



MOBILISE

UFBA CONFERENCE HUI 2024

The UFBA AGM & Conference Hui 2024 has been purposefully designed based on membership feedback over the years.

This is an interactive, in-person event, where delegates can engage with highly motivating, inspiring, and relevant speakers, while also meeting constitutional requirements during the AGM.

Your brigade's voice is essential to help shape your Association during the AGM, vote for your next Vice President, Board Members, and Motions. It is important that Member Brigades nominate their delegate to represent them at the AGM & Conference Hui.

The purpose of the Conference aims to "mobilise" brigades. Let's mobilise the membership, mobilise ourselves, and mobilise each other to continue strengthening these valuable networks through the UFBA and our members.

NEW VENUE

We are excited to be heading to the stunning Te Pae Christchurch Convention Centre. This venue has recently been purpose built for large, interactive conferences and exhibitions.



KEY DATES 2024

1 JULY

UFBA AGM & Conference Hui 2024 Registration opens - visit www.ufba.org.nz
UFBA notice of vacancies and call for motions sent to member brigades.

1 AUGUST

UFBA seconded motions received by CEO.

1 SEPTEMBER

Nominations for Vice President received by CEO.
Nominations for 2x UFBA Board Directors.

UFBA AGM & Conference Hui 2024 Registration closes.

No late registrations will be accepted.

- Cut off for UFBA AGM & Conference Hui Delegate Nomination forms to be received by the UFBA Events Team.
- Close off for all AGM & Conference Hui Delegate Nomination Forms and online registration.
- UFBA Constitutional AGM information, Annual Report, notification of nominated candidates and proposed motions sent to UFBA member brigades by 1 October.
- Final information email sent to all registered attendees.

1 NOVEMBER

146TH UFBA AGM 2024

Te Pae Christchurch Convention Centre - 188 Oxford Terrace, Christchurch City Centre

2-3 NOVEMBER

UFBA CONFERENCE HUI 2024

3 DECEMBER

Last date to submit expense claim forms.

UFBA PRESIDENT WARREN MASLIN

We are excited to return to Christchurch/Otautahi to the recently, purpose-built convention centre, Te Pae. This city will be eager to host us and with the majority of the big rebuild projects being completed, it is a great way of recognizing the positive change that has taken place in the garden city.

As I have travelled across the Motu for various events, I have been sharing the history of the UFBA and, more importantly, the forward focus of the UFBA.

Ki te kāpuia e kore e whati
We need one another. We succeed together.

By focusing on working together we achieve so much more! The UFBA has a stronger voice at the table with our politicians and the FENZ management team because of you, **our members**.

If we mobilise our Provincial Associations, our UFBA Brigade Reps, and our member brigades we have a strength that is unmatched across the Motu, as 86% of firefighters are volunteers, our members are vital to the fire and emergency services in NZ. So, join us in Christchurch on 1-3 November 2024 and be part of this mobilisation.

Having new members attend our Conference Hui grows the UFBA network and shares the information, ensuring our membership is informed, engaged, and empowered to shape the future of FENZ.

I ask that you all look to build on the last two year's record numbers and aim to have more members connect, growing on our existing networks.

Register as a delegate and look to send an additional delegate as two heads are better than one. Included in this event pack are the Notice of AGM, nomination forms for the Vice President and two Board Member vacancies, and Notice of Motion of change to our Constitution, these all need to be completed and submitted prior to the due dates.

The impact of the last few years has changed a lot in a very short period. It is now more important than ever to mobilise our combined voices and deliver a message of strength and unity.



The changes that are coming to our sector in the short term will have long-term impacts and need to have your views considered more than ever.

So, our challenge is to:

Mobilise ourselves and each other
Mobilise your brigade within your communities
Mobilise the membership across the Motu
And when the siren calls, we mobilise together

As a combined voice we can ensure we continue to protect our home communities by having the UFBA as your lead organisation at a national level speaking and leading on your behalf.

We are firefighters and we always respond when needed and we always will, I ask you to step forward now, focus on readiness and let's mobilise together.

Join us on the journey and I look forward to welcoming you all at the 2024 UFBA Conference Hui.

Proudly brought to you by:



With support from:



REGISTRATION INFORMATION

Please carefully read the below information about registration types.

