

Our members by the number

554 member groups in total

455 Volunteer Fire Brigades across urban and rural locations

75 FENZ Career brigades including social clubs

8 Operational Support units

6 Defence Fire Brigades

4 Airport Fire Brigades

3 Industry Fire Brigades

3 Fire and Emergency Communication Centres



The UFBA's broad based membership includes firefighters and operational support from urban, rural, volunteer, career, industry, defence and airport fire crews. We support and represent the interests of all member fire crews from across New Zealand and the Chatham Islands. The UFBA has been serving and unifying firefighters for 141 years.

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One voice for firefighters

OUR PURPOSE

To deliver advocacy and support to our emergency services membership

OUR VISION

Safe sustainable communities

OUR GOALS

- Advocacy Experts
- Broad Membership
- Sustainable Funding
- Trusted Partner
- Strong Leadership
- Excellence in Learning

VALUES

- Community
- Volunteerism
- Independence
- Integrity
- Sustainability
- Unity
- Recognition

**He aha te mea nui o te ao
He tāngata,
he tāngata,
he tāngata**

145 awards nights attended by UFBA Officials.

119x 25 Year Gold Star Medals awarded.

17x 50 Year Service Medals awarded.

Service honours



Workshops & Events



Eight Psychological Wellbeing workshops.

Five Leadership & Governance workshops.

Five Secretaries, Treasurers and Xero financial management workshops.

Six Coaching and Mentoring visits across NZ.

93% satisfaction with workshops from surveys.

Record breaking 670 attendees to UFBA/FRFANZ 140th conference.

Eight Challenge events nationwide.



2018-19 key achievements

Projects



Pathways to Fire and Emergency

300 brigades provided input to youth project.

Reference, Working and Governance Groups established.

'Whole of Childhood' approach taken for 9-16 year olds.

UFBA/FRFANZ merger

Feedback gathered and plan implemented.

Proposed constitution developed.

Advocacy and support



73 advocacy & support cases.

A team of five advocacy support volunteers and growing with ongoing training development.

Active on 10 FENZ policy/strategy working parties creating change and improvements.

New Brigade Representatives group established.

\$79,700 given in Benevolent Fund support.

Five policy submissions made to FENZ and government.

New relationship established with Institution of Fire Engineers.

Volunteerism



More than 8,500 volunteer hours given to support the UFBA.

Over 1,500 individual volunteers and participants involved in UFBA activities.

Volunteers involved from urban, rural, volunteer, career, defence and airport brigades and operational and non-operational roles.

UFBA key partner agency on FENZ Volunteerism Strategy.

Bringing brigades together

- One-to-one coaching sessions
- Workshops (Leadership / Secretaries & treasurers / Xero)
- Road Crash Rescue challenge
- Drivers challenge
- Waterway challenge
- Combat challenge



across all
of Aotearoa

The United Fire Brigades' Association

The UFBA supports and represents fire brigades across the country. 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 party and committee members, brigade representatives and officials including our current and past presidents, patron and directors.

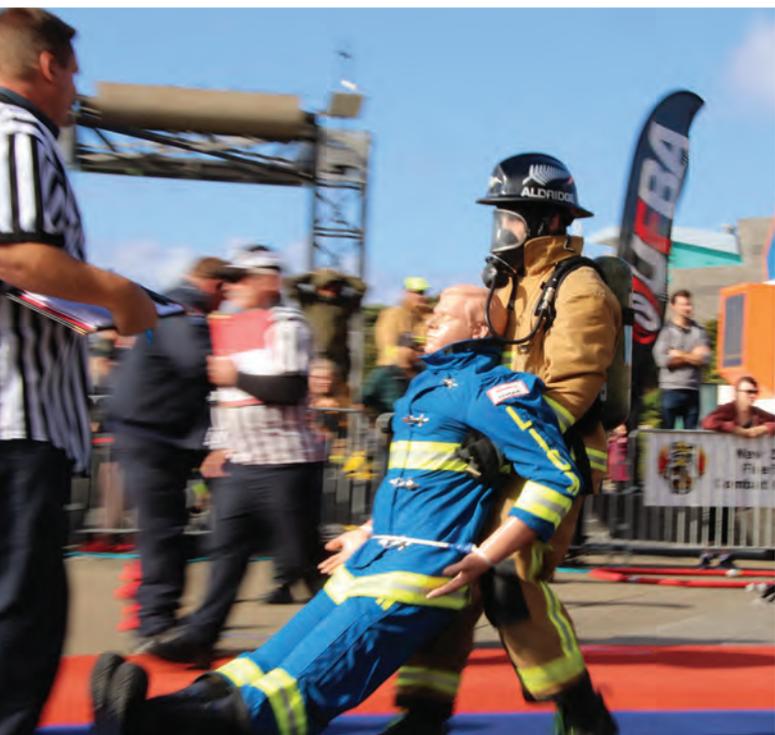
With 11,500 volunteer firefighters as members, we promote and support effective volunteerism to both Fire and Emergency NZ and government. The estimated annual economic value of the volunteer contribution to urban and rural communities is at least \$529 million (2014).

Through the strength of our united members, the UFBA has served firefighters throughout New Zealand for over 141 years.



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President's message

Glenn Williams, UFBA President 2018-19

The 140th annual conference in Wellington last year was the biggest and most successful that I have attended. It was pleasing to see an increased presence of a number of our career colleagues and from our rural and industrial partners who took the time to attend. I encourage personnel from each of these groups to provide feedback to the Board and our events team on how we can make this event relevant to their groups. Every brigade is entitled to elect a delegate, with FENZ brigades funded to attend, so take advantage of it.

Let's make the 141st even bigger.

We have less than a year of the Fire and Emergency NZ Integration Phase and there are many projects that the United Fire Brigades' Association is engaged with which involves a huge amount of time for our management and numerous people from throughout our sector. I would like to offer a huge thank you to all those people who have made themselves available to represent the UFBA.

The reforms have resulted in some significant outcomes which will ultimately lead to some major improvements to Fire and Emergency and the way we do things. Firstly the Judge Shaw report was presented earlier this year and it is pleasing that Fire and Emergency has committed to adopting all the recommendations in the report. The UFBA fully endorses this and is collaborating in this, however the commitment must be backed up by every one of us calling out any behavior which is unacceptable.

Recently Fire and Emergency NZ presented its values statement, which the UFBA supports and I urge all personnel to review that statement and reflect on whether you are living those values.

The statement is introduced with the following comment "Our values reflect what is important to our people and set out what we believe is core to who we are and the organisation we aspire to be"

They are;

- We do the right thing - kia tika
- We serve and support – manaakitanga
- We are better together – whanaungatanga
- We strive to improve - auahatanga

As my time as President draws to a close, I reflect on eight years of involvement on and with the Board. This has been some of the most rewarding time of my service as a firefighter. To all our new and younger members I encourage you to get involved with this great organisation and think about how you can make a difference. To all the numerous people who have supported me in this journey I sincerely thank you.

**Hutia te rito o te harakeke,
Kei whea te kōmako e kō?**

Kī mai ki ahau;

He aha te mea nui o te Ao?

Māku e kī atu,

he tāngata, he tāngata, he tāngata

**If the heart of the harakeke was removed,
where will the bellbird sing?
If I was asked what was the most important thing in
the world, I would be compelled to reply,
It is people, it is people, it is people.**



Chair's message

Richie Smith, Chair of the UFBA Board

New faces, new challenges and new projects sees UFBA continuing to grow.

A sector in change

My first full year as Board Chair has been an exciting journey at a time where the fire and emergency sector is experiencing such far reaching change. These have been positive, long overdue changes, that should ultimately lead to greater diversity of brigade members and better supported brigades that are sustainable in the long term. It's also been a time of challenges. We have witnessed the catastrophic impacts of climate change related events with fires like those in Nelson/Tasman and echoed across the globe. Current trends indicate these challenges will only grow in severity. Such events will continue to impact on our members.

Our purpose is to protect the interests of our members, just as their interests are in protecting their communities. Ensuring the Association is doing its part to the best of our ability is key in helping our members and their communities.

Preparing for the merger

In 2017, UFBA and FRFANZ membership voted to merge the two Associations. In 2018, we engaged with Members from both Associations across New Zealand and proposed disestablishing the UFBA and FRFANZ and to create a new entity. However members gave us a clear message that they were supportive of change, but dissolving both organisations would be overly disruptive, costly and not necessary to bring them together as one.

Our aspirations for the new merged Association are to continue our efforts to sustain volunteerism and develop our current services for the needs of a broader membership. As a bigger, broader Association we will provide a strong collective voice to be more influential within the sector.

While members share many commonalities, there are also distinct needs for different types of firefighter and roles which will shape our ongoing functions and services.

To enable these aspirations we propose updating and modernising the UFBA's constitution. This is needed to reflect current and proposed legislation and provide greater flexibility to adapt in the future as the sector continues to evolve. At this year's AGM we will be asking you, our members, to adopt the proposed constitution. This will reflect feedback from the consultation process with both FRFANZ and UFBA members. We will propose retaining the UFBA entity and invite FRFANZ brigades to join the merged Association.

Projects

The exciting Youth Engagement project has been progressed by Angela Christie. Angela's thorough research identified the need for a 'whole of childhood' approach with a number of different options to suit different brigades' capabilities and for different communities and age groups. Our survey of members showed this was a subject close to many brigades' hearts. I offer my thanks for the contributions by the many members of the 'Pathways to Fire and Emergency project' reference groups, working groups and governance group headed by the Hon. Peter Dunne.

Changes to the office team include the departure in November 2018 of Stakeholder Engagement and Membership Manager Ceara Owen-Perry who was succeeded by Jo Bryan.. Jo has since been developing relationships across multiple levels within FENZ on strategy and policy changes flowing out of the recent reform, drafting policy submissions and developing a new Brigade Representative network. She manages our advocacy support, service honours and memberships services and oversees delivery of volunteerism capability initiatives and other projects including database development.

We also welcomed Finance Manager Mike Bird and saw the departure of Executive Assistant Hayley Bilton, who left us after many years working with both the UFBA and previously FENZ.

Other positive changes came in the form of our first dedicated Advocacy Advisor appointed in December 2018. Megan Devine, who brings brigade experience gained through her local Newlands VFB, has developed our personal advocacy and support offering at a critical time when advocacy cases are growing. This follows the release of the Independent Review of Fire and Emergency's Workplace Policies, Procedures and Practices to Address Bullying and Harassment in the Workplace. UFBA was referenced as a key partner in the recommendations given to FENZ to address conflict and dispute resolution within brigades.

Leading the strategy for UFBA

Conference 2018 saw the reappointment of Russell Anderson, CFO of Alexandra VFB as Director of the Board, along with incumbent Director Daryl Sayer, CFO of Sumner VFB. With a background as a community pharmacy owner and representative on the Board of the Canterbury Community Pharmacy Group, Daryl brings business acumen and governance experience for a membership based organisation. Daryl and Russell join us along with existing members of the Board Warren Maslin, Senior Firefighter with Ashburton VFB and Brenda Pilott, Independent Appointed Director who has contributed significantly with her senior management and executive experience with Inland Revenue, Victoria University, PSA and Women's Refuge Foundation.

