



6 September 2017

Mr Andrew Johnson
Secretary

Western Australian Shire Councils, Municipal Road Boards, Health Boards, Parks, Cemeteries and Racecourse, Public Authorities, Water Boards Union
andrew.johnson@lgrceu.org

Dear Mr Johnson,

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 offices for West Australian Division [E2017/143]. 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 Western Australian Shire Councils, Municipal Road Boards, Health Boards, Parks, Cemeteries and Racecourse, Public Authorities, Water Boards Union 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>						

4 September 2017

Post-election Report

**Western Australian Shire Councils, Municipal Road Boards, Health Boards, Parks, Cemeteries and Racecourse, Public Authorities, Water Boards Union
E2017 /143**

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Election(s) Covered in this Report

Election Decision No/s: E2017/143

Rules

Rules used for the election: [297V: Incorporates alterations of 9/1/2014 in matter R2013/38 corrected on 6 June 2016] (*replaces alterations of 10/12/2013 [R2013/473]*)

Rules difficult to apply/interpret: NO
Module Rule reference (if any) N/A

Roll of Voters

Roll of Voters was required for posting of nomination forms and election notices.

Irregularities

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

Other irregularities identified, and action taken: N/A

Other Matters

N/A

Attachments

- 1) Declaration of Results for Uncontested Offices – WA

Patrick Carvalho
Returning Officer

4 September 2017

**Western Australian Shire Councils, Municipal Road
Boards, Health Boards, Parks, Cemeteries And
Racecourse, Public Authorities, Water Boards Union
Western Australian Division**

Declaration of Results for Uncontested Offices

E2017/143

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.

Western Australian Division

Division President

Candidates

CRAWFORD, Peter

Division Vice-President

Candidates

WILTON, Richard

Division Treasurer

Candidates

BALLANTYNE, Andrea Ginette

Division Trustee (3)

Candidates

SIGGLEKOW, Graham

No further nominations were accepted

Division Secretary

Candidates

JOHNSON, Andrew Gerard

Committee-Members (6)

Candidates

ELLERBY, Bernie
LOVE, Martyn
MAGOR, Greg
MCNAMARA, Paul
STEPHENS, Dean
THOMPSON, Brett

Division Conference Delegate from the Metropolitan Zone

Candidates

No nomination was received

Division Conference Delegate from the Central Districts Zone

Candidates

No nomination was received

Division Conference Delegate from the South Western Zone

Candidates

No nomination was received

Division Conference Delegate from the Coastal Districts Zone

Candidates

No nomination was received

Division Conference Delegate from the Goldfields Zone

Candidates

No nomination was received

Division Conference Delegate from the Murchison Zone

Candidates

No nomination was received

Division Conference Delegate from the Pilbara Zone

Candidates

No nomination was received

Division Conference Delegate from the Kimberley-Territories Zone

Candidates

No nomination was received

Union Council

Union Council Representative (10)

Candidates

CRAWFORD, Peter

ELLERBY, Bernie

LOVE, Martyn

MAGOR, Greg

MCNAMARA, Paul

SIGGLEKOW, Graham

STEPHENS, Dean

THOMPSON, Brett

WILTON, Richard

No further nomination was accepted

Union Secretary

Candidates

JOHNSON, Andrew Gerard

Union Assistant Secretary

Candidates

BALLANTYNE, Andrea Ginette

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



Patrick Carvalho
Returning Officer

30 August 2017



DECISION

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

Western Australian Shire Councils, Municipal Road Boards, Health Boards, Parks, Cemeteries and Racecourse, Public Authorities, Water Boards Union (E2017/143)

MR ENRIGHT

MELBOURNE, 7 JUNE 2017

Arrangement for conduct of election.

[1] On 30 May 2017 the Western Australian Shire Councils, Municipal Road Boards, Health Boards, Parks, Cemeteries and Racecourse, Public Authorities, Water Boards Union lodged with the Registered Organisations Commission prescribed information for an election to fill the following offices:

Western Australian Division:

Union Councillor	(10)
Division President	(1)
Division Vice President	(1)
Division Treasurer	(1)
Division Secretary	(1)
Division Trustee	(3)
Committee-Members	(6)

Conference Zone Delegate;

Metropolitan	(1)
Central Districts	(1)
South Western	(1)
Coastal Districts	(1)
Goldfields	(1)
Murchison	(1)
Pilbara	(1)
Kimberley-Territories	(1)

Federal Office:

Union Secretary	(1)
Assistant Union Secretary	(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.

