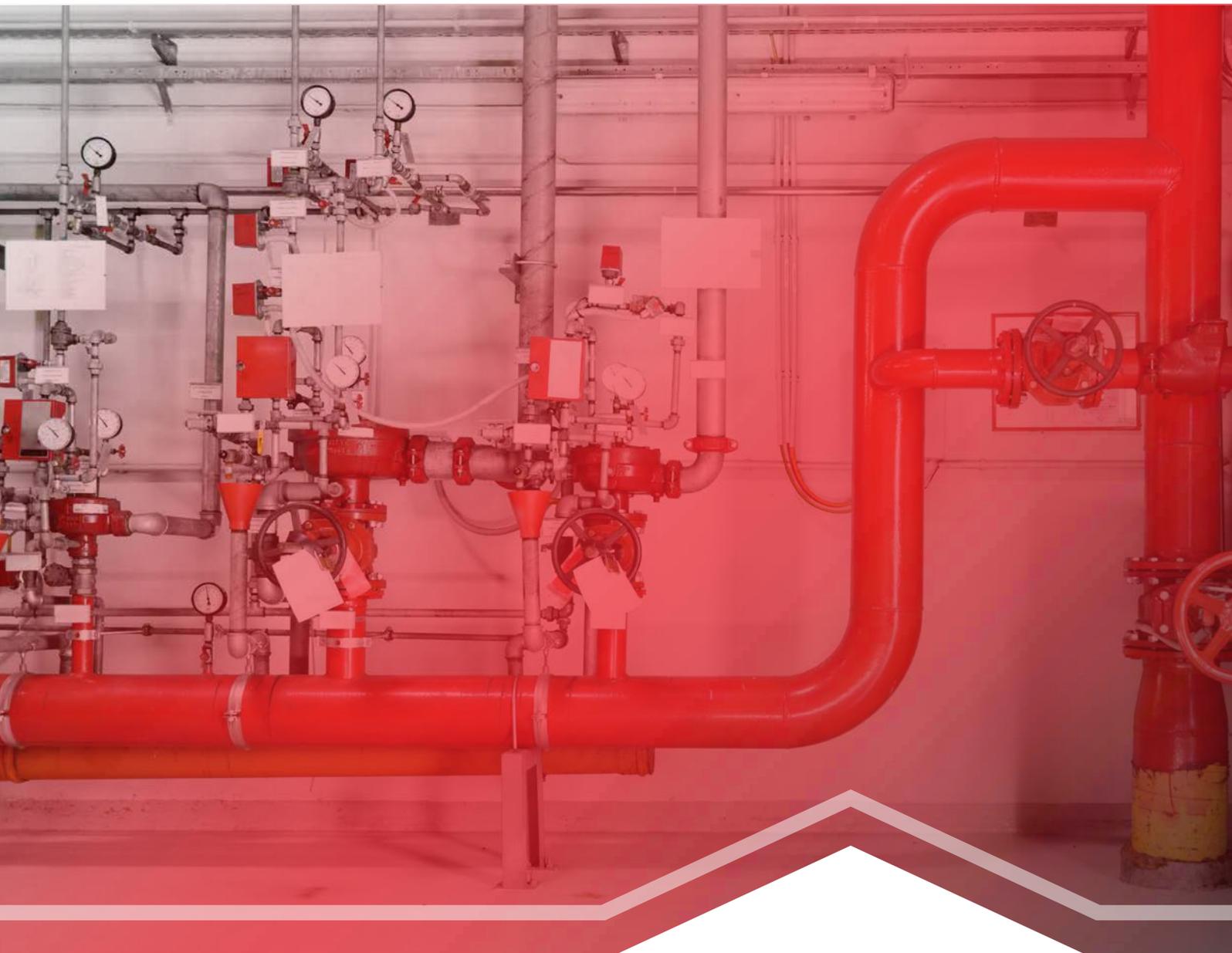




ANNUAL REPORT

2018-2019



CONTENTS



FPANZ National Council for 2018 - 2019	4
Attendance Record	5
A Message from our National President	6-7
A Message from our Chief Executive Officer.....	8-9
FPANZ Functions & Departments	10
Special Interest Groups.....	11
Special Interest Groups Annual Reports	12-14
FPA Launches Industry Awareness Campaign with Schools and Careers Advisors	15
Finance Report.....	16

FINANCIAL STATEMENTS for the year ended 30 June 2019	17-29
– Entity Information	18-19
– Statement of Service Performance	20
– Statement of Financial Performance	21
– Statement of Financial Position	22
– Statement of Cash Flows	23
– Statement of Accounting Policies.....	24
– Notes to the Performance Report	25-27
– Independent Auditor’s Report	28-29
FPANZ Membership 2018 – 2019	30
FPANZ Members 2018 – 2019	31
FireNZ 2019.....	32
Entity Snapshot.....	34
FPANZ Events Calendar 2020.....	35

Fire Protection Association New Zealand

OVERVIEW

Our Vision

Be the voice of the fire protection community and continually expand professional expertise to minimise the impact of fire in New Zealand.

Our Mission

To work with our members, government and wider community for continuous improvement in regulations, standards, education, awareness, products and services for the protection of life, property and the environment from fire.

Our Values

- › The highest levels of competence, practice and integrity
- › Independence: free of bias and favouritism
- › Being ethical, transparent and honest



FPANZ has been representing the fire protection industry in New Zealand since 1975 to promote the protection of people, property and the environment by advancing fire prevention and protection techniques.

NATIONAL COUNCIL

for 2018–2019



Chief Executive Officer:	Scott Lawson
President:	Chris Mak
Immediate Past President:	Keith Blind

ELECTED MEMBERS REPRESENTATIVES

Bryce Donaldson	Argus
David Prosser	Lifetime Member
Jake Symes	Hilti
George McGoram	Fire Systems Maintenance
Nicky Marshall	Protech Design
Kris Tocker	Ultra Fire

CHAIRS, SPECIAL INTEREST GROUPS

Paul Ryan	Passive Fire Protection SIG Chair
Llewellyn Mudrovcic (Mud)	Contractors SIG Chair
Phil Jackson	Evacuation Consultants SIG Chair
Steve Smith	HOFFE SIG Chair
Tony Carline	Inspectorate SIG Chair

ASSOCIATED INDUSTRY GROUP REPRESENTATIVES

Louise Apiata	Competenz
Ed Claridge	Institute of Fire Engineers NZ Branch
Rob Saunders	Fire and Emergency New Zealand
Michael James	Society of Fire Protection Engineers (NZ Chapter)
Rob Fenton	New Zealand Fire Equipment Manufacturers Association

BOARD MEMBERS

President	Chris Mak
Immediate Past President	Keith Blind
Appointments	Rob Fenton
	David Prosser
	Paul Ryan
	Bryce Donaldson
	Samantha McNaughton