The Board enjoyed a strategy development day on 14 March 2019 to assist us with progressing the merger. Importantly we've been pleased to work closely with Kevin Ihaka, Chair of FRFANZ and representative of the FRFANZ Executive Team. Kevin's insights and worldwide experiences into the unique challenges of rural and forest firefighting will be invaluable as we progress the merger, and shape the Association.

The Board, in support of the UFBA staff, has provided oversight of the numerous joint submissions made with FRFANZ this year to FENZ to ensure equality between both paid and volunteer firefighters and between urban and rural firefighters. We also provided support for the submission on the Charities Act, where high level legislation changes can have far reaching impacts on both us and members.

A legacy for the future

As we head into Conference 2019 I'd like to acknowledge the tremendous hard work of the UFBA staff. Also to all the many volunteers of the UFBA who provide substantial hours of their time and expertise to help us achieve all that we do.

I look forward to meeting more of you at Conference and am privileged to be a part of such a dynamic and committed organisation with such a proud heritage and promising future. Now is the time to think about what legacy we can leave for our successors so they too can be a part of this wonderful evolving Association.

Below: UFBA Board directors 2018-19 left to right - Warren Maslin, Brenda Pilott, Richie Smith (Chair), Russell Anderson (Deputy Chair) and Daryl Sayer.



Chief Executive Officer's message

Bill Butzbach, UFBA Chief Executive Officer

Our success can be seen by the continued participation by members and our trusted relationship with Fire and Emergency NZ. It is important to us to connect with members through strong local networks and this year we have improved engagement by recruiting Brigade Representatives. This is a key relationship to help us gain your brigades' feedback on important issues. On behalf of members we have made joint submissions with our partners Forest and Rural Fire Association (FRFANZ) on the St John's Memorandum of Understanding (MoU), the Charities Act Review, the FENZ Disputes Resolution Scheme, reward and recognition proposal, and Performance Framework and Prioritisation Strategy. We have represented members views on nine FENZ working groups.

Our challenge events continue to be enjoyed by firefighters around the country, support networking and great camaraderie and are a great way to test skills and stamina. We continued to encourage wide participation and exceeded attendance targets for regional and national events. Conference is always a significant event in the UFBA's calendar and 2018's was bigger and better than ever with 461 firefighters attended including 143 newcomers and 61 female firefighters, and importantly feedback indicated a 94.5% satisfaction rating.

Changing attitudes to bullying and harassment over the past few years have meant an increase in the number of historic complaints being raised. In response to this we set out to achieve a more professional advocacy service, starting with the appointment of an Advocacy Advisor in December. Our aim is always to resolve issues before they enter a formal process. To support this we'll continue with our work to train a number of volunteers in advocacy and support in the coming year.

Enhancing training and development remain a key interest for us. Collaboration with the Institution of Fire Engineers was strengthened with the signing of an MoU which gives members access to training and qualifications. We have seen a growing demand for the Leadership and Psychological Wellbeing workshops we offer and our new information pack for Secretaries and Treasurers has been well received.

100 brigades now use Xero to manage their accounts following our training which is only in its second year.

Our Benevolent Fund trustees increased the amount of individual payments to members who have found themselves in need and received support following approved applications. Subsequently trustees substantially increased the total amount of funds paid out to support members.

A survey of members showed there is strong demand for youth engagement from brigades throughout the country. A think tank of volunteers who are actively engaging with young New Zealanders met to share the outcomes of their initiatives with us. This work has provided a starting point for our Pathways to Fire and Emergency Project. The project's Governance Group has signed off on a range of initiatives for brigades to offer young people. We look forward to the development and promotion of these initiatives over the coming year.

Steps to merge the UFBA and FRFANZ have helped to clarify the role of a unified organisation. As a bigger, broader member Association, we will be in a stronger position to provide more influential strategic advocacy to advance member interests, to support FENZ and the broader fire and emergency sector.

This year, much like last year's Port Hills fire, we've seen again how rapidly fire can take hold through the Nelson/Tasman fires and increasing wildfires across the world. We've also seen how firefighters from a range of roles can come together to bring this under control. The threats will likely increase with climate change and so our diversity in firefighting and brigade members will be more critical than ever into the future.







Report from the Technical Panel

Ces Pacey, Technical Panel Convenor

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

Changes to the panel

The Technical Panel have enjoyed a busy year working closely with the UFBA events team and local organising committees to deliver nationwide challenges for all UFBA and FRFANZ members.

We welcomed our newest panel member Scott Allan from Bluff Volunteer Fire Brigade to the Technical Panel at the last conference. Scott has seen the challenge events from all perspectives - as a competitor, an official and as convenor of the Otago Southland Sub Association Technical Panel, with brigade experience stretching over an impressive 33 years. We farewelled Alan Kennedy, CFO of Westport, who I would like to thank for his efforts, help and guidance provided to the team this past four years.

Many thanks to many people

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

- the officials, helpers, pit crew overseeing the individual runs and helping set up and maintain the courses and equipment.
- the UFBA Technical Panel, Challenges Committee members and Chair Alan Kittelty of course, for volunteering their time throughout the year including attendance at events.
- the host brigades and local organising committees who support development of the events at their local sites and help cater for and host our competitors.

- FENZ National Training Centre in Rotorua who provided an excellent venue, working around their new recruits training for us for this year's Road Crash Rescue.
- Wellington Free Ambulance and St John Ambulance for their role as assessors.
- the UFBA Events team for providing first class management supervising some complex logistics.
- Fire and Emergency NZ for providing funding to allow all this 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. The events really bring people together. Seeing new faces at each of the events fills me with hope that others will continue to uphold this important role of our Association.

Challenging the future

More detailed information about each event can be found later in this report. The logistics to deliver such a suite of events at such a high level in locations across the country present many challenges and to this end the Technical Panel and Events Team have been busy ensuring the events remain viable and attractive.

Think tank for Road Crash Rescue

It's vital that we retain the learning outcomes from this event. Road Crash Rescue is our most logistically complex event and yet offers the most applicable benefits to communities. Working with a group of 20 including members and competitors from across the country, our think tank has looked at how we can streamline this event for the future.



Consultation on new Waterway rules

Waterway is the event closest in format to our oldest event, designed before World War II. We are looking to streamline the event with new rules that aim to simplify the runs and encourage new participation. While at time of writing the implementation was still to be determined, the new rules incorporate elements from the WAJAX competition for rural firefighters. Thank you to those who provided feedback on the new rules which were approved by the UFBA Board.

We hope these changes will allow our suite of events to remain viable and attractive to new competitors. We're excited by the changes and hope others will be too, and look forward to implementing them in the years ahead.

Visiting VIPs

This year at National Waterway Challenge we were pleased to welcome an address by both the Minister for Internal Affairs Hon. Tracey Martin and Wainuiomata local and Speaker of the House Rt. Hon. Trevor Mallard. Further addresses were given by Hutt Valley Mayor Ray Wallace and FENZ CE Rhys Jones.

Mr Mallard referred to his 60 year link with the Wainuiomata Volunteer Fire Brigade and remembers fondly helping the brigade supervise hose rolling and training. *'That really stuck with me since being a four year old. What we saw was our community working hard'*, he said.

Minister Martin commenting on the event said, *'This event is the UFBA's oldest event and for 134 years other firefighters have come together before you to hone their skills.'*

She further acknowledged the contribution of firefighters across the country, *'We are so lucky to have the calibre of human beings inside our fire and emergency services. The prowess that you show to the public just lifts the trust in your brigades and what you bring to your communities. We cannot say often enough, thank you! We know how much time you give us from your families, from your employers, from your jobs. And even coming here for these days you are giving up your time to be a part of this.'*

Words of thanks from the Minister, competitors and the public show just how important these events are in connecting our services with the key decision makers and those we serve.

Thanks must go to the Fire and Emergency Executive Leadership Team including CE Rhys Jones, Chairman Paul Swain and National Commander Paul McGill for their support of our suite of events. Also to the Kuwaiti Ambassador Mr Ahmad Salem Alwehaib and our Patron Dame Margaret Bazley for their support of the National Firefighter Combat Challenge event.

On a final note if you've never participated in one of our challenge events I encourage you to do so. They are fun, informative and invaluable in so many ways! You will leave a better firefighter for doing so.

Right: UFBA Technical Panel members Scott Allan, Mark Osborne and Shayne Kennedy.



Report on the Benevolent Fund

Alan Cockburn, Chairman of the Benevolent Fund

We need to raise awareness that the fund is here and available to assist in times of need.

It is my pleasure to present this report on behalf of the Trustees of the UFBA Benevolent Fund for the year ending 30 June 2019. This year has seen a big jump in the number of claims that we have processed, more than doubling the number from last year's 15 claims to a total of 31 for the year, approving 27 of those applications and declining 4.

Last year we dispersed \$27,058, as against this year's total of \$79,700 in ex-gratia grants for members in extreme financial hardship. This year we have on a number of occasions varied from our usual process of just providing cash and have opted to supply grocery vouchers where it is deemed to be more appropriate for the recipient. This has been well received.

It is important for us to receive as much information as is possible at the time, outlining the members circumstances and the hardships they and their family are suffering. Please do not be offended if we come back with a request for more information as the Trustees have an obligation to the Trust to ensure that all grants made are appropriate to the hardship being faced by the recipient. Unfortunately, it is very difficult for us to make grants to assist with funeral costs and the fund should not be regarded as a general funeral fund. We will however consider applications in tragic circumstances where there is no estate to cover costs, but this is solely on a case by case basis.

Our investment portfolio has again been well managed by Craig's Investment Partners. We have this year appointed Life Member and past CEO George Verry to act as our liaison with Craig's when making decisions on offers made available to us from time to time.

Throughout this year we have continued to focus on creating a more balanced portfolio, and the fund continues to hold high quality infrastructure assets that produce a reliable source of income. We are more than happy with the health of our holdings which as of 30 June this year had a value of NZ\$451,128.

The satisfaction that we receive in being able to assist members on your behalf in times of stress and hardship is very rewarding and it's always a pleasure to know that we have helped in some small way to alleviate the problems that they are facing.

It's always good to receive letters from grateful recipients and this year we have had several. Opposite is an excerpt from one.

This letter personifies the gratitude shown to the Fund and in particular the work that Jane Davie does behind the scene on our behalf. Jane's contribution is very much appreciated by the Trustees and we have complete faith in her compassionate management of every claim on a day to day basis. Jane is always there to help and assist Brigades in making a claim and her follow up work makes our role so much easier. Please don't hesitate to make contact with her should the need arise.

Again this year I would like to thank and acknowledge the contribution made by my fellow Trustees: UFBA Past Presidents Graeme Booth, Ray Topia, Alan Burgess and Bryan Styles, our current President Glenn Williams, Vice President James Walker, CEO Bill Butzbach, and George Verry.

Thank you to all of the brigades and members for your support. If ever a member of your brigade needs assistance in times of extreme hardship please remember that we are always here to assist on your behalf.

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



Thank you for getting in touch on one of my worst days. You have been instrumental in setting forth a chain of events, culminating yesterday which have completely turned my situation around.

Yesterday I was contacted with the Benevolent Funds decision.

