mr Thomas Scheffler
Secretary
Police Federation of Australia
South Australia Police Branch
27 Carrington Street
Adelaide SA 5000

Dear Mr Scheffler

Post Election Report For: Police Federation of Australia South Australia Police Branch
E2016/257

I refer to the above election for your organisation

Section 197(1) of the *Fair Work (Registered Organisations) Act 2009* ("the Act") requires the AEC to provide a written report on the conduct of the election to the Fair Work Commission and to the organisation or branch for whom the election was conducted. A copy of the report in relation to this election is attached.


Section 198 of the Act requires that if an organisation or branch is given a Post Election Report under Section 197 that identifies a rule that was difficult to interpret or apply, the organisation or branch must, within 30 days, give a written response to the AEC on that aspect of the report. The response must specify whether the organisation or branch intends to take any action in relation to the rule, and if so, what action it intends to take.

If the attached report identifies a rule that was difficult to interpret or apply, you should forward your response to the AEC by email to 'industrial.elections@aec.gov.au' within thirty days of the date of the report.

Section 198 and the regulations also require an organisation to make the Post Election Report and the organisation's response to the report (if applicable) available to members.

Further, Regulation 141(4) of the *Fair Work (Registered Organisations) Regulations 2009* requires an organisation or branch to publish a notice on its website advising members that a copy of the Post Election Report is available upon request. If a website is not available, publishing a notice in a journal or newsletter would be considered appropriate.

Please contact me if you wish to clarify any aspect of this report.



Jenny Southall
Returning Officer
Australian Electoral Commission

4 May 2017

Fair Work (Registered Organisations) Act 2009

POST ELECTION REPORT

Police Federation of Australia South Australia Police Branch

ELECTION/S COVERED IN THIS REPORT

Election Decision No/s: *E2016/257*

RULES

Rules used for the election: *200V: Incorporates alterations of 17/8/2016 [R2016/92 & R2016/126]
(replaces rulebook dated 28/1/2016 corrected on 17/6/2016 [R2015/202, R2015/248 & R2015/261])*

Rules difficult to apply/interpret: *None*

Model Rule reference (if any) *N/A*

ROLL OF VOTERS

Total number of voters on the Roll: *4764*

Number of apparent workplace addresses: *42*

Number of non-current addresses: *27*

IRREGULARITIES

Details of written allegations of irregularities, and action taken by AEC: *N/A*

ATTACHMENTS

- 1) Declaration of Results for Uncontested Offices – South Australia



Jenny Southall
Returning Officer
Australian Electoral Commission

4 May 2017

**Police Federation of Australia
Scheduled Election - SA Offices E2016/257**

Declaration of Results for Contested Offices

E2016/257

Below are 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.

Branch Election

Total number of names on the roll of voters	4764
Ballot papers issued	4764
Replacement ballot papers issued	2
Total Ballot Papers Issued	4766
Ballot papers / envelopes returned for scrutiny	1026
Less ballot papers / envelopes rejected at preliminary scrutiny	6
Less Adjusting balance (Empty Declaration Envelope)	-2
Total Ballot Papers Admitted to Scrutiny	1018
Percentage of ballot papers returned to number issued	21%
Ballot papers returned as unclaimed mail	27
Ballot papers not returned	3713

Committee Member (8)

<u>Candidates</u>	<u>First Preference Votes</u>	<u>Votes</u>
MANNING, Mitch	0	775
HERN, Richard	0	238
MUNDY, Daryl	0	592
HORE, Peter	0	522
BUCKINGHAM, Mark	0	366
KIRK, Brenton	0	173
WALKLEY, Christopher	0	546
TANK, Jason Neil	0	399
LUDGATE, Mardi	0	494
TAPPIN, James	0	626
SNOWDEN, Julian	0	656
KENT, Michael	0	569
HORLEY, Benjamin	0	338
STRANGE, Samantha	0	729
CASEY, Mick	0	530
HEFFERNAN, Andrew	0	439
Exhausted Votes		999
Loss/Gain by Fraction		0
Total votes	0	7992
Formal ballot papers		999
Informal ballot papers		19

I declare Mick Casey , Michael Kent , Mitch Manning , Daryl Mundy , Julian Snowden ,
Samantha Strange , James Tappin and Christopher Walkley elected.



Jenny Southall
Returning Officer
Australian Electoral Commission
31 March 17

**Police Federation of Australia
Scheduled Election - SA Offices E2016/257**

Declaration of Results for Contested and Uncontested Offices

E2016/257

Below are 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.

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HEFFERNAN, Andrew	0	439
Exhausted Votes		999
Loss/Gain by Fraction		0
Total votes		7992
Formal ballot papers		999
Informal ballot papers		19

I declare Mick Casey, Michael Kent, Mitch Manning, Daryl Mundy, Julian Snowden, Samantha Strange, James Tappin and Christopher Walkley elected.

President

Candidates

CARROLL, Mark

I declare Mark Carroll elected.

Deputy President

Candidates

MILNE, Trevor

I declare Trevor Milne elected.

Vice President

Candidates

CANNON, Allan

I declare Allan Cannon elected.

Secretary

Candidates

SCHEFFLER, Thomas

I declare Thomas Scheffler elected.