DELEGATES

Each member brigade shall be entitled to have one delegate, who must attend and vote at the AGM, and participate in the one and a half days of Conference Hui. A delegate must be an enrolled member who has been elected at a regular or scheduled meeting of the Enrolled Members of the Voting Member (refer UFBA Constitution rule 6.10 a & b). They must fill out the included AGM Delegate Nomination Form and send to the UFBA Events Team before registrations close.

ADDITIONAL DELEGATE (FORMERLY OBSERVER)

Additional members of your brigade may attend. These additional delegates do not have delegate voting rights or speaking rights and attend at their own cost. We strongly advise considering this as a succession plan for your brigade.

PAST PRESIDENTS AND LIFE HONORARY MEMBERS

Please select Past President or Life Honorary Member at the start of your registration, then select whether you will be a voting or non-voting delegate. You will then be assigned accommodation and travel for your appropriate registration type. Separate communication outlining your entitlements will be sent to you directly.

PARTNERS

Partners of firefighters are an important and greatly appreciated part of the brigade family, fully immersed in the social activities and the greatest support for the firefighters themselves. This year, a small group of partners are offering an opportunity for partners to meet and mix together while the conference is in session. This will include user-pay network time on Friday afternoon, with the opportunity to arrange activities and tag along with others over the Saturday or just to catch up. If your partner is interested in participating, you will be able to include this information in your own online registration.

REGISTRATION TYPE TABLE WITH FUNDING INFORMATION

Registration Type	AGM Attendance	Conference Attendance	Conference Dinner	Flights	Accommodation	Transfers	Past-President breakfast
Delegate (FENZ Brigades) (All Member Brigades)	Included (UFBA funded)	Included (FENZ funded)	Included (FENZ funded)	Included (FENZ funded)	2 nights (FENZ funded)	Included (FENZ funded)	
Delegate (Non-FENZ Brigade, Industrial, Military)	Included (UFBA funded)	\$300	\$80	At own cost	At own cost	Included	
Additional Delegate (includes NZFBI & IFE) <i>formerly observer</i>	Included (UFBA funded)	\$300	\$80	At own cost	At own cost	Included	
UFBA Past Presidents & Benevolent Fund Trustees	Included (UFBA funded)	Included (UFBA funded)	Included (UFBA funded)	Included (UFBA funded)	Thursday night funded by UFBA (additional nights at own cost)	Included	Past Presidents only
LHMs	Included (UFBA funded)	Included (UFBA funded)	Included (UFBA funded)	Included (UFBA funded)	At own cost	Included	
Fire & Emergency ELT & Board	N/A	Included	\$80	At own cost	At own cost	At own cost	
Fire & Emergency Staff & Management	N/A	\$300	\$80	At own cost	At own cost	At own cost	

All costs above are excluding GST.



146TH UFBA ANNUAL GENERAL MEETING

SCHEDULE

FRIDAY 1 NOVEMBER

UFBA AGM

0715 hrs	Past Presidents Breakfast with UFBA Board at Hotel
0800 hrs	Registration opens
	All delegates arrive at venue throughout the day
1230 hrs	Registration closes
1300 hrs	AGM starts
1700 hrs	AGM projected end



HAVE A VOICE AT THE UFBA AGM

VOTING IS AN ESSENTIAL PART OF YOUR INVOLVEMENT

Every member Delegate, Past President and Life Honorary Member has the right to discuss matters and have their brigade's opinion heard at UFBA's AGM. This is your opportunity to let us know what you want.

Every member delegate can vote on behalf of their brigade on important decisions made at the AGM. Make sure you are familiar with the voting process so you can fully participate.

WHAT YOU ARE VOTING FOR THIS YEAR

UFBA Members: You will be given the opportunity to vote for the following:

- **Vice President**
- **Board Director (1)**
- **Board Director (2)**

There will also be an opportunity for you to vote on motions that will be submitted by other member brigades and the board. These are important to help the UFBA be better representatives for you going forward. Information on what you are voting on will be sent to your brigade one month prior to the AGM. So you have time to discuss at your brigade meeting and decide how your brigade would like to vote. **Remember that you are representing your entire brigade.**

Brigades will receive details of candidates and motions at least one month prior to AGM.

DO WE HAVE YOUR CORRECT MAILING ADDRESS?

Update your contact details: connect@ufba.org.nz

UFBA SECONDED MOTIONS

Seconded motions must be received by the CEO by **1 August 2024**. Forms to submit a motion have been sent to your brigade with this registration pack and are also available for download from the UFBA website.