I am extremely grateful for it all. I have gone from feeling totally defeated and feeling like a complete failure for not being able to provide for myself. With all the support I have been gifted this week I feel hugely different and have a much more positive outlook again.

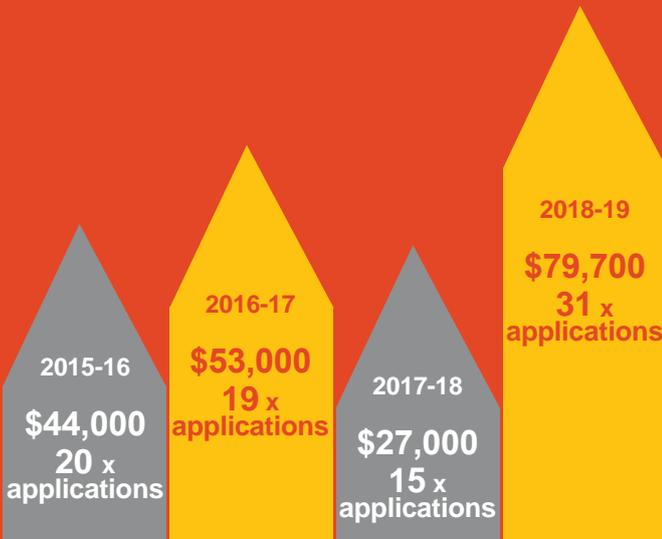
Please pass on my extreme gratitude to the people governing the Benevolent Fund and also, I am extremely grateful to you.



...who could forget the competitions around the district or watching Dad come home with ash on his face or a little bit quieter than usual - if only we knew what he saw on those days. I was proud to have a Dad as a firefighter... to see him go through a few heartaches in his personal life and then discover he had Parkinson's Disease was hard to take.

From looking after him after his wife passed away with cancer in 2017 and then after his hip operation, finances have been tight all round, and my sister and I were at a loss as to how we could help Dad.

I can't thank you enough for the generosity you have shown in assisting Dad with his recovery from surgery, but also to make things a little easier for him. To see that the UFBA supports not only current serving members, from volunteers to full time staff, but also former serving brigade life members is amazing and to be commended.



How many and how much has the fund helped.



The NZ Fire Brigades' Institute

Scott Lanauze, NZFBI President



It is my pleasure to provide the 89th annual report of the New Zealand Fire Brigades' Institute (NZFBI).

The new organisation of Fire and Emergency NZ is now just over two years old. In this time, we have welcomed close to 14,000 serving members to the new organisation and begun the transformation into a modern 21st century firefighting service. The NZFBI is pleased to have worked towards supporting its many members in promoting greater educational opportunities and to promote the capability of the modern-day firefighter.

The underlying philosophy that all firefighters should be offered greater educational opportunities to further complement their existing skill sets, and in turn promote the same opportunities to their fellow brigade members and wider networks, ensures that the desire of the 1931 UFBA Conference in creating the predecessor to the NZFBI to provide this function remains strong.

This year the NZFBI Council has worked towards enacting and further refining many of the changes first mooted in 2013. Whilst many of these changes have taken time to be defined and put in place, our strategic plan reflects the fact that a longer-term view has been required to ensure that a sustainable and resilient framework to support our members is in place. While our core activities remain, many new opportunities are beginning to come to light as part of the "Proud History, Bright Future" of Fire and Emergency New Zealand.

Right: NZFBI Council members Jared Davidson, Scott Lanauze (President) and Phillip Mackay (Pete Douglas absent)

Field Days

Our Field Day programme has continued to offer firefighters the opportunity to attend many locations of interest around the country. The NZFBI Council are appreciative of the many venues who have hosted our members and look forward to further complimenting the programme through our stakeholder partners. A key aspect of our desire to enhance the accessibility of our field days to other parts of the country have culminated in a plan to replicate our field days in other national centres, such as the Rail Infrastructure Safety field days.

As with all field days, we are heavily reliant on the support of the venue staff and our host brigades to support these activities. We also welcome any interest from brigades who wish to host a field day or are able to provide the details of a suitable venue to base an activity on.

Scholarship

Whilst the 2018 Scholarship was not able to be awarded, pleasingly the 2019 Scholarship has attracted interest and it is hoped that the successful recipient will present the details of their selected topic and research outcomes at the 2020 Annual General Meeting. The scholarship is open to any member of a United Fire Brigades' Association affiliated brigade and we strongly encourage anyone eligible to apply for these funds to do so whenever the scholarship is advertised.



Examinations

Whilst the 2018 examination programme yielded an increase in candidates when compared to the previous year, 2019 will see the final Associate and Member examinations take place. This will then allow all transition candidates to earn their relevant Diploma prior to the Institution of Fire Engineers (IFE) examination framework being implemented. The NZFBI Council acknowledges the numerous examiners who have assisted us with these examinations over the years. Without the willingness of these serving firefighters taking up these vital roles, the examination programme would not have been as successful as it has been.

It is also very satisfying in the previous few months to have developed a framework to award the Fellow Diploma. It has been some time since we awarded this prestigious qualification and it is hoped that the process of recognising a person's significant and in-depth level of skill in technical capability and leadership will lead to a greater uptake of Member Diploma recipients upgrading their membership further by nominating their experience, qualifications and knowledge outside of a formal examination process.

MoU with the IFE in NZ

Our recently signed Memorandum of Understanding with the IFE in New Zealand in November 2018 (pictured right) has begun to build further strength into an already productive and



amiable alliance. CPD hours continue to be awarded for our field day programmes through the IFE and these hours may also be awarded in additional forums. The willingness of the IFE to work with us will only further strengthen the opportunities available to our members and allow our position in the market to be enhanced through an international presence.

Marketing

The NZFBI Council has considered the best means of communication and is seeking feedback from its members. Whilst the most effective means is often through social media or other electronic platforms, the value of a face-to-face conversation cannot be discounted. To this end the Council have recognised the value in presenting at Provincial Association AGMs and have also welcomed the opportunity to speak to brigades when we are undertaking activities nearby.

The NZFBI Council remain committed to serving its members and to this end we wish to acknowledge your support in ensuring we continue to offer the desired learning activities and programmes to our wider networks. Many of our examination qualified members have actively participated in shaping the new organisation and continue to provide subject matter expertise, no doubt influenced by their earlier involvement in the NZFBI's learning opportunities.

I wish to acknowledge the work of Council members Jared Davidson, Phill Mackay and Pete Douglas, all of whom have willingly given their time and effort in the execution of their duties. This year has afforded many opportunities and challenges for the NZFBI Council - their loyalty to the task at hand and the desire to make things work in the best interest of our membership cannot be underestimated. In a similar vein, I wish to acknowledge the work of the United Fire Brigades' Association office in providing not only administration and promotional support, but advice and guidance when required to ensure the success of our operations.

The future is bright for our trade, and undoubtedly, we will all benefit from the advancement of the tools and techniques made available to us in maintaining the safety of our communities and improving their resilience. As a result, the NZFBI will undoubtedly help to lead a highly engaged and focused firefighting workforce in what is described as the most respected profession in the country today.

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Engaging youth project

Pathways to Fire and Emergency

A dedicated project manager was contracted to drive this project for the UFBA which is endorsed by the Minister for Internal Affairs Tracey Martin and FENZ Senior Leadership. Angela Christie was chosen for her skills in project management and history and understanding of the education sector.

From Angela's commencement in March 2019 she made considerable progress. It was crucial that a clear purpose for the project was understood. This project aims to work with brigades to:

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

Angela began with information gathering researching similar initiatives in the UK, Australia, North America, and New Zealand. Prior research had been gained through UFBA's survey of members which provided feedback from nearly 300 brigades. This showed us that there was a clear desire for a scheme to utilise youth engagement for both succession and general recruitment, however barriers included competition for young people's time and volunteer willingness.

Some brigades have worked hard to develop their own schemes and willingly shared what they learned with us.

Research focused on the target segment of Generation Z and young Millennials, including their perceptions of the firefighter role. Further research expanded to consider the changing nature of volunteering, demographics and learnings from Volunteering NZ, Scouts NZ and Guiding NZ, Student Volunteer Army, St John and the NZ Defence Force. There is a clear need for volunteers to better understand the Vulnerable Children Act 2014 and Health and Safety Act 2015 were crucial to any outcomes being developed.

With a target audience of 4-16 year olds it was clear that a 'whole of childhood approach' was needed. The previous concept of a 'youth cadet scheme' was not agile enough to meet the needs of young people. From this a suite of outcomes tailored to appeal to different age groups was proposed.

Communications and codesign was crucial to ensure the project is relevant and created by and for brigade members and young people.

In order to secure momentum and ensure a fit-for-purpose outcome, a Reference Group of 115 brigade representatives from the initial 300 survey respondents was established to offer proposals and sense checks.

To formalise and oversee all activities a Governance Group was created, which included representatives from schools, volunteers and Fire and Emergency staff, Chaired by Hon. Peter Dunne (pictured).





The Governance Group would oversee policy development and provide accountability for outcome development. Two Working Groups were set up to drive and deliver actual outcomes from proposals including:

- A Gateway programme for careers in the wider fire industry - aimed at 15-17 year olds.
- After school programmes modeled on those currently offered by brigades.
- Collaboration with Student Volunteer Army's Primary School Programme and Scouts NZ.
- Role play costumes and pre-school and New Entrant classrooms resources including a 'big book' for storytelling.

Outcomes from the Working Groups feed into a suite of material and training that brigades could tap into to suit their local demographics and brigade personnel. There will be something for everyone and consistency over what is being delivered in the diverse communities across New Zealand. Resources also make it easier for brigades to engage with youth in their communities.

The 'Pathways to Fire and Emergency' project extended beyond the end of June 2019 and will continue under the guidance of the Governance Group, Working Groups, UFBA and Fire and Emergency NZ. Youth engagement should continue as an integrated solution to succession and recruitment, community resilience and fostering diverse volunteer brigade membership.



'The UFBA is taking a considered approach to supporting volunteers to work with young New Zealanders. It's a pleasure to be part of this project alongside representatives from brigades and the education and youth development sectors.'



Hon. Peter Dunne. Pathways to Fire and Emergency Governance Group Chair

UFBA services

Sector Advocacy and Representation

Both the UFBA and our partner agency the Forest and Rural Fire Association NZ (FRFANZ) have a principal mandate to support the charitable purposes of all brigades and represent the interests of volunteer fire brigades (which now includes rural fire forces) and their enrolled members through effective sector advocacy. This includes management and UFBA representatives involvement in working parties. Some insights into our involvement in FENZ working groups are outlined below.

Influencing FENZ strategy, policy and change

Through the UFBA's representation on a number of FENZ working groups, we have been involved in refining the FENZ 10 year plan, strategic framework, prioritisation process and performance management framework. 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.

Compliance and enforcement

FENZ's Compliance and Enforcement Strategy 2018-23 and the Risk Reduction Strategy 2019-29 both have an emphasis on how FENZ will enforce regulations and offences under the Fire and Emergency Act 2017.

Upholding these regulations will require a shift in FENZ culture and approach to compliance and enforcement with the public. Through our involvement, FENZ has recognised that it is important that volunteers' relationships with their local communities are preserved and not compromised. Also that volunteers health and safety remain paramount and appropriate training will be necessary.

