



21 May 2018

Ms Lea Anderson
Secretary
United Firefighters' Union of Australia-West Australian Branch
lea@ufuofwa.net.au

Dear Ms Anderson,

cc: ufunctional@ufunat.asn.au

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 West Australian Branch [E2018/4]. 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 United Firefighters' Union of Australia-West Australian 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

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, [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 May 2018

Post-election Report

**United Firefighters' Union of Australia West Australian
Branch E2018/4**

Contents

| | |
|---|---|
| Election(s) Covered in this Report..... | 3 |
| Rules | 3 |
| Roll of Voters | 3 |
| Irregularities | 3 |
| Other Matters..... | 4 |
| Attachments | 4 |

Election(s) Covered in this Report

Election Decision No/s: E2018/4

Rules

| | |
|-------------------------------------|---|
| Rules used for the election: | 259V: Incorporates alterations of 1/9/2014 [R2014/166] replaces rulebook dated 10/12/2013 [R2013/95] |
| Rules difficult to apply/interpret: | None |
| Model Rule reference (if any) | N/A |

Roll of Voters

Total number of voters on the Roll: 1232

Number of apparent workplace addresses: 1

Number of non-current addresses: 4

Other matters pertaining to the roll of voters: Nil

Irregularities

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

Other irregularities identified, and action taken: Nil

Other Matters

UFUA National Rule 27 (10) requires the Australian Electoral Commission to post ballot material on 21 April with a closing date of 7 May. Timeframes for ballot material to be distributed to members and returned to the electoral officer as stipulated within the UFUA Rules are now not necessarily practicable given changes to the Australian Post delivery service.

To maximise the opportunity for members to participate in the ballot it is suggested that the ballot period be extended by 7 days.

Attachments

- 2) Declaration of results for Contested and Uncontested Offices



Simon Bulloch
Returning Officer

18/05/2018

United Firefighters' Union of Australia
United Firefighters' Union of Australia - West Australian Branch
DECLARATION OF RESULTS - E2018/4
Contested and 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:

West Australian Branch

| | |
|--|-------------|
| Total number of persons on the roll of voters | 1232 |
| Ballot Papers Issued | 1232 |
| Replacement ballot papers issued | 1 |
| TOTAL BALLOT PAPERS ISSUED | 1233 |
| Ballot papers/envelopes returned for scrutiny | 347 |
| Less ballot papers/envelopes rejected at preliminary scrutiny | 2 |
| Adjusting balance | 0 |
| TOTAL BALLOT PAPERS | 345 |
| Percentage of ballot papers returned to number issued | 28% |
| Ballot papers returned as unclaimed mail by closing date of ballot | 39 |
| Ballot papers not returned | 847 |

Branch President (1)

Candidates

JOLLY, Kevin

Branch Vice President - Firefighters (1)

Candidates

GAMBLE, Scott

Branch Vice President - Officers (1)

Candidates

BISHOP, Leigh

Branch Secretary (1)

Candidates

ANDERSON, Lea

Branch Assistant Secretary (1)

Candidates

PARKER, Lou

Branch Trustee - Firefighters (1)

Candidates

ROBERTS, Paul

PARKER, Lou*

*Nomination has lapsed under UFUA Schedule 5 Rule 9 as elected to the higher office of Branch Assistant Secretary.

Branch Trustee - Officer (1)

| <u>Candidates</u> | <u>1st Preference Votes</u> | <u>Votes</u> |
|-------------------|-----------------------------|--------------|
| CHILDS, Damon | 23 | 23 |
| MATTHEWS, Steve | 315 | 315 |

| | | |
|------------------------|--|------------|
| Total votes | | 345 |
| Formal ballot papers | | 338 |
| Informal ballot papers | | 7 |

I declare the following elected:

- MATTHEWS, Steve

Branch Trustee - General (1)

| <u>Candidates</u> |
|-------------------------|
| STEENSON, Adam (Steeny) |

Branch Ordinary Committee of Management Member - Firefighters (5)

| <u>Candidates</u> |
|---|
| EVANS, Cian |
| ROBERTS, Paul* (Nomination has Lapsed) |
| ADNAMS, Ben |
| STEENSON, Adam (Steeny)** (Nomination has Lapsed) |

*Nomination has lapsed under UFUA Schedule 5 Rule 9 as elected to the higher office of Branch Trustee Firefighter