UFBA VICE PRESIDENT NOMINATIONS

Nominations for the Vice President will close on **1 September 2024**. Nomination forms have been sent to your brigade with this registration pack and are also available for download from the UFBA website.

UFBA BOARD DIRECTOR NOMINATIONS (2)

Nominations for the Board Directors will close on **1 September 2024**. Nomination forms have been sent to your brigade with this registration pack and are also available for download from the UFBA website.

CAN'T MAKE IT THIS YEAR? USE A PROXY

Did you know that if your brigade can't send a Delegate to the AGM, you can ask a neighbouring brigade that is attending to vote on your behalf? Alternatively you can offer to be a proxy for a local brigade with a signed permission form. We'll send out more information about the voting process nearer the time.

SCHEDULE

FRIDAY 1 NOVEMBER 2024

TRAVEL DAY & UFBA AGM

- 0800 hrs Registration opens at Te Pae
- 1230 hrs Registration closes
- 1300 hrs UFBA AGM starts - start time subject to when all motions and nominations are received
- 1700 hrs UFBA AGM ends

SATURDAY 2 NOVEMBER 2024

CONFERENCE HUI DAY 1

- 0830 hrs Opening address from UFBA Board Chair
- 0840 hrs FENZ Board Chair
- 0855 hrs MC Welcome
- 0900 hrs **KEYNOTE:** Mobilising in a time of National Threat - NZSIS Director General, Andrew Hampton
- 0950 hrs SPOTLIGHT - Kerry Gregory FENZ CE
- 1010 hrs Morning Tea
- 1040 hrs Workshop Block One: (3 Concurrent Workshops)
- 1140 hrs Workshop Block Two: (3 Concurrent Workshops)
- 1240 hrs Lunch
- 1340 hrs Workshop Block Three: (3 Concurrent Workshops)
- 1440 hrs SPOTLIGHT - Bill Butzbach UFBA CEO - Volunteerism
- 1500 hrs Afternoon Tea
- 1530 hrs HOTSPOT - Trucks & Equipment
- 1600 hrs **KEYNOTE:** Mobilising culture change and resilience - Rajna Bogdanovich
- 1700 hrs End of Day
- 1800 hrs Networking with the Exhibitors
- 1930 hrs Dinner at Te Pae

SUNDAY 3 NOVEMBER 2024

CONFERENCE HUI DAY 2

- 0900 hrs MC Welcome
 - 0910 hrs **KEYNOTE:** Mobilising response to lithium-ion batteries - George Hare
 - 1000 hrs HOTSPOT - Technology/Training
 - 1030 hrs Morning Tea
 - 1100 hrs HOTSPOT - Uniforms
 - 1120 hrs **KEYNOTE:** Leadership that mobilises the brigade - Dame Farah Palmer
 - 1230 hrs End of Hui and light lunch (some flights home start here)
- Attendees transported from Te Pae Christchurch Convention Centre to Airport for departure.*

IMPORTANT FUNDING INFORMATION

UFBA will be funding AGM delegates for Friday. Fire and Emergency are funding Delegates for the Conference Hui on Saturday and Sunday. Delegates who are funded are required to attend the events. If you do not attend your selected events, you will be invoiced for all associated costs including but not limited to ticketed flights, booked accommodation, and catering. Lateness and early departure before the close of the AGM or Conference Hui will be not tolerated unless there are extenuating circumstances, and you have permission from the Chair of the Board.

DRESS CODE

FRIDAY

Service Uniform or equivalent business attire

SATURDAY & SUNDAY

Dark blues / Level 1 Uniform or equivalent

NETWORKING FUNCTION & DINNER

Smart casual

KEYNOTE SPEAKERS

**NZSIS DIRECTOR GENERAL
ANDREW HAMPTON**

MOBILISING IN A TIME OF NATIONAL THREAT

We know that national security threats aren't easy to discuss or confront. The events of 15 March 2019, and the Royal Commission of Inquiry that followed, showed how important it is to have a more discussions about national security matters in our society.

We know that national security is not something that can be achieved by one agency, and through partnership and greater information sharing we can have greater impact

Volunteer firefighters, as emergency responders and community leaders play a unique role within their communities. By helping UFBA members to be better informed on national security threats, they can mobilise their brigades and communities to be better informed, thereby helping to detect and deter threats should they arise. Through this session, UFBA members can:

- gain a better understanding of the role of the NZSIS and New Zealand's wider intelligence community – demystifying intelligence.
- have a better understanding of the national security threats that exist in New Zealand and feel more comfortable talking about national security – normalising discussions and destigmatising the topic, and clarifying any misconceptions.
- be more informed on what threats might look like to help them consider them within their local environment – supporting situational awareness.
- gain some knowledge on how to identify threats and mitigate them – supporting community readiness and working to grow community resilience.



