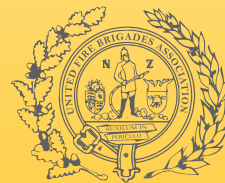


ANNUAL REPORT

20|20
19|20



The United Fire Brigades' Association

The UFBA supports and represents members across the country, from career, volunteer, urban, rural, defence, industry and airport brigades. Our services and events have reached from the very far north to the deep south.

Beyond our small team of staff based in Tawa, Wellington we comprise a network of hundreds of UFBA volunteers, through active roles as event officials and technical panel, helpers, support people, working group and committee members, brigade representatives and officials including our current and past presidents, patron and directors.

With 11,500 volunteer firefighters as members, we promote and support effective volunteerism to both Fire and Emergency NZ and government. The estimated annual economic value of the volunteer contribution to urban and rural communities is at least \$659 million (2019). Our services

Through the strength of our united members, the UFBA has served firefighters throughout New Zealand for 142 years.



www.ufba.org.nz • 0508 832 269 • office@ufba.org.nz
PO Box 56079 • 86 Main Rd, Tawa, Wellington, 5028

© The United Fire Brigades' Association is a registered charity under the Charities Act 2005, registered number CC27476. © 2020 The United Fire Brigades' Association

UFBA AT A GLANCE

FIGURES RELATE TO SERVICES COMPLETED THROUGHOUT 2019

RECOGNITION

3,500+

UFBA SERVICE HONOURS ORDERED



85 AWARDS NIGHT PRESENTATIONS BY UFBA OFFICIALS

141 x **20** x

CONNECTION

4 CHALLENGE EVENTS ACROSS THE COUNTRY

8,500+ ANNUAL VOLUNTEER HOURS GIVEN TO UFBA



SUPPORT



\$103,000

BENEVOLENT FUND SUPPORT GIVEN

\$250,000

NEW FUND DEDICATED TO SUPPORT FIREFIGHTER FAMILIES IMPACTED BY COVID 19

109

NEW ADVOCACY AND SUPPORT CASES



SUBMISSIONS MADE WITH MEMBERS **4**

300+ BRIGADES SURVEYED VIA WELFARE CALLS DURING LOCK DOWN

ADVANCEMENT



120 BRIGADE ATTENDEES ON LEADERSHIP WORKSHOPS

52 ON PSYCHOLOGICAL WELLBEING WORKSHOPS

45 ON SECRETARIES AND TREASURERS WORKSHOPS

ONLINE WELLBEING WORKSHOP PILOTED **1st**

FENZ WORKING PARTIES ATTENDED BY REPS **32**



115

MEMBERS ON PATHWAYS REFERENCE GROUP

YOUTH PATHWAYS PROGRAMMES AVAILABLE IN 2020 **2**

300 BRIGADES WANT A YOUTH SCHEME



MEMBERS OF THE UFBA BRIGADE REPRESENTATIVES GROUP COME FROM....

670

RECORD ATTENDEES TO UFBA'S 141ST CONFERENCE, CAME FROM...

\$659M

THE ECONOMIC VALUE OF VOLUNTEER FIREFIGHTERS AS DETERMINED IN AN INDEPENDENT REPORT COMMISSIONED BY UFBA

1st

MEMBERSHIP APPLICATION BY OVERSEAS BRIGADE - RAROTONGA

1 HISTORIC MOTION AND NEW CONSTITUTION ADOPTED

2 NEW BOARD DIRECTORS REPRESENTING RURAL

4 NEW MEMBERSHIP ADVISORY PANEL MEMBERS



Contents



President's message.....	1
Review of the year.....	2
Report from the Technical Panel.....	6
Report from the Benevolent Fund.....	8
Pathways to Fire and Emergency.....	10
Sector advocacy.....	12
Support services.....	14
Advancement and Learning.....	18
UFBA service honours.....	20
Challenge events.....	24
141 st UFBA conference.....	28
Financial statements.....	32





President's message



James Walker, UFBA President 2019-20

What a year it has been. When I commenced as President last November I would never have imagined in a million years what was about to happen over the coming months under Covid-19. You all should be very proud of yourselves for continuing to turn out to emergencies and supporting your communities in their time of need under such trying circumstances. This shows great resilience and flexibility within your brigades.

There have been other challenges these past 12 months for a number of our members including the New Zealand International Convention Centre fire at Sky City, which saw great collaboration between volunteer and career brigades. We've seen members supporting our Australian neighbours tackling the devastating bush fires. Our hearts go out to the firefighter families who lost loved ones in these fires. These increasingly extreme weather events are something we'll all need to be mindful of, and even affected my own community of Wyndham and surrounding areas with flooding in February.

I've remained connected with the office staff who have helped lead us in ways of engaging under lockdown. Necessity is the mother of all invention and this year we have all learnt about Zoom, Teams and Skype. This has taken many of us out of our comfort zones but we've adapted and grown in resilience from it.

We have developed the Membership Advisory Panel (MAP), the new constitutional forum in which members can raise matters that are important to them to the Board and, through the MAP, can hold the Board to account for their actions.

The MAP also act as Members' representatives, or the eyes and ears, for the Board to have an understanding of issues happening at station level when making strategic decisions in their governance role. Mechanisms like this can only help improve two-way conversations and collaboration between all parties, to ensure brigades are better supported.

It is so important to keep Sub-Associations, and Provincial Associations strong so there is a clear path and networks for members to understand how and what the UFBA is about. As immediate Past President I will continue in the MAP role for another year supporting the Board, staff, Vice-President and next President.

While it has been a little disappointing to not have been able to fulfill all my duties to the fullest due to Covid-19, my wife Irene and I have still managed to get around to a number of stations and will continue to do so until November. Wherever we have gone we have been warmly welcomed, and have memories that will last a lifetime. Regardless of which brigades we have been to and the ways they are all unique, they all strive for the same thing, to serve their communities in their time of need. It's this commonality and resilient Kiwi spirit that brings us together, and something that each one of us can be very proud of.

So in closing I would like to thank all those who have filled in for me at honours functions and challenges. It has been an honour and a privilege to serve as your President this past year.

Ehara taku toa, he takitahi, he toa takitini

I would encourage anyone that is interested to be part of this great organisation to get involved at any level. You just never know where that journey may take you. I wish Jason Prendergast all the best for his upcoming presidential term.



James Walker
UFBA President 2019-20



Review of the year

Richie Smith, Chair of the UFBA Board

A year like no other

It's been a year of uncertainty, adaptation and change, of progression and growth. While this year has brought great challenges, we've shown we can adapt. From highs through our merging with Forest and Rural Fire Association (FRFANZ) members, to lows under the ongoing global pandemic and worst ever fire season for our neighbours in Australia.

Through it all we've seen one commonality - people coming together. From nearly all members voting for change to New Zealand firefighters supporting our neighbours, and brigades reaching out to each other under lockdown. All show that at the heart of what we do is people adapting and supporting each other.

We've continued to build on our history with a tremendous 141st AGM and conference, where members' overwhelming support in adopting the new constitution made it fit-for-purpose for the future. This was a significant achievement because quite simply changes had to happen to modernise our constitution. We needed greater flexibility to adapt to future legislative changes under the Incorporated Societies Act and Charities Act, and also for the governance and operation of our association to adapt more quickly to changes and be able to make decisions far more responsively.

The new constitution also enabled the formal merger of brigade members from FRFANZ and UFBA. In the time since Conference and AGM we've focused on the implementation of promised changes namely:

Establishment of the MAP

This group consisting of the Vice President Jason Prendergast, President James Walker, Immediate Past President Glenn Williams and a co-opted former FRFANZ executive member Howard Cole, ensures a clearer connection between the Board and membership, that is independent of management and provides transparency over the governance.

It also gives a more active role to your elected officials in an enduring relationship that lasts for three years as they move through the MAP. Going forward this will make the officer role far more involved in influencing the running of the association and connecting with members, than just a ceremonial role. We hope this encourages more people to consider putting themselves forward for Vice President.

Initially we spent time establishing the parameters and way they would operate and report. They have already had a role in assisting in revising policies and at the time of writing, had received their first member-prompted enquiries.



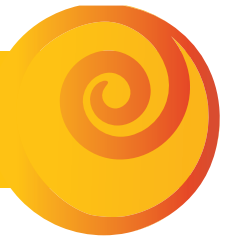
Bringing expert partners together in emergency management

Establishment of peak entity 'Tāngata Matatau'

Coming together is at the crux of the new sector entity promised to non-brigade members under the merger with FRFANZ. This was part of our obligation to FRFANZ and a condition of the merger.

I'm pleased with the development we have made already in bringing together experts involved in emergency management from forestry, refinery, medical first response and of course fire. While the first steps have been taken in forming the new entity, there is great scope for different organisations to learn from one another and work collaboratively towards shaping a more connected sector.

UFBA and FRFANZ executive leaders worked with the new Tāngata Matatau Member Committee including business development advisor Sue Sherberd and Trent Fearnley of the Institute of Fire Engineers to establish a brand that would resonate across a very broad sector, incorporating a number of different industries that share a vested interest in fire prevention and protection and community resilience.



The name was carefully selected to acknowledge the expert people at its core. 'Tāngata' reflects the distinct people that will come together while 'Matatau' acknowledges the unique proficiencies and expertise that these members will bring.

With the foundation laid for this peak organisation, the months ahead will see this start to take shape as the membership grows. The UFBA management team are supporting the development of Tāngata Matatau, however, this will have no adverse impact on the running of the UFBA.

New Directors from FRFANZ

One key aim through the merger of FRFANZ and UFBA was to incorporate the expertise of rural firefighters into the governance of UFBA. We also agreed to increase the number of Directors to allow even more members the opportunity to get involved in the governance of our association. Our Board of Directors now sits at seven people, myself and Brenda Pilott as Independently Appointed Directors, Daryl Sayer, Russell Anderson and Warren Maslin as Directors from brigades elected by members and now we welcome Kevin Ihaka and Tom Thomson from the FRFANZ executive leadership team.

Kevin and Tom are exceptional additions to the team, with both being successful business owners with decades of business acumen and experience of rural firefighting and brigade leadership. They also have a very clear understanding of the wider sector. We retain their expertise for another two years under the agreement of the Transitional Board.



Above: New transitional Board Directors from FRFANZ former executive committee Tom Thomson and Kevin Ihaka.



First overseas application

Despite limitations on international movements under Covid-19 restrictions the UFBA is actually expanding overseas. This year marked another milestone for us as we welcomed on board our first ever Pacific Island member – the Puaikura Volunteer Fire Brigade from Rarotonga in the Cook Islands.

The brigade of 24 individuals was established in 2002, and serves the entire Rarotongan community. They already maintain a close relationship with Fire and Emergency who provided trainers in 2019, and their founders first gained experience in New Zealand brigades. While the conditions of their membership will vary to Fire and Emergency brigades, who are largely funded for accommodation and travel for our services, they will be welcome to join our challenge events, benefit from service honours and attend our annual conference and AGM.

This sets a great precedent that supports UFBA's growth and recognises our role as a key sector influencer that brings brigades together, exactly as we did 142 years ago.



Staff activities

I'd like to acknowledge the small team of staff who work diligently behind the scenes, to provide the services for you all. We welcomed on board an in-house Accountant and addition to our management team, Stephen Malanchak. Stakeholder Engagement Manager Jo Bryan moved onto pastures new but we retained the services of Angela Christie who picked up management of membership services. Amy Bandy said goodbye to the events team but the team said hello to Lisa Mead and Holly Dallinger and our service honours welcomed Megan Rodden. We have a strong and dedicated team that have responded really well to the challenging year adapting our services throughout Covid-19 and lockdown.

Support during lockdown

This year we also developed our own member-centric UFBA values recognising how each of our roles contribute to **Advancement, Connection, Recognition, Support** and **Sustainability**. These are the unifying values our services are built around and we know there is so much more to do around support.

During the challenging lockdown period between April and May, we wanted to ensure members had the support they needed. The staff made welfare calls conducting a short survey to check whether brigades had all the information, training, PPE and financial assistance they needed. I'm pleased to say the report was positive and a sign that you all look out for each other and took great initiative where you needed to. There was a real demonstration of the Kiwi spirit.

Recognising volunteers

We were pleased to bring to the attention of media the real annual economic value of \$659M of brigade volunteers, during Volunteer Week. It's so important to reinforce key messages that the majority of firefighters are volunteers and we should never take for granted the contribution they all bring.

We look forward to working with Fire and Emergency NZ's new Executive Leadership Team and pride ourselves on being collaborative and progressive, supporting solutions to shared challenges. Ultimately however, our services are designed to support you, our member brigades and our most important stakeholders. We're here to help you connect, advance, and gain the recognition and support you need to do your work in the community.

Below: UFBA Board directors 2019-20 left to right - Warren Maslin, Brenda Pilott, Richie Smith (Chair), Russell Anderson (Deputy Chair) and Daryl Sayer.



Richie Smith, UFBA Chair





Report from the Technical Panel

Ces Pacey, Technical Panel Convenor

Delivering unique events that challenge, upskill and motivate firefighters across the country.

A different kind of challenge

We've seen very different kinds of challenges this year with all manner of unexpected situations trying to hinder delivery of our schedule of challenge events. Despite this, the Technical Panel, Local Organising Committees, volunteer helpers, officials, and UFBA events team have worked together well to ensure all events that took place were enjoyable and successful.

All started well in August 2019 in what seems a very different world now, with National Drivers in Feilding. From here things took an interesting turn with drought conditions threatening North Island Waterway in Carterton in February 2020, followed ironically by flooding around South Island Waterway in Matura in February 2020. The respite was all too brief for South Island Combat at Christchurch Airport in March 2020 before the effects of COVID 19 had a massive impact on our remaining events. Nationwide restrictions forced us into having to cancel the planned North Island Combat in Palmerston North, National Combat in Wellington and the Combined Road Crash Rescue in Christchurch. While the National Drivers challenge in August 2020 fell into this subsequent '2020-2021 challenge season', this too sadly fell victim to cancellation due to uncertainties under Covid-19 restrictions and anticipated risks to competitors.



Above: Some of the winners from Drivers 2019.

Looking forward, not back

We know how much the challenge events mean to the hundreds of brigade members who take part in every year, and there's no denying the disappointment of not being able to complete our full suite this year. However, since so much planning needs to go into each and every event, many months in advance, the Technical Panel and Events team's focus went onto securing next years locations. While we remain cautious, we are taking an optimistic approach for business-as-usual for the continuing 2021 season.