Carcinogen project

We participated in an Investment Logic Mapping exercise with FENZ and other stakeholders identifying a range of solutions at brigade level, to eliminate exposure to carcinogens. The needs of our members were well represented in this process and we expect that FENZ takes the health and safety needs of our members seriously.

We maintain a watching brief over the Presumptive Legislation proposal and fully support the need for the legislation to cover all personnel exposed to carcinogens (including volunteers both rural and urban).

The UFBA met with Dr Kevin Crume to discuss ongoing research including the findings from the Monash report conducted in Australia - this noted that there was evidence of an association between attendance at fires and an increased risk of death from circulatory disease for volunteers who had attended incidents. The risk of ischemic heart disease was also significantly increased amongst volunteers with increased attendance at structural fires. We continue to maintain a close eye on how this project develops beyond this reporting period and expect that FENZ will ensure that solutions are implemented for all personnel exposed to health risks. FENZ is looking to raise awareness and ensure changes to training and access to health tests.

Positive workplace action plan

The UFBA has been directly involved in the FENZ Respect and Inclusion Taskforce, ensuring the implementation of the FENZ Positive Workplace Action Plan, which included the introduction of new Values and eventually a Code of Behaviour, and that it's accessible, relevant and held up for all members and brigade types.

We provided a formal submission on behalf of our members on the Disputes Resolution Scheme, contributing towards the new FENZ Behaviours and Conduct Office which focuses on embedding the interim complaints process, setting up a reporting and monitoring framework, and supporting the development of tools and resources relevant to the functions of the office. The UFBA will provide data and information to support their reporting processes over time to inform decision making.

Reward and recognition

THE UFBA and FRFANZ supported proposals for volunteers to receive reward and recognition initiatives announced by the Minister on 17 June 2019.

We were supportive of the six initiatives from both an urban and rural perspective, which included an annual expense reimbursement, a family support payment, employer promotion scheme, provision of discounts and access to local discounts. These have been generally well received and mark an important step in acknowledging the contributions by volunteers.

Unified service delivery

The UFBA and FRFANZ have encouraged FENZ to take a fresh new look at the culture it wishes to develop and reconsider how rank and command are used in the future. A proposal from FENZ is planned to come out to all personnel in September for consultation.

Safety, health and wellbeing

We have communicated to volunteers that fitness standards will be applied in the future and that they need to focus on improving their overall fitness.

We also provided feedback to FENZ on proposed health standards. We have been advocating that volunteers (both urban and rural) need the same quality of health, safety and wellbeing support as career personnel.

The Safe@Work (the new accident reporting platform) has now been rolled out and feedback from users has been positive. Work is continuing on the Well@Work platform which is for psychological wellbeing reporting. The UFBA continues to offer Psychological Wellbeing workshops especially with the increasing numbers of medical call outs. We will be hosting Josh Darby, Senior Firefighter with Eilerslie Fire Brigade, at our 2019 Conference, to share his report on wellbeing.

Unified uniform project and FENZ vehicle fleet

The UFBA CEO sits on the Unified Uniform Project and the national fleet programme. This ensures our members have a voice at the senior table in two areas of special interest to firefighters.

Volunteerism Strategy

FENZ have released the Volunteerism Strategy and we have requested to be heavily involved in the implementation planning including how all personnel will be held to account for its delivery. We want to see assurance that FENZ is recognising, respecting and promoting the contribution of FENZ volunteers, consulting with volunteers and developing policy and organisational arrangements that encourage, maintain and strengthen the capability of volunteers. The UFBA will be advocating on behalf of and involving members as the work plan is developed and opportunities arise. We also had input to FENZ senior leaders job descriptions to ensure they reinforce the volunteer principles.

Submissions made

In our sector advocacy role the UFBA actively engages members in providing individual and group input to submissions made on their behalf. The base content is established through UFBA Management, representatives and UFBA Officials (and where joint submissions made FRFANZ Executive Committee). The following submissions have been made from the UFBA or UFBA/FRFANZ:

May 2019 - Fire and Emergency - Dispute Resolution Scheme. Following reference to our role in the Independent Review by Judge Coral Shaw, we spoke up to ensure volunteers continued to have access to an effective and independent dispute process.

March 2019 - NZ Government - Modernising the Charities Act 2005. We stressed to government concerns around doubling up of reporting and extra pressures reporting puts on volunteers.

February 2019 - FENZ Service Delivery Model. This submission looked at unifying the provision of service delivery, through new leadership structures and positions, operational boundaries, and the way FENZ works and responds to incidents.

January 2019 - FENZ and St John MoU. We stressed the need to address pressures on volunteers as they act as first responders.

UFBA services

October 2018 - FENZ Operational Model Design. We reminded FENZ of the need for communities to have a close connection volunteers to get equal recognition.

June 2018 - Government, FENZ and Health & Safety. We pointed out a discrepancy in the Health and Safety at Work Act 2015 that excluded training and representation rights for volunteers, and stressed for this to be made equal between paid and volunteer staff.

April 2018 - Government and FENZ. Tax Working Group. Volunteering NZ, invited us to submit as part of this government working group. We identified an issue around individual volunteer reimbursements and honoraria payments, with individuals receiving tax penalties and/or ACC levies applied to their reimbursements and honoraria paid to them through their volunteer contribution.

New network of Brigade Representatives

This year saw the establishment of a dedicated Brigade Representatives group. While our communication channels aim to target Brigade Chiefs and/or Secretaries at a brigade level, there is plenty of scope to broaden this approach to include any representative who can disseminate communications across both their brigade and back up to the UFBA. Brigade Reps are invited from time to time to support consultation and sector advocacy by providing representation on behalf of individual brigades. Together this collective voice can help influence FENZ and sector policy and UFBA submissions.

They need to remain objective (not let their personal views override those of the brigade) and have an effective working relationship with their brigade members and be trusted to act on their behalf.

Within the first two weeks the initial group comprised around 70 brigades and the group continues to grow.

'Your support has been so important to us in this time. I don't know if you know how meaningful it is when someone is faced with what we have been going through. But please know it means the world and you are doing an amazing job.'

Individual advocacy and support recipient

Individual disputes advocacy

In December 2018 the UFBA appointed a dedicated Advocacy Advisor. Then in January 2019 the scene was set with the release of Judge Coral Shaw's Independent Review of Fire and Emergency New Zealand's Workplace Policies and Practices to Address Bullying and Harassment. The review discussed UFBA's involvement as an advocacy partner and our role 'provid(ing) practical advice and assistance to brigades when issues arise that impact on brigade performance. This often includes issues that are personnel or management related, and the UFBA has built up considerable knowledge and experience in dealing with the full gamut of issues including dealing with bullying and harassment allegations.'

The UFBA always seeks 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 staff have a volunteer brigade background enhancing credibility and trust from our members. Our Advocacy Advisor attended a course on mediation and dispute resolution, with the option of becoming an accredited mediator. In addition, we are growing our nationwide network of volunteer support advisors.

As at 1 January 2019 there were 17 individual cases outstanding. Of these, 13 are now resolved. Between 1 January 2019 and 30 June 2019 there have been 46 new cases and of these 37 are resolved and nine remain outstanding.



The following statistics reflect the period for the second half of the reporting period (the 46 cases since January) following the recruitment of our Advocacy Advisor in December 2018 and introduction of more robust reporting:

- 21 were resolved within 7 days (46% of all cases)
- 2 further were resolved within 8-14 days (cumulative = 50% of all cases)
- 3 further were resolved within 15-30 days (cumulative = 56% of all cases)
- A further 11 were subsequently resolved within 30+ days (cumulative = 80% of all cases)
- 9 of those 46 are still outstanding (20%)

The main reasons for delays in resolution include:

- FENZ investigations that can take months to complete and delays providing reports on findings.
- The client not always able to respond immediately due to work/family pressures.
- Decision given and client appealing through the Dispute Resolution Process.

The UFBA has expressed to FENZ the need for them to respond in a more timely manner and their responsibility to manage expectations for both the client and other parties involved.

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

Accident Assurance Scheme administration

Over the course of the financial year we administered 23 ACC claim top-ups for members. Of those claims we processed 48% within the target of 14 working days, which is dependant on whether the right information has been provided by claimants. Payments are then made on the Friday of the week that the claim has been signed off by FENZ.

Brigades using Xero increases

The UFBA is supporting brigades to improve their financial management through adopting Xero as a cloud-based accounting software that can easily generate reports for Fire and Emergency NZ and the Charities Services. The UFBA, supported by Grant Thornton, supports all member brigades with the facilities to integrate Xero into their brigade and to have their Xero subscriptions paid. We also provide a support desk and telephone support service.

Setting up Xero requires brigades collating transactional data and a number of stages including addressing missing transactions and providing access to live bank feeds. By end of June 100 brigades were 'live' using Xero with another 16 at the final stages, supporting us to meet our business plan target of 50 in the first year and 50 in this year.

There are 234 brigades currently either using Xero or at some stage of set up towards using it. Grant Thornton put in place a process to follow up with brigades that have not progressed their initial request for Xero. They have also negotiated a reduced subscription rate for brigades that do not need access to accounts receivable, accounts payable and invoicing functionality. This saving has benefitted 141 brigades.

Over the year 135 brigade representatives have attended training (that has in some part been included in Secretaries and Treasurers workshops) at Auckland, Wellington, Hawkes Bay, Christchurch, Queenstown, Waikanae, Paihia, Wellington (second training), Dunedin, Matamata, Richmond and Foxton.

UFBA services

UFBA Fire Shop

The UFBA continues to support Fire and Emergency NZ to provide an option for members of Fire and Emergency affiliated brigades to purchase approved off-duty clothing and other sundries including branded wallets and windscreen stickers through our Ecommerce function of the website. In response to requests we added womens t-shirts and are investigating a co-branded FENZ/UFBA shirt. 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, not just for Fire and Emergency related merchandise but also for more generalist firefighter related products.

Administration for FRFANZ

Under our Memorandum of Understanding with Forest and Rural Fire Association NZ (FRFANZ) the UFBA office team continue to support our partners at FRFANZ with administrative support.

UFBA Premises

In 2019 management with the Board's support agreed an ongoing contract to remain at our premises at 86 Main Road, Tawa, Wellington with periodic reviews. The site offers good rates being outside of the main CBD while being close enough to liaise with FENZ HQ and other key stakeholders and offering crucial warehousing for challenge equipment. To address staff and visitor safety, following the 2016 Kaikoura quake, management negotiated for earthquake strengthening to meet 100% NBS. This work continues into the next financial year.

Engaging members

Communication remains a key role for the UFBA to connect with our audiences and we welcome members to register individually on our website. Our registered subscribers sits over 5,000 active monthly recipients of news and updates. Facebook proves to be a valuable means of communicating with over 4,300 page likes, up from 3,590 (June 2018). We've also introduced Instagram for a lighter side of the UFBA which has over 200 followers.



The website is in great need of updating. While the project to do so began in this financial year, this will continue for some months into the following as part of a greater infrastructure review and development.