** Nomination has lapsed under UFUA Schedule 5 Rule 9 as elected to the higher office of Branch Trustee General

Branch Ordinary Committee of Management Member - Offices (5)

| <u>Candidates</u> | <u>1st Preference Votes</u> | <u>Votes</u> |
|-------------------|-----------------------------|--------------|
| DILALLO, Mick | 65 | 170 |
| HAYES, Mark | 17 | 163 |
| CHILDS, Damon | 8 | 0 |
| BOVELL, Tim | 31 | 191 |
| BROWNING, Darryl | 32 | 188 |
| BOWRING, Lexie | 79 | 199 |
| NELSON, Simon | 19 | 159 |
| MATTHEWS, Steve* | 81 | 0 |

* Nomination has lapsed under UFUA Schedule 5 Rule 9 as elected to the higher office of Branch Trustee Officer

| | | |
|------------------------|--|------------|
| Total votes | | 332 |
| Formal ballot papers | | 332 |
| Informal ballot papers | | 13 |

I declare the following elected:

DILALLO, Michael
 BOWRING, Lexie Claire
 BROWNING, Darryl
 BOVELL, Timothy Robert
 HAYES, Mark Edmund

Branch Ordinary Committee of Management Member - General (1)

Candidates

BAILEY, Kerry Yvonne

Where the number of nominations accepted did not exceed the number of positions to be filled for an Office, I declare the candidates elected.



Simon Bulloch
Returning Officer
Australian Electoral Commission
15/05/2018





DECISION

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

United Firefighters' Union of Australia
(E2018/4)

MR ENRIGHT

MELBOURNE, 23 JANUARY 2018

Arrangement for conduct of election.

[1] On 12 January 2018 the West Australian Branch of the United Firefighters' Union of Australia lodged with the Registered Organisations Commission prescribed information for an election to fill the following offices:

- Branch President
- Branch Vice President - Firefighters
- Branch Vice President - Officers
- Branch Secretary
- Branch Assistant Secretary
- Branch Trustee - Firefighters
- Branch Trustee - Officers
- Branch Trustee - General
- Branch Ordinary Committee of Management members from the following:
 - Firefighters (5)
 - Officers (5)
 - General (1)

[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 COMMISSIONER

Printed by authority of the Commonwealth Government Printer

<Price code A, PR350960>

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, Kevin Wayne Jolly, being the Branch President, current Acting Branch Secretary, of the United Firefighters Union of Australia, West Australia Branch, make the following statement:

1. I am authorised to sign this statement containing prescribed information for the United Firefighters Union of Australia, West Australian 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. This statement **IS** lodged at least 2 months before nominations open for the election below.

Signed:



Kevin Jolly,

Branch President, Acting Branch Secretary

Dated: 11 January 2018

ANNEXURE A

- Elections that are required:

| Branch | Name of Office | Number required | Voting System <i>Direct voting system; Collegiate electoral system</i> | Reason for Election <i>Scheduled; Casual vacancy; New office created; Insufficient nominations</i> | Electorate |
|--------|---|-----------------|---|---|------------------------------------|
| WA | Secretary | 1 | Direct Voting System | Scheduled | All members of WA Branch – Rule 70 |
| | President | 1 | Direct Voting System | Scheduled | All members of WA Branch – Rule 70 |
| | Assistant Secretary | 1 | Direct Voting System | Scheduled | All members of WA Branch – Rule 70 |
| | Vice President - Officer | 1 | Direct Voting System | Scheduled | All members of WA Branch – Rule 70 |
| | Vice President – Firefighter | 1 | Direct Voting System | Scheduled | All members of WA Branch – Rule 70 |
| | Trustee – Officer | 1 | Direct Voting System | Scheduled | All members of WA Branch – Rule 70 |
| | Trustee – Firefighter | 1 | Direct Voting System | Scheduled | All members of WA Branch – Rule 70 |
| | Trustee – General | 1 | Direct Voting System | Scheduled | All members of WA Branch – Rule 70 |
| | Ordinary Committee Member - Firefighter | 5 | Direct Voting System | Scheduled | All members of WA Branch – Rule 70 |
| | Ordinary Committee Member - Officer | 5 | Direct Voting System | Scheduled | All members of WA Branch – Rule 70 |
| | Ordinary Committee Member – General | 1 | Direct Voting System | Scheduled | All members of WA Branch – Rule 70 |
| | | | | | |

- Important dates:

| | Direct Voting System | Collegiate Electoral System |
|------------------------------------|---------------------------------------|------------------------------------|
| Nominations OPEN | <i>14 March 2018 (rule 27(10)(a))</i> | <i>N/A</i> |
| Nominations CLOSE | <i>3 April 2018 (rule 27(10)(b))</i> | <i>N/A</i> |
| Roll of Voters cut off date | <i>6 March 2018 (rule 27)</i> | <i>N/A</i> |