

What I Need to Know

- The brigade must be dissolved if:
 - a resolution to dissolve is passed by a two-thirds majority of members present at any special meeting convened to consider that resolution; or
 - the registration of the brigade is cancelled.
- On dissolution:
 - all equipment must be disposed of in accordance with QFRS instructions; and
 - any other property and funds, after payment of all expenses and liabilities, are to be given to another brigade with the guidance of the Area Director, Rural Operations.
- Minimum requirements for financial management are outlined in the Rural Fire Brigade Constitution.

How I do it

- When considering dissolution of a brigade: inform the Area Director, Rural Operations (ADRO) of your intention;
 - with the approval of the ADRO convene a special meeting to consider the dissolution resolution;
 - if the resolution to dissolve is passed by a two-thirds majority of members, the ADRO will take responsibility for commencing the QFRS process for deregistration.
- Once the resolution has been passed:
 - dispose of all equipment in accordance with QFRS instructions;
 - pay all expenses and liabilities;
 - in consultation with the ADRO, give any other property and funds to another brigade.

Reference Materials

- Area Reference Manual – Business Rule: D4.2.2 Manage Financial Administration
- Area Reference Manual – Business Rule: D4.2.3 Manage Brigade and Group Financial Compliance
- Rural Fire Brigade Manual – Business Rule: D7.27 Brigade Constitution