

CFA BOARD

Agenda: 16 May 2016



Board Meeting Number: 1187
Time: 8.00am
Location: Cobden Fire Station, 16 Station Street, Cobden
Members: John Peberdy Acting Chairperson
 Ross Coyle
 Michael Freshwater
 Katherine Forrest *Apology*
 James Holyman
 Samantha Hunter
 John Schurink
 Michael Tudball

Invitees: Lucinda Nolan Chief Executive Officer (CEO)
 Joe Buffone Chief Officer (CO)
 Nigel McCormick Chief Financial Officer (CFO)
 Phil Harbutt Acting Executive Director Business Performance & Strategy (A/ED-BP&S)

(Item 3.1 Only) Bob Barry Assistant Chief Officer South West (ACO)
 (Item 3.1 Only) Mark Gunning Acting Operations Manager (A/OM)
 (Item 3.4 & 3.5 Only) Meg Lowe Executive Manager Performance & Assurance (EM-PA)
 (Item 3.4 & 3.5 Only) John Haynes Deputy Chief Officer Service Delivery Strategy (DCO-SDS)

Minutes & Governance: Erin Eades Governance & Corporate Services Coordinator (GCSC)

Item		Resp.	Time	Paper Type	Action Required
1.	BOARD ONLY SESSION		8.00am		
1.1	Industrial Relations Update	CEO		Verbal	Note
2.	PRELIMINARY MATTERS		9.00am		
	<i>Joined by CO, CFO, A/ED-BP&S and GCSC</i>				
2.1	Apologies				
2.2	Disclosure of Interests				
2.3	Notification of Urgent Other Business				
2.4	Board and Committee Minutes		9.05am		
	2.4.1 Board Minutes 18 April 2016	GCSC		Minutes	Confirm
2.5	Actions from Previous Board Meetings		9.10am		
3.	GOVERNANCE & STRATEGY				
3.1	Region & District Report	ACO & A/OM	9.15am	Presentation	Note
3.2	CFA Red Paper	A/ED-BP&S	10.00am	Decision	Approve

Item		Resp.	Time	Paper Type	Action Required
MORNING TEA			10.30am		
3.3	Revised Standing Directions	CFO	10.45am	Decision	Approve
3.4	CFA Corporate Plan	A/ED-BP&S	11.05am	Presentation	Note
3.5	Transparency Bill Briefing	DCO-SDS	11.25am	Presentation	Note
4.	EXECUTIVE REPORTS				
4.1	Chief Executive Officer	CEO	12.00pm	Report	Note
4.2	Chief Officer	CO	12.10pm	Report	Note
4.3	Chief Financial Officer	CFO	12.20pm	Report	Note
4.4	CFA Major Projects Report	A/ED-BP&S	12.40pm	Report	Note
4.5	Environmental Compliance Program – Current and Former Training Campuses	A/ED-IS	12.50pm	Report	Note
5.	DECISION PAPERS			N/A	N/A
LUNCH BREAK			1.00pm		
6.	INFORMATION PAPERS				
6.1	CFA Performance Dashboard – Monthly Heartbeat	DCO-SDS	1.20pm	Information	Note
7.	PROCEDURAL MATTERS			1.40pm	
7.1	Corporate Documents				
	7.1.1 Documents sealed during the period			As below	Note
	<ul style="list-style-type: none"> Honours & Awards Committee Delegation 				
	7.1.2 Property Documents Executed under Delegation			As below	Note
	<ul style="list-style-type: none"> Springhurst RFB, 496 Development Road, Springhurst. Licence renewal of existing site from Springhurst Recreation & Community Hall Committee of Management for 10 years at a licence fee of \$104.00 pa plus GST from 1 July 2015. Maiden Gully RFB, 5 Beckham Road, Maiden Gully. Deed of Variation of Lease on existing site from City of Greater Bendigo increasing site size to 1,589 square metres. The existing site lease agreement has a site area of 1,408 square metres for a term of 50 years expiring on 9 February 2049 at a rental of \$2.00 p.a. The Maiden Gully RFB have requested a small site extension be approved by Council to allow a small building extension to be carried out by the brigade. Flynn RFB, Onley Street, Flynn. Licence renewal of existing site from Flynn Hall Committee Inc. for 10 years at a licence fee of \$104.00 p.a. plus GST from 6 April 2016. 				
7.2	Out of Session Papers & Circular Resolutions			N/A	N/A

7.3 Board Correspondence

7.3.1 *VFBV Letter request for consultation*

Letter

Note

7.3.2 *VFBV Letter regarding EBA*

Letter

Note

8. MEETING PERFORMANCE REFLECTION

1.45pm

Michael Tudball & James Holyman

The next meeting will be held on Monday 20 June 2016 at CFA HQ, Burwood.

2016 Upcoming Board & Committee Meetings

Health Safety & Environment Committee	Tuesday 24 May	Burwood	10.00am
People Remuneration & Culture	Tuesday 24 May	Burwood	12.00pm
Honours & Awards Committee	Wednesday 8 June	Burwood	10.00am
Finance Risk & Audit Committee	Tuesday 14 June	Burwood	11.30am
Board Meeting	Monday 20 June	Burwood	8.30am
Board Meeting	Monday 18 July	Noble Park	8.00am
Special Finance Risk & Audit Committee	Monday 15 August	Burwood	8.00am
Board Meeting	Monday 15 August	Burwood	9.30am
Health Safety & Environment Committee	Tuesday 23 August	Burwood	10.00am
People Remuneration & Culture	Tuesday 23 August	Burwood	12.00pm
Honours & Awards Committee	Thursday 8 September	Teleconference	10.00am
Finance Risk & Audit Committee	Tuesday 13 September	Burwood	10.00am
Service Delivery Committee	Tuesday 13 September	Burwood	12.00pm
Board Meeting	Monday 19 September	Burwood	8.30am
Board Meeting	Monday 17 October	Ararat/Maroona	8.00am
Health Safety & Environment Committee	Tuesday 8 November	Burwood	10.00am
People Remuneration & Culture	Tuesday 8 November	Burwood	12.00pm
Finance Risk & Audit Committee	Tuesday 15 November	Burwood	10.00am
Service Delivery Committee	Tuesday 15 November	Burwood	12.00pm
Board Meeting	Monday 21 November	Burwood	8.30am
Honours & Awards Committee	Wednesday 7 Dec	Burwood	10.00am
Board Meeting	Monday 19 December	Burwood	8.30am