Thanking our volunteers

I have now been re-elected for my second term on the Technical Panel, and I thank all of those who continue to trust in my ability to lead the technical team. I value the opportunity to play a part, as so many before me have, in maintaining this important function of our association. Under our new Constitution this will no longer be an elected position and I'll be working with the Events Manager and Board to determine the process for new Technical Panel members going forward.

This year we said goodbye to Challenges Committee Chair Alan Kittelty who was a familiar face at all of our events. We also said good-bye to Amy Bandy in the events team and welcomed Lisa Mead. Most weeks I speak with the events team in the office and having this strong relationship helps us deliver our events. But there are so many more people without whom we simply could not deliver events of such a calibre.

First and foremost it's important to recognise the incredible contribution of so many volunteers who give their time freely to support these events. Thanks must go to:



- The officials, helpers, driving instructors overseeing the individual runs/events and helping set up and safely maintain the courses and equipment.
- Thank you to the host brigades and local organising committees who support development of the events at their local sites and help cater for and host competitors.
- The UFBA Technical Panel for volunteering their time throughout the year including being available for events.
- The UFBA Events team for providing first class management supervising some complex logistics.
- Fire and Emergency NZ for providing funding and resources to allow this all to happen.

Knowing the value to each participant and teams and seeing the pride and sense of camaraderie and collaboration between different brigades goes right to the heart of what the UFBA was established for. These events really do bring people together. It's always great to see and meet new people at all of these events and I hope to see very one again in the up coming seasons

We sadly lost one of our regular officials this year, Wayne Ferguson, and the impact of his passing was felt by our whole team of volunteers who support the events and become like a family.

New rules and scoring systems

We ran with the new simplified Waterway Rules this season and the up take on them was very pleasing. I would again like to thank everyone involved in the re-write and wish everyone the best of luck for the up coming Nationals in March 2021. The new rules are on the UFBA website and they have been well-received by the waterway teams and officials. Please check them out and have a go. This is one of the more understated events that actually brings together the best of all of them; technical aspects, fitness, team work.

The Technical Panel and Events team have new scoring systems for Waterway, Drivers, and Combat, with new timing gear for waterway and combat also. As the competitors keep getting faster and the numbers continue to grow we are trying to further improve these events to help make things run smoother on the day.

As always we are looking for hosts for all events. And the Events team has rewritten the host paperwork to make it easier to host. If you would like to know more on hosting please ring the Events team or Technical Panel and I'm sure they'll be more than happy to answer any questions you may have.

Looking forward to seeing you at the next challenge... and let's hope the only challenges we encounter are our own Challenge Events!

Right: UFBA Technical Panel members Shayne Kennedy, Ces Pacey (Convenor), Scott Allan and Mark Osborne.

Ces Pacey
UFBA Technical Panel Convenor





Report on the Benevolent Fund

Alan Cockburn, Chairman of the Benevolent Fund

This fund is there to look after our membership and we encourage every brigade to keep an eye on the welfare of all of its members and their families.

It is my pleasure to present this report on behalf of the Trustees of the UFBA Benevolent Fund for the year ending 30 June 2020.

It has been some time since the founding of the Benevolent Fund back in 1990 and we have moved forward over the years being able to assist more and more of our members through times of severe financial hardship brought on by catastrophic events in their lives which have left them distressed and in dire straits.

Brigades, looking after and keeping an eye on the welfare of their members have brought to our attention many of these heartrending situations. Their prompt attention to the application process has enabled us to assist in these times of need.

This year has seen a record in the number of claims processed with 42 applications received, 6 declined, and 36 grants provided, dispersing \$103,210 in ex-gratia payments to members in need.

We are in the midst of tumultuous times and who would ever have thought this time last year that the world would now be in such a turbulent state due to an unseen pandemic that would affect the lives of so many over such a short period.

The world's financial markets took a big hit and we were concerned as to the impact on our many investments. We are pleased to report that our portfolio, under the careful management of Craigs Investment Partners, has weathered the financial storm reasonably well with our holdings at this point in time at \$430,000 as against this time last year at \$451,000. Although down slightly it is certainly better than we had anticipated.

Responding to Covid-19

With the downturn in the economy, lockdowns, and the loss of many jobs and businesses in New Zealand and around the world, it is inevitable that many of our members have been affected.

The Trustees saw this scenario early and decided to pre-empt this situation by establishing protocol and procedures for members losing employment and income as a result of the pandemic.

We cannot be everything to everybody and would not be able to cope should our fund be overrun with claims that would be in excess of our capabilities to assist. We are not in any position to assist with the payment of mortgages, rent and the like but our humanitarian ideals led us to the conclusion that the best assistance, in cases brought on by the Covid crisis, is to ensure that our members and their dependents have "food on the table".

To this end we have set aside a substantial amount of \$150,000 from our cash reserves to form a special Covid Fund which has generously been supported by Fire and Emergency with an additional contribution of \$100,000. This will enable us to assist every brigade in New Zealand regardless of their membership status with the UFBA.

This fund of \$250,000 will be managed by the Trustees through a zone process of individual Trustees being responsible for set zones, assisted by a comprehensive group of Past Presidents and Life Members to liaise with the brigades.

Disbursements from this fund will be made by means of grocery vouchers. We see this fund as being operable over the whole crisis and not just as a short-term operation as it is obvious that the crunch will come to many after government wage subsidies and assistance are scaled down.

This fund is there to look after our membership and we encourage every Brigade to keep an eye out on the welfare of all of its members and their families.

Please get in touch with us should there be any needs within your Fire Brigade Family.

It has been a busy year for us all and the future looks even busier. I need to sincerely thank all of our current Trustees, - Past Presidents Graeme Booth, Ray Topia, Alan Burgess and Bryan Styles, our current President, James Walker, Vice President Jason Prendergast, CEO Bill Butzbach, and ex officio George Verry.

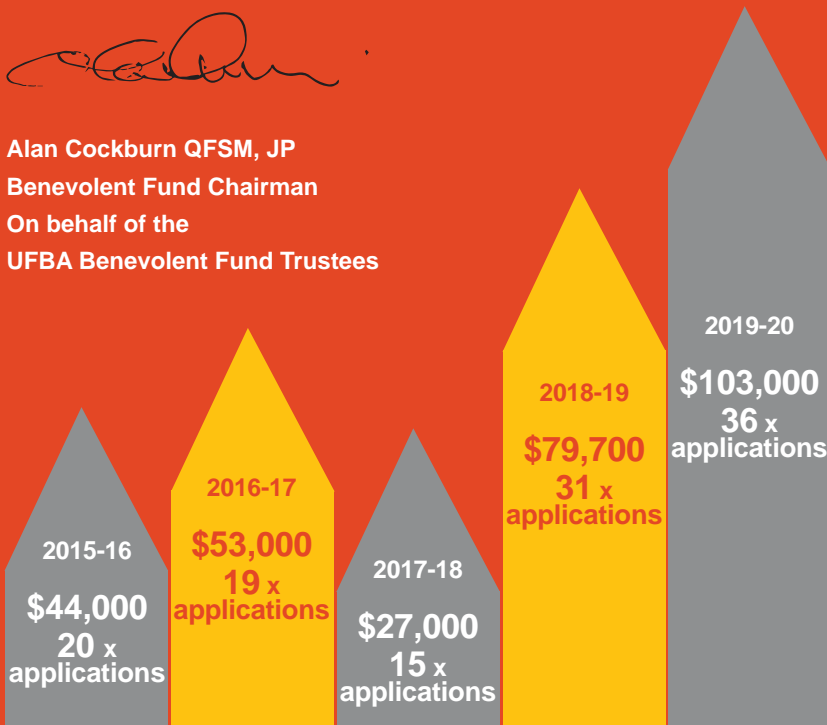
Thank you also to our group of Past Presidents and Life Honorary Members assisting with the Covid claims, and of course our dedicated and compassionate go-to office administrator Jane Davie.

Jane has again this year done an outstanding job in processing all of the claims and going that extra mile to ensure that every application is handled in a confidential and compassionate manner.

Members, I am sure that we have a very busy year ahead of us, but we are prepared and able to assist where we can in the welfare needs of our members, should we be required. Please don't hesitate to get in touch should the need arise.

Thank you to all the brigades and members for your financial support of this fund and best wishes to you all as we face many more months of uncertainty.

Alan Cockburn QFSM, JP
Benevolent Fund Chairman
On behalf of the
UFBA Benevolent Fund Trustees



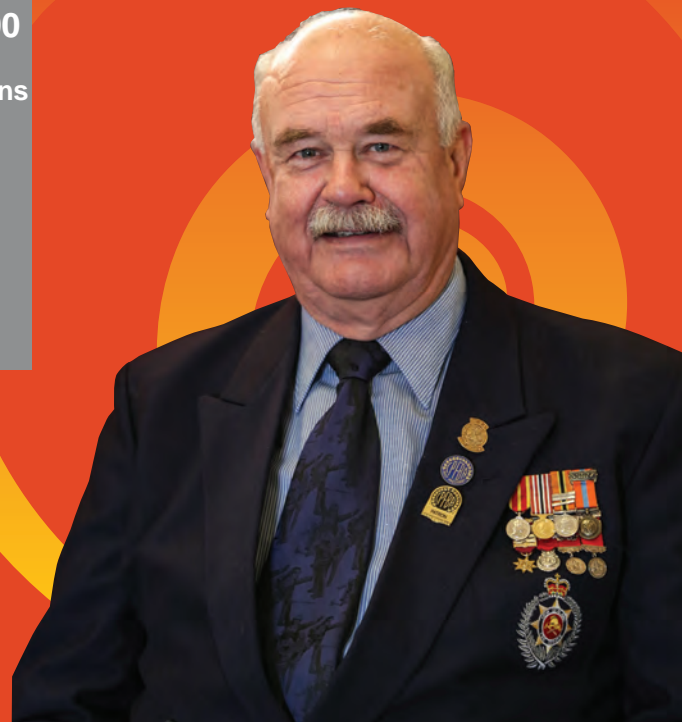
How many and how much has the fund helped.

Words cannot express the gratitude and aroha we feel for your fabulous support. Your instant response, reassuring words, sharing your experiences and the actions you took for financial support were way beyond what we ever expected. Your support was a “game changer” for him and absolutely helped him cope during a very stressful time.

Arohanui.

Jo, Volunteer Fire Brigade member

© The United Fire Brigades' Association Benevolent Fund is a registered charity under the Charities Act 2005, registered number CC33712.





Pathways to Fire and Emergency

Hon. Peter Dunne, Governance Group Chair

Pathways to Fire and Emergency

The aims of the Pathways to Fire and Emergency programme were determined in early 2019 when the programme was initiated.

- Sustain a diverse volunteer brigade membership.
- Foster the volunteer ethic.
- Enhance community resilience.

Research undertaken at this time indicated the importance of multiple experiences throughout childhood to developing understanding of the role of a volunteer. To best suit a target audience of 4-16 year olds we adopted a 'whole of childhood approach'. The previous concept of a 'youth cadet scheme' was not agile enough to meet either the needs of different brigades and their resources or the different motivations for different age groups.

The Taitamariki Engagement Programme is the first outcome of the Pathways to Fire and Emergency programme and will be run as an out-of-school programme, primarily for 7-11 year olds. The Taitamariki programme provides a coordinator guide and set of 80+ activities that can be picked up and used by a volunteer with enthusiasm, but little or no experience of offering programmes for young people.

The Taitamariki programme is the result of a process of co-design with volunteers and young people. The working group responsible for its development was made up of volunteers who offer a successful engagement programme and other volunteers who have never been involved, alongside experienced teachers and resource developers.



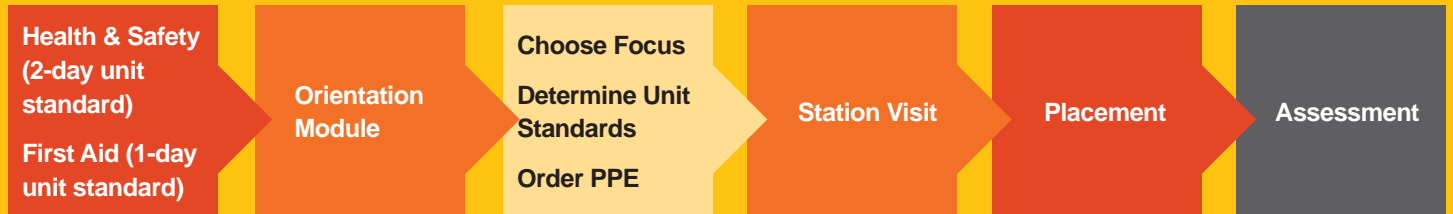
Above: Some of the 80+ options under the new Taitamariki programme for children.

Activities have been designed around a broader range of themes than just fire and emergency, to incorporate community service, bushcraft, first aid, safety and rescue and team building - essential skills that underpin personal resilience and a whole range of brigade and community roles.

The programme resources have been drafted and piloted before publication in late 2020. Interest in the programme is strong.



Fire Service Industries – Gateway Programme



1 Students will complete these two courses at school prior to embarking on work placements. The Orientation Module could be completed at the same time.

2 This gives students information of four pathways within the Fire Service Industries (FSI) area eg: fire protection systems, sprinkler installation, detectors and alarms, fire engineering.

3 Students choose the FSI they are interested in, and the coordinator determines and discusses the appropriate standards. Funding for requisite PPE is requested from Gateway, and this is ordered.

4 The fire and emergency service and FSI are inextricably linked. A visit will give the student valuable information, helping to build a fully rounded picture of this area. It will also help to instil the notions of service, volunteerism, and community resilience.

5 The student undertakes the required number of placements with their chosen industry/employer, using the materials created to guide them through.

6 The appropriate body assesses the Unit Standards required as part of the FSI Gateway Programme.

The second outcome of the Pathways programme is the Fire and Emergency Services Gateway programme. Gateway is designed to support senior school students' transition into the workforce by offering them workplace learning while at secondary school. This programme would provide access for the wide range of fire and emergency related career options.

The programme has been under development this year under the guidance of a working group of industry and education representatives. The programme will be offered by schools and supported by the wider fire services industry. The Gateway programme outline is shown above.

Throughout the year the Pathways to fire and emergency work has been guided by a Reference Group of 115 brigade representatives. A Governance Group, which includes representatives from schools, volunteers and Fire and Emergency staff, Chaired by Hon. Peter Dunne, has overseen all activities. Working groups have contributed directly to the outcomes of the project.