ATTENDANCE RECORD

for FPA NZ Board/Council Representatives for 2019



BOARD			30/7/18	3/10/18	28/11/18	13/2/19	26/3/19	23/5/19
Chris Mak	President	CHAIRPERSON	✓	✓	✓	✓	✓	✓
Elaine Christy	FPA NZ	NOTETAKER	✓	✓	✓	✓	✓	✓
Scott Lawson	FPA NZ		✓	✓	✓	✓	✓	✓
Bryce Donaldson	Argus			✓	✓	✓	✓	✓
David Prosser	Lifetime Member		A	✓	✓	✓	✓	✓
Keith Blind	IceFire		✓	✓	✓	A	✓	✓
Paul Ryan	Ryanfire		✓	✓	✓	✓	A	A
Rob Fenton	Pertronic Industries		✓	✓	✓	✓	✓	✓
Samantha McNaughton	Competenz		A	✓	✓	✓	✓	✓
Chris Orr	Fire Protection Association Australia		VC	A	R	R	R	R

COUNCIL			30/7/18	3/10/18	28/11/18	13/2/19	26/3/19	23/5/19
Scott Lawson	FPA NZ	CHAIRPERSON	✓	✓	✓	✓	✓	✓
Elaine Christy	FPA NZ	NOTETAKER	✓	✓	✓	✓	✓	✓
Bryce Donaldson	Argus Fire		A	✓	✓	✓	✓	✓
Chris Mak	Aon		✓	✓	✓	✓	✓	✓
David Prosser	Lifetime member		A	✓	✓	✓	✓	✓
David Sharp	NZFEMA				✓	S	S	S
Ed Claridge	Auckland Council					✓	A	✓
George McGoram	Fire System Maintenance		✓	✓	✓	✓	A	A
Jake Symes	Hilti		✓	✓	✓	✓	✓	✓
Jason Godsmark	Inspectorate SIG Chair		✓	✓	A	✓	R	R
Keith Blind	IceFire		✓	✓	✓	A	✓	A
Kiran Soma	Contractors SIG Chair		A	✓	✓	R	R	R
Kris Tocker	Ultra Fire (teleconference)		✓	A	A	VC	A	✓
Llewellyn Mudrovic	Contractors SIG Chair							✓
Louise Apiata	Competenz					✓	A	✓
Michael James	SFPE		VC	✓	✓	✓	✓	✓
Nicky Marshall	Protec Design		VC	✓	✓	VC	✓	✓
Paul Ryan	Passive SIG Chair/Ryanfire		✓	✓	✓	✓	A	A
Phil Jackson	EVAC SIG Chair		A	✓	✓	✓	✓	✓
Rob Fenton	NZFEMA President		✓	✓	✓	✓	✓	✓
Rob Saunders	FENZ		✓	A	✓	S	✓	R
Samantha McNaughton	Competenz		A	✓	✓	S	A	S
Steven Smith	HOFPE SIG Chair		A	A	✓	✓	A	✓
Tony Carline	Inspectorate Chair							✓
Trent Fearnley	IFE		A	✓	✓	R	R	R

Key	
Present	✓
Stand in sent	S
Videoconferencing	VC
Apologies	A
Resigned	R

A Message from our National President



At the end of my first year as President, I am pleased to report on the activities of the Fire Protection Association New Zealand Inc (the Association) over the past 12 months.

Financially, the Association is going from strength to strength and we are now in a position to reinvest some of our surplus funds back into the industry. All sectors of the construction industry are facing recruitment pressures and building quality pressures, exacerbated by the sparsity of qualified and experienced engineers. It is somewhat paradoxical that during this construction boom, where companies should be generating good profits, it appears that they cannot afford to train, due to the lack of resources. Therefore our initial investment focus will be to assist in recruiting and developing staff, and particularly youth, as future leaders of the industry. Our next emphasis will be on the development of technical leadership for the future.

As I write this annual report, the fire at the New Zealand International Conference Centre is all but extinguished. This fire will likely be one of the most expensive fire losses that our nation has experienced and, due to its nature, will have far reaching consequences. (My own Auckland apartment, approximately 100 metres away from the complex, will need to be decontaminated due to smoke ingress - which is relatively insignificant but indicative of how far this has impacted, and potential complex liability implications.)

At our Council meeting prior to the fire, we discussed the possibility of promoting a Code of Practice for Construction Fire Safety. In association with our affiliated organisations (including Society of Fire Protection Engineers (SFPE) and Institution of Fire Engineers (IFE)), along with a drive from sectors of the Government and other construction sectors, we expect that we will see a renewed emphasis on producing such a document.

With respect to this Conference Centre fire, there has been some uninformed press. Journalists were questioning why the alarm system did not work, not realizing the impracticability and challenges of commissioning an alarm system on a working construction site. One well known radio commentator was asking why sprinklers did not control a fire on the roof of the building! We are taking active steps to improve community understanding and ensure that our industry gains some quality publicity which reflects the real value of what we do to improve fire safety and reduce the impact of fire in New Zealand.

The Association and its members have been active in promoting standards and standardisation within our industry. To that end, the Association has been instrumental in forming the Fire Protection Charitable Trust, whose primary purpose is to fund the development of fire protection standards. Its secondary purpose is to assist in funding industry training. This Trust is funded by the Standards Levy (which Aon has been collecting on the Trust's behalf) for the development of mechanical fire protection standards, as well as a new levy being collected by all accredited inspection companies, for the development of electronic fire protection standards. With respect to these electronic fire standards, the manufacturers have provided seed funding to ensure that NZS 4512 can be amended or revised without a delay and to allow the fund to be built up. While the Trust has been set up by the Association, going forward, it will be its own separate entity.

The Association and its members have also been instrumental in developing a revision to NZS 4541 Automatic Fire Sprinkler Systems, which will be published early next year. In addition, we have been promoting a revision of NZS 4512 (Fire Detection and Alarm Systems in Buildings) which is anticipated to commence next year. We will also be assisting both the Building Sector Performance Group (of the Ministry of Building Innovation and Employment) and Fire and Emergency New Zealand in revising NZS 4510 (Fire hydrant systems for buildings).

Association members have also been instrumental in coordinating several Codes of Practice that should be published next year, including:

- › Code of Practice for the Specification and Application of Intumescent Coatings
- › Code of Practice for the installation of Passive Fire protection
- › Code of Practice for Integrated Building Systems

I would like to highlight how well received this year's Fire NZ Conference was. This conference is a collaborative event hosted by the Association, the Society of Fire Protection Engineers and the Institution of Fire Engineers. It was managed and coordinated by the Association. The general feedback, including from our international speakers, was that this conference was one of the best and most educational fire conferences that they have attended. Certainly, the

quality of speakers was better than several conferences I have attended overseas. If you have not been to a FireNZ Conference before, I urge you to consider attending next year's conference at the Rotorua Energy and Events Centre which will be held on 2-4 September 2020.

