

CFA BOARD

Agenda: 18 April 2016



Board Meeting Number: 1184
Time: 8.30am
Location: Boardroom, Headquarters, 8 Lakeside Drive, East Burwood
Members: John Peberdy Acting Chairperson
 Ross Coyle
 Michael Freshwater
 Katherine Forrest
 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)
 (Item 3.1 Only) Phil Harbutt Acting Executive Director Business Performance & Strategy (A/ED-BP&S)
Minutes & Governance: Erin Eades Governance & Corporate Services Coordinator (GCSC)

Item		Resp.	Time	Paper Type	Action Required
1.	BOARD ONLY SESSION		8.30am		
2.	PRELIMINARY MATTERS		9.00am		
	<i>Joined by CEO, CO, CFO 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		
	<i>2.4.1 Board Minutes 15 February 2016</i>	GCSC		<i>Minutes</i>	<i>Confirm</i>
2.5	Actions from Previous Board Meetings		9.10am		
3.	GOVERNANCE & STRATEGY				
3.1	CFA Red Paper	A/ED-BP&S	9.15am	<i>Decision</i>	<i>Approve</i>
	MORNING TEA BREAK		10.15am		
3.2	Governance Audit Report	CEO	10.30am	<i>Audit Report</i>	<i>Discussion</i>
3.3	Fiskville Inquiry Discussion	CEO	11.30am	<i>Working Document</i>	<i>Discussion</i>
3.4	Industrial Relations Update	CEO	12.30pm	<i>Verbal</i>	<i>Note</i>

Item		Resp.	Time	Paper Type	Action Required
LUNCH BREAK			12.40pm		
4.	EXECUTIVE REPORTS				
4.1	Chief Executive Officer	CEO	1.00pm	Report	Note
4.2	Chief Officer	CO	1.10pm	Report	Note
4.3	Chief Financial Officer	CFO	1.20pm	Report	Note
4.4	CFA Major Projects Report	A/ED-BP&S	1.30pm	Report	Note
4.5	Environmental Compliance Program – Current and Former Training Campuses	A/ED-IS	1.40pm	Report	Note
5.	DECISION PAPERS				
5.1	Delegation of Honours & Awards Committee nominations to a member of the Board	HAC Chair	1.50pm	Decision	Approve
6.	INFORMATION PAPERS				
6.1	CFA Performance Dashboard – Monthly Heartbeat	DCO-SDS	2.00pm	Information	Note
6.2	Infrastructure Planning – City of Wyndham	DCO-SDS	2.15pm	Information	Note
7.	PROCEDURAL MATTERS		2.20pm		
7.1	Corporate Documents				
	<i>7.1.1 Documents sealed during the period</i>			<i>N/A</i>	<i>N/A</i>
	<i>7.1.2 Property Documents Executed under Delegation</i>			<i>As below</i>	<i>Note</i>
	<ul style="list-style-type: none"> Geelong DMO, 3 Cadman Terrace, North Geelong. Auction authority for the sale of the old Geelong DMO site by public auction on 22 April 2016. Chesney Vale Radio Base, Sergeant Road, Goorambat. Licence renewal of existing site from D Farley for 3 years at a licence fee of \$1,650,000 pa (GST exclusive) from 1 April 2016. Building B, 7 Samantha Court, Knoxfield VIC. Renewal of a lease for 1 year with 1 year option from Mint Holdings Pty Ltd at a rental of \$244,198.50 pa plus GST from 1 July 2016. Wodonga UFB, 81 & 81A Thomas Mitchell Drive, Wodonga. Purchase of new site from C Clarke & D & P Mylon for \$1,350,000.00 (GST exclusive). 				
7.2	Out of Session Papers & Circular Resolutions			<i>N/A</i>	<i>N/A</i>
7.3	Board Correspondence			<i>N/A</i>	<i>N/A</i>
8.	MEETING PERFORMANCE REFLECTION		2.25pm		
	<i>Michael Tudball & James Holyman</i>				
<i>The next meeting will be a Regional Board Meeting to be held on Monday 16 May 2016 in Camperdown.</i>					

2016 Upcoming Board & Committee Meetings

Finance Risk & Audit Committee	Tuesday 10 May	Burwood	10.00am
Service Delivery Committee	Tuesday 10 May	Burwood	12.00pm
Board Meeting	Monday 16 May	Camperdown	8.00am
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
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/Maroon	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