

UFBA Annual Conference 13-15 November
Sustainability through diversity: Register now!



UFBA continues to represent members in Fire Services Review



George Verry, UFBA Chief Executive Officer

The UFBA Vision is: **Better more sustainable emergency services for New Zealand communities.**

Two key objectives of our Strategic Plan—fit-for-purpose legislation and effective advocacy—and their supporting strategies will help us achieve this vision.

Having your say

The Government released the Fire Services Review discussion document on 27 May.

To ensure we could actively influence the review of the country's fire services, we asked you to 'have your say' through a consultation survey on the proposed reforms and issues, especially those relevant to volunteers.

At the same time, we completed a significant research study and identified key strategies—including the continuing independence of brigades, fostering and support of volunteerism, updating the law to protect against any liability for fire and non-fire services provided, and a Volunteer Charter to be agreed.

We combined the results of the research study and the key strategies with your views to form the UFBA submission on behalf of members.

Broad support for changes

Internal Affairs Minister Hon Peter Dunne released a statement on 7 August regarding the extensive consultation around the review. More than 230 submissions were received from agencies, communities and individuals.

Mr Dunne said consultation meetings around the country and the submissions have together sent a strong message in favour of change.

Themes that came up at the meetings and in the submissions emphasised the importance of strong links between the fire services and their communities, the need for strong support for volunteers, effective service delivery and options for improving funding sources.

As members will recognise, these messages are a strong reflection of elements of the UFBA submission. Feedback we have received on the submission indicates our points were well-made and strongly supported by comprehensive research.

Ongoing consultation

Mr Dunne said he is keen to keep stakeholders involved to work through the best way to achieve greater coordination and integration, and better support for firefighters.

UFBA is a key stakeholder in ongoing consultation and is working with the Department of Internal Affairs to build on the findings. Common themes have emerged from initial analysis of the combined submissions.

Three of these key themes—volunteering, community and effective service delivery—are consistent with the current focus of the consultation on improvement of our fire services.

Mr Dunne has stated he will take a paper to Cabinet that encapsulates the main themes identified in the consultation for decision by the end of the year.

We welcome the opportunity to continue participating in the review process on behalf of members and will keep you informed on progress.

Read the UFBA submission

Download the **UFBA Fire Services Review Submission** and associated documents at www.ufba.org.nz/news/fire_services_review_submission

UFBA Advocacy Charter

UFBA was established expressly to represent and promote the interests of member fire brigades.

Advocacy is the key to fulfilling this objective.

To set out the enduring high level principles we will follow to deliver effective advocacy, we have established a UFBA Advocacy Charter.

A copy of the Charter is enclosed with this newsletter.

The principles include:

- The context for our advocacy and the actions we will take
- Target audiences—who we will proactively advocate the interests of our members and promote the cause of volunteerism to
- Ethical principles—the standards we will follow to deliver effective advocacy
- Member consultation—we will consult members to ensure we accurately portray the position of a majority of brigades
- Effectiveness—we will periodically assess our advocacy programme and determine opportunities for improvement.

Our actions during the fire services review consultation and the ensuing well regarded submission is a prime example of UFBA following the Charter's principles to deliver effective advocacy.

The next steps are to develop a three-year Advocacy Strategy and, where relevant, annual Advocacy Action Plans for specific projects.

You can download the UFBA Advocacy Charter at www.ufba.org.nz/news/advocacy_charter

EVENTS

2015 Australasian Rescue Challenge

Well done to the New Zealand teams that participated in the Australasian Road Rescue Organisation (ARRO) Outback Rescue Challenge in Alice Springs from 23-26 July.

Four teams from New Zealand—Hawera, Rolleston, Milton and Whitianga—competed at an international level, with 17 teams from across Australasia and Hong Kong taking part. UFBA funded Hawera, Rolleston and Milton as a result of their placings in the UFBA Regional RCR Challenges while Whitianga were self-funded.