The Association's staff, Board and Council are committed to minimising the impact that fire has on New Zealand. We actively work with our members, government and the wider community to achieve continuous improvement in regulations, standards, education, awareness, products and services for the protection of life, property and the environment from fire.

We urge all members to get involved in the Association and to suggest positive future initiatives that the Association should get involved in. You will gain more from your membership if you participate, than if you do not.

In closing, I would like to thank all those who have contributed to the Association this year, including our team of Scott, Elaine and Vicki, our Board and Council Members, and those who have contributed to our various working groups, developing Codes of Practice and Standards.

Together, we make a positive difference.

Chris Mak
President, FPANZ (2019)

A Message from our Chief Executive Officer



Welcome to the annual report for the Fire Protection Association of New Zealand (FPANZ). Having successfully completed another financial year and our independent audit of the accounts, it is again time to reflect on some of the more significant milestones we have achieved over the past 12 months and hint at what the 2019/2020 membership year holds for the association and its members.

First, though, I would like to take a moment to offer my sincere thanks to our small FPANZ team of Elaine Christy and Vicki Alach, both of whom are integral to the running of the association. I also thank the members who sit on the FPANZ board and national council for their personal commitment and time invested in helping the association grow, directing our efforts and shaping the future of our industry. I offer my thanks to all the financial members of FPANZ; your continued support helps us deliver on our mission and vision for the fire protection industry in New Zealand.

Special thanks must go to both Mitchell Brown and Keith Blind. As many of you know, these men have been actively involved with the association in various positions, including president, for many years. This year, the board awarded these dedicated men honorary lifetime membership status for the considerable contributions they have made to our association and the wider fire protection industry.

Without shortcutting the reports of the special interest group (SIG) chairs, I would like to touch on some of the work we have undertaken and provide a holistic picture of the association.

Government Review of Vocational Education

One significant but unplanned area of work this year related to “on-the-job industry training”. On Wednesday 13 February, the government announced proposals for major structural changes to New Zealand’s Vocational Education and Training (VET) system. These proposed reforms will affect all industries, including fire protection. While review and improvement were definitely needed, the proposals were far more wide reaching than we expected. The association spent considerable time canvassing members about the possible implications of the various propositions tabled by the government. We also provided an industry submission to the Tertiary Education Commission (TEC) and our current industry training organisation (ITO) Competenz to ensure our message was relayed.

The government has since provided updates on the proposals, which will now see workforce development

councils being established and the current ITO structure dismantled. I would like to assure our members that we will continue to strongly advocate for industry in this area to ensure that the voices of our members and the wider industry are heard during these reforms. This process will likely be ongoing for the next two to three years and possibly have an impact on not only how we train but also the training providers that will deliver our current and future qualifications. We encourage our members to continue to respond to us and attend any future workshops that we facilitate on this topic to ensure we get more favourable outcomes over the coming year or two.

Codes of Practice

The association continues to see the need for further development of FPANZ codes of practice (CoP). Over this last year, we started work on three CoP:

- › Specification and Application of Intumescent Coatings
- › Installation of Passive Fire Protection
- › Integrated Building Systems

Part of the association’s strategy is to fill voids where they exist in standards or where we see a significant need for clarification in specific areas. We use a process that is very similar to that used in the development and updating of NZ standards. While a CoP can often take a year or more to develop, the process is often quicker and lower cost than that for a formal NZ standard. Once developed, these CoPs are reviewed and commented on by other stakeholders then submitted to the FPANZ council for review and adoption. We will continue to expand on our suite of CoP and build on areas where the industry needs clarity and direction. As I write, the CoP for the Specification and Application of Intumescent Coatings has completed development and is undergoing a final review of the comments. We are hoping it will be released before the end of the year. I would like to acknowledge and thank all the members of the Passive SIG Coatings Working Group, who are also referenced in the front of this document.

Standards Revisions

This year saw the development and formation of the Fire Protection Charitable Trust, which was a significant milestone. This trust is a separate legal entity, but FPANZ was responsible for its inception and the adoption of a voluntary levy system for sprinkler and alarm systems to enable us to continue to develop NZ standards. It is satisfying to note that NZS4541 is

now in the final stages after public comment and that the submissions are being reviewed and considered before the final release of the document. We have now also started the selection process for the committee for the update of NZS4512 and NZS4514 and aim for kick off in December 2019 or January 2020, with a project timeframe of up to 15 months. These are significant projects for the association and ensure we can keep enhancing and updating the standards we all work to.

FireNZ Updates

Those who were fortunate enough to attend FireNZ 2019 will have seen that, yet again, we put on a tradeshow and conference on a par with or even better than some international fire protection conferences. We run FireNZ with our partners, the Society of Fire Protection Engineers (SFPE) and the Institution of Fire Engineers (IFE), but FPANZ carries out all management functions for the event on behalf of the FireNZ committee. The positive feedback we receive is reinforced by the international speakers from Dubai, Australia, the USA and the United Kingdom who agree to attend. The positive comments we receive are obviously not people just being polite but genuine praise for the event and acknowledgement of how far it has come in recent years. Without a doubt, the line-up of international speakers was the most extensive yet, and they were well-received by our delegates. The full-panel Q&A session on Friday morning was also very successful and clearly allowed a far greater level of interaction with the audience than is possible during standard one-on-one Q&A sessions. We hope you will attend FireNZ 2020, which will be held from 2nd to 4th September at the Rotorua Energy Events Centre. It is already shaping up to be a great event.

Summary of the year

I am pleased to once again be in a favourable position to report to our members on all of the good work done in the past year. While our objective is not to deliver financial surpluses each year, it has been important in the past few years to contain and manage our operating expenditure with an eye on the longer-term goals of the association. Our surplus this year was higher than expected or budgeted because we did not proceed with the anticipated Fire101/

Gateway project. This would have been a significant project with expenditure of \$70,000; however, our prudent management process and due diligence indicated the deliverables would not be realized as planned, so we decided to retain and reallocate the funds for another financial year. Instead, we explored a more realistic and deliverable project that has now been approved by the board. This project is a nationwide pilot of “Careers Recruiting and Industry Development” involving schools, careers advisors and school leavers and including a student-placement programme.

The association is now in a strong financial position and, with continued careful and considered future initiatives and financial investment, we will be able to continue to deliver more objectives in the coming years. There is, and I suggest always will be, much work to do on behalf of industry. However, in the past five years, the association has made significant improvements not just to our organisation but to the wider industry and the community of New Zealand. Not all these changes have proved easy or been welcomed by some naysayers, but the proof is in the deliverables being produced by FPANZ, the growing membership base, the level of member engagement and the financial stability, improved transparency, strategic direction and wider profile of the fire protection industry and its members.