Conferences and videos

The UFBA now actively markets our individual advocacy support at sector events and conferences, including attendance by advocacy advisors to spread awareness of support available. We have attended FENZ regional conferences in Wellington and Auckland and sponsored the 2018 Women and Firefighting Australasia (WAFA) Conference held at Te Papa, Wellington in September 2018. This hosted over 220 delegates from across Australasia and the Pacific Islands. We also attended a new recruits session at Wellington Central Station to encourage uptake of our funded services to over 30 new volunteers in the Wellington area.

Knowing there are many other events throughout the year and throughout the country that we may not always be able to attend in person, we have started work on producing an updated promotional video. Since most of our services are funded, spreading the word is crucial to ensure brigade members get the most from what is available.

We encourage all brigades to get in touch with us for any flyers and a copy of the video (when completed in October) to show their brigade members.

The Accord and Provincials

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

The Accord have actively marketed together through an updated leaflet sent to all brigades that allows each brand to stand alone but for members to see how the combined services can provide support.



We have actively strengthened our relationship with the Provincials through regular phone meetings in the evenings. This helps support those Provincial committee members who work during the day and also allows 'attendance' without travel.

We've discussed encouraging input into submissions and spreading the word of the merger and attendance at conference. Our Provincial partners have a key role to play in sector advocacy utilising their local networks. This will be an area for future development.

A reflection on the Christchurch mosque shootings

The horrific events of 15 March 2019 where 51 people lost their lives at Al Noor Mosque in Riccarton and Linwood Islamic Centre, were felt throughout the country, bringing about a perceptible shift in New Zealand's peaceful culture.

The date coincided with the UFBA South Island Combat Challenge held in Cromwell. Prior to the nationwide announcement to cease all public events, the UFBA management made the decision to stop proceedings and work on safely returning all attendees home. Some attendees came from Christchurch and the outlying areas and so it was deemed prudent to put their wellbeing first and foremost.

The UFBA acknowledges the good spirit and positivity shown from both attendees and the Cromwell community, who supported them with activities and comforts while arrangements were being made.

A two-minute silence was held by UFBA staff outside UFBA House in the following week and we commend the many brigades who reached out to those of Islamic faith (and others) within their community.

From this tragedy we demonstrated how as an organisation we truly do celebrate and promote the diversity and richness within our communities. Following the horrors of that day we received this unexpected letter from one of our members:

¶ I attended the UFBA Psychological Wellbeing and Leadership workshops last year. I would just like to say that both of these workshops have proved invaluable to me and others in the last few days since the Christchurch shootings.

My wife Jo, and her workmate were caught up in the Dean's Ave shootings. They were directly outside the mosque. They could only watch first hand, the horror unfold in front of them. I was in town that same day and got them out to a safe place as I went into 'auto pilot'.

The learnings I took away from those workshops have helped me to help them start the healing process. We are surrounding ourselves with care and support. I can't stress enough how much your workshops have helped make a huge difference. Not just at the time, but now and I'm sure for the future. ¶¶

Excellence in learning

Healthy brigades through supported individuals

As part of the Volunteerism Capability Initiatives the UFBA continues to provide workshops that promote the growth, development and skills of brigade leaders and aspiring leaders.

When participants are supported through professional and personal development, it 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 and Governance

This year we took a different approach to our popular workshops providing four workshops in Wellington and taking others to the regions, with one in Paihia and another in Gisborne. There are now 89 new graduates supported with applicable skills they can take back to their teams and communities. By July 2019, there will be nearly 340 graduates 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 of skills including 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

The number of workshops increased this year to eight, supporting 97 representatives from brigades across the country. This one and a half day workshop helped provide practical advice on creating a culture and environment where it is safe to discuss psychological wellbeing, a topic the UFBA is keen to build upon.

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

Fire and Emergency recognise the role of each one of us in supporting our fellow team members and have endorsed this course.

Secretaries & Treasurers Workshops

As has been discovered in many brigades when a secretary or treasurer steps down, there is not always consistent hand over or adoption of new tools or methodologies. The UFBA, has helped address gaps in knowledge through five workshops at Paihia, Dunedin, Matamata, Richmond and Foxton.

Experienced former secretary of Tawa VFB and UFBA Membership Support Coordinator Jane Davie provided practical sessions to 87 people on volunteer policies, planning service honours functions, protocols around death of a member, understanding rules and regulations and managing meetings, agendas and minutes within the brigade.

For the first time, a guideline folder has been developed and introduced for brigade treasurers. This bespoke folder includes information on brigade assets, FENZ financial guidelines, brigade grants, volunteer reimbursements and Xero training.



“
[The Leading Psychological Wellbeing] course can cut at the core of our being. It provides some tools to better understand ourselves and our colleagues, so we can support each other when it matters.
 ”

Marilyn Barbarich, Nuhaka VFB



UFBA Service Honours



The UFBA is proud of all brigade members for their service and commitment to their communities and to Fire and Emergency New Zealand.

The UFBA maintains service 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.

We are pleased to see an increase in the numbers of awards presented over the past year, which reflects the growth in brigade members over the previous years.

Between July 2018 and June 2019 the following numbers of UFBA awards were presented:

2 year Alternate Gold Bar	605
2 year 9ct Gold Bar	451
2 year Mini Gold Bar	9
2 year mini Silver Bar	6
5 year mini Medal	69
50 year mini Medal	16
25 year mini Gold Star	58
2 year Silver Bar	2,537
40 year Certificate	53
5 year Service Medal	513
25 year Gold Star	155
50 year Service Medal	17
Honorary Chaplains Medal	1

Throughout 2018-19 the UFBA has assisted with provision of Forest and Rural Fire Association NZ (FRFANZ) service honours, which is planned to continue for the foreseeable future.

As the UFBA looks to merge with FRFANZ in late 2019, we are collating historical and current records for rural firefighters to accommodate provision to new members.

50 years

RECIPIENT

Robert Watson
 Colin (Toss) Kitchen
 Colin James Smith
 Colin Rolfe
 Dennis Bristow
 Don Gerrand
 Duncan Lyall
 Gilbert Stace
 Graeme McMillan
 James Piner
 Leonard Hughes
 Lloyd Clausen
 Mike 'Sooty' Barratt
 Nelson Arthur Truman
 Paul Clements
 Russell Partel
 Victor Percival Moody

BRIGADE

South Auckland
 Kaitiaia
 Bunnythorpe
 Rotorua
 Taradale
 Cambridge
 Waimate
 Cromwell
 Timaru
 Runanga
 Pauanui
 Leeston
 Waitemata
 Tokomaru Bay
 Waitati
 Portobello
 Clinton



25 years

Douglas Lens McLellan
Glen Gray

Lee-Roy Mullings

Christopher Ralston
(Richard) Eamon Hooper

Dave Rose

Gary Merrin

Tony Rusling

Ian Stothers

John Chambers

Douglas Coles
Peter Hughan

Mark Lowry

Scott Cameron

Brent Dickson

Grant Gibson

Craig Chambers

Dion Wilson
Jason Galloway

Alexander Borrie

Martyn Stanley

Warren Rose

Graeme Cooper

Grant Joule

Alan Stanford

Kevin Collett

Michael Groters

Kerry Holland

Kevin Rush

Andrew Beattie

Alexandra

Arrowtown

Ashburton

Beachlands

Brooklands

Cheltenham

Christchurch Airport

Darfield

Diamond Harbour

Dunsandel

Edendale

Eketahuna

Fairlie

Geraldine

Gisborne

Glenavy

Governors Bay

Greymouth

Hahei

Halcombe

Havelock

Hokitika

Hororata

Huntly

Kaikoura

Kumeu

Craig Brian Willis

Steven Pickering

Colin Mercer
Logan Taylor

Mark Theobald

Peter Fisher

Nicholas Pyatt

Andrew McIntosh
Hemi (Lammy) Moana
Matthew Jones

Hamish Brown

Kevin O'Connor

Karl Lapwood

Brian Walsh

Wayne Montgomery

Barry Harvey

Gordon Wells
Rodney Woods

Bruce Cooksley

Grant Staples

Barry Madgwick
Hayden Boag

Campbell Thomson
Ivano Rutten
Richard Swarbrick

Darren Kelsen

Gerry Prins
Tony Sutorius

George Akavi

Bruce Callister
Grant Helm

Sam Te Ngahue

James Smith

Paul Sixtus

Lake Tekapo

Levin

Mangonui

Mapua

Martinborough

Masterton

Milton

Motueka

Nelson

Ngaruawahia

Ngatea

Norsewood

Okato

Opunake

Otaki

Otorohanga

Palmerston North

Paraparaumu

Patea

Plimmerton

Porirua

Portobello

Pukehina

Rangiora

Richmond

UFBA Service Honours

David Hurley	Riversdale	Patricia Burgess	Waiheke
Paul Stewart		David Coleman	Waihi
Daryl Will		Brian Stevenson	Waikari
John Fleming Trounson	Rolleston	Hansen Ihle	Waikato
Kevin Sullivan	Rotorua	Andrew Mckenzie	Waimate
Kevin Evans	Ruawai	Stewart Rogers	
Justin Stevens	Seddon	Allen Vickress	Waipawa
Shane Munro	South Auckland	Trevor Mckenzie	Waipu
Shaun Vincent		Ian Topp	Wairau Valley
Christopher Watson	Stoke	David Hardisty	Waitati
Greg Balme	Tahuna	Michael Butler	Waitemata
Iain Mcdonald		Nicola Lafferty	
Wayne Munro	Taneatua	Thomas Ashmore	Wallacetown
Kim Hall	Taradale	Peter Bruere	Wellington
Christopher Dalton	Tawa	Gary Crabbe	
Peter Johnstone	Te Anau	Craig Gold	
Hayden Sheedy	Te Kuiti	Jason Graham	
Paul Milne	Temuka	Keith Grice	
Richard Webb		Brendan Nally	
Tony Carmichael	Thornbury	Kirk Solomon	
Robin O'Donnell		Bruce Stubbs	
Sam Mccready	Tiwai	Peter Bowmar	Wellsford
Ricky Poole	Tokanui	Harendra Sundar	
Trevor Dent	Toko	Kerry Tupp	
Michael Corban	Tuakau	Dallas Hands	Whakatane
Brian Gaudion	Tuatapere	Steve Hanlen	
Neil Moratti	Urenui	Alastair Suren	
		Darren Hartley	Whitianga

Clockwise from top left:

Showing the importance of family at Waimate VFB's awards night is Gold Star recipient Andrew McKenzie and his family. | Board Director Daryl Sayer presents Scott Buckingham with his three year certificate. | 100 years combined service through Andrew McKenzie, 50 Year Medal recipient Duncan Lyall and Gold Star recipient Stewart Rogers.

Kevin Evans of Ruawai VFB receives his 25 Year Gold Star presented by PAsT President Colin Kitchen.

FENZ Deputy Chief Executive Service Delivery Kerry Gregory presents Robert Watson of Counties Manakau with a statuette on his 50 year awards night.

Brian Stevenson of Waikari VFB receiving his 25 Year Gold Star, with Brian Ross, Ross Ditmer, Dave Berry, Mike Allen, Chris Price, Winton Dalley - Hurunui mayor.

Past President Brian Watters presents Kerry Holland (left) from Huntly VFB with his Gold Star.

Dennis Bristow from Taradale VFB receives his 50 Year Medal.