Funding has now been secured to employ a part-time Pathways Coordinator whose role it will be to promote and support the delivery of the Taitamariki and Gateway programmes.

Harnessing the enthusiasm of brigade members keen to engage youth, and supporting them with professionally developed resources, is so crucial for future succession and ultimately community resilience.

We're proud that the UFBA can be at the heart of helping shape the next generation to respond to the challenges they will have to face as leaders of the future.

Hon. Peter Dunne CNZM
Chair of the Pathways
Governance Group



Sector advocacy

Sector Advocacy and representation

The UFBA has a principal mandate to support the charitable purposes of all brigades and represent the interests of all volunteer fire brigades and their enrolled members through effective sector advocacy. Some insights into our involvement in FENZ working groups and sector advocacy work are outlined below.

Often the UFBA provides a much needed 'volunteer lens' to ensure equal consideration is given to both volunteer and career, and a balanced approach to both rural and urban, contributing alongside the other unions and associations.

Membership representatives incorporating former FRFANZ executive committee members, workshop graduates, officers, directors and committee members contributed towards 32 Fire and Emergency Working Groups this year. Consultation was ongoing or established around service delivery (8), health, safety and wellbeing (7), operational (5), governance (2), IT (4), rural (2), and volunteerism (4). Terms of reference, a code of conduct and a process for reporting were reviewed during the year. The Membership Advisory Panel is consulted on appointments to new working groups.

Submissions and consultations

The UFBA encourages members to provide individual and group input to submissions made on their behalf. The base content is established through UFBA management and working party representatives and then made available, supported by surveys, for further refinement and contribution by members. The following submissions have been made by the UFBA:

November 2019. Submission on Fire and Emergency NZ Organisational Structure and Approach to Rank Proposals Tranche 2b and 3.

The UFBA and FRFANZ supported in principle the rationale for change, and the overall intent of the proposal. We urged Fire and Emergency to take this opportunity to create not just transactional change, but also transformational change.

Sustainable transformational change is dependent on appointing competent people/leaders (i.e. that have soft skills, qualifications and are highly competent) into positions that provide effective leadership that respects all personnel. Transformational change is long lasting but takes time to achieve. We noted the division of views between career personnel (some being more directly impacted) and volunteers (being indirectly impacted). We made a number of recommendations ultimately drawing focus on soft skills integration, improvement in psychological wellbeing support channels, and recognising how the scope of 'suitably qualified' could mean more than just fire related, particularly in relation to equal employment opportunities for volunteers with demonstrable capabilities.

December 2019. Submission to Fire and Emergency on Interim Shared Code of Behaviour and Policy to Address Bullying, Harassment and Victimisation

Through our involvement on the Respect and Inclusion Taskforce ongoing feedback has helped shape outcomes. Member feedback supported a desperate need for a Positive Workplace Culture Change. Some members expressed cynicism and examples of poor behaviour and both horizontal and vertical bullying at both brigade level and regional management level. We advised Fire and Emergency not to rely on passive adoption of information through access to displays and documents alone, and to differentiate material for diverse learner types. We also highlighted the need to address vicarious trauma - that being the exposure to other people's trauma - through building networks and links to upstanders and peer support, and also address vexatious behaviour on social media.

February 2020. Submission on the Fire and Emergency Dispute Resolution Scheme.

The UFBA supported the development of a volunteer scheme that, as an extension of a greater Complaints Process, was easy to access, supported by training for all managers and differentiated for different learner types and PC literacies. We did raise the issue that there was a lack of appeal process and ambiguity around time frames for resolution.



Membership Advisory Panel

The newly adopted UFBA constitution includes a new advisory panel to support sector advocacy, consisting of elected members,

President James Walker, Vice President Jason Prendergast and Immediate Past President Glenn Williams. Others can in time be co-opted or elected in accordance with the Association's regulations and policies. We also welcomed former FRFANZ Executive Committee member Howard Cole who can bring an important rural firefighting perspective.

This panel allows those who put themselves forward to represent the UFBA's members to have a closer connection with the Board and an active role beyond ceremonial. The MAP is intended as a mechanism to allow members to ensure the issues that are important to them and the sector can be raised directly with the Board, so that strategic decisions reflect the needs of members, independent of management.



James Walker
UFBA President
and CFO Wyndham



Jason Prendergast
UFBA Vice-President



Glenn Williams
Immediate Past-President
and CFO Te Puke



Howard Cole
FRFANZ executive
and CFO Maramarua

Issues raised by members are taken to the Board and then may be acted upon by management.

Through April and May the processes were set up by a working party including UFBA managers, a consultant and MAP members. We determined how issues could be raised by members and how the MAP can measure the scale and nature of issues raised. Members complete a form detailing the issue they wish to raise.

The MAP have met twice and saw two member submissions raised that will be surveyed to membership into the next reporting year. Member feedback will inform any subsequent proposal to the Board for potential escalation to Fire and Emergency.

Other recommendations included reference for tikanga or marae-based processes to be included, greater clarity around confidentiality, inclusion of peer review mechanism to support transparency over conclusions and better accountability towards a continuous improvement process. Anecdotal feedback was highly critical of the present process and it was clear that communication, fairness, perception, and resolution needs to be improved. The UFBA Advocacy Advisor is working closely with the Fire and Emergency Behaviour and Conduct Office to help further develop the processes.

UFBA consultation with members on Alternative Gold 25 Year Gold Star

In April 2020 the UFBA was notified by our service honours manufacturer of a 13% increase in the cost of gold. Previous lesser fluctuations had been absorbed by Blenheim-based Badges and Medals. However, this substantial rise would need to be reflected in the costs of the medals charged to members.

Recognising the financial impact, particularly on smaller brigades or those with multiple recipients, we proposed to offer the option of a 9ct gold-plated 'alternative gold' version of the Gold Star. After an initial consultation with the UFBA Service and Ceremonial Committee and Membership Advisory Panel, we consulted broadly with membership. Nearly 400 recipients to an online survey helped inform a decision with a clear majority in favour of maintaining only the solid gold version. Respondents spoke of not diminishing the sense of achievement of such an award. While many noted the obvious financial benefits of alternative gold version and the ability to choose, concerns were raised around inconsistency of the award and potential risk that some recipients may not be consulted in what they receive. Subsequently it was decided to maintain the status quo and recognise the cost increase.

Support services



February 2020. Submission to Fire and Emergency on behalf of Newlands Volunteer Fire Brigade.

We advocate for whole brigades and February 2020 saw us support north Wellington-based Newlands VFB to prepare a submission to Fire and Emergency. Following a council-led notification advising the need to demolish their station, which sits on council-owned land ear-marked for a park extension, Fire and Emergency proposed their co-situation at Johnsonville Station. UFBA Director Brenda Pilott represented the brigade at a packed public meeting, hosted by local MP Greg O'Connor, with representatives from Fire and Emergency and the community.

We presented the case that there was a clear need and desire by the community and local stakeholders for the retention of the brigade within Newlands, and any moves to co-habit in an already busy composite station would ultimately lead to the disestablishment of the brigade, loss of experienced personnel and community risk. We presented a strategic and financial case for an innovative approach in developing a Community Resilience Hub, jointly-funded with similarly-interested parties, that perfectly addressed Fire and Emergency's National Strategy 2019-2045. At the time of writing a resolution to the case is still outstanding.



Individual disputes advocacy

2019-20 has seen further implementation of the recommendations outlined in the Independent Review of Fire and Emergency New Zealand's workplace policies, procedures and practices to address bullying and harassment by retired judge Coral Shaw. The UFBA was recognised as one of the associations with a role to align advocacy and representation function with the proposed new processes for managing bullying and harassment cases.

We maintain an integral role in developing Fire and Emergency's conflict management process, specifically in disputes resolution. Our Advocacy Advisor has been a member of the Respect and Inclusion Taskforce, which in collaboration with other associations and unions has developed Fire and Emergency's Code of Conduct and policies around behaviour. Here we stressed the need for outcomes to be proactively delivered in a timely manner at all levels, in a differentiated way that works for varied volunteer needs.

We have seen a rise in brigade members contacting us for advocacy and support through conflict, complaints and disputes.

We always seek to resolve disputes at the lowest level possible, and address issues quickly to avoid escalation. Often we have been able to avoid potential major problems arising and escalation through providing advice and intervention. Our Advocacy Advisor is trained in mediation and leads a team of trusted volunteers, including former UFBA officials, who can provide local on-the-ground support.

15 of the 17 cases open at the beginning of the period were subsequently resolved leaving two outstanding at the close of the period. As at 30 June 2020 these two cases had been outstanding for 508 and 481 days. They are both heading to mediation.

Of the 109 new cases during the period, 84 were resolved leaving 25 outstanding at the close of the period, plus the two outstanding long-term disputes. Ninety-nine cases in total were resolved between the reporting period and of these 99 cases:



- 48 were resolved within 7 days
- 5 were resolved between 8-14 days
- 8 were resolved between 15-30 days
- 38 were resolved after 30 days

The UFBA, with Fire and Emergency, monitor cases for trends and themes. There was fairly consistent spread of cases across New Zealand with 19% in Region 1 (Te Hiku), 10% Region 2 (Nga tai ki te Puku), 30% Region 3 (Te Upoko), 25% Region 4 (Te Ihu) and 16% Region 5 (Te Kei) though this report does not consider disputes with metropolitan career brigades, provided with union support.

A focus this year has been on working to resolve disputes at the lowest level possible and address issues quickly to avoid escalation. We know from experience in our own brigades that issues can quickly compound, and the impact can be widely felt. We are pleased that more than 60% of issues were resolved within 30 days which is up slightly on last year. Often the UFBA is not involved in an issue until after FENZ has escalated it to a formal process. We will continue to encourage earlier intervention as much as possible.

We have been pleased to advocate for our members' interests in a number of Fire and Emergency initiatives this year that should assist in smoothing out complaints and disputes. We are also actively supporting the Positive Workplace Culture initiatives and fully involved in these task forces. Our relationship with the new FENZ Behaviour and Conduct Office (BCO) is respectful and constructive, giving us and our members a voice which is listened to, respected and acted upon for the benefit of our members.

In addition to individual support advocacy we continue to provide restoration of brigades support to a few brigades throughout the year.

Support for mental wellbeing

We were pleased to invite SF Josh Darby to conference to present his 'Where We 360' paper on psychological wellbeing. This has also been made available on our website. We commend Josh's work into the psychological challenges faced by so many firefighters in their day-to-day role and fully endorsed Josh's recommendations to Fire and Emergency.

On the back of this work we arranged a meeting with partner agencies in September 2019 to look at how we could collaboratively put in place systems and processes of support. While work has started through schemes under each party, this is ongoing work.

Presumptive Legislation

In support of a campaign led by the union to get certain cancers recognised as work related, we wrote in October 2019 to then Minister for Workplace Relations, Immigration, and ACC, Hon. Iain Lees-Galloway to have presumptive legislation under ACC to include volunteers.

Presently volunteers, while recognised as 'workers', do not have the same level of recognition under ACC as employees and thus any cover for career-related cancers would not have the same level of entitlement despite volunteers being exposed to potentially similar risks over many years. Cover was eventually agreed for career firefighters however, we have yet to see a satisfactory resolution that affords the same cover to volunteers and there is more work to do on this.

Accident Assurance Scheme

The UFBA administers an Accident Assurance Scheme to provide financial assistance to enrolled volunteer brigade members who suffer accidents during approved fire brigade activities.

Under the scheme, Fire and Emergency NZ volunteers injured in the course of duty can receive payment for loss of wages in the first week of injury, and an allowance of 20% of wages for additional time of incapacity to top up the 80% paid by ACC.

Over the course of the financial year we supported nine claimants totalling \$39,863. Of those claims we processed 90% within the target of 14 working days, which is dependent on whether the right information has been provided by claimants.

The Accord and Provincials

The UFBA management team maintain a partnership with like-minded organisations we call 'the Accord'. This includes The NZ Fire Fighters Welfare Society and NZ Firefighters Credit Union. The three organisations see potential in marketing each others' services to provide a joined-up support mechanism for members. Each offers financial support services that can help firefighters and their families through separate applications.

We maintain regular teleconference meetings with the Provincial Associations' and Sub-Associations' committee members and have discussed developing their key role and networks for sector advocacy.

Brigades using Xero increases

The UFBA, with support from Grant Thornton, is supporting brigades to improve their financial management through integrating Xero. This moves brigades from pen and paper and cheque books to robust, online cloud-based accounting software, and can easily generate reports for Fire and Emergency NZ and Charities Services.

Setting up Xero requires brigades collating transactional data and providing access to live bank feeds. However, once set up it can greatly reduce the administrative burden. By the end of June 2020 there are 273 brigades either using Xero or at some stage of set up towards using it.

The integration of Xero is complemented through the Treasurers Workshop, which provides practical advice and training on use and benefits of Xero.

UFBA premises

In 2019 the Board agreed a new 10-year lease for our premises at 86 Main Road, Tawa, Wellington. The site offers the necessary warehousing for Challenge event equipment while being cheaper and more accessible than the CBD. Following a post-2016 Kaikoura quake engineers review, strengthening improvements were made.

UFBA Fire Shop

The UFBA has supported brigades to obtain additional Fire and Emergency apparel plus approved off-duty clothing and other sundries including branded wallets and windscreen stickers through our ecommerce function of the website. We also provide our service honours bar, medals and ribbons plus display boxes and Fire and Emergency plaques.

While this is not a core service it does remain popular. We have started an internal working group to explore ways to improve the Fire Shop when migrated to a new web platform later in 2020.

Communications

Communication is key for engagement between the UFBA and our members. Digital platforms remain a key method primarily due to its universal accessibility, cost-effectiveness and immediacy. While digital has been used as our primary channel for comms, this is supplemented with printed collateral for events, AGM/conference and periodic printed newsletter. We encourage all individual members to register for our monthly e-newsletter on our website so they remain informed of our services. Our registered subscribers sits just under 6,000.

Facebook proves to be a valuable means of communicating with over 4,700 page followers, up from 4,200 (June 2019). While it is early days for our Instagram page, we have doubled its following in the past year to over 400 followers.

The website development has been an ongoing project that started in 2019 in conjunction with a new tailor-made database called 'Pukete'. Throughout late 2019 and into 2020 the website development was put on hold while our wider IT infrastructure and database was developed. This was to ensure the new website could connect with Puteke allowing members to update records securely. Access to secure areas on the site will be limited to registered members.