This coming year, the main focus areas and development projects for the association include an update of the suite of equipment registers, the Careers Recruiting and Industry Development project, promotion of the passive installers qualification, pursuing industry regulation, training and professional development, additional CoP, and release of industry position statements. I strongly encourage you to read our monthly newsletter to keep up with our industry news and for regular updates on these projects and how you can provide input.

Thank you once again to our members for the continued support of the association in our 2019/2020 financial year. I look forward to making this year another great step forward for FPANZ, its members, and the wider community we all support.

Scott Lawson,
Chief Executive Officer, FPANZ

Fire Protection Association New Zealand



FUNCTIONS & DEPARTMENTS

The Fire Protection Association plays a pivotal role in providing advice and information on all aspects of fire protection and safety topics through a range of services to the industry, FPANZ members and the wider community.

Training and Seminars

FPANZ liaises with a number of training organisations, manufacturers, suppliers and industry specialists both in New Zealand and globally to bring training and development seminars to its members.

Industry Communications

FPANZ Communications Department is responsible for producing the monthly FPANZ Member Newsletter along with one FireNZ Industry Magazine per year. The Communications Department also oversees development and delivery of all FPANZ external communications, including media releases and important announcements and is also responsible for the ongoing enhancement of the FPANZ website www.fpanz.org, as well as related sites and social media channels.

FPANZ Events

The FPANZ Events Department aims to educate industry members and the broader community by delivering current information on all matters relevant to the fire protection industry and related industries. FPANZ events cover a wide range of industry related topics and feature highly engaging speakers to enable attendees to stay up-to-date and meet continuous professional development requirements.

These events include an annual national conference “**FireNZ**” with FPA, SFPE and IFE seminars that provide ideal forums to meet and socialise with industry members and key stakeholders.

For FireNZ 2019, “*The Future of Fire Protection*” was the key theme. It proved to be a successful event, held in the Vodafone Events Centre in Auckland, with over 280 delegates and some 150 exhibitors, drawing good support from those who have a keen interest in fire protection.

With the continued support from FPA Members IFE & SFPE, we continue to see a bright future for the event in 2020 at the Rotorua Convention Centre.

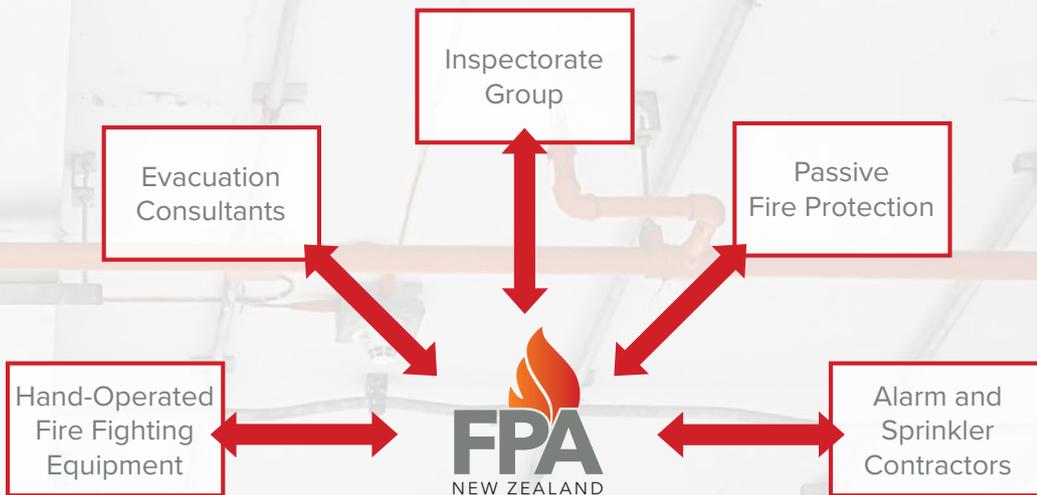
SIGs

Special Interest Groups

FPANZ has the following special interest groups (SIGs):

- › Alarm and Sprinkler Contractors Group
- › Passive Fire Protection Group
- › Evacuation Consultants Group
- › Hand Operated Fire Fighting Equipment Group
- › Inspectorate Group

Membership of these groups is open to Individual, Corporate & Organisation members who are able to demonstrate a professional connection to the work of the particular group. Their purpose is to provide a forum for members to raise issues and concerns to bring together FPANZ members with allied interests, keeping them up to date and improve the flow of industry-specific information to and from members. They are also a mechanism for instigating projects (e.g. position papers, codes of practice) relevant to their specific spheres of interest.



The following SIG updates represent the opinions and views of the SIG Chairs and do not necessarily reflect the official position of the Fire Protection Association.

Passive Fire Protection SIG Report

This is the last report of my tenure as Passive Fire Protection Special Interest Group Chair.

Back in 2016 when I chaired my first meeting, it was agreed by the group that too many years had been spent discussing the problems rather than tackling them, so we decided on a number of key initiatives that we felt would pave the way for improvement in our industry.

The initiatives were –

- FPA Product Register which would form a central record of products with test data that meet standards set within the NZ Building Code – and be a key tool in the process of knowing when an “Alternate Solution” with non specific test data should be considered.
- A new industry qualification which would help ensure products are installed by a suitably qualified person.
- Code of Practice providing technical guidance to industry surrounding passive fire protection.

In 2018 we successfully launched the Passive Equipment Register. In 2019 not only have we developed a Code of Practice for Intumescent Coatings, which early indications show will bring huge change and improvement to this very technical area of passive fire protection, but October saw the launch of the new NZQA Level 3 Passive fire protection installers qualification, a joint venture between Competenz and FPANZ.

However, as always, the “job is never done”. 2020 will hopefully see the SIG focus on more codes of practice tackling varied topics such as Fire Dampers, Smoke Curtains, Fire Doors to name but a few.



Passive fire protection membership grew yet again, averaging two new members per month, and is now the largest special interest business sector within the association.

FireNZ 2019 saw strong passive industry exhibitor and attendee support.

As a final note, I’d like to thank the SIG for the support I have received over the last three years. Without the “team” these initiatives couldn’t have been delivered – a special thanks goes out to Scott Lawson for his commitment to the “passive cause” as well as a small group who I can almost bank on to volunteer when it comes to taking on voluntary work that needs to be done to enable us to deliver the “goods”.

It’s taken three years to get where we are today, I believe industry is better for our hard graft, I can’t wait to see what the next three years will bring!

Paul Ryan

Passive Fire Protection SIG Chair 2019

Hand Operated Fire Fighting Equipment (HOFFE) SIG Report



The last year has been a mixed bag for the HOFFE group, with progress being made in some areas but still much work to be done to ensure continued development of the sector.

