



CANDIDATE PROFILES & NOTICE OF MOTION

144th AGM & CONFERENCE (HUI) 2022

CONNECTION

VOTING FOR YOUR BOARD & VICE PRESIDENT

As a brigade, you get to make key decisions on who represents you in the boardroom.

The two positions of Board Director are unopposed, therefore no member vote is required.

Your brigade will be voting to fill the vacancy of Vice President.

BOARD DIRECTOR

Two vacancies - unopposed

Board Directors set the culture and the strategic direction for the UFBA. This will help us grow into a stronger and more effective organisation for our members.

The role of our Board Directors is one of governance, not management, and is clearly focussed on our strategic goals.

SKILLS:

- An understanding of what the UFBA does, and a commitment to our vision and strategic plan.
- Proactively displaying the values of the UFBA.
- Respecting new ideas and exercising good judgement through conceptual and independent thinking
- Understanding of governance and strategic planning.
- A good knowledge of finance, health and safety, and human resources.
- Positive personal attributes, like self confidence shown through persuasive and inspirational communication.

VICE PRESIDENT

One vacancy - three candidates

The Vice President is a largely ceremonial role - but the person who fills this position needs to have many of the same skills and attributes as a Board Director.

They will attend Board meetings so they can understand what is going on in the organisation. Throughout their tenure, which will end in the Presidency, they will also need to hold a number of ceremonies so their time needs to be flexible.

This person will also hold a key role on the Membership Advisory Panel (MAP).

NEW PROCESS FOR REGISTRATION AND CONFIRMING QUORUM

VOTING CARD

We have made changes to make the face-to-face registration process easier and streamlined for you. You will notice that this pack does not include an individual voting card. This is because it will be issued to you at the registration desk when you check in at the Michael Fowler Centre.

The Delegate Nomination Form we have already received has your CFO and Secretary's signatures to complete your registration, therefore no personalised voting card is required. You will be issued with a coloured card to hold up in the AGM at voting time.

Both the delegate list and the proxy list will be handed to scrutineers at the conclusion of registration for confirmation of quorum met.

PROXY VOTE

There is a generic proxy card in this pack to fill out with all relevant details, including signature from the brigade. If you are holding a proxy vote on behalf of another brigade, you must bring this physical copy with you with the brigade's signature on it. **This will be taken from you at registration and you will be handed another colour card to hold up.**

**NOMINATIONS FOR
BOARD DIRECTORS**

NOMINATED FOR

UFBA BOARD OF DIRECTORS

Howard Cole

I am putting my name forward to become a board director, as I would like to continue the work I have started during the merger of Forest and Rural Fire Association NZ (FRFANZ) and United Fire Brigade Association (UFBA) working together on this journey of change, allowing us to improve our organisations and capabilities of all fire fighters who serve our communities.

I believe that all voices are important and that I can add value to the board by bringing my governance style of leadership. I have used this style of leadership during my time as a Former Executive member of the Forest and Rural Fire Association NZ (FRFANZ) and in my current position as the UFBA Officer MAP Representative for Rural.

Bringing my extensive experience as a wildfire and rural brigade leader, which I have gained since starting as a founding member of the Maramarua Voluntary Fire Brigade since 1990 and have been the CFO since 1997. I was privileged to be awarded the QSM for my services to the Maramarua Volunteer Fire Brigade and community in 2018. In the same year I had the pleasure to represent New Zealand at the Australian Fire Fighters (AFAC) Memorial Day as a member of the New Zealand Rural Voluntary community.

In recent years the Maramarua Volunteer Fire brigade has become both Rural (Natural environment) and Urban (Built environment), providing me with a wealth of knowledge across all sections of Fire Fighting. This change has also allowed the brigade to start developing into all environment specialists. I continue to enjoy attending larger scale fires, working alongside other fire brigades across our wider district. Receiving positive feedback from the community about our brigade is great recognition for our members, I enjoy spending time working alongside likeminded individuals in working groups creating positive collaboration amongst individuals and brigades.



I have worked hard to become a successful Dairy Farming businessman and have been lucky enough to have an incredibly supportive family and employees who allow me the flexibility to be involved in working groups both locally and nationally.