The new website should be completed by the end of 2020, allowing for crucial site map updates and better clarity over UFBA's services and current projects.



A year of screens

This past year has seen increased engagement through screen time with workshops and meetings taken online, preparations for an online AGM 2020 and numerous videos completed including merger information videos, volunteer recognition videos and a new promotional video aiming to highlight our broad range of services. This is available for all brigades to view via our website and YouTube channel. We have started rolling this out to new recruits and at provincial AGMs so that every member knows what is available to them.

Recognising the value of volunteers during National Volunteer Week

June 22-28 saw us recognise the contribution of volunteers during National Volunteer Week. This was a key moment to thank volunteers for the commitment they make to communities across New Zealand, so that we never grow complacent of the need and value of volunteerism. Our video 'Cheers Volunteers!' had some wonderful support from UFBA staff, officers and past conference presenters US Deputy Fire Administrator Dr Denis Onieal, Scottish Fire Brigade's Alasdair Hays, Student Volunteer Army's Sam Johnston and Dames Judy and Lynda Topp (the latter a brigade member herself).

We used this occasion to release information from an independent report into the Value of Volunteers to Fire and Emergency, the UFBA commissioned in 2019.

The valuation represents an economist's view as opposed to a pure financial view, and factors in variables and differences to account for the fact not all firefighters nor stations are the same.

The valuation ascribes an economic annual value to the contribution gifted to NZ communities by 11,801 volunteer firefighters as at December 2019. The actual workload undertaken by volunteers and at each level within the brigade is costed. The latent potential of the volunteer fire force has economic value due to the intrinsic value each volunteer has in terms of training, skill, and team work built up over time and volunteer input and in summary, preparedness.

In total, the value of the annual contribution to New Zealand of the volunteer force is \$659.8m.

We highlighted to the media the fact New Zealand has one of the highest numbers per capita of highly skilled, unpaid firefighters in the world. UFBA CEO Bill Butzbach spoke with presenters Kate Hawkesby on Newstalk ZB's the Early Edition (23 June) and Duncan Garner on the AM Show (25 June).

Advancement through learning

Healthy brigades through supported individuals

The UFBA continues to provide workshops that promote the growth, development and skills of brigade leaders and aspiring leaders.

Supporting brigade members through professional and personal development both motivates them to perform to the best of their abilities and supports retention as they feel valued. The investment of improving the skills of a future leader could have far-reaching positive repercussions as that leader supports and nurtures their local members for many years to come.

Developing both current and aspiring leaders is fundamental to fostering and sustaining healthy and productive brigades to better serve their communities.

Leadership workshop

We continued to take our workshops to the regions with sessions in Wellington, Palmerston North, Christchurch and Dunedin. There was extra demand for Region 2 leading to further workshops booked in Whakatane, Cambridge, Gisborne, Taupo and Whitianga. Disappointingly, three had to subsequently be cancelled due to the travel and gathering restrictions under Covid-19. One hundred and twenty new graduates have now been enabled with applicable skills they can take back to their teams and communities. By July 2020 over 450 graduates have completed the workshop forming an invaluable army of advocates and community leaders.

The programme has been extremely successful with 100% satisfaction ratings from surveys. The course combines theory with role play and team work. It's important that learning actively puts theory into practice. Participants have said that the skills learned have been just as applicable to their everyday jobs as they are to their role within their brigades. Keeping the content relevant across both roles means theory is quickly applied to reality and retained.



Delivered by experienced tutor Damian D'Cruz, the course arms participants with a broad toolbox. Content includes developing self-analysis, listening skills, conflict resolution, psychological profiling, emotional intelligence, seeking feedback, coaching and motivation theory.

The course has seen participation of both firefighting and non-operational support functions from a broad mix of urban, rural, airport and industry brigades from every corner of New Zealand.

Leading Psychological Wellbeing

With an increasing number of motor vehicle accident and medical-related call outs, plus suicides and fatalities, firefighters are taking on a much greater first responder role. Encouraging all firefighters to have the confidence and open culture to have the tough conversations is critical in maintaining resilient emergency services.

Four in-person workshops in Wellington, Whangarei and Palmerston North (twice) resulted in 52 brigade members supported with practical advice on creating a culture and environment where it is safe to discuss psychological wellbeing.



“I would definitely recommend this workshop for anybody actually, not just leaders, not just people who want to be in leadership. It has different components that all different people can learn from.”

Alicia, Masterton VFB

First online workshop

Lockdown demonstrated that despite limitations on physical attendance, workshops can still continue through online platforms. In May and June our facilitator developed content for a pilot online Psychological Wellbeing workshop into two online sessions each lasting around two hours. Due to the sensitive and confronting nature of the content we stipulated that two members had to attend from participating brigades. This ensured attendees were not alone and had support as they worked their way through the chapters.

Feedback showed that this method works well for some volunteers who can fit it easily around family and work commitments however, the inability to build the same level of connection with other attendees did not allow for as much of a rewarding experience. This method will work well as an additional option alongside physical workshops where possible.

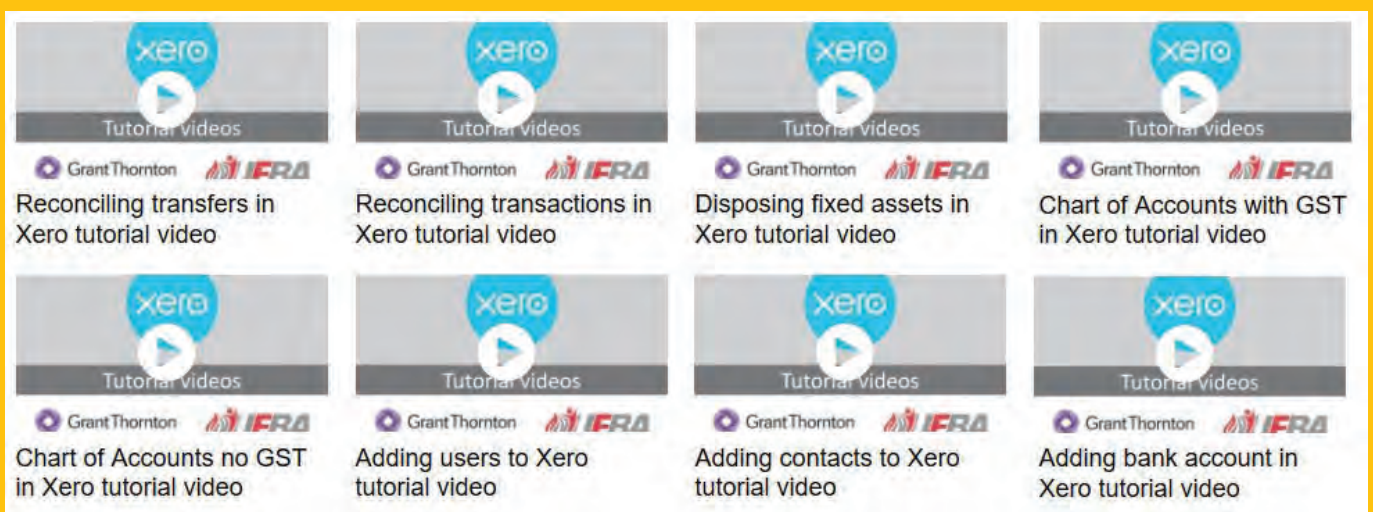
Secretaries & Treasurers Workshops

Ensuring you have the most up-to-date information, tools or methodologies can be an ongoing challenge for brigade secretaries and treasurers. That’s where we can help to fill gaps in knowledge through experienced Membership Support Coordinator Jane Davie, a former operational member and Secretary of Tawa VFB and current Treasurer of Porirua VFB. With workshops in Christchurch, New Plymouth and Taupo, 45 people were given practical advice on volunteer policies, planning service honours functions, understanding rules and regulations, Xero training, and managing meetings, agendas and minutes within the brigade.

As four of this year’s events were cancelled due to Covid-19, the workshop content has been further developed into a programme of bite size modules for online delivery in the months ahead.

Access to regular advice and support seems to be a key need for brigade administrators and so a series of short tutorial videos - shown below - have been made available through our website.

As we adapt to a whole new way of working, it is envisaged to provide secretaries and treasurers the option of both local in-person workshops and online delivery. This provides better service to fit around attendees needs and busy lifestyles.



UFBA Service Honours



The UFBA is proud of all brigade members for their service and commitment to their communities. Each year we provide thousands of certificates, medals, bars, and plaques and here we acknowledge the long serving recipients.

135 gold stars were presented from 1 July 2019 to 30 June 2020. Five of these were for women. Fourteen 50 Year Service Medals and 57 40 Year Certificates were awarded.

The UFBA maintains records for all individuals of every member brigade - that's over 13,500 people. UFBA service honours are a long-held tradition that recognises and celebrates the dedication and contribution given. The medals we provide are 9ct gold and sterling silver and crafted in New Zealand to the exact specifications as they were when first introduced over a century ago.

Between July 2019 and June 2020 the following numbers of UFBA awards were ordered. This number may not reflect those actually presented due to restrictions on gatherings under Covid-19 lockdown and presentations postponed for a later date, or awards being ordered in advance:

2 year alternate gold bar	405
2 year 9ct gold bar	429
2 year mini gold bar	19
2 year mini silver bar	1
5 year mini medal	47
50 year mini medal	9
25 year mini gold gtar	61
2 year silver bar	1945
40 year certificate	65
5 year service medal	420
25 year gold star	141
50 year service medal	20

50 years

BRIGADE

Alan Burgess
 Ian Farquhar
 Colin Astle
 Kevin Morris
 Ian Murray
 Graeme Day
 Roy Adams
 Arthur Imms
 Brian Thompson
 Ian Butler, Dean Wade
 Roger Bell
 John May
 Allan Hickford

RECIPIENT

Ashburton
 Auckland City
 Brighton
 Counties Manukau
 Eltham
 Hastings
 Kaiapoi
 Kerikeri
 Oxford
 Porirua
 Waimate
 Wainuiomata
 Waverley

40
years



40 years

BRIGADE

RECIPIENT

Larry Harrison, Rex Ross, Ian Jones
Christchurch Airport

Robert Watson, Kevin Morris, Terry Jordan,
Geoff Purcell, John Booth
Counties Manukau Fire Area

Brent Fanning
Foxton

Peter Fox
Foxton Beach

Colin Beswick, Collin Littlewood
Hastings

Glenn Burt
Katikati

Paul Whitehead
Marton

Leslie Spittal
Motueka

P van Kol
Mt. Maunganui

Ian Pickard, Alan Cleator, Roy Veal
National Training Centre, Rotorua

Ralph Francis
Newlands

Alan Hickman
New Brighton

Brian Pratley
Otematata

Murray McDonald
Oxford

Paul Bringham
Palmerston North

Kelvin Clearwater, Jeffrey Turner
Palmerston

Ian Scott
Plimmerton

Dayle Norton
Pukerau

Vincent Bidwell
Rolleston

Paul Carline, Timothy Reynolds
Remutaka

Terry Baylis
Ruakaka

Chris Munro
Southern Communications Centre

Mervyn O'Connor
Taihape

James Ward
Takapau

Roger O'Leary
Tapanui

Neil Patrick
Tauranga

Graham Bishopp, Neale Sutherland,
John Henwood
Te Anau

Malcolm Flood
Te Puke

Steven Greenyer, David McGillen,
Bruce Wallace, Lex Ferguson, Trevor Karton,
Garry Parker, N Peterson
Timaru

Dave Morris
Tokoroa

John Harlick
Tuakau

Moe Stevens, Leon Sharp
Waihi

Marty Benton, Ron Seconi
Wanganui Fire Area

Ian Davies
Warkworth

Alan Kennedy
Westport

Robert Yeomans
Whitianga

UFBA Service Honours

25 years



BRIGADE

RECIPIENT

Shane Rutherford	Beachlands	Logan Akers, Grant Bristow, Rhys Johns, Craig Prince, Brent Pritchard, Martin Wilby	Hutt Valley
Phil Elworthy	Blenheim	Scott Harris	Invercargill
Grant Tapp	Brighton	Glen Macpherson	Kaka Point
Tim Evans	Brooklands	Gavin Cochrane	Kurow
Mark Cleghorn	Brunner	Barry Scott	Laingholm
Philip Johnston, Bruce Willis	Cambridge	Roger Sheat	Leeston
Michael R Wakefield	Carterton	Jeremy Greenwood	Lincoln
Jeremy Cowan, Gregory Koppert, Kevin Mccombe, Stephen Rule, Darren Aitken, Richard Hurst-Long	Christchurch	John Genefaas, David Irving	Little River
Peter Fenton, Michael Greene	Christchurch Airport	Alan Martin Humphrey	Luggate
Shane Walker	Coromandel	Eric Ashe	Maketu
Neil Gillespie, Lawrie Young	Cromwell	Jonathan Henry, Stephen Pogson	Mangatangi
Christine Neason	Cust	David Allen, Trevor Hardisty	Manunui
Terry Hutchinson	Darfield	Karl Scragg	Manutuke
John Bary	Foxton Beach	Doug Foster, Michael Sparrow	Maramarua
Darren C Hewlett, Lindsay Young	Gore	Jacob Hawkins	Martinborough
Scott Gray	Hastings	Mathew Mclennan	Mataura
Paul Murton, David Werrey	Haumoana	John Foote	Middlemarch
Ross Fothergill, Bruce Dockary	Havelock North	Peter Cooper	Morrinsville
Geoffrey Olorenshaw, Richard Power, Murray Tilson	Hawarden	Ella Pahl	Murchison
Kelvin Taylor	Hokitika	Neil Natta	Newlands
Bryce Blucher, Walter Colville	Houhora	Carl Banks, Malcolm Mcintosh, Gordon Mclennan	Oamaru
Ben Hodgson	Huntermville	Simon Sefton	Ohakune



Brendon Roff, Michael Van Brecht	Otautau	Gary Harford, Stuart Harnett, Marc Reveley, Brian Stone	Timaru
Timothy Edhouse, James Gifford	Owhango	Ross Ladbroke, Kevin Turnhout	Tiwai
Dean McCaw	Palmerston	Brendon Ryan	Tokomaru
Martin Sutherland	Paraparaumu	Stephen Martin, Gregory Pearce	Tokoroa
William Gorter	Piha	Graeme Egerton, Andrew Mackie	Tuatapere
Dallas Cook	Pleasant Point	Patrick Lanigan, Jason Sarich	Upper Hutt
Cory White	Port Chalmers	Stephen Adams	Waiau Pa
Wayne Cryer	Puriri	Murray Dysart	Waikaia
Mike Maru	Raetihi	Hilton Fletcher	Waikari
Nigel Patterson	Rai Valley	Brian Mason	Waimahaka
Neil Brougham	Rangiora	Nathan Fletcher	Waimate
Peter Mangold	Rangiwahia	Sandra Luxton	Waitara
Nathan Freeman	Richmond	Lindsay Scott	Waitati
Charles Mcbeath	Ross	Martin Baker, John Boyd, Neil Crockett	Waitemata
Paul Glanville, Nigel Baker, Shane Baker, Brendon Grylls, Jillene Moore, Chris Sinclair, Mike Thomson	Rotorua	Ian Tanner, Arthur Robinson, Richard Terrey	Wanganui
Colin Turner	Ruakaka	Shane Baker	Wellsford
Jason Mercer, Quentin Ward	Silverstream	John Cunneen	Westport
Tane Simpson	Stoke	Neil Ranford	Whakapapa
Graham Jessup	Stokes Valley	Jason Hoyland	Whitianga
Kevin Hickey, Todd Sherburd	Tahuna	John Thompson	Whitikahu
Mark Cory-Wright	Tairua	Sallie Bancroft	Woodbourne
Aaron Webb	Te Anau		
Michael Boldero	Te Kauwhata		
Robert Edmond	Temuka		

Challenges - learn, meet, compete

Connecting our brigades

The UFBA challenges provide a unique opportunity for brigades to demonstrate the broad range of skills and techniques required in a fire-fighting and emergency response role. The events are a key addition to many firefighters' calendars who train above and beyond the requisite needs for the role in order to win trophies and accolades. Attendees represent volunteer urban and rural, career, industry and defence brigades.