Jenny Southall
Returning Officer
Australian Electoral Commission

31 March 2017

Fair Work (Registered Organisations) Act 2009

POST ELECTION REPORT

Police Federation of Australia South Australia Police Branch

ELECTION/S COVERED IN THIS REPORT

Election Decision No/s: *E2016/257*

RULES

Rules used for the election: *200V: Incorporates alterations of 17/8/2016 [R2016/92 & R2016/126]
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Model Rule reference (if any) *N/A*

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IRREGULARITIES

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ATTACHMENTS

- 1) Declaration of Results for Uncontested Offices – South Australia



Jenny Southall
Returning Officer
Australian Electoral Commission

4 May 2017



DECISION

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

Police Federation of Australia (E2016/257)

MR ENRIGHT

MELBOURNE, 8 DECEMBER 2016

Arrangement for conduct of election.

[1] On 11 November 2016 the South Australia Police Branch of the Police Federation of Australia lodged with the Fair Work Commission the prescribed information in relation to an election for the following offices:

Branch President
Branch Deputy President
Branch Vice President
Branch Secretary
Ordinary Branch Committee Members (8)

[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

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**Police Federation
of Australia**

South Australia Police Branch
ABN 73 802 822 770

Ref: TS:ss:1530/16

27 Carrington Street
Adelaide SA 5000

9 November 2016

Tel: (08) 8212 3055
Fax: (08) 8212 2002

The General Manager
Fair Work Commission
GPO Box 1994
MELBOURNE VIC 3001
By e-mail: orgs@fwc.gov.au

Dear Sir,

Re: Election for Offices [E2016/257]

The term of our office bearers and committee members expires on 31 March 2017.

Attached is the notification pursuant to Section 189 of the *Fair Work (Registered Organisations) Act 2009* concerning the election of office bearers and committee members for the General Manager of the Fair Work Commission.

Preferred dates for the nomination and ballot period, which we ask that you take into consideration, are:

Roll closes:	5.00 pm Monday 6 February 2017
Nominations open:	Monday 13 February 2017
Nominations close:	5.00 pm Monday 27 February 2017
Ballot opens:	Tuesday 14 March 2017
Ballot closes:	9.00 am Wednesday 29 March 2017

I look forward to progressing this matter in due course.

Yours sincerely

A handwritten signature in black ink, appearing to read 'T. Scheffler', followed by a horizontal line.

**THOMAS SCHEFFLER
SECRETARY**

Att.



**Police Federation
of Australia**

South Australia Police Branch
ABN 73 802 822 770

27 Carrington Street
Adelaide SA 5000

Tel: (08) 8212 3055
Fax: (08) 8212 2002

PRESCRIBED INFORMATION FOR ELECTIONS in accordance with Section 189 *Fair Work (Registered Organisations) Act 2009* and Regulation 138 *Fair Work (Registered Organisations) Regulations 2009*

I, THOMAS SCHEFFLER, being the SECRETARY of the POLICE FEDERATION OF AUSTRALIA – SOUTH AUSTRALIAN POLICE BRANCH, make the following statement:

1. I am authorised to sign this statement containing prescribed information for the SOUTH AUSTRALIA POLICE BRANCH of the POLICE FEDERATION OF AUSTRALIA.
2. The following information is lodged under subsection 189(1) of the Fair Work (Registered Organisations) Act 2009 (the RO Act).
3. The elections that are required are set out in the table in Annexure A.
4. This statement **IS** lodged at least 2 months before nominations open for the election below.

Signed:

THOMAS SCHEFFLER – SECRETARY

Dated:

9 November 2016

ANNEXURE A

- Elections that are required:

Branch	Name of Office	Number required	Voting System	Reason for Election	Electorate
			<i>Direct voting system; Collegiate electoral system</i>	<i>Scheduled; Casual vacancy; New office created; Insufficient nominations</i>	
<i>PFA-SA Branch</i>	<i>President</i>	<i>1</i>	<i>DVS</i>	<i>Scheduled</i>	<i>All financial members of the branch (Rule 44B(b)(i))</i>
	<i>Deputy President</i>	<i>1</i>	<i>DVS</i>	<i>Scheduled</i>	<i>All financial members of the branch (Rule 44B(b)(i))</i>
	<i>Vice President</i>	<i>1</i>	<i>DVS</i>	<i>Scheduled</i>	<i>All financial members of the branch (Rule 44B(b)(i))</i>
	<i>Secretary</i>	<i>1</i>	<i>DVS</i>	<i>Scheduled</i>	<i>All financial members of the branch (Rule 44B(b)(i))</i>
	<i>Ordinary Branch Committee Members</i>	<i>8</i>	<i>DVS</i>	<i>Scheduled</i>	<i>All financial members of the branch (Rule 44B(b)(i))</i>

- Important dates:

	Direct Voting System
Nominations OPEN	<i>To be determined by the returning officer</i>
Nominations CLOSE	<i>To be determined by the returning officer</i>
Roll of Voters cut off date	<i>7 days prior to nominations opening (Rule 44B(e)(i))</i>
Ballot OPEN	<i>To be determined by the returning officer</i>
Ballot CLOSE	<i>To be determined by the returning officer</i>