



30 March 2015

Mr Ian MacDonald
National Industrial Relations Manager
Australian Public Transport Industrial Association
[REDACTED]

Dear Mr MacDonald,

Annual Return of Information for 2015 [AR2015/129]

I acknowledge receipt on 23 March 2015 of your Declaration providing information in accordance with subsection 233(1) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

The documents lodged cover the required information for the 2015 Annual Return of Information of Australian Public Transport Industrial Association.

The documents have been filed and can be viewed on the Fair Work Commission website through the List of Registered Organisations - <http://www.fwc.gov.au/index.cfm?pagename=regorgslist>

Notifications of Change

Any changes to these records must be notified to the Commission within 35 days of the change. A template Notification of Change Declaration is available on the [fact-sheets](#) page of our website. Australian Public Transport Industrial Association is encouraged to use this template if any changes occur.

Yours sincerely

Carolyn Moloney
Regulatory Compliance Branch

The General Manager
Fair Work Commission
11 Exhibition Street
Melbourne VIC 3000
Email: orgs@fwc.gov.au

23 March 2015

Dear Sir

Subject: AUSTRALIAN PUBLIC TRANSPORT INDUSTRIAL ASSOCIATION (APTIA) – ANNUAL RETURN

This letter constitutes the statutory return, with respect to the Australian Public Transport Industrial Association (APTIA) for the year 2014.

I, Wayne Patch, being the Chairperson for the Australian Public Transport Industrial Association declare that:

1. The register of members has been kept throughout 2014, in accordance with s. 230 (1) (a), s 230 (2) and s. 233 of the Fair Work (Registered organizations) Act 2009.
2. Attached is a list of Office Bearers, their addresses and occupations of APTIA as at the 31st December 2014.
3. The Registered Office of APTIA is Level 2, 14-16 Brisbane Avenue, Barton, ACT, 2600.
4. There are no branch offices nor were any branch offices created or ceased to exist in 2013.
5. In accordance with Rules of the Organisation (Rule 22 (2)) an election of Office Bearers and Council members was approved by the Fair Work Commission on 30 June 2014, [2014] FWCD 4170 and conducted by the Australian Electoral Office. A Declaration of the elected Council members was made by the AEC on 1 October 2014 and a Declaration of Office Bearers made on 30 October 2014 (E2014/163).
6. As at the 31st December 2014 APTIA had 25 members.

The particulars contained in herein and lodged herewith are a correct statement of the information contained within the records of APTIA.

Please do not hesitate to contact me should you have any matters to discuss.

Yours faithfully



Wayne Patch, Chairperson

LIST OF OFFICE HOLDERS (As at 31st December 2014)

OFFICE BEARERS

Queensland Nominee

- Wayne Patch, Chairperson, [REDACTED]
[REDACTED]

NSW Nominee

- Steve Scott, Deputy Chairperson, [REDACTED]
[REDACTED]

COUNCILLORS

Victorian Nominees

- Stephen Lucas, Managing Director, [REDACTED]
[REDACTED]
- Robert P Wright, Managing Director, [REDACTED]
[REDACTED]

NSW Nominee

- Stephen Rowe, Managing Director, [REDACTED]
[REDACTED]

Tasmanian Nominee

- Shane Dale Dewsbery, Managing Director, [REDACTED]
[REDACTED]

Western Australia Nominee

- Michael Baulch, Managing Director, [REDACTED]
[REDACTED]

South Australia Nominee

- Sam Lucas, BusSA, Managing Director, [REDACTED]
[REDACTED]

Queensland Nominee

- Rolf Mitchell, General Manager, [REDACTED]
[REDACTED]

Urban Transport Group

- Benjamin Doolan, Managing Director, [REDACTED]
[REDACTED]
- Jonathan Cook, Director, [REDACTED]
[REDACTED]

Public Transport Group

- Nick Lines, Managing Director, [REDACTED]
[REDACTED]
- Anthony Hopkins, General Manager of [REDACTED]
[REDACTED]



Wayne Patch, Chairperson
23 March 2015



18 March 2015

Mr Ian MacDonald
National Industrial Relations Manager
Australian Public Transport Industrial Association
Sent via email: [REDACTED]

Dear Mr MacDonald,

**Australian Public Transport Industrial Association
Annual Return of Information for 2015 [AR2015/129]**

I refer to our letter dated 19 February 2015 reminding you of the obligation to lodge an Annual Return of Information for 2015 by **31 March 2015**. While the organisation has until the end of the month in which to lodge the information, we provide the following as a second and final reminder. Please ignore this letter if you have lodged the Annual Return for 2015 in the last few days.