25 Year Gold Star recipient Karl Lapwood with fellow brigade duo and mother and son Juleen and Matt Alphors receiving long service medals.



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 firefighting 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. The 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 140 years ago.

Collaboration

Events this year have been supported by officials and assessors from St John, ARRO and Wellington Free Ambulance. Inter-agency collaboration remains key to service provision.

The Road Crash Rescue event provided a perfect platform for all attendees to learn from a high-performance CPR symposium run by our first response partners.

Guest participants

Our National Firefighter Combat Challenge saw guests from Kuwait Fire Brigade and Wellington Free Ambulance Paramedics compete for relationship building and camaraderie. This bridges the divide between different emergency first responders and helps showcase New Zealand's firefighters.

Supporting volunteerism

While the suite of events are managed by Julia Costa (Events Manager), Amy Bandy (Events Coordinator) and Victoria Tiffen (Events Administrator), the UFBA simply could not achieve all it does without the support of our dedicated and hard working volunteers. This includes the Technical Panel and Challenges Committee, volunteer officials and support personnel and our host brigades 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 Fire and Emergency NZ volunteers/personnel.

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:

Proposed new Waterway Rules - new rules are on our website and are in the process of implementation. This aims to simplify the runs to encourage new participation.

Introduction of WAJAX into Waterway - this rural component supports the relevance of involvement to those in rural brigades.

RCR event development - this is a logistically complex event with a huge resource commitment. An RCR think tank has been developed to rework the format which will be a focus in 2019/20.



What you don't see from the pictures of the UFBA events is all the awesome people you meet on the way, the friends you make, and all the time and effort people put into training. Every event I go to I walk away with some knowledge, and a better firefighter I believe.

Sean King, Whitianga VFB.



Drivers Challenge



The UFBA National Drivers Challenge took place in Ruapuna, Christchurch in August 2018. Drivers presents 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.

97 Competitors • 33 Officials
12 ERD revalidation applicants

Ruapuna, Christchurch

Competitors and officials represented 85 different brigades. Drivers appears to be dominated by male attendees with only 12 female attendees on the day. The event welcomed 36 rookies competing for their first time.

We congratulate all participants and the following winners: 1st Simon East, Cust VFB • 2nd Braden Hammond, Bulls VFB • 3rd Keith Pirie, Wyndham VFB
• 1st place Rookie Nigel McCartin, Southbridge VFB

“ This year's Drivers challenge was absolutely awesome and the experiences to be gained really emphasises the reason why I enjoy coming to these events. ”

Braden Hammond, Bulls VFB



Road Crash Rescue Challenge



With 379 road accident related fatalities in 2018 on New Zealand roads, local fire and emergency teams are often first responders. Motor vehicle accidents remain a common cause of call outs with 12,000 road-related injuries in 2018 across the country - the skills learnt in the Road Crash Rescue Challenge can literally mean the difference between life and death when applied in real situations.

Joint North & South, FENZ National Training Centre, Rotorua

The event in June 2019 saw South Island 1st place winners Wanaka VFB and North Island Feilding VFB.

Trauma pit in Road Crash Rescue - this pit reflects the growing need for firefighters acting in the role of emergency first responders, to recognise and treat a whole range of medical emergencies. This has proven highly popular with collaboration with St John and Wellington Free Ambulance. Trauma 1st place South Island winners were Milton VFB with Whitianga VFB for the North.

20 Teams • 38 Officials
148 Competitors • 70+ cars

“ The competition is of a very high standard, and you're competing against other teams that are very good at motor vehicle extrication. The team and every component of it has to be at the top of their game to win a challenge such as this. ”

Graeme Mould – Geraldine VFB



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. Two events saw teams make the most of the summer weather to enjoy this challenge.

Darfield, January

Winning teams: Two person - 1st Mossburn, 2nd Brunner 3rd Oamaru. Four person - 1st Kaitangata, 2nd Greymouth, 3rd Rangiora.

Morrinsville, February

Winning teams: Two person - 1st place Morrinsville, 2nd Ruakaka, 3rd Tairua. Four person - 1st Carterton, 2nd Matamata, 3rd Havelock North.

National, Wainuiomata, March

The national event saw great support and addresses from Speaker of the House (and Wainuiomata local) Rt. Hon Trevor Mallard and Minister of Internal Affairs Hon. Tracey Martin, plus attendance by FENZ CE Rhys Jones and Board Chair Paul Swain and Hutt Mayor Ray Wallace. Winning teams were Two person: 1st Oamaru, 2nd Joint Morrinsville & Havelock North, 3rd Tairua. Four person: 1st Rangiora, 2nd Carterton, 3rd Kaitangata.

Darfield	Morrinsville
12	21
24	23
43	72
National	101
• 24 Officials	• 30 teams



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 year recipients include Jodie Reymer, Moana Bond, Alan Kittelty (NI event), Isabel Whitaker, Chris Bestwick and Lewis Trickett (National event)

Cromwell, March

This event coincided with the 15 March terror attack on two mosques in Christchurch. Before the event began on the Friday UFBA management made the decision to stop the event and return all 119 competitors and 33 officials home. Thanks must go to the local brigade and community who put on events to support and entertain the visiting attendees.

Palmerston North, April

36 officials had a busy day overseeing 167 competitors making up 56 tandem teams and 22 relay teams.

National event, Wellington, May

Forty officials oversaw 170 total competitors making up 56 tandem teams and 27 relay teams. Open Male winner was Edward Jackman (Cust) who set a new NZ record at 1:31:35 with Open Female winner Lauren Malkin (Titirangi). We welcomed support from Wellington Mayor Justin Lester, Kuwaiti Ambassador Mr Ahmad Salem Alwehaib, FENZ National Commander Paul McGill and UFBA Patron Dame Margaret Bazley.

“ First time I have done combat – very hard but loved it. Well organised, officials very helpful, awesome atmosphere. ”

Ken Laurie, Hastings



Palmerston North

140th UFBA/FRFANZ Conference

140TH CONFERENCE

The 140th Conference and AGMs, held between the 16-18 November 2018 at Wellington's TSB Arena, marked the first combined event for both UFBA and FRFANZ members. This saw the biggest number of attendees to date, including:

- 287 UFBA member delegates from FENZ brigades (voting), 84 observers and 44 FRFANZ representatives
- Over 90 Fire and Emergency staff including Senior Leadership Team and Operational Leadership Team
- Seven UFBA Life Honorary Members, 21 Past Presidents, 10 UFBA Board, Officers and Patron (one voting) and four Tech Panel (one voting)
- Four NZFBI representatives and 6 Provincial Association representatives
- Four speakers and 23 exhibiting companies
- Seven UFBA member/non-FENZ military and industrial firefighters
- Over 90 partners through the partners programme

Our Welcome Dinner hosted a massive 630 people and our Gala Dinner an even greater 680! This makes conference 2018 the biggest Conference of firefighters in living memory.

The UFBA heard from three passionate nominees for two UFBA director roles - Russell Anderson (Alexandra VFB) (to retain his position), Daryl Sayer (Sumner VFB) and Tony Sutorius (Plimmerton VFB). Daryl and Russell took the majority votes.

Guest keynote speakers were popular including a welcome from Minister for Volunteering & Community Peeni Henare. Australia's Bronnie Mackintosh spoke of the benefits of diversity and how people with different strengths add value to a brigade. We gained an entertaining glimpse into the world of Canadian and Native Peoples' Liaison Garrett Ugray.

Garrett, who featured in a Canadian television production on firefighters, has fought fires across a range of terrains in Canada, Australia, NZ and the US. FRFANZ enjoyed a special guest Dr Matt Plucinski presenting on bush fire suppression techniques.

Mike King's 'I am Hope' talk resonated with many as he offered advice for men to break through psychological and emotional barriers, on how men and women process emotions differently and how we all face our 'inner critic'. Great advice was given for parents too to better understand and support youngsters struggling with difficulties - the impact of mental health issues upon family members is not one to dismiss.

Updates at UFBA

Joe Manihera (VSO Invercargill) passed the UFBA Presidency to Glenn Williams (Te Puke VFB) with James Walker (Wyndham VFB) joining as Vice President. Joe was presented with an impromptu haka in honour of his service. Scott Allan (Bluff VFB) joined the Technical Panel. UFBA Life Honorary Membership medals were presented to George Verry former UFBA CEO and Rick Braddock former UFBA Board Chair.

Your feedback

90% of you said you were satisfied or very satisfied with the event. While the theatre style seating was not as popular for some as tabled seating, this was necessary simply to fit everybody in due to the marked growth in attendance numbers.

Your feedback is evidence that the conference remains a key opportunity to network and socialise with other brigade members, which is so important for those in isolated areas. Also the chance to hear from the FENZ Senior Leadership Team and gain inspiration from keynote speakers is of importance - Mike King's talk saw the theatre space filled with 97% of you saying it was 'excellent' or 'above average'.

You also expressed a desire for a broader insight into the wider sector encompassing more rural content. Keynote speakers remain one of the most popular features of conference.



New Zealand Honours 2018-2019



The UFBA congratulates recipients of Queen's Service Medals who were recognised for their services to Fire and Emergency NZ, community and including our first recipient specifically for services to the United Fire Brigades' Association.

The Queen's Birthday honours recipients 2018 (pictured top) whose investiture was in September 2018 include:

- Hatete Joe Manukau, JP, of Katikati
- Keith Nixon of Lower Hutt, Chief Executive and founder of NZ Fire Fighters Welfare Society
- Russell Anderson of Alexandra VFB and UFBA Board Deputy Chairman
- Howard Cole of Pokeno
- Maera Maki-Anderson of Murupara
- Rochelle Martin of Auckland

The New Year Honours Recipients, whose investiture was in April 2019, include:

- Alan Tapp, from Milton, Otago
- Garth Cowley, from Auckland
- Bronwyn (Bonnie) Dobson, from Matata
- Gary Aitken, from Warkworth.
- Bryan Styles, from Carterton for services to the United Fire Brigades' Association and the community
- David Findon Wight, from Whitianga for services to the community

Well done and thank you to each one of you for your role in keeping your communities safe.

