



SES Volunteers Association of WA (Inc)

2025 Annual General Meeting

1. Agenda

1. Declaration of meeting opening
2. Acknowledge the Traditional Owners
3. Record of Attendance/Apologies
4. Register of Unit Delegates
5. Disclosure of Interest
6. Minutes of AGM 2024
7. Matters arising from the minutes
8. President's report
9. Treasurer's report
10. President declares the relevant positions vacant
11. Returning Officer declares appointments
12. President invites nominations from members for positions that remain unfilled
13. Conduct an election for positions that remain unfilled if nomination(s) are received
14. Membership Fee
15. Appointment of Auditor
16. Relevant Notified Business – Amendments to SESVA Constitution
17. Closure of meeting

2. Previous AGM Minutes, 8 September 2024

UNAPPROVED MINUTES OF THE 2024 ANNUAL GENERAL MEETING

Held 09:00 Sunday 08 September 2024

in the Botanicals Room, Crown Burswood, Perth

and online via TEAMS

1. **DECLARATION OF OPENING:** President Greg Cook declared the meeting open at 09:00

2. RECORD OF ATTENDEES

2.1 SESVA Executive Council Members

Greg Cook, Gosnells SES (SESVA President)	Allen Gale ESM, (SESVA Secretary)
Alan Hawke, Bayswater SES (Vice President)	Robbie Palmer, Mundaring SES (SESVA Treasurer)
Leonie Briggs, SES (Vice President)	

2.2 Unit Authorised Delegates

Albany – Nathan Anderson (Teams)	Bayswater – Mic Dunn (Teams)
Bunbury – Ros McConchie	Canine – Rachael Box (Teams)
Cockburn – Allison Lamb	Denmark – James Anderson
Donnybrook – Julie Carrick	Esperance – Glenn Churchland
Geraldton-Greenough – Ross Jones (Teams)	Gosnells – Cherise Green (Teams)
Hedland – Sharyn Morrow	Kalgoorlie Boulder – Lisa Ford
Kalbarri – Steve Cable ESM (Teams)	Kununurra – Matt Rosher
Karratha – Trevor Patton ESM (Teams)	Mandurah – Chris Stickland
Margaret River – Les Hayter ESM (Teams)	Melville – Dave Belson
Moora – Hugh Bryan	Mount Barker – Peter Aslin
Murray – Paul Dwyer	Newman – Connie Reed (Teams)
Pingelly – Susan Heazelwood	Serpentine-Jarrahdale – Keith Jackson (Teams)
Wagin – Trent Kippin	Wanneroo Joondalup – Karina Skipworth

2.3 Observers/Guests

Gordon Hall ESM - Mandurah (LIFE MEMBER)	Kerry Hall - Mandurah
Phil Scanlan – SESVA North East	Sarge Bottacin – SESVA Upper Great Southern (Teams)
Megan Reynolds – SESVA North Coastal	Marty Seward – SESVA South East (Teams)
Debbie Rogers - Murray	Brad Skipworth – Wanneroo-Joondalup
Bob Gray - Mandurah	Joe McLaughlan – Geraldton-Greenough
Judy Britza – Shark Bay	Sarah Schunemann – Margaret River
Patrice Madlener – Mount Barker	Mike Barnes – Mount Barker
Susan Tooke - Donnybrook	Bella Scharfenstein – SESVA Admin Officer (Minutes)

2.4 Apologies

Pam Walsh - Northam District	

3 REGISTER OF AUTHORISED DELEGATES

The minimum number of Unit authorised delegates had been achieved for the required quorum.

4. DECLARATION OF INTEREST

Nil

5. PREVIOUS MINUTES - 10th September 2023

MOTION: That the Minutes of the SES Volunteers Association of WA (Incorporated) Annual General Meeting of 11 September 2022 be confirmed. **MOTION CARRIED**

6. MATTERS ARISING FROM THE MINUTES

Nil.

7. CORRESPONDENCE

7.1 Correspondence Out

Notice of 2024 AGM, Agenda items, Call for Nominations for Vacancies and Authorised Delegate Form was sent to SES units by email and posted on the SESVA website.

7.2 Correspondence In

Nominations for SESVA committee positions, Authorised Delegate forms.

8. PRESIDENT'S REPORT

President Greg Cook spoke to his report, as tabled, and attached as Appendix A.

