**Fire & Rescue Commanders Association AGM  
1030, 14th October 2016**

**Present**

Get list of Des

**Apologies – get list off des but take Dave Woon off as he attended the meeting  
Allan Kerrisk, Denis O’Donoghue, Gavin Travers, Allan Cleator**

Two AGM meetings were held via Videoconference. Minutes of both meetings have been combined into one set of minutes.

# **Minutes from previous meeting**

An update on most items will be covered in the Presidents report.

## **Website**

There were challenges with making the new website user friendly. Paul Henderson has working on this. The information being held on the member section of the site is increasing. Encourage all to take a look as going forward this will be a key information channel.

## **Strategic Plan**

This was completed but will need changes going forward due to FENZ transition.

## **Busyness project**

### Still a work in progress. Feedback from the survey conducted of execs was that most have a large workload and need more support. ***Move that the minutes of the Fire and Rescue Commanders AGM held on xxxx are a true and accurate record:***

### **Moved:** Greg Crawford

### **Seconded:** Gary ?

# President’s report

The committee have been working hard behind the scenes to raise the profile of the association both within the organisation and with the FENZ’s transition team. This work has meant the Association has had representation on many working groups across the organisation whereas previously members missed out on the chance to have their voice heard to a similar level of the other unions. Currently committee workshops are being held on a quarterly basis.

## Board meeting

The association made a presentation to the FENZ board to explain the members it represents and how key its members will be moving forward in the transition period. An analogy used was the execs are “the oil in the engine”. The execs are the only group that covers the whole organisation and has knowledge across the board.

The greatest risk to the organisation is if something goes wrong with the operations side of the Fire Service so the Execs are key to ensuring this never happens. The Execs are also the only group that communicates across a wide range of stakeholders and are the local voice so the FENZ team need to make use of this.

During the presentation it was highlighted that better succession planning needs to be place and the current system is not working. People need to aspire to the exec roles but currently this is not the case. Often it is hard to get anyone to act up to the role to cover for leave etc.

Secretary Des Irving congratulated President Roy Breeze for his excellent presentation to the board. The feedback from the board was they were very impressed and even requested a copy of Roy’s presentation.

## FRANZ group meeting

Representation from the Association attended this meeting and spoke on the Associations role. It was explained to the group that we are keen to forge links with them. There seemed to be a lot of nervousness within the room about the FENZ transition and the merging of skills and how this will be handled. Some mentioned they felt like they were coming into our environment. Richard MacNamara from Marlborough Kaikoura Rural Fire was been asked to sit in on the ACL working party as a guest and has added great value to this work.

## Associated agencies group

This issteered by UFBA. Roy Breeze and Des Irving attended this meeting. Representation includes UFBA, NZPFU and PSA and also present were members of the transition team. Overall it was very positive meeting.

## Contract negotiations - Authorised Command Level (ACL), OSM and progression

Ken Cooper was the NZFS rep for this work accompanied by Ian Pickard. The assn. met twice for this. First a one day meeting was held sounding our position followed by a two day workshop. The elephant in the room is the entry criteria for our positions is to move from the appliances to AAC or AC you must have 2 years substantive as a SSO and have completed EO TAPs. In future we want new entries to have an under graduate degree as part of their 3 year progression.

The NZFS’s position was they would appoint anyone to the AC and AAC roles with no restrictions. A lot of dialogue was held on this and key criteria is a SO of ACL 1 generally looks after 1 appliance. An SSO has a greater control span of multiple appliances and inter agency liaison waiting for higher rank to relieve.

How does the FF or SO going through that has not been exposed to this level of command get exposed to this? The paper has gone back to OLT to get some more criteria added. There will be a revalidation process for ACL. In December Assn reps will attend a strategic command course whre the draft criteria for this will be tested. There will also be the rural element to consider with the merging of urban and rural officers into one organisation and how this will be managed and skills recognised and the command levels assigned.

### Recognition of Prior Learning

Bruce Stubbs will be looking at the recognition of prior learning. Other AFAC members are being looked at to ascertain what RPL process they have. Also looking at countries that have reciprocal rights so countries that recognised our qualifications to work out where they sit.

### OSM

Dave Stackhouse put out a survey on OSM this to members. This is being looked at for Execs to contain skills such as ERD Reval, Strategic and tactical command course, first aid and a few other skills. All relevant to the Exec role. Nothing in the feedback received from members was opposed to these skills being added.

### Remuneration Progression

Through negotiations the position in range was settled and all members who have been in the role for more than three years should have had an increase to 98% of the range or will have this movement this year under the remuneration review. If this doesn’t happen please advise a member of the exec society. In the past the Fire Service would announce a new market rate but give the movement based on the old market rate. Now they must do it on the new market rate.

### Cars

22 months ago the assn. wrote a paper to Deputy National Commander and the Fleet Manager. The current vehicles selected for Execs did not go through a functional test so the assn. did this and provided this information in the paper. It is disappointing that this is still a work in progress. Currently the assn. is awaiting a reply from SLT after the suggested changes are table at their next meeting on 18th October.

### Call roster

Meetings were held on this earlier in the year on this. This is to ensure fairness around the country with the time on call and ensuring all execs know when to expect time off but also allowing flexibility for local arrangements for cover.

Budget for cover if an SSO’s is covering duty and vehicles needs to be budgeted by the organisation. Currently the paper has been with Paul Turner and will be going to OLT and SLT.