I would be extremely honoured should you choose to give me your vote, I am and will remain being 100% committed to working with the other board members to guiding the UFBA into a first-class organisation.

NOMINATED FOR

UFBA BOARD OF DIRECTORS

Tom Thomson ONZM

Kia Ora,

I've spent most of my career in the plastics industry, over 40 years of which is with the company I head as Managing Director, Elastomer Products Ltd. We have branches in New Zealand and Thailand. I am a former President and long-term board member of both Plastics New Zealand (PNZ) and the NZ Manufacturers and Exporters Association (NZMEA). I was awarded a life membership of PNZ in 2006, a fellowship of the New Zealand Institute of Management (NZIM) in 2008, and a life membership of NZMEA in 2019. Currently I hold several board roles for business groups such as the Canterbury Manufacturers Trust, the Canterbury Museum Trust Board and the United Fire Brigade Association. I have been a member of the Institute of Directors for many years. I am a serving FENZ Deputy Chief Fire Officer and recently retired after 6 years as an Honorary Fisheries Officer. I was invested as an Officer of the NZ order of Merit (ONZM) in 2019, for services to manufacturing and the community.

I believe that there has been a lot achieved to ensure that the UFBA is well served by a professional board, skilled in the governance appropriate for an organisation of its size. That said, the job is not completed, and we need to ensure that there is a succession plan in place to ensure the institutional knowledge we have gained, is not lost as board members retire in rotation. We still have a lot of work in front of us to ensure we are the preeminent, unified, organisation envisaged with the merger of urban and rural fire organisations that is FENZ today. We've come a long way but there is a lot more to be achieved, and I look forward to playing my part in the next phase.



**NOMINATIONS FOR
VICE PRESIDENT**

NOMINATED FOR

VICE PRESIDENT

Warren Maslin

Kia ora UFBA Members

As I finish my last UFBA Board term at the 2022 AGM - Hui I want to continue to contribute to supporting and promoting the work of volunteers around Aotearoa through the Vice President role.

With my 34 years in the banking industry and the last 3 years as a business owner I am able to adapt quickly, consider others' viewpoints and make decisions quickly in the everchanging environment, that is FENZ .

I have been a volunteer firefighter for 21 years starting in Akaroa then moving to Kaikoura brigade and the last 16 years in Ashburton. I am past president of the Canterbury Provincial and an active UFBA competitor and official.

As a SFF I am currently completing my SO course work and looking forward to being SO qualified.

I have a rural fire background having served in remote rural communities. In the last few years, I have completed all rural training courses required to meet international deployment standards and am part of the Canterbury rural national and international deployment team for campaign fires. I have been involved at several major NZ rural/urban events over the last 5 years.

I am passionate about supporting you, our fire volunteers and the UFBA. During the last 2 years it has been hard for everyone and I hope you are well and your brigades are being supported so you can protect your whānau and communities.

In the Vice President role I will assist the Board when they ask, with my knowledge of historical information including reasons behind decisions made over the last 5 years. As a recent Board member, I also am aware of where we are heading as an organisation in the next few years, which will be of immense benefit when talking with our membership.

As a twice-elected director to the board, over the last 5 years I have been privileged to see the work the UFBA staff does for volunteers all over New Zealand,



supporting both brigades and individuals in their times of need. If elected to Vice President my goal is to be the eyes and ears for the members - I want to attend events and listen to what's happening around New Zealand and take that information back to the Board and the staff. During Amber's year as President, I want to learn from her and be there as support if needed.

I am fortunate to have the support of my family, mentors and friends if I am successful in my bid to be Vice President.

I will take the responsibility of the Vice President role seriously and will focus on what's good for volunteers across Aotearoa.

Please support me with your vote at the AGM.

Nga mihi nui

Warren Maslin

SFF Ashburton Volunteer Fire Brigade

NOMINATED FOR

VICE PRESIDENT

Raymond Ngatai (Pene)

Senior Fire Fighter
Outram VFB Crew Leader
Waihola Rural VFB

Te hai mouri ora
Ko Aotea te waka
Ko Taranaki te maunga
Ko Patea te awa
Ko Taranaki ko Parihaka te iwi
Ko Ngati Ruanui te hapu
Ko Nga Ariki Mokoia te marae
Ko Pokai Atua te tupuna
Ko Outram ahua
Ko Pene Ngatai toku ingoa
No Reira
Tena koutou katoa.