A full day learning symposium for all teams and officials started off the Challenge, with a theory session in the morning followed by rotating practical workshops during the afternoon.

Participants will take the invaluable knowledge gained back to their brigades, benefiting local communities.

2014 Australasian Rescue Champions Hawera worked hard to defend their title and came in second overall this year. Rolleston took out first in the Entrapped Event and third overall. Congratulations to all the Kiwi teams for another great effort, with their hours of training and dedication paying off!

“Bringing back the knowledge and skills we gain from training, competing and watching other rescue crews to our brigade and surrounding brigades, benefits the community on the road where it counts.” Julian Godderidge, Hawera



Hawera sizing up their scenario in the Entrapped Pit



Rolleston about to extricate their patient in the Time Critical Pit

CHALLENGE HOSTS

We are looking for hosts for:

2016 Season

- **North Island Combat Challenge**—preferred dates late November/December 2015
- **South Island Combat Challenge**—preferred dates late November 2015 - January 2016
- **Region 1/2/3/4 Road Crash Rescue**—preferred dates October 2015 - March 2016
- **National Road Crash Rescue**—late April 2016

2017 Season

- **North/South Island Combat Challenge**—late 2016
- **Region 1/2/3/4 Waterway**—Jan/Feb 2017
- **North and South Island RCR**—April/ May 2017
- **Australasian RCR**—June 2017
- **Australasian Waterways (NZ)**—October 2017

For more information on hosting a challenge and how to register your interest visit www.ufba.org.nz/events/host_an_event

137TH ANNUAL UFBA CONFERENCE

FRIDAY 13 NOV
to
SUNDAY 15 NOV



Register now!

With keynote speakers, workshops, an exhibition, networking opportunities and social functions, this year's Annual Conference is a fantastic event not to be missed!

Register online today at:

www.ufba.org.nz/events/2015_ufba_137th_annual_conference

Keynote Speaker: Danny Green

Danny Green is a 4 x World Champion Professional Boxer with over 25 years experience as an Elite Athlete.

World Champ aside, the best thing about Danny is that he's a regular Aussie guy.

"... my simple philosophies for getting the most out of life are perfect for the everyday champion!

"Conquering your head is the real fight. Once you're in a good headspace, you're sorted. Everything else will fall into place."

Danny will talk about recognising the difference in all his opponents, to ensure you use the right techniques to get the best results. This can be the same in a team that needs to work together and how, even on the bad days when you are



battered and bruised, you need to fight through working together to get results.

When facing adversity, it is not only important to be physically fit but mental fitness is just as important.

"I always enjoy conference because I learn so much. I get the chance to meet and catch up with so many colleagues who end up long time friends. The workshops are good as ... they also enable members to speak in a smaller group giving them confidence to contribute."

Lesina Walden, Ngongotaha Volunteer Fire Brigade

Elect Your Representatives

Brigade delegates have the opportunity to vote for one Director to join the Board, one Vice President and one Technical Panel member at the 137th AGM of the United Fire Brigades' Association.

Russell Anderson was elected as Vice President at the 2014 AGM. Russell became a member of Port Chalmers Volunteer Fire Brigade in 1989. He transferred to Alexandra In 1996 where he has been Chief Fire Officer for 13 years.

Russell has served on the Central Otago Sub Association as President and Past President, and is a Life Member of the Otago Southland Provincial Fire Brigades Association.

What have been the highlights of your time as UFBA Vice President?

Presenting my first Gold Star, attending an Institute of Directors course, and being

fully involved with the UFBA Board during the extensive consultation and submission process for the Fire Services Review.

What would you like to achieve in your time as an Officer of the UFBA?

Follow through with the implementation of the UFBA recommendations for the Fire Services Review—to build on the hard work by the Board, consultants, members and staff during the consultation and preparation of our excellent submission.

You are a graduate of our Leadership and Governance workshop. How does this programme benefit brigades and their communities?