Importantly the range of challenges mean there is something for everyone with participants honing diverse skills that reflect those needed in the roles. Firefighter Combat Challenge encourages physical strength, speed and endurance, Waterway encourages team work, speed and coordination, Drivers supports ERD validation, response and reflexes, Road Crash Rescue relies on team work, problem solving and decision making under pressure.

Having been a component of the UFBA since before World War II the principles remain much the same:

- Learning outcomes from symposiums feed directly back to the community.
- Sharing skills and techniques between experienced and newer competitors.
- Networking, supporting and growing camaraderie between different competitors.
- Motivation for increasing fitness, health and endurance.
- Providing opportunities to get 'green-lighted' for OSM competencies.

We've seen a growing trend in experienced teams supporting and encouraging new teams interested in joining the events to learn from their own experiences, and provide training through mentorship. This ethos of comradeship, support and collaboration remains as relevant today as it was in our founding years.

Supporting volunteerism

While the suite of events are managed by our Events team, the UFBA simply could not achieve all it does without the support of our dedicated and hard working volunteers; the Technical Panel and Challenges Committee, volunteer officials and support personnel and our host stations and local organising committees.

Our event volunteers form a critical part of ensuring the challenges remain a consistently rewarding experience. Their efforts are evidence of the commitment and drive to go beyond their core roles as brigade members. The people that come together form a unique community that welcomes new competitors, pushes people to improve and celebrates teamwork and fellowship.

The wrong kind of challenges

This season has seen Challenge events face their own challenges. Waterway experienced a drought-related water shortage in the Wairarapa, requiring water to be brought in from outside the region to preserve the local supplies. Ironically within the same month Matura's event saw local flooding almost cancelling the event.

North Island Combat in Palmerston North, National Combat in Wellington, and Combined Road Crash Rescue in Christchurch had to be cancelled due to Covid-19 related restrictions.

Shaping the future

The challenge events have to adapt and evolve with the changing sector landscape. With this in mind we have introduced some significant changes:

Implemented new Waterway Rules - new rules aim to simplify the runs to encourage new participation - these were trialled in Carterton and Matura and learnings will be incorporated into next season's events.

RCR event development - Road Crash Rescue is a logistically complex event with a huge resource commitment. An RCR think-tank was proposed to rework the format, however due to Covid-19 restrictions and subsequent event cancellation, this will be postponed for development until 2021.

Drivers Challenge



The UFBA National Drivers Challenge took place at Manfeild Park, Feilding in August 2019. Drivers offers a genuine challenge to participants through a theory test and 11 skills-based exercises including shrinking serpentine course, estimating clearance, parallel parking, bay parking, timed straight line driving, shrinking chicane and weaving lane change.

The spatial awareness and judgment decisions made during the challenge reflect exactly the real life challenges when driving on New Zealand roads. While cones might be yielding, the skills developed as an experienced appliance driver mean the difference between keeping other road users, passengers and equipment safe or not. This makes Drivers a crucial event in the skills-based challenges.

With support from official Fire and Emergency NZ Driving instructors, participants can get green-lighted for TEO OSM competencies: ERD Legislation and OI-Use of operational vehicles.

100 Competitors • 35 Officials
8 ERD revalidation applicants
32 Rookies • 78 Brigades
Feilding, Manawatu

Competitors and officials represented 78 different brigades including urban, rural, defence, airport, industrial, career and volunteer.

We congratulate all participants and winners including the following overall winners 1st Neil Matheson, Kohukohu. 2nd Keith Pirie, Wyndham. 3rd Shane Caughey, Moana • 1st place Rookie Chris Andrew, Rangiora. Unusually, nine people won first place for exercises 6-9 which will see all nine names engraved on the accompanying Canterbury Provincial Trophy.

Prize-giving was supported by Palmerston North Mayor Grant Smith and members of Fire and Emergency Executive Leadership Team.



Waterway Challenge



The Waterway Challenge remains one of the UFBA's oldest traditions dating back to the 1870s. While the equipment has changed significantly over the generations, hose running and pump operating utilising the range of equipment, remain critical skills every firefighter needs to know. This year saw new simplified rules implemented.

Carterton, February

Winning teams: Two-Person: 1st Havelock North, 2nd Heretaunga Rural, 3rd Mayor View. Four-Person: 1st Carterton A, 2nd Silverdale, 3rd Matamata



Mataura, February

Winning teams: Two-Person: 1st Mossburn A, 2nd Mataura, 3rd Runanga. Four-Person: 1st Kaitangata, 2nd Rangiora, 3rd Cromwell

Carterton			Mataura	
16	-	Teams	-	13
29	-	Officials	-	26
58	-	Competitors	-	42



Firefighter Combat Challenge

FIREFIGHTER COMBAT
CHALLENGE

The Firefighter Combat Challenge remains a highly popular and competitive event which sees tandem, relay and aggregate teams compete, plus individuals in male, female and age categories including over 40, over 50 and over 60.

The event also offers the opportunity for qualifying runs to receive the coveted Lion's Den award. This was achieved this year by Neil Linklater, (Ross VFB) (over 40s).

Christchurch Airport, March

This year's only combat event returned to Christchurch Airport. Overall winners were (Males) 1st Rupert Jackman (Rangiora), 2nd Kyle Gardiner (Takaka), 3rd Quintin McDonald (Geraldine) and (Females) 1st Amelia Wood (Rangiora), 2nd Lucy Turnbull (Amberley) 3rd Jenna Jones (Cromwell)

112 Competitors • 39 Officials
27 Tandem teams
17 Relay teams

Cancellation of Palmerston North, April & Wellington, May

In early March we advised the visiting Kuwaiti combat team against attending, before the virus had reached New Zealand. By 17 March, in discussion with Fire and Emergency Executive Leadership team, and based on subsequent restrictions on non-essential travel and anticipated risk of loss of funds, both the North Island and National events were cancelled.

Anticipation in the lead up to the events was high with 179 competitors and 37 officials registered for the North Island event and 145 competitors and 44 officials registered for the National.



Christchurch Airport

141st UFBA Conference

The 141st AGM and Conference, 8-10 November 2019 at Christchurch's Horncastle Arena, saw 284 voting delegates joined by 102 observers, 28 Past Presidents and Life Honorary Members, 28 Fire and Emergency representatives and the UFBA Officers, Board and Technical Panel, provincial reps, representatives from NZFBI and IFE and committee members. Twenty three brigades voted by proxy bringing representation to 55% and comfortably above quorum.

We also saw broad representation across our membership with 37 career firefighters, 7 non-FENZ military and Industrial firefighters and 388 volunteer brigades comprising 343 urban and 82 rural, and with 435 attendees identifying as male and 73 as female.

Officers and Elections

Two nominees presented for Director of the Board - Ngaruawahia's CFO Karl Lapwood and Ashburton SFF Warren Maslin, with Warren retaining his seat. The Vice-Presidency passed to Greymouth VFB SO Jason Prendergast and Amberley VFB DCFO Ces Pacey continues with the Technical Panel.

Remits

Two remits were presented. The first, put forward by Morrinsville and Whitianga VFBs and presented by Past President Brian Watters, was for gold medals for RCR challenge events to be awarded retrospectively. This has been raised on two previous occasions and again was not passed by membership.

The second remit was the adoption of the new UFBA Constitution and Rules. This was a fundamental platform for change put forward by the UFBA Board and required to integrate upcoming legislation changes under the Incorporated Societies Act and Charities Act. Furthermore this provides greater powers and flexibility to the Board to make changes between AGMs, essentially acting as a modern foundation upon which to be able to formally merge FRFANZ and the UFBA. Seven clear reasons for change were presented by Chair Richie Smith and the Motion was passed by a landslide.

This represents an historic moment for the UFBA, now enabled to evolve and adapt to the needs of the sector as a modern Association with robust governance and member participation.

Conference

We broke with tradition this year launching into an entirely different look for Conference to the UFBA AGM. Two illuminated new yellow appliances stood as sentinels of change as the countdown started on screen to the tune of Kongo's 'Come With Me Now'. It was stark, it was fresh and it was completely unexpected. This paved the way for guest MC Miriama Kamo, presenter of TVNZ's Sunday Show to take the helm for the next two days.

The Welcome Function entertainment was a hit with the Topp Twins presenting and singing as Ken and Ken and Camp Leader and Camp Mother, particularly relevant entertainers since Dame Lynda is herself a rural brigade volunteer.

Speakers

While the speakers were diverse in their subject specialisms they all brought a unique perspective on our theme of Building Community Resilience.

We welcomed Dr Denis Onieal, the Deputy Fire Administrator for the USA, honourably discharged war veteran and long time leader with such experiences as the re-establishment of services directly post-9/11 and involvement in Hurricane Katrina in 2005. Dr Onieal perfectly summed up the need for organisations to adapt or die, evidencing examples of evolution as key to survival and growth in an ever-changing world.

Our breakout sessions provided three very distinct, but equally popular, guest speakers:

- SFF Josh Darby presented his 'Where we 360' study into mental health and wellbeing and recommendations on providing further support.
- Damian D'Cruz gave an interactive session on identifying and tackling workplace bullying.
- SCION representatives Grant Pearce, Tim Mitchell and Tara Read gave a thorough analysis of the Pigeon Valley fire.



James Walker thanks Alasdair Hay



Female attendees network



Hon. Minister Martin takes questions

Fire and Emergency Executive Leadership Team presented during a three hour session including a focus on organisational values, cultural change including development of Treaty of Waitangi policy. There was also discussion around development of ways to attract new volunteers, addressing the ageing fleet of 1,300 appliances, reduction in QFF waiting time from 15 months to seven and aiming to get 500 through per year with increased trainers travelling throughout the country.

The day ended with Sam Johnson, founder of Student Volunteer Army, giving an engaging speech about how to influence others to do what they don't want to do. A great example was demonstrated live when he managed to get the entire delegation to jump like a horse. Sam mobilised 11,000 students to get involved in the clean up after the Canterbury quakes and has replicated this model in Nepal and Japan showing the different ways to contribute towards community resilience.

Sunday saw a shift in format with the day's presentations taking place at tabled seating. Alasdair Hay, responsible for leading the merging of eight separate Scottish Fire Brigades into one almighty brigade larger than the London fire brigade, explained in great detail his process for change management.

Dave Greenberg from Rescue Helicopter explained how trust was important in emergency services and particularly in working as a team. He also touched on the need for emotional and mental wellbeing when dealing with difficult circumstances.

The event concluded with the Minister for Internal Affairs Honourable Tracey Martin diverting from her planned speech to open the floor to questions, even prompting attendees to discuss the issue around recognising certain cancers as occupational by ACC. She understands the need to look after our firefighters equally, whether career or volunteer.

She discussed the need for Fire and Emergency to lead a campaign on a ban of private sales of fireworks as a respected and trusted organisation. She explained how she has written to ACC Minister Ian Lees-Galloway on work-related cancers to be covered by ACC for firefighters, since presumptive legislation under the ACC Act needs to be in place to lead the way for equality. She discussed the potential changes to the fire levy including potential for reimbursement for volunteers and their employers.

The issue of medical call-outs and support of ambulance by the service was raised, with reiteration that more funding needs to be made available, while also questioning the future combination of St John and Fire and Emergency - something we will of course be keeping a close eye on should this conversation ever progress. Finally the Minister noted the need for increased support to be available for wellbeing and families - again something the UFBA will be keen to support through our services.

Conference to Kōrero

During lockdown in April 2020 we had to make the difficult decision to cancel the in-person conference, due to Covid-19 related restrictions on travel and the risk of loss of non-refundable deposits. This decision was consistent with other large scale events planned across the country for the duration of 2020.

We know how important a role Conference plays in providing learnings, networking and promoting key sector messages and so in response developed Kōrero 2020, an online webinar presentation series. This approach makes the most of members' growing confidence in using online video software brought about by national lockdown through April and May.

The planned programme includes former Rural Fire Commissioner for NSW Shane Fitzsimmons talking about the Australian Wildfire season, TV presenter and psychologist Nigel Latta on resilience and wellbeing, Fire and Emergency's Executive Leadership Team panel talk and TV presenter and journalist Hilary Barry on being an effective communicator. We will report further on this in next year's report.





The Topp Twins



MC Miriama Kamo



Dr Denis Onieal



SVA's Sam Johnson



United Fire Brigades' Association of New Zealand Incorporated

Financial statements for the year ended 30 June 2020

Independent Auditor's Report

To the Members of United Fire Brigades' Association of New Zealand Report on the Audit of the Financial Statements

OPINION

We have audited the financial statements of United Fire Brigades' Association of New Zealand Incorporated on pages 2 to 16 which comprise the statement of financial position as at 30 June 2020, and the statement of comprehensive revenue and expense, statement of changes in equity and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the United Fire Brigades' Association of New Zealand Incorporated as at 30 June 2020 and its financial performance and cash flows for the year then ended in accordance with Public Benefit Entity International Public Sector Accounting Standards Reduced Disclosure Regime issued by the New Zealand Accounting Standards Board.