Pene Ngatai joined the NZ Fire Service in 1983 and has served over 38 continuous years in Clyde, Milton and Outram urban brigades where he holds the rank of Senior Fire Fighter and is a qualified Station Officer. At the same time he has served in rural brigades for DOC, Dunstan and Waihola where he holds the rank of Crew Leader. He has a high attendance rate and is active in non-operational roles such as fundraising, station maintenance, education and promotion within the community. Pene has also served five years as a First Responder/Ambulance Officer with St John.

Pene is an enthusiastic and effective competitor, track assistant, and judge in Wajax, Waterways, RCR, Combat Challenge, and Driver's Challenge competitions at local, regional, and national levels. He was a member of the successful Milton RCR team and, with Matt Jones, won the National RCR Trauma competition. Pene has also competed in RCR at Australasian level.

Pene is qualified in building and construction and runs his own property maintenance business and is also caretaker at the Outram Primary School. With a diverse career, Pene has extensive people-management and leadership skills with many roles in team-based work environments. He has been President of the workplace representative body Southern Coastal Employees Assn.



He has qualifications in risk assessment and health and safety, has completed UFBA training in Psychological Wellbeing, and has also attended additional UFBA leadership skills training. Pene has further developed his interpersonal, leadership and mentoring skills as a Community Work Supervisor for Dept of Corrections over the last 12 years. He is currently Senior Vice President of the Otago Southland Gold Star Association.

Pene is a people-person and good communicator. He has a strong focus on continued improvement, personal integrity, and fair-mindedness, and enjoys helping others to improve their knowledge and skills to achieve personal and professional goals.

In putting himself forward for election to the UFBA Executive, Pene hopes to offer his wealth of knowledge, skills, and experience to support brigades to operate to their best potential with a particular focus on firefighter wellbeing.

NOMINATED FOR

VICE PRESIDENT

David Turner

I was born in Dunedin and went to school there. I have lived in Invercargill, Christchurch, Northland and Auckland.

I first joined the New Zealand Fire Service in Northland. After moving to Auckland I joined the silverdale Brigade where i was made a Senior Fire Fighter. While at Silverdale I took part in assisting with earthquake relief in Christchurch just a few days after the quake.

I am now a Senior Fire Fighter with the Helensville Brigade Operational Support team.

I have now had 20 years service in total with the Fire Brigade.

I have always had a great passion for working and assisting in the Brigade. I am particularly interested in helping with training and fundraising. I have been the organiser of a fund raising bike run which the Helensville station hosted a couple of years ago and pre covid.



**CANDIDATE
WITHDRAWN**

NOTICE OF MOTIONS

MOTION 1

TITLE: Addition of new clause in UFBA Regulation 3 – Qualifying Service for Awards

Mover: The United Fire Brigades' Association Board

MOTION:

It is proposed that a new sub-clause be added to UFBA Regulation 3 – Qualifying Service for Awards as follows:

3.4.3 In the case of Operational Support and Non Operational Support personnel, present at Fire Brigade Members' Musters to the satisfaction of a simple majority of enrolled members.

REASON:

For some years now there have been requests, including from-the-floor at Conference, seeking to change the Regulations to better reflect eligibility for UFBA Service Awards for the ever-increasing numbers of FENZ Operational Support and Non-Operational personnel.

These members perform important roles in the Brigade such as Operational Support, Non-Operational Support, Brigade Secretaries and Treasurers, First Responders etc. They do not attend all regular musters - in fact they are often discouraged from attending - when they are not part of training for operational personnel in those activities they are not involved with: for example, breathing apparatus, rooftop rescue, operating appliance pumps, branch duties and vehicle extrication.

The present Regulations state that all members must attend a minimum percentage of total brigade musters to be eligible for service awards.

The members described above who are not required to attend all brigade training musters have difficulty meeting the minimum requirements to qualify for awards.

While attendance at some training musters is inappropriate, it's acknowledged these members must maintain attendance at brigade meetings to ensure their continuing engagement with FENZ and the brigade.

To rectify this anomaly, we propose to add a new clause 3.4.3 to ensure these personnel remain eligible to receive UFBA service awards, like every other brigade member contributing to their communities, but with provision to ensure they retain their essential connection with their brigade by attending musters to the satisfaction of the Brigade.

