



## **25<sup>th</sup> ANNUAL GENERAL MEETING & CONFERENCE**

**21<sup>st</sup> – 23<sup>rd</sup> SEPTEMBER 2007**

**THE OLD WOOLSTORE APARTMENT HOTEL  
HOBART, TASMANIA.**

### **FORMAT OF PROCEEDINGS**

#### **FRIDAY 21<sup>st</sup> SEPTEMBER**

**1730 – 1800** Delegates arrive and register – Old Woolstore Apartment Hotel, Hobart

#### **ANNUAL MEETING OPENS**

**1800** President welcomes delegates and guests

- 1. One Minutes Silence for those firefighters who have died in the line of duty during the last year – President Bruce Conboy.**
- 2. Firefighters prayer – Vice-President Terry Hunter**
- 3. President’s Annual Report (Copy enclosed)**
- 4. Naomi Brown CEO AFAC – “Memorandum of Understanding” between AFAC and Assembly – discussion and official signing.**

**HOUSEKEEPING – Lyndy Smith**

#### **ANNUAL MEETING ADJOURNS**

**1830** **COCKTAIL PARTY & OFFICIAL OPENING**

**Official Opening and welcome to Tassie, by Mr John Gledhill AFSM, Chief Officer, Tasmania Fire Service**



**SATURDAY 22<sup>nd</sup> SEPTEMBER 2007**

**Commence proceedings at 0830 hours**

**0830 – 1200 MEETING AND CONFERENCE SESSION**

1. Opening
2. Roll call and apologies

**ACT Volunteer Brigade's Association**

Delegates - Simon Butt and Andrea Bolitho ESM

**NSW Rural Fire Service Association**

Delegates - Brian McKinlay & Andy Jaffray AFSM

**Rural Fire Brigades Association of Queensland**

Delegate - Dick Irwin AFSM

**South Australian Volunteer Fire Brigades Association**

Delegates - Wayne Thorley and Ken Schutz AFSM

Observers – Wendy Shirley, Glen Willson and Rex Hall AFSM

**Tasmanian Retained Volunteer Firefighters Association**

Delegates - Bruce Corbett AFSM and Mathew Philpott

Observers – Oliver Breeze and Andrew Dare

**Tasmanian Volunteer Fire Brigades Association**

Delegates - John Brassington AFSM and Rob Atkins AFSM

Observers – Lyndy Smith, Veronica Atkins and  
Don Mackrill AFSM OAM

**United Fire Brigades Association of New Zealand**

Delegates - Richard Davidson and John Thorn MVO

**Victorian Urban Fire Brigades Association Inc**

Delegates - Rob Waterson AFSM and Ron Schultz AFSM

**Victorian Rural Fire Brigades Association**

Delegates - Bruce Conboy and Robert Horner AFSM

Observer – Peter Downes

**Volunteer Fire Brigades Victoria**

Delegates - Gary Little AFSM and Quentin Turner AFSM

Observer – Andrew Ford

**WA Volunteer Fire & Rescue Services Association Inc**

Delegates - Francis Burgoyne and Ron Thompson

**Association of Volunteer Fire Brigades of WA Inc**

Delegates – Terry Hunter and Paul Maddern

Observers – Kim Maddern and Samuel Dinnison

3. Apologies

**Northern Territory Bushfire Volunteers Association Inc**

Dianne Tynan

**NOTE:**

**OBSERVERS** (Extract from Constitution)

*“Observers may attend General Meetings and shall make their presence known to the chairman at or before the commencement of the meeting and observers may be granted approval by the Chairman to speak, but shall have no vote”.*

4. **Matters to be added to agenda as agreed to by the meeting**
5. **Adoption of Constitution (Copy enclosed)**
6. **Adoption of Strategic Plan (Copy enclosed)**
7. **Confirmation of Minutes – 24<sup>th</sup> AGM Fiskville, Victoria – August 2006 (Copy enclosed)**
8. **Matters arising out of those minutes**
9. **Correspondence (Copy enclosed)**
10. **Minutes - Executive Committee Meeting – Melbourne - December 2006 (Copy enclosed)**
11. **Minutes - Executive Committee Meeting – Mudgee - June 2007 (Copy enclosed)**
12. **Any matters arising out of Executive Committee Minutes**
13. **Adoption of Financial Statements (Copy enclosed)**

