



25th ANNUAL GENERAL MEETING & CONFERENCE

21st – 23rd SEPTEMBER 2007

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

FORMAT OF PROCEEDINGS

FRIDAY 21st 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 22nd 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 – 24th 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 23RD 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**