BASIS FOR OPINION

We conducted our audit in accordance with International Standards on Auditing (New Zealand) (ISAs (NZ)) issued by the New Zealand Auditing and Assurance Standards Board. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Entity in accordance with Professional and Ethical Standard 1 (Revised) Code of Ethics for Assurance Practitioners issued by the New Zealand Auditing and Assurance Standards Board, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Our firm carries out other assignments for United Fire Brigades' Association of New Zealand Incorporated in the area of special consulting projects. The firm has no other interest in the entity.

OTHER INFORMATION THAN THE FINANCIAL STATEMENTS AND AUDITOR'S REPORT THEREON

The Board are responsible for the other information. The other information comprises the information included in the Annual report but does not include the financial statements and our auditor's report thereon.

Our opinion on the financial statements does not cover the other information and we do not express any form of audit opinion or assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit of otherwise appears to be materially misstated.

If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

BOARD MEMBERS' RESPONSIBILITIES FOR THE FINANCIAL STATEMENTS

The Board are responsible on behalf of the entity for the preparation and fair presentation of these financial statements in accordance with Public Benefit Entity International Public Sector Accounting Standards Reduced Disclosure Regime issued by the New Zealand Accounting Standards Board, and for such internal control as those charged with governance determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, those charged with governance on behalf of the entity are responsible for assessing the Entity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Board either intend to liquidate the Entity or to cease operations, or have no realistic alternative but to do so.

Independent Auditor's Report

AUDITOR'S RESPONSIBILITIES FOR THE AUDIT OF THE FINANCIAL STATEMENTS

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (NZ) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of the auditor's responsibilities for the audit of the financial statements is located on the External Reporting Board's website at: <https://www.xrb.govt.nz/assurance-standards/auditorsresponsibilities/audit-report-8/>

RESTRICTION ON USE OF OUR REPORT

This report is made solely to the Entity's members, as a body. Our audit work has been undertaken so that we might state to the Entity's members, as a body those matters which we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Entity and the Entity's members, as a body, for our audit work, for this report or for the opinion we have formed.

GRANT THORNTON NEW ZEALAND AUDIT PARTNERSHIP



BRENT KENNERLEY

**PARTNER
WELLINGTON, 28 AUGUST 2020**

STATEMENT OF COMPREHENSIVE REVENUE AND EXPENSE FOR THE YEAR ENDED 30 JUNE 2020

	Note	Actual 2020 \$	Actual 2019 \$
REVENUE FROM NON-EXCHANGE TRANSACTIONS			
Grants - Fire and Emergency New Zealand	5	3,488,238	4,350,419
		3,488,238	4,350,419
REVENUE FROM EXCHANGE TRANSACTIONS			
Conference and challenge levies		142,410	192,597
Subscriptions		251,616	240,349
Fire shop Sales		622,000	713,072
Interest received		6,223	571
Other income		120,891	47,855
		1,143,140	1,194,444
TOTAL REVENUE		4,631,378	5,544,863
EXPENDITURE			
Administration		1,045,805	1,106,066
Audit fees		14,759	14,559
Bad debts		10	223
Challenges	13	448,941	1,100,030
Communications		90,479	55,380
Conference		821,845	667,524
Cost of Fire Shop Sales		484,655	533,714
Depreciation		43,519	36,311
Donations		30,804	21,388
Honours subsidy (25 & 50 year)		101,004	90,700
Provision for doubtful debts		(1,074)	153
Professional fees		297,713	164,182
Premises lease and occupancy		125,078	112,841
Personnel		1,132,245	1,004,162
TOTAL EXPENDITURE		4,635,783	4,907,233
TOTAL SURPLUS/(DEFICIT) FOR THE YEAR		(4,405)	637,630
Other comprehensive revenue and expenses		-	-
TOTAL COMPREHENSIVE REVENUE AND EXPENSES FOR THE YEAR		(4,405)	637,630

These financial statements should be read in conjunction with the notes to the financial statements.

STATEMENT OF FINANCIAL POSITION

AS AT 30 JUNE 2020

	Note	Actual 2020 \$	Actual 2019 \$
ASSETS			
CURRENT ASSETS			
Cash & Cash Equivalents		963,556	1,721,667
Term Deposits		400,000	-
Receivables from exchange transactions		272,142	157,577
Accrued Income		2,351	30,354
Prepayments		85,539	89,188
Inventory		31,629	24,656
TOTAL CURRENT ASSETS		1,755,217	2,023,441
NON-CURRENT ASSETS			
Property, plant and equipment	7	265,512	253,941
Intangible assets	6	5,700	5,700
TOTAL NON-CURRENT ASSETS		271,212	259,641
TOTAL ASSETS		2,026,429	2,283,082
LIABILITIES			
CURRENT LIABILITIES			
GST		30,331	105,613
Accounts Payable		171,623	255,583
Accrued Expenses		142,497	240,035
Employee Entitlements		78,938	76,138
Income in advance		1,733	-
TOTAL CURRENT LIABILITIES		425,122	677,370
TOTAL LIABILITIES		425,122	677,370
NET ASSETS		1,601,307	1,605,712
EQUITY			
Accumulated funds		1,601,307	1,605,712
TOTAL EQUITY		1,601,307	1,605,712

These financial statements should be read in conjunction with the notes to the financial statements.

STATEMENT OF CHANGES IN EQUITY FOR THE YEAR ENDED 30 JUNE 2020

	Actual 2020 \$	Actual 2019 \$
EQUITY AT BEGINNING OF YEAR	1,605,712	968,082
Total Recognised Income and Expenditure	(4,405)	637,630
EQUITY AS AT 30 JUNE	1,601,307	1,605,712

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30 JUNE 2020

	Note	Actual 2020 \$	Actual 2019 \$
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts from sales		612,933	691,211
Receipts from activities		395,759	432,946
Receipts from FENZ		3,382,730	4,205,228
Receipts from other revenue		120,891	47,855
Interest received		3,871	571
Net GST received/(paid)		(75,283)	74,094
Payments to employees and volunteers		(1,099,092)	(1,011,752)
Payments to suppliers		(3,644,830)	(3,795,296)
NET CASH FLOWS FROM OPERATING ACTIVITIES	8	(303,021)	644,857
CASH FLOW FROM INVESTING ACTIVITIES			
(Purchase)/Disposal of property, plant & equipment		(55,090)	(55,126)
Term deposit maturities		250,000	-
Investment in term deposits		(650,000)	-
NET CASH FLOW FROM INVESTING ACTIVITIES		(455,090)	(55,126)
NET CASH FLOWS FROM FINANCING ACTIVITIES			
Net increase/(decrease) in cash and cash equivalents		(758,111)	589,731
Cash & cash equivalents at the beginning of the year		1,721,667	1,131,936
CASH AND CASH EQUIVALENTS AT END OF YEAR		963,556	1,721,667

These financial statements should be read in conjunction with the notes to the financial statements.



RICHIE SMITH

Chairman of the UFBA Board
28 August 2020



RUSSELL ANDERSON

Deputy Chairman
28 August 2020

Notes to the Financial Statements

For the year ended 30 June 2020

1. REPORTING ENTITY

The financial statements presented here are for the reporting entity United Fire Brigades' Association of New Zealand Incorporated ("the Association"). The Association is registered under the Incorporated Societies Act 1908 and the Charities Act 2005.

NATURE OF BUSINESS

The principal activity of the Association is providing services to the Fire Brigades of New Zealand.

2. STATEMENT OF COMPLIANCE

The financial statements have been prepared under Generally Accepted Accounting Practice. They comply with Public Benefit Entity International Public Sector Accounting Standards ("PBE IPSAS") and other applicable financial reporting standards as appropriate that have been authorised for use by the External Reporting Board for Not-For-Profit entities. For the purpose of complying with NZ GAAP, the Association is a public benefit not-for-profit entity and is eligible to apply Tier 2 Not-For-Profit PBE IPSAS on the basis that it does not have public accountability and it is not defined as large.

The Association has elected to report in accordance with Tier 2 Not-For-Profit PBE Accounting Standards and in doing so has taken advantage of all applicable Reduced Disclosure Regime ("RDR") disclosure concessions.

3. SUMMARY OF ACCOUNTING POLICIES

3.1 Basis of measurement

The measurement basis adopted is historical cost, with the exception of inventory which is stated at the lower of cost and net realisable value.

3.2 Presentation currency

The financial statements are presented in New Zealand dollars which is the Association's functional currency. The numbers have been rounded to the nearest dollar unless otherwise stated.

3.3 Revenue

Revenue is recognised to the extent that it is probable that the economic benefit will flow to the Association and revenue can be reliably measured, regardless of when the payment is being made. Revenue is measured at the fair value of the consideration received or receivable, taking into account contractually defined terms of payment and excluding taxes or duty. The following specific recognition criteria must be met before revenue is recognised.

REVENUE FROM NON-EXCHANGE TRANSACTIONS

GRANT REVENUE

"Revenues from non-exchange transactions with the Government and government agencies is recognised when the Association obtains control of the transferred asset (cash, goods, services, or property), and:

- it is probable that the economic benefits or service potential related to the asset will flow to the Association and can be measured reliably; and
- the transfer is free from conditions that require the asset to be refunded or returned to the Government if the conditions are not fulfilled.

Revenue from government grants and funding is measured at the fair value of the assets (cash, goods, services, or property) transferred over to the Association at the time of transfer, to the extent that there is a condition attached that would give rise to a liability to repay the grant amount or to return the granted asset, a deferred revenue liability is recognised instead of revenue. Revenue is then recognised only once the Association has satisfied these conditions."

REVENUE FROM EXCHANGE TRANSACTIONS

SALES OF GOODS

Revenue from the sale of goods (Fire shop goods) is recognised when the significant risks and rewards of ownership of the goods have passed to the buyer, usually on delivery of the goods, and when the amount of revenue can be measured reliably and it is probable that the economic benefits or service potential associated with the transaction will flow to the Association.

RENDERING OF SERVICES - CONFERENCE & CHALLENGE LEVIES AND SPONSORSHIP

"Revenue from the rendering of services (provision of conferences and challenge events) is recognised by reference to the stage of completion of the service. Stage of completion is measured by reference to the dates of the conference and/or challenge event. When the revenue outcome cannot be measured reliably, revenue is recognised only to the extent that the expenses incurred are eligible to be recovered.

Sponsorship revenue is recognised in accordance with the completion of the conference and/or the challenge due to revenue recognition based upon provision of the whole event and not partial completion of the event."

SUBSCRIPTION AND OTHER INCOME

Subscription and other income is recognised upon receipt of cash. Recognition upon receipt of the funds enables a reliable measure of the fair value of the consideration less any taxes or duty.

3.4 Financial instruments

Financial assets and financial liabilities are recognised when the Association becomes a party to the contractual provisions of the financial instrument.

The Association derecognises a financial asset or, where applicable, a part of a financial asset or part of a group of similar financial assets when the rights to receive cash flows from the asset have expired or are waived, or the Association has transferred its rights to receive cash flows from the asset or has assumed an obligation to pay the received cash flows in full without material delay to a third party; and either:

- the Association has transferred substantially all the risks and rewards of the asset; or
- the Association has neither transferred nor retained substantially all the risks and rewards of the asset, but has transferred control of the asset.

FINANCIAL ASSETS

Financial assets within the scope of NFP PBE IPSAS 29 Financial Instruments: Recognition and Measurement are classified as financial assets at fair value through surplus or deficit, loans and receivables, held-to-maturity investments or available-for-sale financial assets. The classifications of the financial assets are determined at initial recognition.

The categorisation determines subsequent measurement and whether any resulting revenue and expense is recognised in surplus or deficit or in other comprehensive revenue and expenses. The Association's financial assets are classified as either financial assets at fair value through surplus or deficit, or loans and receivables. The Association's financial assets include: cash and cash equivalent, and receivables from exchange transactions.

All financial assets except for those at fair value through surplus or deficit are subject to review for impairment at least at each reporting date. Financial assets are impaired when there is any objective evidence that a financial asset or group of financial assets is impaired. Different criteria to determine impairment are applied for each category of financial assets, which are described below.

LOANS AND RECEIVABLES

"Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market.

After initial measurement, such financial assets are subsequently measured at amortised cost using the effective interest rate method, less impairment.

The losses arising from impairment are recognised in the statement of financial performance in cost of sales or other operating expenses for receivables.

This category generally applies to trade and other receivables as the Association does not hold any other denomination of financial asset."

IMPAIRMENT OF FINANCIAL ASSETS

The Association assesses at the end of the reporting date whether there is objective evidence that a financial asset or a group of financial assets is impaired. A financial asset or a group of financial assets is impaired and impairment losses are incurred if there is objective evidence of impairment as a result of one or more events that occurred after the initial recognition of the asset (a 'loss event') and that loss event has an impact on the estimated future cash flows of the financial asset or the group of financial assets that can be reliably estimated.

For financial assets carried at amortised cost, if there is objective evidence that an impairment loss on loans and receivables carried at amortised cost has been incurred, the amount of the loss is measured as the difference between the asset's carrying amount and the present value of the estimated future cash flows discounted at the financial asset's original effective interest rate. The carrying amount of the asset is reduced through the use of an allowance account. The amount of the loss is recognised in the surplus or deficit for the reporting period.

In determining whether there is any objective evidence of impairment, the Association first assesses whether there is objective evidence of impairment of financial assets that are individually significant, and individually or collectively significant for financial assets that are not individually significant. If the Association determines that there is no objective evidence of impairment for an individually assessed financial asset, it includes the asset in a group of financial asset's with similar credit risk characteristics and collectively assesses them for impairment. Assets that are individually assessed for impairment and for which an impairment loss is or continues to be recognised are not included in a collective assessment for impairment.

If in a subsequent period, the amount of the impairment loss decreases and the decrease can be related objectively to an event occurring after the impairment was recognised, the previously recognised impairment loss is reversed by adjusting the allowance account. If the reversal results in the carrying amount exceeding its amortised cost, the amount of the reversal is recognised in surplus or deficit.

FINANCIAL LIABILITIES

The Association's financial liabilities include trade and other creditors (excluding GST and PAYE), as well as employee entitlements.