MOTION: That the 2024 SESVA AGM President's Report be accepted. **MOTION CARRIED**

9. TREASURER'S REPORT

Treasurer Robbie Palmer presented the SESVA 2023-2024 Financial Reports, as displayed on screen and shared via Teams, noting:

- The objective of the Association is to promote and foster the interests of SES Volunteers in WA with its financial resources.
- The SESVA is in a stable financial position and is well placed to remain so into the future.
- The main source of income is from DFES, which we'd like to acknowledge, who provide the SESVA with an Operating Grant of \$136,000 per annum including GST. This supports the day to day business of the SESVA including wages of the Administration Officer and enables the VA to support SES Units with promotional materials for their community engagement activities.
- SESVA operate five accounts :
 - DFES Grant Account
 - General Account
 - BHP Bus Grant
 - Benevolent Fund
 - Mastercard Debit Card
- Accounts have been audited by Moore Australia who provided the following opinion:

The SESVA is in a sound financial condition. All five accounts, in the Auditor's opinion, present fairly in accordance with the cash basis of accounting, the receipts and payments of the SESVA in relation to all accounts for 12 months ending 30/6/24 and its bank balances at that date.

There are no issues to bring to the attention of members.

Treasurer invited questions from the floor and moved the Treasurer's Report be accepted.

MOTION: That the Financial and Audit Reports for the 2023-2024 financial year, as presented and read, be accepted. **MOTION CARRIED**

10. DECLARATION OF VACANT POSITIONS

President Greg Cook declared the following positions vacant:

Kimberley	Vacant
Pilbara	Vacant
Midwest-Gascoyne	Vacant
Great Southern	Vacant
Upper Great Southern	Vacant
Lower South West	Vacant
South Coastal	Vacant
North Coastal	Vacant
North East	Vacant
Vice President North	Vacant

No nominations were received for the following positions:

Region	Comments	Term Expires
Kimberley	Vacant – expressions of interest sought	AGM 2025
North East (Metro)	Phil Scanlan, Cockburn SES, appointed	AGM 2025

A nomination was withdrawn for the following position:

Region	Comments	Term Expires
Great Southern	Scott Larking, Albany SES Vacant – expressions of interest sought	AGM 2025

11. RETURNING OFFICER DECLARED APPOINTMENTS

Returning Officer declared the following appointments being for terms as indicated.

Region	Appointed	Term Expires
Pilbara	Trevor Patton, Karratha SES	AGM 2025
Midwest-Gascoyne	Hugh Bryan, Moora SES	AGM 2026
Upper Great Southern	Sarge Bottacin, Pingelly SES	AGM 2026
Lower South West	Les Hayter, Margaret River SES	AGM 2026

South Coastal (Metro)	Ziggy Belczowski, SWORD SES and Mandurah SES	AGM 2026
North Coastal (Metro)	Megan Reynolds, Mandurah SES	AGM 2026
Vice President (North)	Leonie Briggs, Canine SES	AGM 2026

President Greg Cook:

- invited delegates to speak for or against the nominations; there being no opposition to the nominations, all the nominees were **appointed unopposed**.
- sought acceptance from Members with a show of hands and declared the appointments were accepted unanimously.
- Advised that the SESVA Management Committee has authority under the Constitution to make appointments to the regions where vacancies exist and would be consulting with Member Units in those regions to fill the vacancies until elections are held.
- Congratulated all the SES volunteers who are taking on this important Management Committee role and representing their respective regions.

12. MEMBERSHIP FEE

President Greg Cook noted that, historically, SES VA Members had elected not to have a Membership Fee, however invited Members to give consideration as to whether to continue this position.

MOTION: That the Annual Subscription of the SES Volunteers Association of Western Australia (Incorporated) be set at \$0.00 for 2024/2025 Financial Year. **MOTION CARRIED**

13. APPOINTMENT OF AUDITOR

MOTION: That the SESVA retain Moore Australia as SESVA auditor for the 2024-2025 period.

MOTION CARRIED

15. RELEVANT NOTIFIED BUSINESS

Nil.

16. CLOSURE OF MEETING

SESVA President Greg Cook concluded that he looked forward to working with everyone throughout the following year. There being no further business, he declared the meeting closed.

Certified as a true and correct record:

SESVA President
Greg Cook

Date

3. Proposed Constitutional Amendments

Proposal No. 1 – Amendment to Association Name

Resolution:

That the name of the Association be changed from:

SES Volunteer's Association of Western Australia Incorporated

to:

SES Volunteers Association of Western Australia Incorporated

The constitution will be amended if the proposed name is approved by the Commissioner for Consumer Protection. Once approved, the Commissioner will issue a certificate of incorporation showing the new name.

Reason for the Amendment:

- The apostrophe in *Volunteer's* is grammatically incorrect, as it suggests possession (belonging to one volunteer).
 - The Association represents all SES volunteers collectively, therefore the correct form is *SES Volunteers Association of WA* (no apostrophe).
-

Proposal No. 2 – Addition of a Third Vice President

Resolution:

That the constitution of the SES Volunteers Association of WA Incorporated be amended to include the role of a **Third Vice President**.