- › We have launched the HOFFE product register in 2019 and had some positive feedback on this and a new version is due to be released soon with additional suppliers.
- › We have tabled a HOFFE 'Position Statement' that provides clarity and recognition of the importance of the role that our fire equipment often plays. This is important for both the FPA's member companies and those utilizing the FPA's website. The education and endorsement of all fire equipment to form a fire protection package is surely the end goal. Ultimately this statement benefits both the FPA member companies, commercial interests and the public.
- › The Virtual Reality Training programme has the support of our members and is progressing in terms of development and possible future uses in the sector.
- › We have attracted some new members to the group - the insurance sector is proving to be a strong supporter of the group and encourages the installation of hand-held firefighting equipment.
- › We are once again allowed to import mobile fire extinguishers, as this has been a sticking point for some time so clarity and a final decision on this is welcomed.
- › We have achieved a closer alliance with the Cylinder Testing Laboratory Association, including attending each other meetings and making joint proposals (united front) to Worksafe.
- › More direct contact with Worksafe and the message delivered several times to their representatives that, as large-scale importers of pressure vessels, we need to be informed of proposed regulatory changes in our industry.
- › Interested parties such as insurers are in regular contact discussing their concerns with us regarding both service and products.

› The HOFFE Service Code of Practice has been distributed again and our members are aware that, barring any serious problems, the active part of the group would like it endorsed and in use sooner rather than later.

› We have been pushing for NZS4503:2005 to be revisited as it is our opinion that the wording of several parts of the standard need updating and refining to be more concise, especially around the definition of "Competent Person". We know that other fire protection sectors like sprinkler and alarms have the same concerns and these definitions should be addressed and clarified in future revisions of the standards.

Unfortunately, we have had a decline in attendance at the SIG meetings, for several reasons. It costs time and money to be an active member of the group, and our members are busy in their businesses as there is plenty of work at present. Industry groups are not seen as a priority that give immediate benefit, but this is often a short term view that doesn't serve the industry well. We will be revisiting how to have stronger engagement in the next year.

The authorities seem to continue to allow those who are not abiding by the rules (Hazardous Substances etc.) to actively operate eg. trade stores, online shopping. We need to take a stronger view on these to ensure the public is not being misinformed.

Little pro-active auditing or follow-up from the authorities (local council, LTSA) on fire equipment matters means that companies prioritise their time and effort differently. eg. no penalty for non-compliance enables those fire equipment companies who operate in the more opportunistic and often unethical part of the industry to exist without significant penalty.

Steve Smith
HOFFE SIG Chair 2019

Evacuation Consultant SIG Report

The Evacuation SIG has had a busy and productive year. There have been several ways in which the revised evacuation regulations have impacted the way in which we plan and prepare our evacuation schemes, along with heightened emphasis on trial evacuations and reporting.

Working with FENZ, the SIG has managed to answer many of the queries that have been presented by our members, ranging from acceptable content of fire action notices, through to the use of evacuation chairs.

I am glad to be able to say that we now see a number of fire risk officers attending our meetings when their time allows, and we have regular input from the FENZ fire information unit, plus support from senior staff. With this input, we are kept up to speed on organisational change and process, such as the review of the online portal for scheme application. It would be great to welcome fire

engineers, fire protection engineers and installers to our meetings to understand some of the challenges they face and how we can work together to help ensure our new and renovated buildings are fit for purpose.

This year we have revised the certified evacuation consultant qualification, updated the code of practice and seen several guest speakers at our meetings. I have been working on a project which will hopefully see several of our meetings next year hosting short workshops to deliver fire engineering knowledge updates for evacuation consultants.



Phil Jackson

Evacuation Consultant SIG Chair 2019

Inspectorate SIG Report

Reflecting on my first year as Inspectorate Special Interest Group Chair, I believe that our industry has some things that it needs to work on.

Firstly, there is the standard of workmanship and quality of installation we are seeing done. This can be partly attributed to a lack of training or supervision, coupled with a number of contractors that are new to the industry and do not understand the implications that their decisions have on the safety of the public and property. This is an issue that we will continue to struggle with until we are able to have our industry recognised as a specialist trade, and have a means of sanctioning those contractors that are not completing the installations to an acceptable quality.

Training is another area where I believe we as an industry should be doing better than we are. While the FPA puts on "Get it Right" seminars when it can, there are other training opportunities out there that just need to be researched. I am a believer that you are never too old to learn.

Like a lot of companies, the number of Inspectors seems to continue to grow, with inspectors changing companies and new inspectors coming to our side of the industry. What we must remember though is that where an experienced technician becomes an inspector, a gap needs to be filled. It is up to the Inspectorates to also look for and employ staff that need to be trained. Certainly, my employer is bringing youth into our sector.

The review of NZS4541 has been completed, with the last of the public submissions having been

reviewed recently. Now we wait for the revised standard to be formally accepted in the new year. The FPA will be putting on some more Seminars to cover changes made to NZS4541. Watch out for dates and times for your region.

At the time of writing this, the nominations for the FPA members for the review committee for NZS4512 have closed, with voting to be undertaken in November. Until the committee is formed and the scope of review is agreed, I cannot say timewise when the new standard may be published but watch this space for updates along the way.

Finally, it has been an interesting year seeing how the FPA works behind the scenes, the committees, the public consultation, the changes to legislation that affect our industry. It is also surprising the number of changes proposed by the government that results in the FPA putting a submission in for consideration. A valuable resource that would result in our industry being left in the dark otherwise.

For those who get to have a break over the Christmas period, take care, as our industry needs you in the New Year. See you all in 2020.



Tony Carline

Inspectorate SIG Chair 2019

FPA expands Industry Employment Awareness Campaign to now include development and job placement scheme in 2020

WANTED

Fire Protection Association of New Zealand (FPANZ) is looking for school leavers and those looking for a change in career path.



Our members are currently recruiting to fill the following positions around New Zealand. We are seeking **school leavers, cadets, trainees, and skilled workers** alike in all of these roles and specific areas of Fire Protection.

FIRE ALARM & SPRINKLER SYSTEMS

- System Testers & Surveyors
- System Installers & Maintenance Technicians
- Supervisors & Project Managers
- Product Support, Sales & Engineers
- IQP Building & Systems Inspectors
- System Designers & Cad Operators

PASSIVE FIRE SYSTEMS

- System Installers
- Supervisors & Project Managers
- System Designers & Cad Operators
- Product Support, Sales & Engineers

ENGINEERING & COMPLIANCE

- Evacuation Consultants
- Fire Engineers
- Systems Engineers – Mechanical & Electrical
- System Designers & Cad Operators

FIRE EXTINGUISHERS

- Product Support, Sales & Engineers
- Maintenance Technicians

FPANZ can help place candidates into our members' companies all around New Zealand. Many of the jobs and careers listed opposite offer free training and NZQA recognised qualifications can be achieved while working and earning. FPANZ can also help with introductory information to help candidates decide where they would like to work and in what disciplines.

Please contact the Fire Protection Association of New Zealand info@fpanz.org for more information on how to make the Fire Protection industry your career.