Personal development into Board style thinking and processes. Almost all Provincials have had their business plans developed through the UFBA development initiative and have benefited from candidates attending this programme.



Russell Anderson, UFBA Vice President

How do brigades benefit from delegates attending Conference?

Networking with other delegates and discussing similar issues and trends from around the country.

What are the main issues facing our fire services and UFBA members?

We are facing one of the biggest changes in the way we are funded and operate since 1976. It is important we have input to shape the future for the next generation of firefighters to ensure we can carry out our expected tasks with fit-for-purpose legislation and adequate funding.

WORKSHOPS: SUSTAINABILITY THROUGH DIVERSITY

Workshop 1

Coaching & Mentoring Skills



Carol Scholes

This practical workshop shows how to get the best out of the people you lead by coaching not telling.

It provides practical tools for a range of coaching or mentoring conversations—whether long term, one-off opportunities or those that happen in the moment.

This workshop will cover:

- Coaching and mentoring—the powers and the perils
- Tools for coaching and mentoring conversations
 - The power of listening
 - Questions not answers
 - Take away tool: 4-step tool for coaching conversations

Workshop 2

Managing Difficult Personalities and Dealing with Toxic Behaviours at Work



Aly McNicoll

This interactive session will help you identify toxic behaviours at work and better manage difficult personalities to reduce the negative impact they have.

You will walk away with a 5-step tool for difficult conversations that will enable you to step up early and confront difficult behaviours as soon as they become a problem.

The workshop covers:

- Recognising toxicity in the workplace—what the research says
- Civility, respect and regard—the non-negotiable in a not for profit organisation
- Strategies for dealing with difficult behaviours on an individual, team and organisational level
- Take away tool: 5-step tool for difficult conversations

Workshop 3

Building Diverse Teams



Damian D'Cruz

Back by popular demand Damian, leads you through an interactive workshop exploring how our unconscious bias affects our thinking.

Unconscious bias was important in ancient times to allow us to make quick decisions about others for our self-preservation. It used to be that 'difference is danger'.

But in a changing world and workforce, recognising peoples' differences and working with them is more and more important and our unconscious bias can get in the way of us attracting and getting the most out of a diverse range of people.

As a result of this workshop, you will learn how to recognise and manage unconscious bias so that you can build a welcoming team environment where you benefit from a range of different ways of thinking and doing things.

Workshop 4

Leading the Troops!



Lieutenant Colonel Helen Cooper

Traditionally the Armed forces, like the Fire Service, has been male dominated with men still occupying the majority of leadership roles.

However, women are now reaching higher ranks and bringing unique perspective to leadership.

Lieutenant Colonel Helen Cooper, the first woman to head the United Nations peacekeeping forces in Lebanon, led an international team in a predominantly male workforce.

"It's lonely at the top, especially as a woman. Especially in a command role".

Helen was strongly supported by the New Zealand Defence Force in her role.

In her words:

"In 2011 the stars aligned with my family, employer and my own aspirations. It's a partnership between spouses, employers and yourself. When the balance is right everyone wins."

Reducing carcinogen exposure

Submitted by Paul Smith, NZFS

The New Zealand Fire Service, UFBA and NZPFU are working together to reduce frontline staff exposure to carcinogens and other harmful substances in the workplace.

There have been several accomplishments in this area the last few months and a series of pilots have started.