AHIPARA VFB
 AHUROA VRF
 AKAROA VFB
 AKITIO VRF
 ALBANY FB
 ALEXANDRA VFB
 AMBERLEY VFB
 ANZAC FB
 APITI VFB
 APPLEBY VRF
 ARROWTOWN VFB
 ASHBURTON VFB
 ASHHURST VFB
 ASHLEY CLINTON VFB
 ATHOL VRF
 AUCKLAND CITY FB
 AUCKLAND FIRE SAFETY
 AUCKLAND INTERNATIONAL AIRPORT
 AUCKLAND OPS SUPPORT UNIT
 AVALON FB
 AVONDALE FB
 AWHITU VRF
 BALCLUTHA VFB
 BALFOUR VFB
 BALMORAL FB
 BAY VIEW VFB
 BEACHLANDS VFB
 BENNEYDALE VFB
 BETHELLS VALLEY VRF
 BIRKENHEAD FB
 BIRKENHEAD VFB
 BLACKBALL VFB
 BLENHEIM VFB
 BLUFF VFB
 BOTTLE LAKE VRF
 BRIGHTON VFB
 BROOKLANDS VFB
 BROOKLYN FB
 BROWNS VFB
 BRUNNER VFB
 BULLS VFB
 BUNNYTHORPE VFB
 BURNHAM MILITARY CAMP FB
 CAMBRIDGE VFB
 CARTERTON VFB
 CENTRAL FIRE COMMS CENTRE
 CHARLESTON VFB
 CHARTWELL FB
 CHATHAM ISLANDS VFB
 CHELTENHAM VFB
 CHEVIOT VFB
 CHRISTCHURCH AIRPORT
 CHRISTCHURCH FB
 CLANDEBOYE VRF
 CLEVEDON VFB
 CLINTON VFB
 CLUTHA VALLEY VFB
 CLYDE VFB
 COALGATE VOLUNTEER AUXILIARY FB
 COBDEN VFB
 COLLINGWOOD VFB
 COOKS BEACH VFB
 COROMANDEL VFB
 COUNTIES MANUKAU AREA OFFICE SC
 CROMWELL VFB
 CULVERDEN VFB
 CUST VFB
 DANNEVIRKE VFB
 DARFIELD VRF
 DARFIELD VFB
 DARGAVILLE VFB
 DEVONPORT FB
 DEVONPORT VFB
 DIAMOND HARBOUR VFB
 DIPTON VFB
 DUNEDIN FB
 DUNSANDEL VFB
 DUNTRON VFB
 EAST COAST BAYS FB
 EAST COAST BAYS VFB
 EASTBOURNE VFB
 EASTERN BAY VFB
 EDENDALE VFB
 EDGECUMBE VFB
 EKETAHUNA VFB
 ELLERSLIE FB
 ELSTHORPE VRF
 ELTHAM VFB
 FAIRLIE VFB
 FEATHERSTON VFB
 FEILDING VFB
 FENZ ADMINISTRATION - MURI WHENUA
 AREA and WHANGAREI-KAIPARA AREA
 FENZ NAT. HQ SC
 FENZ NTC SC
 FENZ REGION 1 OFFICE
 FENZ REGION 3 AREA OFFICE
 FENZ TRAINING REGION 1
 FENZ TRANSALPINE FIRE REGION SC
 FIRE HOUSE SC
 FIRE REGION 2 AREA OFFICE
 FIREHOUSE SOCIAL CLUB SN REGION
 FOX GLACIER VFB
 FOXTON BEACH VFB
 FOXTON VFB
 FRANKTON VFB
 FRANZ JOSEF VFB
 GERALDINE VFB
 GISBORNE FB
 GISBORNE VRF
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 GLEN EDEN FB

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 GLENBROOK INDUSTRIAL FB
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 GOVERNORS BAY VRF
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 GREENHITHE VFB
 GREERTON VFB
 GREY LYNN FB
 GREYMOUTH VFB
 GREYTOWN VFB
 HAHEI VFB
 HALCOMBE VFB
 HAMILTON FB
 HAMILTON INTERNATIONAL AIRPORT
 HAMILTON OPS UNIT
 HANMER SPRINGS VFB
 HARIHARI VFB
 HASTINGS FB
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 HAUMOANA VFB
 HAVELock NORTH VFB
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 HAWARDEN VFB
 HAWERA VFB
 HAWKES BAY BACK COUNTRY VRF
 HELENSVILLE VFB
 HENDERSON FB
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 HERBERTVILLE VRF
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 KAUAKAPAKAPA VRF
 KAWAKAWA BAY VFB
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 KIRWEE VFB
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 STRATFORD VFB
 SUMNER VFB
 SWANNANO A VRF
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 TWIZEL VFB
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 URENUI VFB
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 WAI AU VFB
 WAIHI VFB
 WAIHOLA VRF
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 WAIUKU VFB
 WAIWERA SOUTH VFB
 WAIWHARE VRF
 WAKEFIELD VFB
 WALLACETOWN VFB
 WANAKA VFB
 WANGANUI FB
 WANGANUI OPS UNIT
 WARD VFB
 WARKWORTH VFB
 WAVERLEY VFB
 WEBER VRF
 WELLINGTON AIRPORT
 WELLINGTON CHATHAM ISLANDS
 RURAL FIRE DISTRICT
 WELLINGTON OPS UNIT
 WELLSFORD VFB
 WEST HARBOUR FB
 WEST HARBOUR VFB
 WESTON VFB
 WESTPORT VFB
 WHAKAPAPA VFB
 WHAKATANE VFB
 WHANANAKI VRF
 WHANGAMATA VFB
 WHANGANUI VRF
 WHANGAREI FB
 WHANGAREI HEADS VFB
 WHANGAREI KAIPARA OPS UNIT
 WHATAROA VFB
 WHATATUTU VFB
 WHENUAPIA RNZAF BASE FB
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 WINTON VFB
 WOODBOURNE RNZAF BASE FB
 WOODEND VFB
 WOODVILLE VFB
 WYNDHAM VFB

Meeting Key Strategic Goals

STRONG LEADERSHIP

Providing strong leadership to our members

- We are thought leaders to our communities and partners
- We lead the change in culture
- We grow leaders within our membership

- Representatives on 20 Fire and Emergency NZ working parties
- UFBA/FRFANZ collaboratively involved in development of FENZ 2017-20
- UFBA / IFE NZ Memorandum of Understanding
- Regular meetings with Department of Internal Affairs

ADVOCACY EXPERTS

One voice for all our members

- We influence decisions that affect our members
- We are trusted experts in consultation and mediation
- We are industry experts on all emergency service volunteer issues

- Over 300 Leadership and Governance Workshop graduates
- Eight Leading Psychological Wellbeing workshops
- Thought provoking Conference speakers to influence changing attitudes of all members

TRUSTED PARTNER

A trusted partner

- We support our services by enhancing and expanding partner relationships
- Our partners provide one voice for all members
- We are representative and influential in Local Advisory Committees

- 73 individual advocacy cases
- 90% success rate
- Seven submissions made to shape Fire and Emergency NZ and legislation
- New dedicated and trained Advocacy Advisor employed
- New Brigade Representatives Group established to support two-way feedback

BROAD MEMBERSHIP

Representing all people in emergency services

- Our strong local networks connect with our membership
- We recognise members' contributions to communities
- We have wide outreach to all members



- Development on merger with partner Forest and Rural Fire Association NZ (FRFANZ)
- Growing rural membership
- Strong relationships through meetings with Provincial Associations
- Service honours supported by local representatives

- Business plan for following year confirmed with Fire and Emergency NZ
- Successful extension of Advocacy & Support agreement with Fire and Emergency NZ
- Pathways to Fire and Emergency project and reference, governance and working party groups established



SUSTAINABLE FUNDING

To demonstrate we are strong and secure

- We secure sustainable funding
- Our engagement with external stakeholders supports our services
- Our advocacy and support services add value to members and stakeholders

EXCELLENCE IN LEARNING

To increase engagement in events/challenges/workshops that benefit the growth and wellbeing of our members

- We provide skills based networking opportunities with clear learning outcomes
- We are the leading learning institute for emergency services



- Popular Leading Psychological Wellbeing course taken to regions
- Record 670 attendees at 140th UFBA/FRFANZ Conference 2018
- Challenge events support skills improvement eg. Drivers and ERD revalidation and team work eg Road Crash Rescue Challenge

United Fire Brigades' Association of New Zealand Incorporated

Financial statements for the year ended 30 June 2019



Independent Auditor's Report

To the Members of United Fire Brigades' Association of New Zealand Inc. 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 41 to 53 which comprise the statement of financial position as at 30 June 2019, 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 2019 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 OTHER 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 or 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 the 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 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/standards-for-assurance-practitioners/auditors-responsibilities/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, 25 AUGUST 2019

STATEMENT OF COMPREHENSIVE REVENUE AND EXPENSE FOR THE YEAR ENDED 30 JUNE 2019

Note	Actual 2019 \$	Actual 2018 \$
REVENUE FROM NON-EXCHANGE TRANSACTIONS		
Grants - Fire and Emergency New Zealand	4,350,419	3,675,000
Sponsorship	-	9,643
	4,350,419	3,684,643
REVENUE FROM EXCHANGE TRANSACTIONS		
Conference and challenge levies	192,597	337,796
Subscriptions	240,349	235,055
Fire shop Sales	713,072	563,484
Interest received	571	578
Other income	47,855	12,777
	1,194,444	1,149,690
TOTAL REVENUE	5,544,863	4,834,333
EXPENDITURE		
Administration	1,106,066	706,654
Audit fees	14,559	17,157
Bad debts	223	-
Challenges	1,100,030	1,434,021
Communications	55,380	29,742
Conference	667,524	600,757
Cost of Fire Shop Sales	533,714	472,383
Depreciation	36,311	40,178
Donations	21,388	-
Honours subsidy (25 & 50 year)	90,700	77,936
Provision for doubtful debts	153	(996)
Professional fees	164,182	198,618
Premises lease and occupancy	112,841	113,742
Personnel	1,004,162	939,789
TOTAL EXPENDITURE	4,907,233	4,629,981
TOTAL SURPLUS/(DEFICIT) FOR THE YEAR	637,630	204,352
Other comprehensive revenue and expenses	-	-
TOTAL COMPREHENSIVE REVENUE AND EXPENSES FOR THE YEAR	637,630	204,352

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

STATEMENT OF FINANCIAL POSITION

AS AT 30 JUNE 2019

	Note	Actual 2019 \$	Actual 2018 \$
ASSETS			
Current Assets			
Cash & cash Equivalents		1,721,667	1,131,936
Receivables from exchange transactions		157,577	74,733
Accrued Income		30,354	-
Prepayments		89,188	105,137
Inventory		24,655	13,945
TOTAL CURRENT ASSETS		2,023,441	1,325,751
NON-CURRENT ASSETS			
Property, plant and equipment	7	253,941	235,126
Intangible assets	6	5,700	5,700
TOTAL NON-CURRENT ASSETS		259,641	240,826
TOTAL ASSETS		2,283,082	1,566,577
LIABILITIES			
Current Liabilities			
Income in advance from non-exchange transactions		-	85,000
GST		105,613	31,519
Accounts Payable		255,583	334,420
Accrued Expenses		240,036	94,180
Employee Entitlements		76,138	53,376
Total current liabilities		677,370	598,495
TOTAL LIABILITIES		677,370	598,495
NET ASSETS		1,605,712	968,082
EQUITY			
Accumulated funds		1,605,712	968,082
TOTAL EQUITY		1,605,712	968,082

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 2019

	Actual 2019 \$	Actual 2018 \$
EQUITY AT BEGINNING OF YEAR	968,082	763,730
Total Recognised Income and Expenditure	637,630	204,352
EQUITY AS AT 30 JUNE	1,605,712	968,082

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30 JUNE 2019

	Note	Actual 2019 \$	Actual 2018 \$
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts from sales		691,211	664,117
Receipts from activities		432,946	522,025
Receipts from FENZ		4,205,228	3,752,086
Receipts from other revenue		47,855	22,421
Interest received		571	578
Net GST received/(paid)		74,094	34,538
Payments to employees and volunteers		(1,011,752)	(962,763)
Payments to suppliers		(3,795,296)	(3,140,765)
NET CASH FLOWS FROM OPERATING ACTIVITIES	8	644,857	892,237
CASH FLOW FROM INVESTING ACTIVITIES			
(Purchase)/Disposal of property, plant & equipment		(55,126)	(7,572)
NET CASH FLOW FROM INVESTING ACTIVITIES		(55,126)	(7,572)
NET CASH FLOWS FROM FINANCING ACTIVITIES			
Net increase/(decrease) in cash and cash equivalents		589,731	884,665
Cash & cash equivalents at the beginning of the year		1,131,936	247,271
CASH AND CASH EQUIVALENTS AT END OF YEAR		1,721,667	1,131,936

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



RICHIE SMITH

Chairman of the UFBA Board
25 August 2019



RUSSELL ANDERSON

Deputy Chairman
25 August 2019

Notes to the Financial Statements

For the year ended 30 June 2019

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 equivalents, 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:

Computer Equipment and Development	40-50%
Furniture and Fittings	10-20%
Leasehold Improvements	10-25%
Office Equipment	10-50%
Operational Equipment	10-40%
Appliance	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

WAGES, SALARIES, ANNUAL LEAVE AND SICK LEAVE

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

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 NZ for the financial year is \$3,742,000 (2018: \$3,675,000). \$85,000 of this funding was income in advance from the previous financial year related to the ARRO Australasian Rescue Challenge event that took place in July 2018.