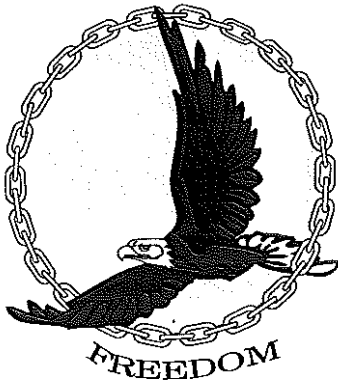


DELEGATE OF THE COMMISSIONER

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*Western Australian Shire Councils, Municipal Road Boards,
Health Boards, Parks, Cemeteries, and Racecourse,
Public Authorities Water Boards Union, WA Division*

SECRETARY ANDREW JOHNSON

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FORMERLY THE 
FOR OVER 114 YEARS

May 30th 2017

The Commissioner,
Registered Organisations Commission,
414 Latrobe Street,
MELBOURNE VIC. 3000

BY EMAIL: regorgs@roc.gov.au

Dear Commissioner,

UNION WA DIVISION ELECTION ALL OFFICES AND OFFICES OF UNION SECRETARY AND UNION ASSISTANT SECRETARY

I am the duly elected Secretary of the Western Australian Shire Councils, Municipal Road Boards, Health Boards, Parks, Cemeteries, Racecourse, Public Authorities and Water Boards Union, Western Australian Division (the Union) having been declared elected for a four-year term by the Returning Officer appointed by the Australian Electoral Commission on October the 8th 2013.

Pursuant to Section 189 of the Fair Work (Registered Organisations) Act 2009, the Western Australian Division, and the Federal Office of the Union requests that elections be held in accordance Rules 22,24,25 of the WESTERN AUSTRALIAN DIVISION RULES and Rules 14,21 and 21A of the UNION GENERAL RULES.

As the duly elected Secretary, I hereby make application for the conduct of an election to be conducted for the below listed offices.

It will be noted from the Rules that the existing election process does not provide for an express period for nominations to be lodged or for the closing of the roll. In the request for an election, the Union has nominated time frames that it considers reasonable having regard for the size of the electorate.

The details of the request are as set out below.

1. OFFICES FOR WHICH AN ELECTION IS TO BE CONDUCTED

Western Australian Division:

Union Councillor (10)

President

Vice President

Treasurer

Secretary

Trustee (3)

Committee person (6)

Conference Zone Delegate for the following Zones:

- METROPOLITAN
- CENTRAL DISTRICTS
- SOUTH WESTERN
- COASTAL DISTRICTS
- GOLDFIELDS
- MURCHISON
- PILBARA
- KIMBERLEY-TERRITORIES

Federal Office:

Union Secretary (1)

Assistant Union Secretaries (1)

2. REASON FOR THE ELECTION

- Compliance with the Union General Rules and Western Australian Rules and the requirements of the Fair Work (Registered Organisations) Act 2009 with respect to the requirements for the proper election of office holders.
- All the above-mentioned office holders (in 1 above) terms expire on the 7th of October 2017.
- The election will allow the Union to move to an election of officers for the Union Office Bearers pursuant to the advice of FWC and the requirements of Rules 17 and 23 of the Union General Rules.

3. ELECTORATE

All members of the Western Australian Division of the Union (the only Division of the union)

4. NOMINATION PERIOD

Nominations for all positions should be opened at the earliest possible practical date approved by the Fair Work Commission and by the Australian Electoral Commission.

5. CUT OFF DATE FOR THE ROLL

Twenty-one (21) days from the commencement of the nomination period.

6. TYPE OF VOTING SYSTEM

Direct secret postal ballot of financial members.

The union requests that in issuing the necessary orders for elections to be held that the current persons holding or acting in those Offices for which an election are to be held, continue until the declaration of results are issued by the Australian Electoral Commission.

A handwritten signature in black ink, appearing to read 'A. G. Johnson', written over a vertical line that serves as a signature separator.

Signed by Andrew Gerard Johnson as the Officer of the Union authorised to make this application