A signed and dated declaration certifying matters prescribed in the *Fair Work (Registered Organisations) Act 2009* [the 'RO Act'] must be lodged with the Fair Work Commission ('the FWC') by that date. The matters to be included in the declaration are set out in the attached checklist.

The declaration must be signed by the Secretary or such other elected official who is required under the rules or by resolution of the organisation to keep the relevant records. A declaration signed by a non-elected person does not meet this requirement. The Secretary or other prescribed officer must also notify the FWC within 35 days of any changes to such records.

Once an Annual Return or change of records has been lodged, a copy will be posted on our website under [Registered organisations - List of registered organisations](#). In order to protect the privacy of the relevant office holders listed in declarations, you may wish to list their official mailing address rather than personal home address.

We encourage you to lodge all returns electronically e.g. as pdf files at orgs@fwc.gov.au. Please ensure that emailed documents include signatures where required.

Please note: failure to comply with these obligations is subject to a civil penalty provision (up to \$51,000 for a body corporate and \$10,200 for an individual per contravention) - see s.305 of the RO Act. Further, in maintaining the register of members, your attention is drawn to s.171A of the RO Act that outlines the circumstances where membership ceases to exist.

Please do not hesitate to contact me on (03) 8661 7936 or by e-mail at robert.pfeiffer@fwc.gov.au if you wish to discuss the requirements outlined in this correspondence.

Yours sincerely,

Robert Pfeiffer
Senior Adviser
Regulatory Compliance Branch

Obligation to lodge Annual Return of Information by 31 March

For full details see ss.230-233 of the *Fair Work (Registered Organisations) Act 2009* (the 'RO Act'), and rr.147-151 of the *Fair Work (Registered Organisations) Regulations 2009* (the 'RO Regulations').

A copy of each of the following records must be lodged with the Fair Work Commission ('The Commission') between 1 January and 31 March each year. They must be certified by a declaration stating that it is a correct statement of the information contained in that record, signed by the Secretary or such other elected official who is required under the rules, or by resolution of the organisation, to keep the relevant records (**other prescribed officer** see r.150 of the RO Regulations).

Failure to comply with these obligations is subject to a civil penalty provision – see s.305 of the RO Act.

Requirement	Details of requirement
Maintenance of Register of Members	A declaration by the Secretary or other prescribed officer certifying that the register of members has, during the immediately preceding calendar year, been kept and maintained as required by ss.230(1)(a) and (2) <i>[s.233(1)(a)]</i> Note: In maintaining the register of members, your attention is drawn to s.171A of the RO Act that outlines the circumstances where membership ceases to exist.
List of Offices	A list of the offices in the organisation and each branch (note the definition of office and officer in ss.6 and 9) <i>[s.230(1)(b)]</i>
List of Office holders	A list of the names, postal addresses and occupations of the persons holding the offices (note the definition of office and officer in ss.6 and 9) <i>[s.230(1)(c)]</i>
List of Branches	A record of the name of each branch of the organisation <i>[s.230(1)(d) and r.147(a)]</i>
New Branches	A record of the name of each branch that commenced operation in the previous 12 months <i>[s.230(1)(d) and r.147(b)]</i>
Old Branches	A record of the name of each branch that ceased operation in the previous 12 months <i>[s.230(1)(d) and r.147(c)]</i>
Addresses of Organisation and Branches	A record of the address of the office of the organisation and the address of the office of each branch <i>[s.230(1)(d) and r.147(d)]</i>
Elections in Organisation and Branches	A record of each election that must, under the rules of the organisation, be held during the year commencing 1 January of the year in which the return is lodged, for any offices in the organisation and branches of the organisation . <i>[s.230(1)(d) and r.147(e)]</i> Note: this provision does not relieve an organisation or branch from the separate requirement to lodge prescribed information prior to each election, as required by s.189 of the RO Act
Statement concerning number of members	A record of the number of members on 31 December in the previous year; and If the organisation has entered into an agreement relating to members of State unions under s.151(1) of the RO Act, - a record of the number of members of the organisation who were (on 31 December in the previous year) ineligible State members in relation to the organisation within the meaning of s.150 of the RO Act. <i>[s.230(1)(d) and rr.147(f) and (g)]</i>