For more information on career options and job placements in the Fire Industry please contact info@fpanz.org

FINANCE REPORT

For the year ended 30 June 2019



The association has had another busy and successful year, once again producing a good financial result while undergoing several changes in the areas of reporting and administration.

The decision was taken to transition from Westpac Bank to Bank of New Zealand in early 2019 to provide easier access and management of the accounts. This process is now well underway, with the last remaining Westpac account to be closed before year end. The BNZ site allows the relevant board members greater visibility and is proving to be far more adaptable, with an increasing need for systems that can be accessed in any location. We also have the ability to manage term deposits within our account structure, which will mean that we can easily allocate our funds for maximum return.

We are pleased to report that once again we have had no debt to write off, and our collection rate is closely managed to ensure that our cashflow is unaffected. The payroll is also now completed “in house” which has simplified the process for all concerned, a cost-effective change implemented without sacrificing the appropriate controls.

Vicki Alach joined FPANZ in mid-2018 as our Administrative Assistant and has become a valuable member of the team, streamlining administrative processes and providing a friendly and helpful first point of contact to our members and the public.

The external audit of our Financial Statements for the year ended 30 June 2019 was once again completed by Crowe Horwath, a process which was made easier by their familiarity with our systems, this being the third

year they have been charged with auditing our accounts. We are pleased to report that the Auditor’s Report was extremely positive.

FPANZ produced another strong surplus for the year of \$127,214. Although this was 22% down on the surplus of \$162,623 for the year ended 30 June 2018, primarily due to the difficulties encountered with presenting the training seminars planned for the year, the result was better than expected and continues the positive trend.

The financial position of the Association continues to strengthen with the Working Capital (ie. Current Assets less Current Liabilities) increasing substantially from \$329,738 in 2018 to \$452,110 in 2019. Accumulated funds have increased also from \$337,743 to \$464,956, once again ensuring that the Association has funds to enable the implementation of planned projects within the industry.



Elaine Christy

*Accounts and Administration Manager
Fire Protection Association New Zealand*

PERFORMANCE REPORT

For the year ended 30 June 2019

Embedded in this document is a scanned copy of the original audited performance report.

Non-Financial Information:

Entity Information	18-19
Statement of Service Performance	20

Financial Information:

Statement of Financial Performance	21
Statement of Financial Position	22
Statement of Cash Flows	23
Statement of Accounting Policies	24
Notes to the Performance Report	25-27
Audit Report	28-29

ENTITY INFORMATION

For the year ended 30 June 2019

FIRE PROTECTION ASSOCIATION (NEW ZEALAND) INCORPORATED

Entity Information

For the year ended
30 June 2019

Legal Name of Entity:	Fire Protection Association (New Zealand) Incorporated		
Other Name of Entity (if any):	FPANZ		
Type of Entity and Legal Basis (if any):	Incorporated society with charitable status		
Registration Numbers:	Incorporated society number:	217737	
	Charity number:	CC40498	

Entity's Purpose or Mission:

- (a) To promote interest in fire prevention, fire safety and fire protection, and to seek co-operation of its Members, clients, associates and the public in supporting safeguards against loss of life and property by fire;
- (b) To promote and participate in the development and revision of Standards, New Zealand Building Codes, Codes of Practice and technical bulletins and such like in the interests of Fire Protection and its Members;
- (c) To participate in any matters of legislation and regulation by Government and Territorial Authorities applicable to Fire Protection;
- (d) To encourage educational programmes in Fire Protection in teaching institutions and/or from recognised overseas sources and/or by the promotion of training programmes recognised by the New Zealand Qualifications Authority;
- (e) To assist persons who desire to obtain education, qualification or training in Fire Protection, and to support the use of a suitable industry training organisation;
- (f) To encourage the observance of acceptable standards and quality in Fire Protection and to encourage sound and ethical practice in the protection of life and property;
- (g) To distribute amongst Members information to assist in the promotion of Fire Protection, to publish relevant information as a service for Members, and to cause Members to disseminate that information among interested partners;
- (h) To co-operate with Territorial Authorities, the New Zealand Fire Service, and insurers, those with design or architectural and engineering interests, Standards Association and those who have a common interest in Fire Protection;
- (i) To encourage a Code of Ethics and good business practice among its Members;
- (j) To promote and encourage the acceptance of the Association and to obtain financial support for the furthering of aims and interests of the Association and its Members;
- (k) To do anything necessary or helpful to these purposes.

Entity Structure:

FPANZ is a not-for-profit incorporated society that is governed by a constitution and Board of Directors with its national head office based in Auckland. The operating structure of FPANZ has a constitution as the framework and is based on three tiers of governance.

The three tiers of governance over the affairs of the Association are as follows:

- (a) A Management Board ("Board")
- (b) A National Council ("Council")
- (c) Special Interest Groups ("Special Interest Groups")

The Association is represented across New Zealand by Special Interest Groups made up of active members from within the fire industry. Central to our vision is a focus on advocacy in order to influence change and deliver improved fire safety outcomes for the community.



ENTITY INFORMATION

For the year ended 30 June 2019

FIRE PROTECTION ASSOCIATION (NEW ZEALAND) INCORPORATED

Entity Information

For the year ended
30 June 2019

Main Sources of the Entity's Cash and Resources:

- Subscriptions/membership subs
- Certification programmes
- Fire Alarm Product Registers
- Training services and seminars
- Annual conference and trade show
- Halon disposal

Entity's Reliance on Volunteers and Donated Goods or Services:

The Association relies on members donating time in the capacity of the Board of Directors, Council and SIG Chair. Some members also provide their own travel to national meetings. There is also sponsorship of the annual conference with Partners from IFE and SPFE donating staff to assist with the running of the conference.

Contact details

Physical Address:	Unit B4, 34 Triton Drive, Rosedale Auckland
Postal Address:	Private Box 302-372, North Harbour 0751
Phone:	Phone: +64 9 414 4450
Email/Website:	www.fpanz.org



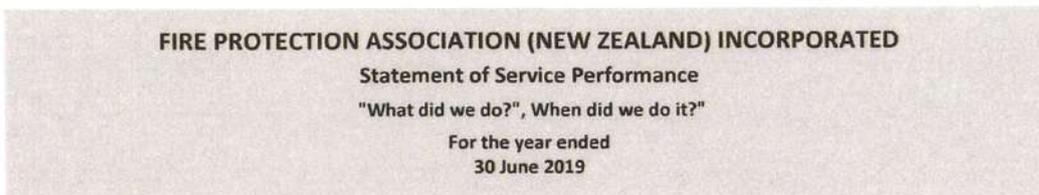
Fire Protection Association (New Zealand) Incorporated

STATEMENT OF

SERVICE PERFORMANCE

“What did we do?”, “When did we do it?”