Reason for the Amendment:

The addition of a Third Vice President will:

- Distribute leadership responsibilities across the Executive Council.
- Enhance internal operations, with a focus on leading sub-committees and strengthening internal processes.
- Provide greater support to the President, Secretary, and Treasurer.
- Ensure diverse experience by encouraging candidates with corporate or political expertise to contribute to governance.

Proposed Changes to the Constitution:

1. Clause 20.4 – Committee Membership

- The committee will consist of:
 - Regional Representatives for groups of SES units.
 - President.
 - First Vice President.
 - Second Vice President.
 - **Third Vice President.**
 - Secretary.
 - Treasurer.

2. Clause 21.1 – Executive Council

- The Executive Council will include:
 - President.
 - First Vice President.
 - Second Vice President.
 - **Third Vice President.**
 - Secretary.
 - Treasurer.
-

Proposal No. 3 – Regional Representatives to Belong to the Region They Represent

Resolution:

That the constitution of the SES Volunteers Association of WA Incorporated be amended to require that Regional Representatives elected to the Committee must be SES Volunteers from an affiliated unit within the region they represent.

Reason for the Amendment:

Locally based representation will:

- Improve communication.
- Provide more frequent opportunities for direct, in-person engagement with members within the region.

Proposed Change to the Constitution:

- **Clause 20.5** – Committee members who are Regional Representatives shall be SES Volunteers who are members of an affiliated unit located within the region they are elected to represent.
-

Proposal No. 4 – Limiting Committee Nominations to One Position per Nominee

Resolution:

That the constitution of the SES Volunteers Association of WA Incorporated be amended to ensure that nominees for election to the Committee may only nominate for **one vacant position**.

Reason for the Amendment:

- A nominee elected to more than one position cannot successfully fulfill the duties of multiple offices.
- Restricting nominations to one position will ensure clarity and effective governance.
- If vacancies remain after the election, nominations may be called from the floor, and the Management Committee retains the power to appoint members to fill casual vacancies.

Proposed Change to the Constitution:

- **Clause 28.4** – A nominee shall not be nominated for more than one elected committee member position for which nominations have been called.

Endorsed unanimously by the Management Committee

SES Volunteer's Association of WA Incorporated

4. President's Report for 2024-25

The reporting year July 2024 – June 2025 has been extremely busy for the SESVA, the members of the Association Executive, the Management Committee, and the workers.

Volunteer Activities

SES Volunteers have again provided countless hours of community service across WA and nationally, including deployments for incidents and operations such as:

- Severe weather response, including storm, flood, and cyclone incidents.
- Search for missing people within Western Australia, including remote areas.
- Air Search for missing people in Western Australia.
- Rescues and recoveries within our national parks and coastline, involving cliff rope rescue work and carry-out rescues.
- Road Crash Rescue for many vehicle incidents throughout the state.
- Supporting community events that continue to benefit from trained SES Volunteers
- Substantial support to DFES in training and incident exercises.
- Direct fire support roles that continue to bring value to the communities in WA.
- Training for endless hours to maintain currency of skills and knowledge.
- Trying to gain new and expanded roles within the Department.

I am proud to say, with considerable proof, that SES Volunteers are the most widely skilled emergency responders who base their activities in their home communities. Giving is the SES code, and humility that is practiced regularly. Community connectivity is critical when delivering services for PPRR.

Consolidation of Emergency Service Legislation Activities

The legislation discussion has softened in recent times because of a lack of transparency in the development and consultation with the state volunteer responders. We all trust that this process will develop better practices in the future.

Fit for Role

The Association has conducted exhaustive consultation on behalf of all stakeholders and gained a positive result from the engagement. The SES Unit membership voted by majority to not engage with the program at this time after posing 14 questions to DFES and analysing the responses to their questions.

Summary

It is with great pride that I continue into the first year of my fourth term as the SES Volunteers' Association President. The past six years have been a very busy journey and could not have been possible without the support of the Executive Council, the Management Committee, and Bella (now Linda) in our office in Belmont.

We now, as an Association, need to continue with the development of key elected representatives who will be our future. This comes through the Management Committee, Executive Council, and, of course, our future President(s).

Thank you to DFES, all 64 Unit Managers, and, of course, to all SES Volunteers. May the year 25/26 bring us the recognition and rewards that we work so hard for each day!

5. Treasurer's Report and Auditor Reports for 2024-25

The Treasurer delivers a verbal report.