**1000 – 1030            MORNING TEA**

**1030 – 1200            MEETING/CONFERENCE SESSION**

14. **Presentations –**
  - a) **Tasmanian Associations – Bushfire DVD**
  - b) **Robert Atkins - Tas Associations – “Working Together”**
  - c) **Wendy Shirley – SAVFBA – Issues from SA**
  - d) **Richard Davidson – UFBANZ – Website**
  - e) **UFBANZ – recruitment**

- f) Richard Davidson - UFBANZ – *“Re-imbusement for Loss of Income Policy”*
- g) Simon Butt - ACT – Coronial Inquest
- h) Simon Butt – ACT - report *“Guidelines for the provision of first aid services at fire incidents by first aid volunteers”* (Copy to be circulated)
- i) Simon Butt – ACT – protest action
- j) Dick Irwin – RFBAQ - fundraising

15. Incorporation – Terry Hunter to report

16. Wildfire Rose Account – Trust Deed – Secretary to report

**1215 – 1300 LUNCH**

**1300 – 1500 MEETING/CONFERENCE SESSION**

#### **ANNUAL MEETING RE-OPENS**

17. Annual Meeting –

- a) Appointment of Chairperson for Election of Officers
- b) Appointment of Scrutineers (2)
- c) Election of President (currently Bruce Conboy – VRFBA)
- d) Election of Vice-President (currently Terry Hunter - WAVFRSA)
- e) Election of Secretary (currently Bruce Corbett - TRVFA)
- f) Election of Board Members (currently Richard Davidson – UFBANZ and Ken Schutz – SAVFBA) – refer constitution

*“A Board shall be elected consisting of the President, Vice-President, Secretary and another two delegates from any member associations not already represented”.*

- g) Appointment of Treasurer (currently Robert Horner)
- h) Fixing membership fees for 2007/2008

(The Executive will be recommending a fee – remembering no fee was charged last year with the \$500 fee for 2005/2006 being considered appropriate for a two-year period, covering 2006/2007 as well)

- i) Appointment of Auditor

#### **ANNUAL MEETING CLOSES**

**18. Guest Speaker**

**Jacqueline Fisher, Executive Officer Volunteer Support, Tasmania Fire Service – “*Volunteer Recruitment Project*” and “*Junior and Cadet Program and Toolkit*”.**

**1500 – 1530 AFTERNOON TEA**

**1530 – 1700 MEETING & CONFERENCE SESSION**

**19. Open Forum – “Direction for the Future”**

*(What do members and associations want from the Assembly and how do they see the future direction)*

**Facilitated by Jacqueline Fisher, TFS.**

**20. Close**

**21. Housekeeping – Lyndy Smith**

**1700 MEETING & CONFERENCE SESSION COMPLETED**

**1900 PRE-DINNER DRINKS**

**1930 CONFERENCE DINNER**

**After Dinner Speaker**

**Mr Tim Cox, long time ABC Hobart morning talkback show host.**

**PRESENTATIONS: Bruce Corbett**

**HOUSEKEEPING: Lyndy Smith**



**SUNDAY 23<sup>RD</sup> SEPTEMBER 2007**

**0830 BUS PICK-UP STARTS AT OLD WOOLSTORE**

(Other Motel pick-ups organised if required – see Mathew Philpott)

Bus tour of Hobart City and surrounds finishing with a guided tour and display at the TFS Engineering Services Building at Cambridge at approx 1030 for morning tea, with lunch at 1200

Transfers for early afternoon airport departures organised from Cambridge, later airport transfers organised as required.

**IMPORTANT STUFF**

**PLEASE MAKE PAYMENT FOR ACCOMMODATION  
BOOKED THROUGH THE COMMITTEE TO**

**MATHEW PHILPOTT**

**BEFORE DEPARTURE**

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**DON'T FORGET TO SETTLE YOUR ACCOUNT FOR ANY  
BREAKFASTS OR MINI-BARS AT RECEPTION**

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**ORGANISING COMMITTEE MEMBERS & OBSERVERS**

**VERONICA ATKINS OR LYNDY SMITH**

**WILL LOOK AFTER ANY PROBLEMS OR QUERIES  
THROUGHOUT THE CONFERENCE**