



10 January 2018

Mr John Laird
President
Police Federation of Australia-Victoria Police Branch
general@tpav.org.au

Dear Mr Laird,

cc: Mr Mark Burgess, Chief Executive Officer, Police Federation of Australia

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 contested office Branch Executive Member (1) for VIC Branch [E2017/204]. 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-Victoria 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

Mitch Webster
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]*

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)

2. ...

Signed: [SECRETARY OR OTHER AUTHORISED OFFICER]

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

18 December 2017

Post-election Report

E2017/204 - Vacancy Election - Police

Federation Of Australia- Victoria Police Branch

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Election Covered in this Report

Election Decision No: E2017/204

Rules

Rules used for the election: 200V: Incorporates alterations of 15/2/2017
{R2016/317}
(replaces rulebook dated 23/12/2016 {R2016/283})

Rules difficult to apply/interpret: None

Module Rule reference N/A

Roll of Voters

Total number of voters on the Roll: 15411
Number of apparent workplace addresses: 918

Number of non-current addresses: 0

Other matters pertaining to the roll of voters:

Irregularities

Australian Electoral Commission

Details of written allegations of Nil
irregularities, and action taken by AEC:

Other irregularities identified, and action taken: Nil

Other Matters

Nil

Attachments

Declaration of Results for Contested Office

Shane T Lanning
Returning Officer

18 December 2017

**Police Federation of Australia
Branch Executive Member (Vacancy)
E No. 2017/204**

Declaration of Results for Contested Office

Below are the results of the election for the following office, conducted in accordance with the provisions of the *Fair Work (Registered Organisations) Act 2009* and the rules of the organisation.

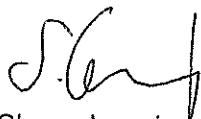
Victoria Police Branch

Total number of names on the roll of voters	15411
Ballot papers issued	15411
Replacement ballot papers issued	0
Total Ballot Papers Issued	15411
Ballot papers / envelopes returned for scrutiny	2911
Less ballot papers / envelopes rejected at preliminary scrutiny	21
Adjusting balance	0
Total Ballot Papers Admitted to Scrutiny	2890
Percentage of ballot papers returned to number issued	18
Ballot papers returned as unclaimed mail	155
Ballot papers not returned	12345

Branch Executive Member (Vacancy)

<u>Candidates</u>	<u>First Preference Votes</u>	<u>Votes</u>
SIMS, Mark	947	1541
GAFFEE, Jason	952	1299
McCANN, Calum	941	Excluded
Total votes	2840	2840
Formal ballot papers	2840	2840
Informal ballot papers	50	50

I declare Mark Sims elected.



Shane Lanning
Returning Officer
Australian Electoral Commission

15 December 2017



DECISION

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

Police Federation of Australia
(E2017/204)

MR ENRIGHT

MELBOURNE, 6 SEPTEMBER 2017

Arrangement for conduct of election.

[1] On 1 September 2017 the Victoria Police Branch of the Police Federation of Australia lodged with the Registered Organisations Commission prescribed information for an election to fill a casual vacancy in the following office for the remainder of the term:

Branch Executive Member (1)

[2] I am satisfied that an election for the abovenamed office 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

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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, JOHN CAMPBELL LAIRD, being the PRESIDENT of the POLICE FEDERATION OF AUSTRALIA, VICTORIA POLICE BRANCH, make the following statement:

1. I am authorised to sign this statement containing prescribed information for Police Federation of Australia, Victoria Police Branch.
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. The resignation letter is attached for the casual vacancy.

Signed:
President

Dated: 1/9/17

[PLEASE NOTE: This statement should be lodged with the Registered Organisations Commission at least 2 months prior to nominations opening. It can be submitted to regorgs@roc.gov.au.]