MOTION 2

TITLE: Reduce AGM and Special Meeting quorums

Mover: The United Fire Brigades' Association Board

MOTION:

It is proposed that the AGM quorum be 20% of Brigade Members (down from 30% currently) and for Special Meetings that the quorum also be 20% (down from 30% currently) of Brigade Members.

This would amend the percentage figure to 20% in both Clauses 6.3 and 6.7 of the Constitution.

REASON:

A quorum should consist of a number that is as large as can be depended upon for being present at all meetings. The reduced thresholds are proposed for reasons of practicality in being able to get large numbers of people together, more so where an AGM is required to run online due to circumstances such as a pandemic. In addition, Fire and Emergency NZ would like to see the annual conference also appeal to broader (non-voting) audience.

MOTION 3

TITLE: Two months' notice to notify appointed Delegate

Mover: The United Fire Brigades' Association Board

MOTION:

It is proposed that at least two months prior to a Members' Meeting, each Voting Member must notify the Chief Executive of the name of its appointed Delegate.

This would amend Clause 6.10(e) to require two months (down from one month) notice.

REASON:

The additional time allows the Association to secure cheaper travel and accommodation options, lessen the logistical pressures four-week's out from a significant event, and provides earlier assurance of numbers to achieve quorum.

MOTION 4

TITLE: Modernise Board Member voting process

Mover: The United Fire Brigades' Association Board

MOTION:

It is proposed that the word 'secret' is removed from the voting ballot process.

This would amend Clause 7.4 (b) (ii) as follows:

(ii) There will then be a ballot (via electronic means or otherwise) of all Voting Members entitled to vote either by their Delegate or by proxy;

It is proposed that the candidate with the most votes will be declared elected.

This would amend Clause 7.4 (b) (iii) and (iv) as follows:

(iii) the candidate with the most votes will be declared elected; and where the votes for candidate are tied, a further ballot will be held;

(iv) Where the votes for candidates are tied, a further ballot will be held.

REASON:

Requiring the voting process to be secret was originally put in place to avoid candidate embarrassment. This adds time to the voting process. Removing the legal requirement from the Constitution, does not preclude the person from leaving the voting forum at their own wish.

The proposal to elect the candidate with the most votes allows for a more modern and time-efficient voting process. In previous years, Candidate voting could take up to 90 minutes.

MOTION 5

TITLE: Process to nominate Vice President

Mover: The United Fire Brigades' Association Board

MOTION:

It is proposed that nominations for Vice President must be made by a Voting Member on the prescribed form (if any), and include the consent of the nominee, and be received by the Chief Executive at least two months prior to the AGM. Details of all nominees must be sent to all Voting Members not less than one month prior to the AGM.

This would amend Clause 11.1 of the Constitution by including the following clause:

Nominations for Vice President must be made by a Voting Member on the prescribed form (if any), and include the consent of the nominee, and be received by the Chief Executive at least two months prior to the AGM. Details of all nominees must be sent to all Voting Members not less than one month prior to the AGM.

REASON:

Election as Vice President, determines the person who holds the President role the year following, and the Past-President role on the Membership Advisory Panel in the subsequent year. This amendment brings more clarity and rigour to the nominal process for this important role.

MOTION 6

TITLE: Changes to the UFBA Benevolent Fund Trust Deed

Mover: The United Fire Brigades' Association Board

MOTION:

It is proposed that the UFBA Benevolent Fund Trust Deed is amended as per the attached marked-up document available on the UFBA website. The key changes are:

A BACKGROUND

Add the words "Enrolled Member". This is to ensure all member brigades are eligible for assistance.

*general eligibility, which is open to any **Enrolled Member** ~~Brigade Member~~ of the Association who pays, and has fully paid up as at the date of any claim, Subscription Fees to the Association; and*

B BENEFICIARIES OF THE TRUST

- i) Add the words "Enrolled Member". Again, this is to ensure all member brigades are eligible for assistance.
- ii) Add the words "specific" and "Member". When there is a specific event such as the Christchurch earthquakes, we to be able to make grants to members of brigades that are not members of the UFBA. The addition of this clause allows us to do this.