For the year ended 30 June 2019



Description of the Entity's Outcomes:

- To act as the voice of the Fire Protection Industry and members
- Management of industry objectives as approved by the board
- Coordination of seminars and training
- Halon recovery and safe disposal Project
- Development & updating of fire industry Standards
- Management of Fire Alarm Equipment register
- Management of annual conference and trade show
- Facilitating industry development and communication via SIG's (Special Interest Groups)
- Development of Industry CoP's (Codes of Practice)
- Improve communication between industry and engineers, government and public

Description and Quantification of the Entity's Outputs:	Actual	Budget	Actual
	This Year	This Year	Last Year
Communications:			
Produce Monthly industry newsletter	11	11	11
Special Interest Group meetings	22	30	23
Council Meetings	6	6	6
Board meetings	6	6	6
Other Outputs:			
Certification of Sprinkler contractors	30	22	30
Certification of EVAC consultants	3	9	6
Certification of Alarm contractors	19	18	19
Equipment register updates	8	1	3
FireNZ Conference & Tradeshow	1	1	1
Training Seminars - over multiple locations	1	9	8
Development of Codes of Practice	2	0	1
Halon recovery for disposal	964kg	100kg	110kg

Additional Output Measures:

- New growth membership 20 new members
- Provided “Get it right” industry training
- Provided X5 members meeting / register launch events
- Completed development of two new product registers for Passive and HOFFE
- Additional revenue stream from Sprinkler contractors auditing process
- Started development of Fire101 industry training project
- Continued to assist in development of new qualifications with Competenz & NZQA



STATEMENT OF FINANCIAL PERFORMANCE

For the year ended 30 June 2019
in New Zealand Dollars

FIRE PROTECTION ASSOCIATION (NEW ZEALAND) INCORPORATED

Statement of Financial Performance

For the year ended
30 June 2019
In New Zealand Dollars

Note	2019 \$	2018 \$
Revenue		
Advertising Income	7,101	-
Fire Alarm Equipment Register	48,753	50,083
Fire Contractor Certification	62,613	62,400
FireNZ Conference	394,475	374,156
Seminars Income	9,550	43,758
Income from Subscriptions	309,609	285,425
Halon Income	15,940	79,365
Other Income	5,778	4,171
	853,819	899,358
Other Income		
Interest Received	4,814	4,604
	4,814	4,604
Total Revenue	858,633	903,962
Expenses		
Finance Expenses	4	29,698
Personnel Expenses	5	294,233
Operating Expenses	6	317,749
Administration and Other expenses	7	85,165
Halon Expenses		4,575
		741,339
Total Expenses	731,419	741,339
Surplus for the Year after Tax	127,214	162,623

The above statements are to be read in conjunction with the accompanying notes and the Audit Report.



Fire Protection Association (New Zealand) Incorporated

STATEMENT OF

FINANCIAL POSITION

as at 30 June 2019

in New Zealand Dollars

FIRE PROTECTION ASSOCIATION (NEW ZEALAND) INCORPORATED
Statement of Financial Position
 As at
30 June 2019
 In New Zealand Dollars

	Note	2019 \$	2018 \$
Assets			
Current Assets			
Bank accounts and cash	8	688,458	421,020
Accounts Receivable	9	130,156	133,770
Prepayments		59,403	36,506
Total Current Assets		878,017	591,296
Non-Current Assets			
Fixed Assets	10	12,846	9,651
Total Non-Current Assets		12,846	9,651
Total Assets		890,863	600,946
Liabilities			
Current Liabilities			
Accounts Payable	11	34,256	42,095
GST Payable		38,952	20,708
Accrued expenses	11	70,327	56,501
Income in advance	12	282,372	142,255
Total Current Liabilities		425,907	261,558
Non-Current Liabilities			
Provisions	13	-	1,645
Total Non-Current Liabilities		-	1,645
Total Liabilities		425,907	263,203
Total Assets less Total Liabilities (Net Assets)		464,956	337,743
Accumulated Funds			
Accumulated surpluses	18	464,956	337,743

For and on behalf of the Members:



Chris Mak
 Date: 26/9/19



Scott Lawson
 Date:

The above statements are to be read in conjunction with the accompanying notes and the Audit Report.



STATEMENT OF CASH FLOWS

"How the entity has received and used cash"

For the year ended 30 June 2019 | in New Zealand Dollars

FIRE PROTECTION ASSOCIATION (NEW ZEALAND) INCORPORATED

Statement of Cash Flows

"How the entity has received and used cash"

For the year ended

30 June 2019

In New Zealand Dollars

	2019 \$	2018 \$
Cash Flows from Operating Activities		
Cash was received from:		
Fees, subscriptions and other receipts from members	312,750	187,576
Receipts from providing goods or services	682,682	744,569
Interest	4,814	4,604
Net GST	17,694	11,159
Cash was applied to:		
Payments to suppliers and employees	<u>(740,479)</u>	<u>(712,916)</u>
Net Cash Flows from Operating Activities	277,461	234,992
Cash flows from Investing and Financing Activities		
Cash was applied to:		
Payments to acquire property, plant and equipment	<u>(10,022)</u>	<u>(10,587)</u>
Net Cash Flows from Investing and Financing Activities	(10,022)	(10,587)
Net Increase / (Decrease) in Cash	267,438	224,405
Opening Cash	<u>421,020</u>	<u>196,615</u>
Closing Cash	<u>688,458</u>	<u>421,020</u>
This is represented by:		
Bank Accounts and Cash	<u>688,458</u>	<u>421,020</u>

The above statements are to be read in conjunction with the accompanying notes and the Audit Report.



Fire Protection Association (New Zealand) Incorporated

STATEMENT OF

ACCOUNTING POLICIES

For the year ended 30 June 2019
in New Zealand Dollars

1. Basis of Preparation

FIRE PROTECTION ASSOCIATION (NEW ZEALAND) INCORPORATED has elected to apply PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) on the basis that it does not have public accountability and has total annual expenses of equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

Basis of Measurement

The financial statements are prepared on the historical cost basis except certain items for which specific accounting policies are identified.

Presentation Currency

The financial statements are presented in New Zealand dollars (\$).

2. Significant Accounting Policies

The accounting policies set out below have been applied consistently to all periods presented in these financial statements.

(a) Revenue

Revenue is recognised to the extent that it is probable that the economic benefit will flow to the entity and revenue can be reliably measured. Revenue is measured at the fair value of consideration received, excluding GST, rebates, and any trade discounts.

Revenue from services rendered is recognised in profit or loss in proportion to the delivery of the service at the reporting date. Under this method, revenue is recognised in the accounting periods in which the services are provided.

Interest income is recognised on an accrual basis.

(b) Goods and Services Tax (GST)

All amounts are recorded exclusive of GST, except for Accounts Receivable and Accounts Payable which are stated inclusive of GST.

(c) Income Tax

FIRE PROTECTION ASSOCIATION (NEW ZEALAND) INCORPORATED is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

(d) Bank Accounts and Cash

Bank accounts and cash in the Statement of Cash Flows comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

(e) Receivables

Receivables are stated at expected realisable value. Bad debts are written off during the period in which they are identified.