"All financial liabilities are recognised initially at fair value and, in the case of payables and loans and borrowings, net of directly attributable transaction costs.

The measurement of financial liabilities depends on their classification, the only applicable measure for the Association's financial liabilities is described below:"

Financial liabilities at amortised cost:

"After initial recognition, trade and other payables are subsequently measured at amortised cost using the effective interest rate method.

Gains and losses are recognised in surplus or deficit when the liabilities are derecognised as well as through the effective interest rate amortisation process.

Trade and other payables are unsecured and are usually paid within 30 days of recognition. Due to their short-term nature they are not discounted."

3.5 Cash and cash equivalents

Cash and cash equivalents are short term, highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes of value.

3.6 Inventories

Inventories are stated at lower of cost and net realisable value. Cost is determined on a weighted average cost basis.

3.7 Property, plant and equipment

Property, plant and equipment are shown at cost less accumulated depreciation. Depreciation is calculated using the diminishing value method. Associated depreciation rates for asset classes are:

	<i>Estimated useful life</i>	<i>Rate</i>
Computer Equipment	2-3 years	40-50%
Furniture and Fittings	5-10 years	10-20%
Leasehold Improvements	4-10 years	10-25%
Office Equipment	2-10 years	10-50%
Operational Equipment	3-10 years	10-40%
Appliances	4-years	25%

3.8 Intangible assets

"Intangible assets acquired separately are measured on initial recognition at cost. The cost of intangible assets acquired in a non-exchange transaction is their fair value at the date of the exchange.

Intangible assets with indefinite useful lives are not amortised, but are tested for impairment annually, either individually or at the cash-generating unit level.

The assessment of indefinite life is reviewed annually to determine whether the indefinite life continues to be supportable. If not, the change in useful life from indefinite to finite is made on a prospective basis.

The intangible asset is the Association's trademark. It has an indefinite life and is non-depreciable."

3.9 Leases

Payments on operating lease agreements, where the lessor retains substantially the risk and rewards of ownership of an asset, are recognised as an expense on a straight-line basis over the lease term.

3.10 Employee benefits

Liabilities for wages and salaries, annual leave and accumulating sick leave are recognised in surplus or deficit during the period in which the employee provided the related services. Liabilities for the associated benefits are measured at the amounts expected to be paid when the liabilities are settled.

3.11 Income tax

Due to its charitable status, the Association is exempt from income tax pursuant to CW (1)-(3) Income Tax Act 2007. The Association was registered as a charitable entity under the Charities Act 2005 on 30 June 2008.

3.12 Goods and services tax (GST)

These financial statements have been prepared on a GST exclusive basis with the exception of accounts receivable and accounts payable which are GST inclusive.

3.13 Equity

Equity is the members' interest in the Association, measured as the difference between total assets and total liabilities. Equity is the Association's accumulated surplus or deficit since its formation.

Restricted reserve

Restricted reserves are those reserves subject to specific conditions accepted as binding by the Board of EMQUAL and which may not be revised without reference to the Courts or third party. Transfers from these reserves may be made only for certain specified purposes or when certain specified conditions are met. These specified purposes as agreed by the Board of EMQUAL are that the funds are solely for the purpose of supporting future courses for young individuals in emergency management to further youth involvement in emergency management volunteering.

4. SIGNIFICANT ACCOUNTING JUDGEMENTS, ESTIMATES AND ASSUMPTIONS

The preparation of the Association's financial statements requires management to make judgements, estimates and assumptions that affect the reported amounts of revenues, expenses, assets and liabilities, and the accompanying disclosures, and the disclosure of contingent liabilities.

Uncertainty about these assumptions and estimates could result in outcomes that require a material adjustment to the carrying amount of assets or liabilities affected in future periods.

JUDGEMENTS

In the process of applying the Association's accounting policies, management has made the following judgements, which have the most significant effect on the amounts recognised in the financial statements:

OPERATING LEASE COMMITMENTS

The Association has an office building lease and a photocopier lease.

The Association has determined, based on an evaluation of the terms and conditions of the arrangements, such as the lease term not constituting a substantial portion of the economic life of the building or the photocopier, that it does not retain all the significant risks and rewards of ownership of these properties and accounts for the contracts as operating leases.

ESTIMATES AND ASSUMPTIONS

The key assumptions concerning the future and other key sources of estimation uncertainty at the reporting date, that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year, are described below. The Association based its assumptions and estimates on parameters available when the consolidated financial statements were prepared. Existing circumstances and assumptions about future developments, however, may change due to market changes or circumstances arising beyond the control of the Association. Such changes are reflected in the assumptions when they occur.

USEFUL LIVES AND RESIDUAL VALUES

The useful lives and residual values of assets are assessed using the following indicators to determine potential future use and value from disposal:

- The condition of the asset
- The nature of the asset, its susceptibility and adaptability to changes in technology and processes
- The nature of the processes in which the asset is deployed
- Availability of funding to replace the asset
- Changes in the market in relation to the asset

The estimated useful lives of the asset classes held by the Association are listed in Note 3.7.

GLOBAL PANDEMIC OF CORONAVIRUS DISEASE 2020

The spread of novel coronavirus ('COVID-19') was declared a public health emergency by the World Health Organisation on 31 January 2020 and upgraded to a global pandemic on 11 March 2020.

The rapid rise of the virus has seen an unprecedented global response by governments, regulators and numerous industry sectors. Authorities worldwide (including the New Zealand Government) quickly moved to implement strict measures such as quarantines, curfews, stay-at-home orders and the closure of borders during March 2020. The level of restrictions has resulted in a reduced ability for many organisations to operate to previous expected levels of activity.

The Association's operating deficit, cash flow and financial position have not been severely impacted since the outbreak began and up to the date of the signing of these financial statements.

The Association events team activities were restricted by the onset of COVID-19. The disruption to the events team activities has resulted in lower revenue and expenditure however a nil impact on the 2020 operating result. Disruption to the events team activities is expected to continue into the first half of 2021.

Management assessed the impact of COVID-19 on the valuation of the Association's financial and non-financial assets at reporting date. Management determined no impairment of assets was required due to the disruption caused by the COVID19 pandemic.

As at the date of signing these financial statements, it is not possible to estimate the impact of the COVID-19 pandemic's long-term effects. As such, it is not practicable to provide any further quantitative or qualitative estimate of the potential impact on the Association at this time.

5. REVENUE FROM NON-EXCHANGE TRANSACTIONS

Fire and Emergency New Zealand – Grants (operating, challenge and volunteer capability building).

The total of operating and challenges grants paid by Fire and Emergency New Zealand for the financial year is \$3,033,353 (2019: \$3,742,000).

The Integration Programme Volunteerism Workstream of Fire and Emergency New Zealand also paid Volunteer Capability Building funding of \$454,885 for the financial year.

Volunteer Capability Funding was received by the Association on the basis of actual spend up to a budget cap across seven separate but related programmes intended to build volunteer capability. These programmes were Leadership and Governance Workshops, Leading Psychological Wellbeing Workshops, Local Leader Leadership Coaching, Brigade Restoration Practices, Brigade Secretary and Treasurer Workshops, and Xero Adoption and Training.

In total, \$3,488,238 (2019: \$4,350,419) is recognised as grants revenue for the financial year.

6. INTANGIBLE ASSETS

	Cost \$	Accumulated Depreciation \$	Book Value \$
30 JUNE 2020			
Trademark application	5,700	-	5,700
TOTAL INTANGIBLE ASSETS	5,700	-	5,700
30 JUNE 2019			
Trademark application	5,700	-	5,700
TOTAL INTANGIBLE ASSETS	5,700	-	5,700

7. PROPERTY PLANT AND EQUIPMENT

	Cost \$	Accumulated Depreciation \$	Book Value \$
30 JUNE 2020			
Appliance	22,468	20,453	2,015
Leasehold improvements	65,190	32,285	32,905
Computer development	104,847	82,734	22,112
Computer equipment	54,392	39,312	15,079
Furniture & Fittings	91,124	55,027	36,097
Office equipment	24,385	20,574	3,811
Operational equipment	463,799	310,307	153,492
TOTAL NET BOOK VALUE	826,205	560,693	265,512

	Cost \$	Accumulated Depreciation \$	Book Value \$
30 JUNE 2019			
Appliance	22,468	19,782	2,686
Leasehold improvements	40,210	31,213	8,997
Computer development	82,831	76,275	6,556
Computer equipment	48,075	30,421	17,654
Furniture & Fittings	91,124	50,606	40,518
Office equipment	24,385	18,464	5,921
Operational equipment	463,075	291,466	171,609
TOTAL NET BOOK VALUE	772,168	518,227	253,941

Reconciliation of the carrying amount at the beginning and end of the period:

United Fire Brigades' Association 2020	Appliance \$	Leasehold improvements \$	Computer development \$	Computer equipment \$	Furniture & Fittings \$	Office equipment \$	Operational equipment \$	Total \$
Opening Balance	2,686	8,997	6,556	17,654	40,518	5,921	171,609	253,941
Additions	-	24,980	23,420	6,317	-	-	724	55,441
Disposals	-	-	351	-	-	-	-	351
Depreciation	672	1,072	7,512	8,892	4,421	2,109	18,841	43,519
Closing Balance	2,014	32,905	22,113	15,079	36,097	3,812	153,492	265,512

8. RECONCILIATION OF NET SURPLUS/(DEFICIT) WITH THE NET CASH FLOWS FROM OPERATING ACTIVITIES

	Actual 2020 \$	Actual 2019 \$
NET SURPLUS/(DEFICIT) FOR THE YEAR	(4,405)	637,630
NON-CASH ITEMS		
Depreciation	43,519	36,311
Property, plant and equipment write-offs	-	-
TOTAL NON-CASH ITEMS	43,519	36,311
MOVEMENTS IN WORKING CAPITAL		
Increase/(decrease) in income in advance	1,733	(85,000)
Increase/(decrease) in trade and other payables	(159,243)	(4,742)
Increase/(decrease) in employee and volunteer benefits	2,800	22,762
Increase/(decrease) in provisions	(97,538)	145,855
Decrease/(increase) in trade and other receivables	(86,563)	(113,198)
Decrease/(increase) in prepayments	3,649	15,949
Decrease/(increase) in inventory	(6,973)	(10,710)
NET MOVEMENTS IN WORKING CAPITAL	(342,135)	(29,084)
NET CASH FLOWS FROM OPERATING ACTIVITIES	(303,021)	644,857

9. CONTINGENT LIABILITIES

There are no contingent liabilities at year end (2019: \$nil).

10. CAPITAL AND LEASE COMMITMENTS

The Association had no capital commitments as at year end (2019: \$nil).

Commitments existed for non-cancellable operating leases as follows:

	Actual 2020 \$	Actual 2019 \$
Within 1 year	97,243	95,961
1 - 5 years	381,845	364,532
Over 5 years	349,343	440,476
TOTAL COMMITMENTS	828,431	900,969

11. RELATED PARTY TRANSACTIONS

The Board and Committee Members

The aggregate of payments made and outstanding balances relating to entities that the board and committee members have control or significant influence over can be summarised as follows.

PERSON	COUNTERPARTY	NOTE	Sales 2020 \$	Purchases 2020 \$
Richie Smith	Plato Creative Design Limited	i	-	4,238
Richie Smith	New Zealand Post	ii	-	580
Russell Anderson	Alexandra Volunteer Fire Brigade	iii	2,193	-
Jason Prendergast	Greymouth Volunteer Fire Brigade	iv	564	633
Warren Maslin	Ashburton Volunteer Fire Brigade	v	1,257	-
Daryl Sayer	Sumner Volunteer Fire Brigade	vi	1,945	-
Bill Butzbach	Martinborough Volunteer Fire Brigade	vii	1,877	-
James Walker	Wyndham Volunteer Fire Brigade	viii	1,484	-
TOTAL			9,320	5,451

- i. The Association purchased services from Plato Creative Design Limited, of which Richie Smith is Chairman of the Advisory Board.
- ii. The Association purchased goods and services from New Zealand Post of which Richie Smith is a Director.
- iii. The Association made sales to Alexandra VFB of which Russell Anderson is the chief.
- iv. The Association made sales to Greymouth VFB of which Jason Prendergast is the station officer.
- v. The Association made sales to Ashburton VFB of which Warren Maslin is a senior fire fighter.
- vi. The Association made sales to Sumner VFB, of which Daryl Sayer is chief.
- vii. The Association made sales to Martinborough VFB, of which Bill Butzbach is treasurer.
- viii. The Association made sales to Wyndham VFB, of which James Walker is Chief Fire Officer.

PERSON	COUNTERPARTY	NOTE	Sales 2019 \$	Purchases 2019 \$
Bill Butzbach	Martinborough Volunteer Fire Brigade	i	326	-
Alan Kittelty	Darfield Volunteer Fire Brigade	ii	3,360	860
Russell Anderson	Alexandra Volunteer Fire Brigade	iii	3,602	-
Glenn Williams	Te Puke Volunteer Fire Brigade	iv	2,503	-
Glenn Williams	G & E Consulting Limited	v	-	9,000
Warren Maslin	Ashburton Volunteer Fire Brigade	vi	2,804	-
TOTAL			12,595	9,860

- i. The Association made a sale to Martinborough VFB of which Bill Butzbach is the Chief Fire Officer.
- ii. The Association made sales to Darfield VFB of which Alan Kittelty is the Chief Fire Officer.
- iii. The Association made sales to Alexandra VFB of which Russell Anderson is the Chief Fire Officer.
- iv. The Association made sales to Te Puke VFB of which Glenn Williams is the Chief Fire Officer.
- v. The Association purchased services from G & E Consulting Limited, of which Glenn Williams is a director.
- vi. The Association made sales to Ashburton VFB of which Warren Maslin is a senior firefighter.

Key Management Personnel

The key management personnel, as defined by PBE IPSAS 20 Related Party Disclosures, are the members of the governing body which is comprised of the Board of Directors and Chief Executive Officer. No remuneration is paid to members of the Board of Directors. The aggregate remuneration of key management personnel and the number of individuals, determined on a full-time equivalent basis, receiving remuneration is as follows:

	Actual 2020 \$	Actual 2019 \$
Total remuneration	246,357	230,000
Number of persons	1	1

12. CATEGORIES OF FINANCIAL ASSETS AND LIABILITIES

The carrying amounts of financial instruments presented in the statement of financial position relate to the following categories of assets and liabilities:

	Actual 30 June 2020 \$	Actual 30 June 2019 \$
FINANCIAL ASSETS		
<i>Financial assets at fair value through surplus or deficit</i>		
<i>Loans and receivables</i>		
Cash and cash equivalents	963,556	1,721,667
Short term investments - Term Deposits	400,000	-
Receivables from exchange transactions	272,142	157,577
	1,635,698	1,879,244
FINANCIAL LIABILITIES		
<i>At amortised cost</i>		
Trade and other creditors	171,623	255,583
Employee entitlements	78,938	76,138
	250,561	331,722

13. CHALLENGES

Challenges that were held during the year and included in the Statement of Financial Performance, along with any costs related to prior year events that were recognised in the current year can be summarised as follows.