Accomplishments

- As part the Workplace Carcinogen Exposure Programme, an operational evaluation of various respiratory protective equipment (RPE) was undertaken last March with the intention of supplying frontline staff with respiratory protection when BA is not appropriate.
The purpose of the evaluation was to assess the various potential RPE solutions to ensure it is fit for purpose. Each RPE item was subjected to a testing evaluation designed by the Operational Evaluation Group, which has been formed to test new equipment and procedures prior to introduction. The NZPFU, UFBA, PSA and EFOS are all represented in the group, along with operational fire fighters, fire investigators and the Fire Service National Operations team.
The Operational Evaluation Group met again in May to discuss the results of the operational evaluation and formulate a recommendation. On 22 July the Fire Service Operational Leadership Team (OLT) approved the RPE recommendation paper, which was previously ratified by the WCEP Steering Committee. The recommendation paper will next go to the Fire Service Strategic Leadership Team (SLT).
- The development of the policy and procedures for RPE use and management of contaminated PPE and equipment were completed on 23 July at a policy review workshop with the Operational Evaluation Group. The new policy and procedures will be part of the pilots described below prior to final approval and implementation.
- An advocacy group comprised of frontline staff has also been set up and will be instrumental in supporting the regions and areas in the use of the new equipment and procedures. The advocacy group met in late June/early July to discuss the operational rollout of the selected RPE and provide feedback on awareness campaign designs.
- The housing of appliances has raised concerns in regards to the potential health effects associated with exhaust fume exposure. A five-year national rolling programme of work, the National Vehicle Exhaust Fume Management Programme, has been developed by Property and approved by NZFS in late 2014 following extensive consultation through the National Health and Wellbeing Committee and directly with the UFBA.
Appliance Bay Ventilation Guidelines, developed in consultation with consultant engineers, were published on the FireNet Property page in January 2015. A national

audit of current solutions in fire stations was completed and implementation is currently being piloted in Region 5 by Property.

The programme has a three-step policy to mitigate the risk of vehicle fumes in fire stations:

- Every New Zealand Service fire station will have a vehicle fume management solution in place (System, Action Plan or Both)
- Where required, fire appliances will have a standardised vehicle fume management system in place
- A national rollout over a five-year term will be undertaken with site prioritisation determined by a risk based model.

Pilots

A series of pilots have started to test new RPE, processes, and procedures prior to final approval, procurement, and implementation. The first pilot started on 6 August at a station in Whanganui and will be followed by stations in Southland, Counties Manukau, and the West Coast to October.

The aim of these specific pilots is to validate and refine delivery and use of the following, before they are rolled-out to stations across the country in the months to come:

- New RPE for frontline personnel to use when BA is not appropriate
- New and amended policies and procedures, including those tied to the new Fire Station Design Guidelines, designed to segregate clean and dirty processes
- Training and awareness material.

Also, a pilot has started at nine stations in Region 5 to test the assessment framework used to determine what solutions fire stations require when it comes to vehicle exhaust fume management.

Develop your skills at a UFBA Leadership & Governance Workshop

- Learn from leading experts in the field
- Develop new leadership and coaching techniques
- Gain valuable insights into the key elements of governance
- Strengthen your professional development
- Great for your personal life, career and fire service

UFBA manages and covers the cost of travel arrangements, accommodation and meals.

If you are interested in attending or nominating someone for the next UFBA Leadership & Governance Workshop from **24-26 September** in Wellington (spaces are limited), email **Megan** at megan.leggett@ufba.org.nz

NZFS Policy Review

The NZFS has asked for UFBA input in reviewing policies relevant to volunteer brigades. Policies currently under review are:

- Accommodation on station
- Assignment of rank and authorised command level
- Community liaison
- Conflict of interest, gifts, prizes and hospitality
- Fire station tower and pole maintenance
- Fraud
- Pregnancy and operational firefighting
- Pregnant firefighter
- Property maintenance
- Protected disclosure
- Safety, health & wellbeing
- Self-help property project management
- Sponsorship and endorsement
- Standards of conduct
- UFBA conferences & competitions

To review these policies, the UFBA selects representatives from member brigades who have an interest and/or skills/experience in the relevant areas to form working groups.

These representatives are chosen from our pool of Leadership & Governance Workshop graduates and recommendations from the UFBA Board.

