



**S.A. S.E.S. VOLUNTEERS' ASSOCIATION  
INCORPORATED**

G.P.O. Box 2706  
ADELAIDE S.A. 5001  
Email: [susan@sasesva.org.au](mailto:susan@sasesva.org.au) or  
[Caracoussis.susan@ses.sa.gov.au](mailto:Caracoussis.susan@ses.sa.gov.au)  
Facsimile: 8410 3115  
Phone: 0414 877 374



## **S.A. S.E.S. Volunteers' Association Incorporated**

### **BACKGROUND:**

The S.A. S.E.S. Volunteers' Association Incorporated (hereinafter called the SASESVA), was established in the early 1990's, when SES volunteers felt there was a threat to their existence with consideration being given to the amalgamation of the SES and the Country Fire Service.

A committee was formed, a constitution developed and the association was registered with the Office of Consumer and Business Affairs on 31<sup>st</sup> December 1993. (Incorporation Number: A21563).

Early founding members and past executive included Trevor Heitman, Janet O'Heir, Keith Lane, Keith Smith, David Ward, Wayne Palmer, Trevor Arnold, Jennifer Vincent and Max Coulson to name a few, and many of these past representatives are still found working tirelessly as SES volunteers today, leading the service at local levels.

The Association was subsequently recognised under the SA Fire and Emergency Services Act 2005 and then again in June 2008 with the signing of the Volunteer Charter. (Section 123) of the Act states:

- (1) S.A.S.ES. Volunteers' Association Incorporated is recognised as an association that represents the interests of members of SASES Units.
- (2) The association may take such steps as may be reasonably available to advance the interests of members of SASES Units.

### **VISION STATEMENT:**

To provide an effective, efficient and proactive liaison between volunteers and the State Emergency Service (hereinafter called the SES).



**MISSION STATEMENT:** To be an independent and representative body for volunteers of the SES in South Australia, willing to provide advice and assist volunteers with issues.

To promote and communicate the sharing of knowledge and information to and amongst the volunteers of the SES in South Australia.

To provide an effective voice for volunteers of the SES in South Australia and to do so, must effectively liaise with the SES executive management, SAFECOM and the Minister in identifying and developing strategic directions in the provision of emergency services in South Australia on behalf of and in the interest of SES volunteers, while at the same time protecting volunteers interests.

**STRUCTURE:** The SASESVA is managed by an Executive Committee (Chairman, Deputy Chairman, Treasurer, Secretary and Executive Officer) together with representatives from each region, to represent the interests and expectations of those members they represent.

The SASESVA meets bi-monthly to discuss or raise issues, while the day to day running of the Association is undertaken by an Executive Officer, who, due to funding limitations, is employed on a part time basis for 24 hours per week. Due to funding shortfalls, the Association has reduced its number of meetings to 5 per annum, and some now being held by teleconference.

**THE COMMITTEE:** Executive

Warren Hicks, Chair  
Gordon Hartley, Deputy Chair  
David Ward, Treasurer  
Trevor Bond, Secretary

Trevor Bond, Central Region  
Lyn Little, Central Region  
Stefanie Zakrzewski, Central Region  
Bill Job, East Region  
Dean Overton, East Region  
David Ward, East Region  
Peter Codrington, West Region  
Jim Darling, West Region  
Gordon Hartley, West Region  
Simon Kretschmer, North Region

Susan Caracoussis, Executive Officer



## **S.A. S.E.S. Volunteers' Association Incorporated**

### **FUNDING:**

Funding is by way of an agreement between the Minister for Emergency Services (with the SES as the Minister's representative) and the Association.

As this funding now does not cover costs of the Association, an investigating is being made into how costs can be cut further or support curtailed in some instances. Core costs are wages, committee, insurance (public liability and Directors and Officers), mobile phones (Executive Officer and Secretary), Internet and representing SES Volunteers on Australian Emergency Management Volunteer Forum.



## **BUSINESS PLAN FOR 2008 / 2009**

The business plan will be reviewed throughout the financial year to see how it is tracking and to then review and amend as deemed appropriate.

### **ONGOING**

Promoting the needs and addressing issues for volunteers, while working in conjunction with the State Emergency Service in promoting a united front on SES issues.

Lobbying SAFECOM or the Minister on issues pertinent to or relating to concerns of members or even the SES.

### **REPRESENTATION**

Representing the Association in the appropriate forums and at committee meetings. Liaising with the Minister, SAFECOM and the SES on issues.

### **COMPLIANCE**

The Committee will be representative of regions and continually monitor its effectiveness, structure, role and focus, while individual members will be reviewed on their attendance, contribution and commitment.

The Executive Officer is responsible via the Chairman to the Committee and appointment is for a two year period with review at the completion of that period.

The Association is run as a professional organisation, ensuring all compliance obligations, (Office of Consumer and Business Affairs, WorkCover, the Australian Taxation Office), and then from any agreement in which it enters, such as the Funding Agreement between the Minister for Emergency Services and the Association are met in the manner deemed appropriate for a business.

### **MEMBERSHIP**

With the change to funding arrangements that occurred in the 2006 / 2007 financial year, the Association is now required to maintain an ongoing membership drive, and it is the role of the committee to promote when liaising with Volunteers.

### **COMMITTEE MEETINGS AND ANNUAL GENERAL MEETING**

The annual general meeting is held annually in line with the Constitution, which was amended, at the November 2007 Annual General Meeting, to reflect its change in structure and operations.

Committee meetings are held on a regular basis (normally bi-monthly).

### **VISITATION PROGRAM**

Visits to SES Units occur either by request, or by an approach from the Association when knowledge of the need to visit arises. Approval will be obtained from the Chief Officer, SES re visits, and a report be provided afterwards. It is not possible to provide a summary of visits, as visits are scheduled at the convenience of the Units, so as not to clash with other visits or certain training programs.



Regional committee members will endeavour to visit Units in their region, and bring to the Association any issues that they have been requested to convey and provide a report to the SES, as per the template provided in the funding agreement. As funds are no longer available to reimburse the committee for mileage reimbursements visits have considerably reduced unless in conjunction with another visit to the area.

**FRONTLINE**

4 issues are produced per annum, as a source of information and to provide items of interest for our members.

**CALENDAR**

Providing members with a wall calendar featuring photographs from the preceding 12 months and distributing to members before Christmas.

**ANNUAL SES VOLUNTEERS PARADE**

Coordinating the annual parade as a part of the SES Week program.

To make the parade a recognition of volunteers and to acknowledge the support they receive from their families.

**MERCHANDISE**

The Association will provide a limited range of merchandise for members and items will be sold at a slight mark up to cover the administration costs, as funding does not allow items to be sold at a discounted rate due to the limited resources of the Association.