The Integration Programme Volunteerism Workstream of Fire and Emergency NZ also paid Volunteer Capability Building funding of \$608,419 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.

6. INTANGIBLE ASSETS

30 JUNE 2019

Trademark application

TOTAL INTANGIBLE ASSETS

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

30 JUNE 2018

Trademark application

TOTAL INTANGIBLE ASSETS

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 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

	Cost \$	Accumulated Depreciation \$	Book Value \$
30 June 2018			
Appliance	22,468	18,886	3,582
Leasehold improvements	40,210	29,967	10,243
Computer development	82,831	71,904	10,927
Computer equipment	31,425	24,246	7,179
Furniture & Fittings	69,260	47,696	21,564
Office equipment	20,364	17,480	2,884
Operational equipment	450,484	271,737	178,747
TOTAL NET BOOK VALUE	717,042	481,916	235,126

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

United Fire Brigades' Association 2019	Appliance \$	Leasehold improvements \$	Computer development \$	Computer equipment \$	Furniture & Fittings \$	Office equipment \$	Operational equipment \$	Total \$
Opening Balance	3,582	10,243	10,927	7,179	21,564	2,884	178,747	235,126
Additions	-	-	-	16,650	21,864	4,021	12,591	55,126
Disposals	-	-	-	-	-	-	-	-
Depreciation	896	1,246	4,371	6,175	2,910	984	19,729	36,311
Closing Balance	2,686	8,997	6,556	17,654	40,518	5,921	171,609	253,941

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

	Actual 2019 \$	Actual 2018 \$
NET SURPLUS/(DEFICIT) FOR THE YEAR	637,630	204,352
NON-CASH ITEMS		
Depreciation	36,311	40,178
TOTAL NON-CASH ITEMS	36,311	40,178
MOVEMENTS IN WORKING CAPITAL		
Increase/(decrease) in income in advance	(85,000)	(120,826)
Increase/(decrease) in trade and other payables	(4,742)	216,747
Increase/(decrease) in employee and volunteer benefits	22,762	(22,974)
Increase/(decrease) in provisions	145,855	38,428
Decrease/(increase) in trade and other receivables	(113,198)	249,423
Decrease/(increase) in prepayments	15,949	276,419
Decrease/(increase) in inventory	(10,710)	10,490
NET MOVEMENTS IN WORKING CAPITAL	(29,084)	647,707
NET CASH FLOWS FROM OPERATING ACTIVITIES	644,857	892,237

9. CONTINGENT LIABILITIES

There are no contingent liabilities at year end (2018: \$nil).

10. CAPITAL AND LEASE COMMITMENTS

The Association had no capital commitments as at year end (2018: \$nil).

Commitments existed for non-cancellable operating leases as follows:

	Actual 2019 \$	Actual 2018 \$
Within 1 year	95,961	81,239
1 - 5 years	364,532	3,373
Over 5 years	440,476	-
TOTAL COMMITMENTS	900,969	84,612

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

PERSON	COUNTERPARTY	Note	Sales 2018 \$	Purchases 2018 \$
Bill Butzbach	Butzbach & Associates Consulting Ltd	i	-	3,500
Bill Butzbach	Martinborough Volunteer Fire Brigade	ii	2,203	-
Alan Kittelty	Darfield Volunteer Fire Brigade	iii	1,709	-
Russell Anderson	Alexandra Volunteer Fire Brigade	iv	2,037	-
Glenn Williams	Te Puke Volunteer Fire Brigade	v	1,090	-
Glenn Williams	G & E Consulting Limited	vi	-	21,600
Warren Maslin	Ashburton Volunteer Fire Brigade	vii	1,425	-
TOTAL			8,464	25,100

- i. The Association purchased services from Bill Butzbach & Associates Consulting, of which Bill Butzbach is a director. Bill Butzbach is UFBA CE.
- ii. The Association made a sale to Martinborough VFF of which Bill Butzbach is the chief.
- iii. The Association made sales to Darfield VFF of which Alan Kittelty is the chief.
- iv. The Association made sales to Alexandra VFF of which Russell Anderson is the chief.
- v. The Association made sales to Te Puke VFF of which Glenn Williams is the chief.
- vi. The Association purchased services from G & E Consulting Limited, of which Glenn Williams is a director.
- vii. The Association made sales to Ashburton VFF 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 2019 \$	Actual 2018 \$
Total remuneration	230,000	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 2019 \$	Actual 2018 \$
FINANCIAL ASSETS		
<i>Financial assets at fair value through surplus or deficit</i>		
Loans and receivables		
Cash and cash equivalents	1,721,667	1,131,936
Receivables from exchange transactions	157,577	74,733
	1,879,244	1,206,669
FINANCIAL LIABILITIES		
<i>At amortised cost</i>		
Trade and other creditors	255,583	334,420
Employee entitlements	76,138	53,376
	331,721	387,796

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 2019 \$	Actual 2018 \$
EVENTS HELD IN THE CURRENT YEAR		
National Waterways Challenge	138,731	-
Regional Waterways	75,708	110,125
National Fire Fighter Combat Challenge	220,484	204,528
National Drivers Challenge	149,968	111,709
Regional Fire Fighter Combat Challenge	259,961	227,609
National Road Crash Rescue	-	186,500
Australasian Road Crash Rescue	57,476	308,008
Regional Road Crash Rescue	157,975	141,350
Australasian Waterways	-	111,398
Rules Review	4,350	-
ARRO fees and attendance	925	1,096
	1,065,578	1,402,323
EVENTS HELD IN THE PRIOR YEAR		
Regional Road Crash Rescue	394	23,088
National Road Crash Rescue	26,309	-
ARRO fees and attendance	7,749	10,590
National Fire Fighter Combat Challenge	-	(1,980)
	34,452	31,698
TOTAL	1,100,030	1,434,021

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

14. RESTRICTED RESERVE

	Actual 2019 \$	Actual 2018 \$
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.

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 2019

© 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 Members of United Fire Brigades' Association of New Zealand
Incorporated Benevolent Fund

Report on the Performance Report

OPINION

We have audited the performance report of United Fire Brigades' Association Benevolent Fund on pages 54 to 62, which comprises the entity information, the statement of service performance, the statement of Receipts and Payments for the year ended 30 June 2019 and the statement of Resources and Commitments as at 30 June 2019, 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 2019 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.

OTHER INFORMATION 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, 25 AUGUST 2019**

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 2019

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 2019 \$	Actual 2018 \$
DESCRIPTION AND QUANTIFICATION OF THE ENTITY'S OUTPUTS:		
Welfare payments to members in need	\$79,700	\$27,058
Number of members who have received welfare payments	27	15

STATEMENT OF RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 30 JUNE 2019

	Notes	Actual 2019 \$	Actual 2018 \$
OPERATING RECEIPTS			
Donations, fundraising and other similar receipts	2	-	4,808
Fees, subscriptions and other receipts from members	2	61,346	60,225
Interest, dividends and other investment income receipts	2	12,768	11,490
TOTAL OPERATING RECEIPTS		74,114	76,523
OPERATING PAYMENTS			
Welfare payments	3	79,700	27,058
Bank fees and Annual Return Cost	3	87	91
TOTAL OPERATING PAYMENTS		79,787	27,149
OPERATING SURPLUS OR (DEFICIT)		(5,673)	49,374
Investment Principal Returned		-	20,000
Increase/(Decrease) in Bank Accounts and Cash		(5,673)	69,374
Bank accounts and cash at the beginning of the financial year		218,717	149,343
BANK ACCOUNTS AND CASH AT THE END OF THE FINANCIAL YEAR		213,044	218,717
Represented by:			
Cheque account(s)		120,836	126,562
Savings account(s)		92,208	92,155
TOTAL BANK ACCOUNTS AND CASH AT THE END OF THE FINANCIAL YEAR		213,044	218,717

STATEMENT OF RESOURCES AND COMMITMENTS

AS AT 30 JUNE 2019

SCHEDULE OF RESOURCES

	Annual 2019 \$	Annual 2018 \$
BANK ACCOUNTS AND CASH (FROM STATEMENT OF RECEIPTS AND PAYMENTS)	213,044	218,717
OTHER RESOURCES		
DESCRIPTION AND SOURCE OF VALUE	Current Value	Current Value
Shares at current value - public companies	310,969	259,445
Fixed rate bonds at current value	126,755	91,413
Cash held by Craigs Investment Partners	13,404	42,048



ALAN COCKBURN

Chairman, Benevolent Fund
25 August 2019



GRAEME BOOTH

Benevolent Fund Trustee
25 August 2019

Notes to the Performance Report

For the year ended 30 June 2019

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 2019 \$	Actual 2018 \$
Grants	Grants from Fire and Emergency NZ for Ross Mawdsley	-	4,808
	TOTAL	-	4,808
		2019	2018
		\$	\$
Fees, subscriptions and other receipts from members	Subscriptions from members	59,065	57,650
	Donations from members	2,281	2,575
	TOTAL	61,346	60,225
		2019	2018
		\$	\$
Interest, dividends and other investment income receipts	Interest	4,299	2,597
	Dividends	8,469	8,893
	TOTAL	12,768	11,490

NOTE 3 : ANALYSIS OF PAYMENTS

PAYMENT ITEM	ANALYSIS	Actual 2019 \$	Actual 2018 \$
Welfare Payments	Welfare Payments	79,700	27,058
	TOTAL	79,700	27,058
Other operating payments	Bank fees and Annual Return cost	87	91
	TOTAL	87	91

NOTE 4: RELATED PARTY TRANSACTIONS

There were no transactions involving related parties during the financial year (2018 - 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 (2018 - Nil).

SERVICE HONOURS
ADVOCACY & SUPPORT
ANNUAL CONFERENCE

WORKSHOPS & XERO
CHALLENGE EVENTS
BENEVOLENT FUND

ACC ASSURANCE
FIRE SHOP
YOUTH PROGRAMME



2018/19