RAJNA BOGDANOVICH

MOBILISING CULTURE CHANGE AND RESILIENCE; MANAGING CHANGE DISRUPTION IS THE NEW NORMAL



Rajna is an internationally recognised Clinical and Organisational Psychologist with over twelve years of experience in both frontline and corporate mental health sectors. Her career is distinguished by her work with war crime victims and witnesses from various United Nations Criminal Tribunals, as well as her time in Bosnia, where she helped those affected by war to heal and rebuild.

Rajna served as a police psychologist and as a senior psychologist within the Melbourne Fire Service, showcasing her ability to navigate and lead in high-stress environments and support those in critical roles. Additionally, her role as a criminology lecturer has allowed her to impart her extensive knowledge to the next generation of professionals.

Upon returning to New Zealand five years ago, Rajna founded First Response Health, after seeing a gap for specialist mental health services in the corporate sector in New Zealand. Drawing on her frontline experience, her team of psychologists and her now apply their skills to support the corporate workforce, focusing on bringing specialist mental health services to individuals, teams and whole organisations to foster sustainable and long lasting flourishing.

Rajna describes herself as a businesswoman and entrepreneur first and foremost, and is driven by a deep passion to be the change she wants to see in the mental health industry.

KEYNOTE SPEAKERS

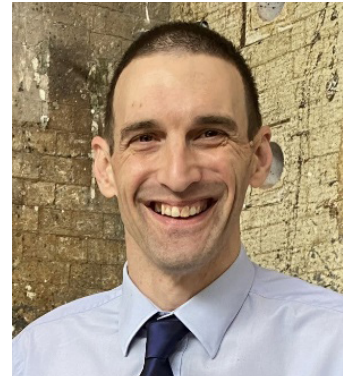
GEORGE HARE
SENIOR FIRE RESEARCHER, BRANZ

MOBILISING RESPONSE TO LITHIUM-ION BATTERIES

After arriving in New Zealand in 2006, George spent more than five years as a volunteer firefighter in both rural and urban brigades. Moving to the Wellington region in 2016, George joined the Fire Testing team in the BRANZ Consultancy Services group, providing independent fire testing and assessments of products, primarily to AS 1530.4.

In 2019, George moved across to the Industry Research side of BRANZ, joining the Better Buildings Research team, with an initial focus on risk-informed fire engineering design.

Recent work includes fire-safe use of mass timber, looking at both fire resistance and flame spread. His interests include facade fire safety, lithium-ion battery fire hazards (he is a member of the Alternative and Renewable Energy Technologies sub-group in AFAC) and he is currently beginning research into potential unintended consequences of high-performance construction.



DAME FARAH PALMER

LEADERSHIP THAT MOBILISES THE BRIGADE



Dame Farah Palmer is a lecturer in the Department of Management at Massey University and a former captain of New Zealand's women's national rugby union team, the Black Ferns. In December 2016 Farah was appointed as the first female board member for Rugby New Zealand.

The undisputed champions of women's rugby over the past decade, New Zealand's Black Ferns have a winning record second to none in international Rugby Union. The New Zealand team swept all before them during the 2002 World Cup Tournament in Spain, beating England 19-9 in the Final at Barcelona's Olympic Stadium to retain the title they also won during the 1998 World Cup in Amsterdam.

Farah holds a Doctor of Philosophy and a Bachelor of Physical Education (First Class Honours) from Otago University.

Currently, Farah is a guest lecturer at Massey University and holds many leadership roles. She has a passion for promoting opportunities for women and Maori in leadership and encouraging diversity, equity and inclusion within organisational contexts.

In the 2022 New Year Honours, Farah was announced to be named a Dame Companion of the New Zealand Order of Merit (DNZM) for her services to sport, particularly rugby.

WORKSHOP SPEAKER
LANCE BURDETT

HIDDEN BARRIERS TO INCLUSION

After 20 years in construction, Lance spent 22 years as a cop becoming the lead crisis negotiator. Qualifying in NZ, Australia, and the FBI, he was described as "The most qualified and highly skilled negotiator within NZ Police", training with the elite tactical units of Police, Corrections, Fire, Military, and the FBI.