**INDEPENDENT AUDIT REPORT
TO THE MEMBERS OF SES VOLUNTEERS ASSOCIATION
OF WESTERN AUSTRALIA INC.**

DFES GRANT ACCOUNT

Moore Australia Audit (WA)

Level 15, Exchange Tower,
2 The Esplanade, Perth, WA 6000
PO Box 5785, St Georges Terrace, WA 6831

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Scope

We have audited the attached special purpose financial report, comprising the Statement of Receipts and Payments and Bank Reconciliation of SES Volunteers Association of WA in relation to the DFES Grant Account for the 12 months ended 30 June 2025. The Management Committee is responsible for the preparation and presentation of the financial report and the information contained therein, and have determined that the accounting policies used are consistent with the financial reporting requirements of the Association and are appropriate to meet the needs of the members. We have conducted an independent audit of the financial report in order to express an opinion to the members of the Association on its preparation and presentation. No opinion is expressed as to whether the accounting policies used are appropriate to the needs of the members.

The financial report has been prepared for distribution to members for the purpose of fulfilling the Management Committee's financial reporting requirements. We disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates to any person other than members or for any purpose other than that for which it was prepared.

Our audit has been conducted in accordance with Australian Auditing Standards. Our procedures included examination on a test basis, of evidence supporting the amounts and other disclosures in the financial report. These procedures have been undertaken to form an opinion as to whether, in all material respects, the financial report is presented fairly in accordance with the cash basis of accounting whereby revenue is recorded when it is received, expenses are recorded when they are paid, and no assets or liabilities, other than cash and bank balances, are recorded. Accounting Standards are not applicable to the cash basis of accounting adopted by SES Volunteers Association of WA.

The audit opinion expressed in this report has been formed on the above basis.

Audit Opinion

In our opinion, the financial report presents fairly in accordance with the cash basis of accounting, as described above, the receipts and payments of SES Volunteers Association of WA in relation to the DFES Grant Account for the 12 months ended 30 June 2025 and its bank balances as at that date.

Basis of Accounting and Restriction on Distribution

Without modifying our opinion, we draw attention to the following:

This special purpose financial report is prepared in order to fulfil the reporting obligations of the Management Committee. As a result, it may not be suitable for another purpose. Our report is intended solely for SES Volunteers Association of WA, and should not be distributed to any other party.

A handwritten signature in blue ink, appearing to read "Shaun Williams".

SHAUN WILLIAMS
PARTNER

A handwritten signature in blue ink, appearing to read "Moore Australia".

MOORE AUSTRALIA AUDIT (WA)
CHARTERED ACCOUNTANTS

Signed at Perth this 10th day of September 2025.



Moore Australia Audit (WA)

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**INDEPENDENT AUDIT REPORT
TO THE MEMBERS OF SES VOLUNTEERS ASSOCIATION
OF WESTERN AUSTRALIA INC.**

**BENDIGO BUILDING FUND, BENDIGO BHP / BUS ACCOUNT, MASTERCARD DEBIT CARD
ACCOUNT, GENERAL ACCOUNT AND FIXED TERM ACCOUNTS**

Scope

We have audited the attached special purpose financial report, comprising the Statement of Receipts and Payments and Bank Reconciliation of SES Volunteers Association of WA in relation to the above accounts for the 12 months ended 30 June 2025. The Management Committee is responsible for the preparation and presentation of the financial report and the information contained therein and have determined that the accounting policies used are consistent with the financial reporting requirements of the Association and are appropriate to meet the needs of the members. We have conducted an independent audit of the financial report in order to express an opinion to the members of the Association on its preparation and presentation. No opinion is expressed as to whether the accounting policies used are appropriate to the needs of the members.

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Audit Opinion

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Basis of Accounting and Restriction on Distribution

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SHAUN WILLIAMS
PARTNER

MOORE AUSTRALIA AUDIT (WA)
CHARTERED ACCOUNTANTS

Signed at Perth this 10th day of September 2025

6. Nominations for Vacant Committee Positions

Management Committee position	Nomination received by 15 July 2025 from	SES Unit
Kimberley	Late nomination – unable to accept	
Pilbara	Phil Scanlan	Belmont-Victoria Park
Pilbara	Barry Harrison	Hedland
Goldfields - Midlands	Reidan Ford	Kalgoorlie-Boulder
South West	No nomination received	
Great Southern	Ceridwen Fitzpatrick	Mount Barker
South East (Metro)	Andrew Bray	Canning – South Perth
South Coastal (Metro)	Ziggy Belczowski	Mandurah
North Coastal (Metro)	Lilian Oh	Bayswater
North East (Metro)	Nomination withdrawn 3 September	
Executive Management Committee position	Nomination received by 15 July 2025 from	SES Unit
President	Greg Cook	SES Communications Support Unit
President	Phil Scanlan	Belmont-Victoria Park
Vice President - South	Alan Hawke	Bayswater
Vice President - South	Phil Scanlan	Belmont-Victoria Park

7. AGM Close

8. Special Presentations

9. Discussion and Questions from the floor