5.1.1 *For general claims, any ~~individual who is a member~~ **Enrolled Member** of the Association who pays and has fully paid up as at the date of any claim, **Subscription Fees** to the Association;*

5.1.2 *For claims relating to **specific** funded events, any individual who is a member of a fire brigade in New Zealand, whether or not that fire brigade is a **Member** of the Association;*

C PROCEEDINGS OF THE BOARD

Delete this clause. The UFBA Chief Executive is the Secretary of the Benevolent Fund, as provided for in 4.2.4

6.2 ~~— The Trustees shall appoint a Secretary from one of their number to be the secretary of the Trust.~~

REASON:

The UFBA Benevolent Fund Trust Deed has been updated for three reasons:

- To ensure that special welfare grants provided from time to time by Fire and Emergency NZ for FENZ volunteer personnel can be disbursed to members of Brigades that are not members of the UFBA; and
- To ensure it adheres to the requirements of the Fire and Emergency New Zealand Act which came into force on 1 July 2017; and
- To ensure it adheres to the requirements of the Trusts Act 2019 which came into force on 30 January 2021.

Received by the United Fire Brigades' Association on the 5/08/2021.

MOTION 7

TITLE: Disputes Scheme Legal Advocacy

Mover: Plimmerton Volunteer Fire Brigade

Seconded: Porirua Volunteer Fire Brigade

MOTION:

It shall be the policy of the UFBA to fund reasonable legal support for any current or former volunteer who has a dispute accepted to be dealt with under the FENZ statutory Disputes Scheme; and that the UFBA Board shall institute funding arrangements (including from FENZ under s37 of the FENZ Act) and/or appropriate financial savings so as to enable this policy.

REASON:

The UFBA does not have a published policy for its members on criteria for the provision of legal support. A key provision of the fire service reform and FENZ Act was the introduction of a statutory disputes scheme. This was specifically intended to provide a new and improved principles based service for volunteers to escalate and resolve disputes. The Scheme provides a new right of access to adjudication for volunteers to appeal an outcome of a Brigade/FENZ disciplinary process.

The Disputes Scheme rules have now been published. They are a quasi-legal based process. Volunteers (and/or Brigades) need to be successfully supported to use this scheme by having access to legal advice. Section 37 of the FENZ Act envisaged that the provision of this type of support would come from organisations that had an agreement with FENZ to provide on-going and free advocacy for volunteers.

The UFBA have an Advocacy and Support Agreement with FENZ. This remit submits that a UFBA policy to provide legal advice is appropriate and necessary for any volunteer (and/or Brigade) using the Disputes Scheme. This remit will give the UFBA a strong and direct mandate to negotiate and secure on-going funding from FENZ for this critical aspect of volunteer advocacy. We commend this motion to the members.

Officer in Charge: Carl Mills

Secretary: Gerard Prins

Printed verbatim as received by the United Fire Brigades' Association on the 1/08/2021.

MOTION 8

TITLE: Volunteer Brigade Relationship with Fire and Emergency New Zealand (FENZ)

Mover: The United Fire Brigades' Association Board

MOTION:

1. It is proposed that members support the motion that the UFBA requests that FENZ re-establish a working group, that consists of FENZ and UFBA representatives, and conclude by co-design method, the work commenced during the transition years to modernise the legal agreements FENZ has with urban and rural Brigades. In doing so, to follow the principles hereby adopted by Members:
 - a. Principle 1 - Volunteer Leaders, including their Deputies, will remain fully empowered to lead and manage their Brigades, with democratic principles for governance, and be supported by FENZ to do so.
 - b. Principle 2 - Volunteer Leaders, including their Deputies, remain accountable for the good order, discipline, and performance of their Brigades, and the conduct of the people in their Brigades. This may include an agreement for Brigade members to abide by FENZ behavioural policies and standards for FENZ personnel.
 - c. Principle 3 - Brigades continue to be enabled to fundraise for donated assets to meet local risks, provided they follow FENZ policy, and FENZ puts in place a framework for donated asset approval, and for that framework to be: documented, transparent (i.e. readily available to all Brigades), is based on adding community value and resilience, seeks to optimise assets across Districts, and involves Brigade volunteer representation in decision making.
 - d. Principle 4 - FENZ has no legal right to unilaterally assume ownership of the extensive donated assets currently held by urban and rural volunteer brigades. Ownership of any Brigade asset to be managed as per the provisions set out in their Brigade Constitution and the Fire and Emergency New Zealand Act, 2017.
 - e. Principle 5 - Brigades will continue to manage their money. The Brigade Grant empowers Brigades to save for what they think is important and to make social spending decisions democratically.
2. The UFBA recommends that urban Brigades continue to apply Rule 7 provisions of the Binding Agreements of Service, until such time as their adopted rules are lawfully changed in accordance with Rule 18, clauses 16, 25, and 28 of their Binding Agreements of Service with FENZ and Section 36, (1) (b) (c) of the Fire and Emergency New Zealand Act, 2017.
3. The UFBA recommends that rural Brigades continue to apply their constitutional provisions in full, until such time as this is lawfully changed in accordance with the provisions outlined in the Fire and Emergency New Zealand Act, 2017.
4. The UFBA recommends to Brigades that any discipline of members outside of the urban Model Rule 7 (e.g. by FENZ Management), or the applicable rural Constitutional provisions are unsound and liable to legal challenge.

REASONS:

- FENZ made a commitment on 30 June 2017, to review the urban Model Rules of Association, that are linked to the urban Binding Agreements of Service, and a condition of registration for volunteer brigades in accordance with section 34 of the prior Fire Service Act 1975 (and protected in the Fire and Emergency New Zealand Act, 2017); and
- To express dissatisfaction and concern to FENZ, that the Model Rules of Association review was stopped by FENZ in 2018 when there was a clear expectation set that it would be modernised within the first two years of FENZ being established; and
- To recognise the purpose of the Fire and Emergency New Zealand Act, 2017 to improve support for volunteers and enable them to communicate directly with FENZ; and
- To recognise that FENZ must take reasonable steps to develop policy and organisational arrangements to encourage, maintain and strengthen the capability of FENZ volunteers; and
- To recognise the duty of FENZ to apply “good employer” provisions set out in Clause 118 of the Crown Entities Act 2004 to volunteers in all practical ways as if they were employees; and
- To highlight to FENZ that the misunderstanding of the provisions within the Model Rules of Association, by FENZ Managers, is in some cases illegal, and/or is causing friction between Brigade Leaders and FENZ Managers; and
- To express dissatisfaction and concern to FENZ, that the letter of 30 June 2017, from the then New Zealand Fire Service Chief Executive, to all Brigades, unilaterally claiming to revoke Rule 7 of each urban Brigades Model Rules of Association, as this is in direct breach of Rule 18; and
- To remind FENZ that the urban Binding Agreements of Service and rural Constitutions, continue in force until changes are agreed upon by each Brigade, as set out in the Fire and Emergency New Zealand Act, 2017, Schedule 1, Transitional provisions (11) Agreements of service between volunteer fire brigades and the New Zealand Fire Service Commission (now FENZ) continued.

MOTION 9

TITLE: Volunteer Consultation Expectations of Fire and Emergency New Zealand (FENZ)

Mover: The United Fire Brigades' Association Board

MOTION:

To ensure FENZ adequately fulfills its duty to consult with FENZ volunteers and the UFBA on matters that might reasonably be expected to substantially affect those volunteers. It is resolved by the UFBA that the following criteria are matters that substantially affect volunteers, and are the minimum expectations for formal consultation:

- a. Changes to terms of engagement (for Brigade or individual volunteers).
- b. Changes to rank or reporting lines.
- c. New, changed, or removed payments, grants, reimbursements, or benefits (such as insurance) to Brigades or individuals.
- d. New, changed, or removed duties, or matters affecting decision-making authority or autonomy.
- e. New, changed, or removed duties regarding training, availability, or attendance requirements (nationally, regionally or locally, or individually).
- f. Management initiated changes to arrangements that affect response types, response rates, response areas, and/or response order (that affects work rates either by reducing or increasing work). Changes that affect the arrangements, coverage, skills, and/or net resource level of employees providing services to support volunteers (nationally, regionally or locally or individually).
- g. Changes that affect the arrangements, coverage, skills, and/or net resource level of employees providing services to support volunteers (nationally, regionally, or locally or individually).