Some Assn members commented they do you do 3-4 or more weeks on call at a time. This shouldn’t be happening as then the problem will never get fixed.

### Advocacy requests

There has been an increase in requests for assistance from assn. members this year. The assn. has a skilled employment lawyer who is called in to assist when required obviously at a cost but the outcomes to date have all been positive for members so money well spent.

### FENZ Transition and Assn. position on opening membership to Rural Officers

With the merging of urban and rural members are asked to think about whether the assn. membership should be opened up to these people. The major issue will be if there is an increase in demand for support/advocacy from rural members and the ability for the assn. to realistically provide this with current resources/finances.

Debate was held around the table of how rural managers would merge with urban and the skill sets, ACL levels etc. It was agreed that members would continue to think about this and the assn. would maintain a watching brief on the developments as more information about the FENZ transition came to light and a decision about membership may need to be made in the future.

In summary over the past year the Assn. has raised its profile and given voice on behalf of its members on a wide range of issues and increased advocacy on behalf of individuals. Also key has been ensuring the FENZ transition team see the Assn members as vital in implementing the coming changes.

Have about 15 months left on the contract same amount of time is with the NZPFU contract FENZ are wanting more flexibility on their contract. Fire Engineers grouo hace come toe them for assistance but can be helped and provide advice. Formal

## **Finances – Des Irving**

The yearend accounts are still with the accountant. They have requested further information on some transactions which was provided this week. Once received the accounts will be sent out to members or they will be tabled if available by the time the next AGM VC for Wellington is arranged.

## **Financial position as at 14th October 2016**

Current account: 15,622.23

Term Deposit: 30,162.12 – invested at 3.2% due to mature in December.

Total Funds available: $45,784.35

## Budget for 2017/18 year

Anticipating a greater spend heading towards 2018 with the contract up for re-negotiation so would like to get some reserves in place for this. The Term deposit will have some funds added to it and then reinvested.

Projected income from subscriptions based on current membership if the remit for an increase goes through will be $27,144.

$18,000 has been budgeted for assn. meetings, legal fees and travel and accommodation which will give a surplus of $9,000 if the remit is passed.

The Assn. has been lucky to secure funding from the organisation for some meetings. We paid for the first lot of flights to negotiation meetings in Dec but then asked for funding for travel and accommodation which was approved. FENZ also provided 50% of the funding for the airfares and have agreed to fund travel for further meetings. The committee is frugal with the accommodation when paying and often try to back assn. meetings onto other meetings being attended to cut travel costs.

## Election of officers

President and secretary standing unopposed so re-elected for further term

Results of ballot from returning Officer Greg Crawford:

28 returns were received, votes were:

Dave Stackhouse: 27 votes

Paul Henderson: 26 votes

Mike Dombroski: 21 votes

Geoff: 20 votes

Greg Crawford: 17 votes

Dave Stackhouse, Paul Henderson, Mike Dombroski and Geoff Purcell are therefore duly elected as new committee members along with Roy Breeze as President and Des Irving as Secretary standing unopposed.

## **Remits**

### Remit 1 - Make up of committee

There is no provision in the current rules for a position of Treasurer, but with the current work-load of the Secretary, I believe that there needs to be a defined split between the Secretary and Treasurer roles. It is proposed the committee is made up of:

President, Secretary, Treasurer and committee members x 4

**Proposed:** Greg Crawford **Seconded:** Steve Kennedy

**All in favour:** 18 **Against**: 0

***Remit passed***

Taking into account the previous votes for committee member’s provisional congratulations to Greg Crawford who will be appointed as Treasurer if the results of the second AGM show the same result.

### Remit 2 – Rule 9.4

Rule 9.4 reads that proposed amendments, additions or deletions agreed to be a simple majority at the AGM shall be submitted to approval by postal vote of all financial members and they shall be adopted when approved by two-thirds majority of all votes validly cast.

I propose that the wording “postal vote” should be deleted and replaced with the wording “vote” of all……

**Proposed:** Des Irving **Seconded**: Dave Stackhouse  
 **Al in favour: 18 Against: 0**

***Remit passed***

### Remit 3 – Subscription increase

Rule 6.1 states subscriptions shall be an amount as is from time to time determined by an Annual General Meeting.

We are about to enter a new era for Fire Emergency New Zealand (FENZ). The transition process has already started placing extra demands on the Association (Assn), its committee, and membership.

The current committee have made significant progress with the new Board in our effort to be at the table populating the interest of commanders and the Assn. we are continuing negotiations with the NZFS regarding on call parameters, one on two off, ACL, entry criteria to senior ranks, and validation and revalidation of command and control. Some of this work is partly funded by the organisation as well as the Assn.

Additionally as part of this ongoing advocacy we may seek legal remedies and other professional advice to ensure successful outcomes which can potentially place a financial strain on our Assn running costs.

To support the Assn in continuing these strategies and to directly support you the members, I propose that the current subscription amount of $15.00 per fortnight, and $32.50 per month be increased to $18 p/f and 39 pm.

**Proposed:** Dave Stackhouse **Seconded:** Greg Crawford  
  
**All in favour:** 18 **Against:** 0

***Remit passed***

**No further motions from the floor were put forward.**

# **General business**

Des Irving thanked the assn. committee members for their work during the past year. Also thanks to all members who have contributed feedback over the past year on issues before the association.

Meeting closed