	Actual 2020 \$	Actual 2019 \$
EVENTS HELD IN THE CURRENT YEAR		
National Waterways Challenge	-	138,731
Regional Waterways	105,092	75,708
National Fire Fighter Combat Challenge	21,835	220,484
National Drivers Challenge	146,610	149,968
Regional Fire Fighter Combat Challenge	123,713	259,962
National Road Crash Rescue	10,585	-
Australasian Road Crash Rescue	23,078	57,476
Regional Road Crash Rescue	4,330	157,975
Rules Review	-	4,350
ARRO fees and attendance	-	925
	435,143	1,065,578
EVENTS HELD IN THE PRIOR YEAR		
Regional Road Crash Rescue	12,484	394
National Road Crash Rescue	-	26,309
National Waterway Challenge	234	-
Regional Fire Fighter Combat Challenge	116	-
ARRO fees and attendance	-	7,749
National Fire Fighter Combat Challenge	964	-
	13,798	34,452
TOTAL	448,941	1,100,030

The balance of challenges is held on the balance sheet as either a prepayment or income in advance until the event occurs.

14. RESTRICTED RESERVES

	Actual 2020 \$	Actual 2019 \$
EMQUAL Reserve brought forward	79,132	79,132
EMQUAL Reserve as at 30 June	79,132	79,132

The restricted reserve has arisen from the liquidation of EMQUAL during the 12 months to 30 June 2017. The funds within the reserve have received a restriction placed against them insofar that the reserves are to only be made available for specified purposes or when certain conditions are met. These specified purposes as agreed by the Board of EMQUAL, prior to its liquidation, are that the funds are solely for the purpose of supporting future courses for young individuals in emergency management to further youth involvement in emergency management volunteering.

	Actual 2020 \$	Actual 2019 \$
Training and Research Reserve brought forward	-	-
Funds received	25,381	-
Scholarship paid	(935)	-
Training and Research Reserve as at 30 June	24,446	-

In July 2020 the United Fire Brigade Association as custodian of the New Zealand Fire Training and Research Foundation wound up their accounts and transferred funds into a newly created UFBA bank account. The Trust Deed states the funds are to be used for the establishment and administration of scholarships for the purposes of encouraging and enabling study and training of or in all aspects of fire prevention and firefighting. The funds are for disbursement to either the "Institution of Fire Engineers" (IFE) or the "New Zealand Fire Brigades Institute" (NZFBI) subject to agreed business cases and agreement by all three parties as to the most effective use of these funds.

15. SUBSEQUENT EVENTS

There have been no events subsequent to balance date that have a material effect on the nature of these financial statements.

United Fire Brigades' Association Benevolent Fund

Financial statements for the year ended 30 June 2020

© The United Fire Brigades' Association Benevolent Fund is a registered charity under the Charities Act 2005, registered number CC33712.

Independent Auditor's Report

To the Trustees of United Fire Brigades Association of New Zealand Incorporated's Benevolent Fund

Report on the Performance Report

OPINION

We have audited the performance report of United Fire Brigades' Association Benevolent Fund on pages 52 to 56, which comprises the entity information, the statement of service performance, the statement of Receipts and Payments for the year ended 30 June 2020 and the statement of Resources and Commitments as at 30 June 2020, and notes to the financial statements, including summary of significant accounting policies and other explanatory information.

In our opinion:

- a. the reported outcomes and outputs, and quantification of the outputs to the extent practicable, in the statement of service performance are suitable;
- b. the accompanying performance report presents fairly, in all material respects:
 - the entity information for the year then ended;
 - the service performance for the year then ended; and
 - the financial position of United Fire Brigades' Association Benevolent Fund as at 30 June 2020 and its financial performance for the year then ended

in accordance with Tier 4 Public Benefit Entity Simple Format Reporting - Cash ("PBE SFR-C") issued by the New Zealand Accounting Standards Board.

BASIS FOR OPINION

We conducted our audit of the statement of receipts and payments, statement of resources and commitments, statement of accounting policies and notes to the performance report in accordance with International Standards on Auditing (New Zealand) (ISAs (NZ)), and the audit of the entity information and statement of service performance in accordance with

the International Standard on Assurance Engagements (New Zealand) ISAE (NZ) 3000 (Revised). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Performance Report section of our report. We are independent of United Fire Brigades' Association Benevolent Fund in accordance with Professional and Ethical Standard 1 (Revised) Code of Ethics for Assurance Practitioners issued by the New Zealand Auditing and Assurance Standards Board, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other than in our capacity as auditor we have no relationship with, or interests in, the United Fire Brigades' Association Benevolent Fund.

INFORMATION OTHER THAN THE FINANCIAL STATEMENTS AND AUDITOR'S REPORT THEREON

The Trustees are responsible for the other information. The other information comprises the information included in the Annual report but does not include the financial statements and our auditor's report thereon.

Our opinion on the financial statements does not cover the other information and we do not express any form of audit opinion or assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Independent Auditor's Report - Benevolent Fund

RESPONSIBILITIES OF THE TRUSTEES FOR THE PERFORMANCE REPORT

The Trustees are responsible for:

- a. Identifying outcomes and outputs, and quantifying the outputs to the extent practicable, that are relevant, reliable, comparable and understandable, to report in the statement of service performance;
- b. the preparation and fair presentation of the performance report on behalf of the entity which comprises:
 - the entity information;
 - the statement of service performance; and
 - the statement of receipts and payments, statement of resources and commitments, statement of accounting policies and notes to the performance report

in accordance with Tier 4 Public Benefit Entity Simple Format Reporting - Cash ("PBE SFR-C") issued by the New Zealand Accounting Standards Board, and

- c. for such internal control as the Trustees determine is necessary to enable the preparation of the performance report that is free from material misstatement, whether due to fraud or error.

In preparing the performance report, the Trustees are responsible on behalf of United Fire Brigades' Association Benevolent Fund for assessing the ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate United Fire Brigades' Association Benevolent Fund or to cease operations, or have no realistic alternative but to do so.

AUDITOR'S RESPONSIBILITIES FOR THE AUDIT OF THE PERFORMANCE REPORT

Our objectives are to obtain reasonable assurance about whether the performance report is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (NZ) and ISAE (NZ) 3000 (Revised) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this performance report.

As part of an audit in accordance with ISAs (NZ) and ISAE (NZ) 3000 (Revised), we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the performance report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control.

- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of the use of the going concern basis of accounting by the Trustees and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the performance report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the performance report, including the disclosures, and whether the performance report represents the underlying transactions and events in a manner that achieves fair presentation.
- Perform procedures to obtain evidence about and evaluate whether the reported outcomes and outputs, and quantification of the outputs to the extent practicable, are relevant, reliable, comparable and understandable.

We communicate with the Trustees regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

RESTRICTION ON USE OF OUR REPORT

This report is made solely to the United Fire Brigades Association Benevolent Fund Trustees as a body. Our audit work has been undertaken so that we might state to the Fund's Trustees those matters which we are required to state to them in our audit report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Funds and the Fund's Trustees, as a body, for our audit work, for this report or for the opinion we have formed.

GRANT THORNTON NEW ZEALAND AUDIT PARTNERSHIP



BRENT KENNERLEY

**PARTNER
WELLINGTON, 28 AUGUST 2020**

LEGAL NAME OF ENTITY: United Fire Brigades' Association Benevolent Fund

TYPE OF ENTITY AND LEGAL BASIS (IF ANY): Registered Charity

REGISTRATION NUMBER: CC33712

ENTITY'S PURPOSE OR MISSION:

The Benevolent Fund provides assistance to firefighters and their families who are going through tough times financially or who have suffered misfortune in their lives.

ENTITY STRUCTURE:

A trust is set up to manage Benevolent Fund. The trust consists of five trustees and in addition the current UFBA President and Chief Executive Officer act as ex officio trustees.

MAIN SOURCES OF THE ENTITY'S CASH AND RESOURCES:

Brigades contribute \$5 per member per annum to the fund. Benevolent Fund also has investments in shares and bonds to generate returns.

MAIN METHODS USED BY THE ENTITY TO RAISE FUNDS:

Benevolent Fund has no other method to raise funds.

ENTITY'S RELIANCE ON VOLUNTEERS AND DONATED GOODS OR SERVICES:

Benevolent Fund doesn't have volunteers. Members sometimes donate money to the Fund.

STATEMENT OF SERVICE PERFORMANCE FOR THE YEAR ENDED 30 JUNE 2020

DESCRIPTION OF THE ENTITY'S OUTCOMES:

Set up with a Trust Deed in 1990, the UFBA Benevolent Fund provides financial support for brigade members and their families in times of hardship or need. The Trustees of the Benevolent Fund Board consider every application on a case-by-case basis and make decisions regarding assistance accordingly. Any member of any brigade or rural fire force that is a UFBA member - volunteer, paid, rural, urban, industrial or defence - can apply for assistance from the UFBA Benevolent Fund.

	Actual 2020 \$	Actual 2019 \$
DESCRIPTION AND QUANTIFICATION OF THE ENTITY'S OUTPUTS:		
Welfare payments to members in need	\$103,210	\$79,700
Number of members who have received welfare payments	36	29

STATEMENT OF RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 30 JUNE 2020

	Notes	Actual 2020 \$	Actual 2019 \$
OPERATING RECEIPTS			
Donations, fundraising and other similar receipts	2	100,000	-
Fees, subscriptions and other receipts from members	2	60,925	61,346
Interest, dividends and other investment income receipts	2	12,080	12,768
TOTAL OPERATING RECEIPTS		173,005	74,114
OPERATING PAYMENTS			
Welfare payments	3	81,603	79,700
Welfare payments Covid 19		21,607	-
Bank fees and Annual Return Cost	3	91	86
TOTAL OPERATING PAYMENTS		103,301	79,786
OPERATING SURPLUS OR (DEFICIT)		69,704	(5,673)
INVESTMENTS		(10,000)	-
INCREASE/(DECREASE) IN BANK ACCOUNTS AND CASH		59,704	(5,673)
Bank accounts and cash at the beginning of the financial year		213,044	218,717
BANK ACCOUNTS AND CASH AT THE END OF THE FINANCIAL YEAR		272,748	213,044
Represented by:			
Cheque account(s)		101,425	120,836
Savings account(s)		171,323	92,208
TOTAL BANK ACCOUNTS AND CASH AT THE END OF THE FINANCIAL YEAR		272,748	213,044

STATEMENT OF RESOURCES AND COMMITMENTS

AS AT 30 JUNE 2020

SCHEDULE OF RESOURCES	Annual 2020 \$	Annual 2019 \$
BANK ACCOUNTS AND CASH (FROM STATEMENT OF RECEIPTS AND PAYMENTS)	272,748	213,044
OTHER RESOURCES		
DESCRIPTION AND SOURCE OF VALUE	Current Value	Current Value
Shares at current value - public companies	287,000	310,969
Fixed rate bonds at current value	133,491	126,755
Cash held by Craigs Investment Partners	15,538	13,404



ALAN COCKBURN

Chairman, Benevolent Fund
28 August 2020



RAY TOPIA

Benevolent Fund Trustee
28 August 2020

Notes to the Performance Report

For the year ended 30 June 2020

NOTE 1: ACCOUNTING POLICIES

BASIS OF PREPARATION

United Fire Brigades' Association Benevolent Fund is permitted by law to apply PBE SFR-C (NFP) Public Benefit Entity Simple Format Reporting - Cash (Not-For-Profit) and has elected to do so. All transactions are reported in the Statement of Receipts and Payments and related Notes to the Performance Report on a cash basis.

GOODS AND SERVICES TAX (GST)

United Fire Brigades' Association Benevolent Fund is not registered for GST. Therefore amounts recorded in the Performance Report are inclusive of GST (if any).

NOTE 2 : ANALYSIS OF RECEIPTS

RECEIPT ITEM	ANALYSIS	Actual 2020 \$	Actual 2019 \$
Grants	Grants from Fire and Emergency NZ Covid-19 Relief	100,000	-
	TOTAL	100,000	-
RECEIPT ITEM	ANALYSIS	2020 \$	2019 \$
Fees, subscriptions and other receipts from members	Subscriptions from members	60,875	59,065
	Donations from members	50	2,281
	TOTAL	60,925	61,346
RECEIPT ITEM	ANALYSIS	2020 \$	2019 \$
Interest, dividends and other investment income receipts	Interest	5,724	4,299
	Dividends	6,356	8,469
	TOTAL	12,080	12,768

NOTE 3 : ANALYSIS OF PAYMENTS

PAYMENT ITEM	ANALYSIS	Actual 2020 \$	Actual 2019 \$
Welfare Payments	Welfare Payments	81,603	79,700
	Welfare Payments Covid19	21,607	-
	TOTAL	103,210	79,700
Other operating payments	Bank fees and Annual Return cost	91	86
	TOTAL	91	86

NOTE 4: RELATED PARTY TRANSACTIONS

There were no transactions involving related parties during the financial year (2019 - Nil).

NOTE 5: EVENTS AFTER THE BALANCE DATE

There were no events that have occurred after the balance date that would have a significant impact on the Performance Report (2019 - Nil).

**SERVICES TO SUPPORT
BRIGADE MEMBERS**

ADVOCACY AND SUPPORT
LEADERSHIP WORKSHOPS
PSYCHOLOGICAL WELLBEING WORKSHOPS
SECRETARIES AND TREASURERS WORKSHOPS
SERVICE HONOURS RECOGNITION
ACCIDENT ASSURANCE SCHEME
UFBA BENEVOLENT FUND
ANNUAL CONFERENCE
XERO IN BRIGADES
PATHWAYS TO FIRE AND EMERGENCY
FIREFIGHTER COMBAT CHALLENGE
WATERWAY CHALLENGE
ROAD CRASH RESCUE CHALLENGE
DRIVERS CHALLENGE



20|20
19|20