REASONS:

- The FENZ Act section 36 requires FENZ *“to consult with FENZ volunteers and relevant organisations referred to in section 37 on matters that might reasonably be expected to substantially affect those volunteers”*.
- The duty imposed on FENZ under section 118 of the Crown Entities Act 2004 applies, with all necessary modifications, in relation to volunteers working for FENZ (Crown entity to be a good employer).
- FENZ has not provided any published policy for FENZ personnel on how to interpret and apply its duty to consult volunteers.
- The absence of a published consultation policy is causing inconsistent use of consultation, and a failure to correctly consult.
- This resolution will be provided to all volunteers and to FENZ to promote a common and consistent application of this new legal duty. It has no direct precedent or case law, so these expectations are necessary.

118 Crown entity to be good employer

(1)

A Crown entity must, if it employs employees, —

(a)

operate a personnel policy that complies with the principle of being a good employer; and

(b)

make that policy (including the equal employment opportunities programme) available to its employees; and

(c)

ensure its compliance with that policy (including its equal employment opportunities programme) and report in its annual report on the extent of its compliance.

(2)

For the purposes of this section, a **good employer** is an employer who operates a personnel policy containing provisions generally accepted as necessary for the fair and proper treatment of employees in all aspects of their employment, including provisions requiring—

(a)

good and safe working conditions; and

(b)

an equal employment opportunities programme; and

(c)

the impartial selection of suitably qualified persons for appointment; and

(d)

recognition of—

(i)

the aims and aspirations of Māori; and

(ii)

the employment requirements of Māori; and

(iii)

the need for involvement of Māori as employees of the entity; and

(e)

opportunities for the enhancement of the abilities of individual employees; and

(f)

recognition of the aims and aspirations and employment requirements, and the cultural differences, of ethnic or minority groups; and

(g)

recognition of the employment requirements of women; and

(h)

recognition of the employment requirements of persons with disabilities.

(3)

For the purposes of this section, an **equal employment opportunities programme** means a programme that is aimed at the identification and elimination of all aspects of policies, procedures, and other institutional barriers that cause or perpetuate, or tend to cause or perpetuate, inequality, in respect of the employment of any persons or group of persons.

PROXY FORM

Remember if you can't attend AGM, you can still have your say via proxy vote.

Fill in the purple form that is with the mail out and give it to your nearest attending Brigade.



PROXY VOTING FORM

PROXY VOTING FORM

This is only to be filled out if your brigade is NOT physically attending the UFBA AGM but wish to be represented.

PLEASE READ ALL OF THE FOLLOWING INFORMATION

PROXY VOTING

The UFBA Constitution 6.10(d) states: Any Voting Member not able to send a Delegate to a Members' Meeting shall have the right to be represented by a Delegate of another Voting Member provided that no Delegate may hold the proxy of more than one Voting Member.

UFBA ANNUAL GENERAL MEETING PROXY VOTING - NEW PROCESS

Your chosen proxy delegate will physically register at Conference. They will be asked if they are holding a proxy vote. This form will be exchanged for a uniquely coloured proxy card. Visually the delegates hold up their card(s) at voting time.

Non-Attending Brigade to Complete

We authorise in accordance with section 6.10(d) of the UFBA Constitution that the brigade below represents our brigade at the 144th UFBA AGM & Conference (Hui) in all voting matters. We certify that they understand our brigade's position and decisions on nominated candidates and motions. We acknowledge the proxy brigade delegate has agreed to vote on our behalf.

NON-ATTENDING BRIGADE INFORMATION

Non-Attending Brigade:

Name of CFO/OIC:

CFO cell ph. number:

Signature:

PROXY BRIGADE ACTING FOR THE ABOVE BRIGADE

Proxy brigade:

Proxy delegate name:

Email address:

Proxy delegate cell ph:



**NOMINATE YOUR
NEAREST BRIGADE
AS PROXY**



**COMPLETE FORM
AND GIVE TO
PROXY BRIGADE**



**PROXY TO BRING TO
AGM AND VOTE ON
YOUR BEHALF**

UFBA House, 86 Main Road, Tawa, Wellington 5249
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CONNECTION

CONTACT DETAILS

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Lisa Mead

UFBA Events Coordinator

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