If you have an interest in participating in these working parties, please contact **Jane Davie** at membershipsupport@ufba.org.nz

AVAILABILITY AND MESSAGING SYSTEM

Submitted by Nick Gray, NZFS

Background

During May the business requirements for the new Availability and Messaging System (formerly the VACS trial) were completed with input from a reference group and Request For Tender (RFT) evaluation team with representation from ICT and Operations.

Operational representation included Executive Officers, UFBA members, ComCen staff, Volunteer Support Officers, Career firefighters, and Volunteer firefighters.

An RFT was advertised in May and ten vendors responded by the June closing date. In July the evaluation team met to evaluate the responses,

recommending four vendors to be short-listed.

What's next?

The short-listed vendors will be asked to provide more detail on their solution, and a presentation pack has been compiled highlighting the information we want them to expand on.

These questions will be tested by an independent panel consisting of Operational and ICT personnel before being sent out to ensure the right enquiries are made.

Vendor and solution selection will be progressed after the vendor presentations. This is a significant project and it is extremely important that we choose the solution that best meets the needs of NZFS. Therefore

we will be working with vendors to thoroughly assess their proposed solution against our needs before making a final decision.

Planning for delivery will begin once the solution is selected and we will keep you informed on progress and likely timeframes as this information becomes available.

Right now

In the meantime the current software and support licenses for brigades using VACS were extended until the end of December 2015.

Brigades that currently use the VACS solution will continue to be supported until an NZFS wide solution is in place. For more information contact Phil Monrad at phil.monrad@fire.org.nz

SECRETARIES & TREASURERS WORKSHOPS

A Secretaries & Treasurers Workshop will be held in Dunedin on **Saturday 26 September**.

To register your attendance, please email **Jane** at membershipsupport@ufba.org.nz with your name, brigade and mobile phone number.

If you would like a workshop held in your area, please contact **Jane**. We need a minimum of 15 participants to run a workshop.

Contact Jane

If you have any questions, comments or issues relating to membership support, please contact:

Jane Davie

Membership Support Manager

Phone: 04 237 2683 or 0274 428 655

Email: membershipsupport@ufba.org.nz

NOTICES



Field Day: Register now

12 November: Wellington

Emergency Preparedness and Management

For more details, and to register visit

www.ufba.org.nz/nzfbf_events

Events Calendar

5 September	Nelson Marlborough AGM/Conference
12 September	Canterbury AGM
19 September	Wellington AGM
24-26 September	Leadership & Governance Workshop, Wellington
26 September	Secretaries/Treasurers Workshop, Dunedin
26 September	Mercer 50th Jubilee
26 September	Canterbury Firefighter Challenge
22-25 October	Australasian Firefighter Championships Echuca, Victoria
24 October	Hokitika 150th Celebration
12 November	NZFBI Field Day Wellington: Emergency Preparedness and Management
13-15 November	UFBA 137th Annual Conference
20-22 November	Mataura 90th Jubilee

Provincial Associations Meeting

Seven Provincial Associations throughout the country unite member brigades within each province through meetings, social events, challenges and Gold Star Associations.

UFBA supports Provincial Associations in four significant ways: giving priority to new Executive members as participants in Leadership & Governance Workshops, providing support from the Chief Executive Officer at AGMs, offering a facilitator to help develop a business

plan, and an annual half-day meeting with the UFBA Board.

Provincial Association Executive teams will next meet with the UFBA Board on **Sunday 13 September** at 3pm in Wellington. This will provide an opportunity to discuss topical issues with the Board, network with like-minded members and meet UFBA staff.

The programme will include a workshop on how UFBA can better support Provincial Associations and vice-versa.



UFBA cufflinks now in stock!

Order at

www.ufba.org.nz/shop

Connect

We'd love to hear from you. Share your news or information, contact:

news@ufba.org.nz

Engage

Be the first to hear about news and events. Take part in online polls and our forum.

Register at:
www.ufba.org.nz

Consult

We're committed to representing and supporting you. Get in touch:

info@ufba.org.nz

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