Qualified as a Personal Protection Officer, Lance oversaw the protection of the Prime Minister and those on the witness protection programme. He was the principal security officer at the Delhi Commonwealth Games and the London Olympics. Lance was also responsible for recruitment and training at the Police Emergency call centres.

Lance has a Master of Arts Degree, (Terrorism, Safety & Security major), a Graduate Diploma in Business Studies, a Diploma in Policing and a Graduate Certificate in Applied Management.

Publishing two bestselling books – *Behind the Tape*, *Life on the Police Frontline* and *Dark Side of the Brain*, *Adapting to Adversity* – he is writing a third book on anxiety.



YOUR NEEDS CATERED FOR

Travel and accommodation is organised through Gilpin Travel. Please refer to the registration type table for funding criteria. Please do not book your own arrangements, these will be automatically made for you by Gilpin Travel when you register online.

TRAVEL

BY AIR

You will be asked to confirm your preferred flight when you register online. An email will be sent to you with your flight option which you will need to respond to within 24 hours to confirm. When this process is complete you will receive your confirmed itinerary within two working days. If you do not receive your itinerary you must contact Gilpin travel immediately. Once these flights are booked they are non-transferable and non-refundable.

We strongly advise booking your travel through Gilpin. They can also book partners flights at your own cost. Please make note of this in your online registration.

If you book flights through another provider, you must notify the UFBA Events Team well in advance of your travel arrangements to ensure that you are on our transfer lists.

BY ROAD

If you are driving, you are entitled to a return mileage reimbursement which is calculated from the centre of your town to the centre of Christchurch. Refer to Google Maps.

If you choose to drive but flying is more cost effective, you will only be reimbursed the equivalent of a seat plus bag fare.

Hotel parking is limited in Christchurch, and may be reimbursed up to \$25.00 per day. Please ensure you include your GST receipt with your expense claim.

OTHER

You can arrange your own alternate form of transport if you wish. Please note, the UFBA will reimburse the most cost effective method of travel regardless of how you choose to get to Conference Hui.

TRANSFERS

Airport transfers will be automatically arranged for those booking through Gilpin Travel and who are travelling on the recommended dates. Those travelling outside of these dates must make their own transport arrangements.

The Exhibitors' Networking Function and the Dinner are at Te Pae and transfers are not required for those staying in UFBA-provided accommodation. Please note that transport to and from locations outside those organised by the UFBA will not be provided.

The transfer schedule will be sent to you in the Final Information email one week prior to the UFBA Conference Hui date. Please ensure you register online with an email address that you check regularly.

ACCOMMODATION

FUNDED ACCOMMODATION FOR NOMINATED DELEGATES

We have many accommodation providers for Delegates in Christchurch this year. These rooms are held in a bulk booking which can only be accessed when you register online.

WHAT YOU ARE ENTITLED TO:

If you live more than 25km away from the Conference Hui venue:

Two nights of funded accommodation at the UFBA selected accommodation properties. If you require additional accommodation, a formal written request should be submitted to the UFBA Events Team for approval. Applications will be considered on a case by case basis.

If you live within 25km of the Conference Hui venue:

Accommodation is not funded. You will have the option of booking at the UFBA-selected accommodation properties on a self-funded basis.

Gilpin Travel will allocate rooms for delegates and funded guests based on requirements, entitlements as above and arrival times.

IMPORTANT NOTE: If you intend to twin share your accommodation, please book one room for the FUNDED traveller and note who you would like to share with. When the second person registers, please select 'no accommodation required' but note who you would like to share with. Ensure that your coperson has agreed to share.

FUNCTIONS & MEALS

All lunch and tea breaks throughout the UFBA Conference Hui are provided for all registered participants.

FOR DELEGATES

One breakfast per day is charged back to your hotel room and will be paid for by the UFBA (excluding room service delivery charges). Any other costs must be settled at the hotel during checkout.

All other additional meals are at your own cost, i.e. partners' breakfasts.

The UFBA Dinner ticket is to be selected at the time of registration. Partners are an additional cost. The UFBA does not cover the cost of beverages. There will be a bar available which is cashless and EFTPOS only.



CONTACT DETAILS

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 Follow us on Facebook **unitedfirebrigades**

 Follow us on Instagram **ufba.nz**

 Check out our website **www.ufba.org.nz**

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