Obligation to notify of changes within 35 days

If there are any changes during the year to the list of offices, list of officeholders, list of branches (where relevant) and the address of the organisation and/or its branches an organisation must, within 35 days of the change, lodge with The Commission, a notification of such changes certified by declaration signed by the secretary or other prescribed officer of the organisation to be a correct statement of the changes made [*RO Act s.233(2) and RO Regulations r.151 refer*].



20 February 2015

Mr Ian MacDonald
National Industrial Relations Manager
Australian Public Transport Industrial Association
Sent via email: [REDACTED]

Dear Mr MacDonald,

**Australian Public Transport Industrial Association
Annual Return of Information for 2015 [AR2015/129]**

This is a courtesy letter to remind you of the obligation to lodge an Annual Return of Information for 2015 in respect of the Australian Public Transport Industrial Association by **31 March 2015**.

A signed and dated declaration certifying matters prescribed in the *Fair Work (Registered Organisations) Act 2009* [the 'RO Act'] must be lodged with the Fair Work Commission ('the FWC') by that date. The matters to be included in the declaration are set out in the attached checklist.

The declaration must be signed by the Secretary, or where applicable, such other elected official who is required under the rules or by resolution of the organisation, to keep the relevant records (other prescribed officer). A declaration signed by a non-elected person does not meet this requirement. Further, you are reminded that the Secretary or other prescribed officer must also notify the FWC within 35 days of any changes to such records that may occur throughout the year.

As previously advised, section 233 places the onus of lodgement on the organisation and not on each individual branch. It is therefore the national body that is obliged to collate and lodge all of the required information. Annual Return templates are available on the FWC website at [Registered Organisations fact sheets](#), one for an organisation with branches and one for an organisation without branches.

Once an Annual Return or change of records has been lodged, a copy will be posted on our website at [List of Registered Organisations](#). Therefore, to protect the privacy of the relevant office holders listed in the declarations, it is recommended that officers list their official mailing address rather than personal home address.

We encourage you to lodge all returns electronically (e.g. as pdf file) at orgs@fwc.gov.au. Please ensure that emailed documents include signatures where required.

Please note: failure to comply with these obligations is subject to a civil penalty provision (up to \$51,000 for a body corporate and \$10,200 for an individual per contravention), under s.305 of the RO Act. Finally, in maintaining the register of members, your attention is drawn to the circumstances where membership ceases to exist (s.230(2)(b) and s.171A of the RO Act).

Please do not hesitate to contact me on (03) 8661 7936 or by e-mail at robert.pfeiffer@fwc.gov.au if you wish to discuss the requirements outlined in this correspondence.

Yours sincerely,

Robert Pfeiffer
Senior Adviser
Regulatory Compliance Branch

Obligation to lodge Annual Return of Information by 31 March

For full details see ss.230-233 of the *Fair Work (Registered Organisations) Act 2009* (the 'RO Act'), and rr.147-151 of the *Fair Work (Registered Organisations) Regulations 2009* (the 'RO Regulations').

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Failure to comply with these obligations is subject to a civil penalty provision – see s.305 of the RO Act.

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Obligation to notify of changes within 35 days

If there are any changes during the year to the list of offices, list of officeholders, list of branches (where relevant) and the address of the organisation and/or its branches an organisation must, within 35 days of the change, lodge with the FWC, a notification of such changes certified by declaration signed by the secretary or other prescribed officer of the organisation to be a correct statement of the changes made [RO Act s.233(2) and RO Regulations r.151 refer].