

# CFA BOARD

## Agenda: 16 November 2015



**Board Meeting No:** 1179

**Time** 8.30am

**Location:** Boardroom, CFA Headquarters, 8 Lakeside Drive, Burwood East

Members Present:	John Peberdy	Acting Chair
	Ross Coyle	
	Michael Freshwater	
	Katherine Forrest	
	James Holyman	
	Samantha Hunter	
	John Schurink	
	Michael Tudball	
In attendance:	Lucinda Nolan	Chief Executive Officer (CEO)
	Joe Buffone	Chief Officer (CO)
	Nigel McCormick	Chief Financial Officer (CFO)
	Erin Eades	Board Support Officer (BSO)
Item 3 Only	The Hon Jane Garrett MP	Minister for Emergency Services
Item 3 Only	Craig Lapsley	Emergency Management Commissioner (EMC)
Item 3 Only	Neil Robertson	CEO, Emergency Management Victoria (EMV-CEO)
Item 3 Only	Roger Strickland	Plan Burn Coordinator
Item 3 Only	Margareth Thomas	A/Executive Director People & Culture (A/ED-P&C)
Item 3 Only	Peter Bertolus	Industrial Relations
Item 6 Only	Phil Harbutt	A/Executive Director Business Performance & Strategy (A/ED-BP&S)
Item 6 Only	Meg Lowe	Executive Manager Performance & Assurance

1. **BOARD ONLY SESSION** **8.30am**
  - 1.1 **Board Performance Review**
2. **PRELIMINARY MATTERS** (Joined by CEO, CO, BSO and CFO) **9.15am**
  - 2.1 **Apologies**
  - 2.2 **Disclosure Of Interests**  
Board members to complete the Supplemental form should circumstances have changed (Accessible via Board reference library).
  - 2.3 **Notification Of Urgent Other Business**  
To be advised to the Chair prior to commencement of the meeting.
  - 2.4 **Board and Committee Minutes**
    - 2.4.1 **Board Minutes**  
The Minutes of the Country Fire Authority Board meeting held on 21 September 2015 are submitted for confirmation.
  - 2.5 **Actions from Previous Board Meetings**  
Board Action Sheet is attached for review.

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- 3. GOVERNANCE AND STRATEGY 9.30am**
- 3.1 Future of Emergency Management Sector EMC & EMV-CEO**
- 3.2 Future of Emergency Management Sector Minister**
- Morning Tea Break 10.30am**
- 3. GOVERNANCE AND STRATEGY Cont. 10.45am**
- 3.2 US Deployment Roger Strickland**
- 3.3 Industrial Relations Update (verbal) A/ED P&C & Peter Bertolus**
- 4. EXECUTIVE REPORTS 11.45am**
- 4.1 Acting Chief Executive Officer's Report  
    Inc. Executive Director Reports**
- 4.2 Chief Officer's Report**
- 4.3 Chief Financial Officer's Report CFO**
- 4.4 Health Safety & Environment Report A/ED-P&C**
- 5. DECISION PAPERS 12.05pm**
- 5.1 Brigade Integration Priorities DCO John Haynes**
- 5.2 CFA and Brigade Donations Fund – CFA Trustees CFO**
- 6. INFORMATION PAPERS 12.25pm**
- 6.1 Performance Reporting and Measurement 2015 A/ED-BP&S & EM-P&A**
- 7. PROCEDURAL MATTERS 12.40pm**
- 7.1 CORPORATE DOCUMENTS**
- 7.1.1 Documents sealed during the period**
- Instrument of Delegation – Financial Delegations
  - Instrument of Delegation – Manager Business Coordination
  - Instrument of Delegation – District Support Coordinator
- 7.1.2 Property Documents Executed under Delegation**
- Co-location agreement between CFA and AV
    - 181 High Street, Lismore
    - 105 National park Road, Loch Sport
    - 7 Larundel Street, Manangatang
    - 11 Barton Avenue, Marysville
    - 110 Bilton Street, Omeo

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- Transfer of Land – Edenhope RFB. Disposal of old fire station and site at 15 Anzac Avenue, Edenhope to S W Kealy for \$51,700 (GST inclusive). GST payable \$4,700.00. Volume 8412 Folio 653.
  - Lease renewal of existing site from Murrindindi Shire Council for 21 years at \$104.00 PA (GST exclusive) from 1 February 2015.
  - South Morang Fire Station, 875 Plenty Road, South Morang. Memorandum of Understanding to allow the City of Whittlesea to construct and maintain a new footpath to allow for public use inside property currently owned by the CFA.

## **7.2 OUT OF SESSION PAPERS FOR NOTING**

There are no out of session papers.

## **7.3 BOARD CORRESPONDENCE**

7.3a Letters to A/ACO Chris Eagle & OM Peter Taylor

7.3b Invitation Letters to EMV and Minister to visit CFA

## **8. MEETING PERFORMANCE REFLECTION**

**12.45pm**

- James Holyman & Samantha Hunter

## **Lunch Break**

**12.55pm**

The next meeting will be held on Monday 14 December at VEMTC Craigieburn Campus following the Recruit Graduation.