(f) Liabilities

Liabilities are stated at the estimated amounts payable and include all obligations that can be reliably estimated. Current liabilities include the amount payable within twelve months of these financial statements.

3. Changes in Accounting Policies

There have been no changes in accounting policies during the financial year (2018 - nil).



NOTES

TO THE PERFORMANCE REPORT

For the year ended 30 June 2019

	2019 \$	2018 \$
4. Finance Expense		
Audit Fee	9,832	6,075
Depreciation	6,828	2,206
Bank Fees and General Expenses	4,366	3,406
Insurance	8,671	8,879
	<u>29,698</u>	<u>20,565</u>
5. Personnel Expenses		
Salaries	292,771	242,326
Casual/Contract	1,463	11,705
	<u>294,233</u>	<u>254,031</u>
6. Operating Expenses		
Newsletters	2,752	2,537
Seminars	6,762	25,132
Conference	281,614	267,804
Travel Expenses	17,049	2,289
Travel Expenses - Overseas	4,637	4,609
Fire Alarm Equipment Register	4,935	5,399
	<u>317,749</u>	<u>307,772</u>
7. Administration and Other Expenses		
Communication Expense	4,988	5,479
Light, Heat and Power	3,034	889
Postage	2,277	1,208
Printing and Stationary	13,286	7,000
Public Relations and Promotion	1,379	6,327
Subs Payable	10,975	11,165
Rent	23,933	17,416
Repairs and Maintenance	8,701	2,916
FPANZ Meetings and Activities	6,493	24,368
Website Maintenance and IT Expenses	8,847	14,761
Relocation Costs	-	3,099
Legal fees	1,250	2,600
	<u>85,165</u>	<u>97,228</u>
8. Bank accounts and cash		
Westpac Business Account	117,170	81,117
Westpac Cheque Account	19	14,555
Westpac Business Saver Account	17	307,823
Westpac Term Deposit	12,199	12,126
BNZ Business Transaction Account	553,691	-
Security Deposit	5,000	5,000
Petty cash	400	400
	<u>688,458</u>	<u>421,020</u>
9. Accounts Receivable		
Accounts Receivable	130,156	133,770
Provision for Doubtful Debts	-	-
	<u>130,156</u>	<u>133,770</u>



NOTES

TO THE PERFORMANCE REPORT

For the year ended 30 June 2019

10. Fixed Assets

2019	Cost	Depn	Accum Depn	Book Value
Plant and Equipment	31,636	6,828	18,790	12,846
Total Fixed Assets	31,636	6,828	18,790	12,846

2018	Cost	Depn	Accum Depn	Book Value
Plant and Equipment	21,613	2,206	11,962	9,651
Total Fixed Assets	21,613	2,206	11,962	9,651

	2019	2018
	\$	\$

11. Creditors and accrued expenses

Accounts payable	34,256	42,095
	<u>34,256</u>	<u>42,095</u>
<u>Accrued expenses</u>		
Credit card liability	8,865	158
Staff entitlements	19,118	14,796
PAYE and other IRD liabilities	7,029	6,645
Other accruals	35,315	34,902
	<u>70,327</u>	<u>56,501</u>

12. Current Liabilities - Income in advance

Annual Subscriptions	35,273	6,700
FireNZ Conference	247,099	128,155
Member Events	-	7,400
	<u>282,372</u>	<u>142,255</u>

13. Provisions

Non-current Provisions

Fire ME Sponsorship Fund	-	1,645
	<u>-</u>	<u>1,645</u>

The fund accounts represented in the Provisions are monies held on behalf of the Fire industry for the development of the fire industry. These are detailed below:

(a) Fire ME Sponsorship Fund:

This represents funds put aside to fund scholarships for students.

14. Capital or Lease Commitments

There were no capital commitments as at 30 June 2019. (2018: NIL). As at 30 June 2018 there is a lease commitment in place for the premises in 34 Triton Drive Albany, Auckland. The agreement started on 26 January 2018 and is for a 3 year term at \$17,500 per year. There are rights of renewal in place with a final expiration date in 2027.



NOTES

TO THE PERFORMANCE REPORT

For the year ended 30 June 2019

15. Contingencies

There were no contingent liabilities as at 30 June 2019 (2018: Nil)

16. Subsequent events

There were no significant events subsequent to balance date which would have a material effect on the performance report.

17. Related Party Transactions

David Prosser is a member on the board. He was also engaged by FPANZ to provide technical and copy editing services. The total amount paid to him in this regard was \$3,455 in the 2019 financial year (2018 - \$2,003). As at year end, a balance of \$180 was owed to David Prosser.

Fire Protection Charitable Trust

The Fire Protection Charitable Trust was established during the year to hold and administer funds held in trust for the purposes of standards development and industry qualifications and training within the fire protection sector. David Prosser and Chris Mak are both members of the board for the Charitable Trust and FPANZ. During the year FPANZ paid expenses on behalf of the Trust in the amount of \$33,694. As at year end, a balance of \$33,694 was owed to FPANZ.

18. Accumulated Funds

	2019	2018
Opening Balance	337,742	175,120
Accumulated surpluses	127,214	162,622
Total Accumulated Funds	<u>464,956</u>	<u>337,742</u>





Crowe Horwath
New Zealand Audit Partnership
Member Crowe Horwath International

Audit and Assurance Services

Level 29, 188 Quay Street
Auckland 1010
PO Box 158
Auckland 1140
New Zealand

Tel +64 9 303 4586
Fax +64 9 309 1198

www.crowehorwath.co.nz

INDEPENDENT AUDITOR'S REPORT

To the Members of the Fire Protection Association
(New Zealand) Incorporated

Opinion

We have audited the performance report of the Fire Protection Association (New Zealand) Incorporated on pages 1 to 10, which comprises the entity information, the statement of service performance, the statement of financial performance and statement of cash flows for the year ended 30 June 2019, the statement of financial position as at 30 June 2019, and the statement of 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; and
- b) the performance report on pages 1 to 10 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 Fire Protection Association (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 Simple Format Reporting – Accrual (Not-For-Profit).

Basis for Opinion

We conducted our audit of the statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance report in accordance with International Standards on Auditing (New Zealand) (ISAs (NZ)), and of the entity information and statement of service performance in accordance with the International Standard on Assurance Engagements (New Zealand) ISAE (NZ) 3000. Our responsibilities under these standards are further described in the Auditor's Responsibilities for the Audit of the Performance Report section of our report.

We are independent of the Fire Protection Association (New Zealand) Incorporated 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 provides accounting services to the Fire Protection Association (New Zealand) Incorporated. The firm has no other relationship with, or interests in, the Fire Protection Association (New Zealand) Incorporated.

Responsibilities of the Board of Directors for the Performance Report

The Board of Directors are responsible on behalf of the Fire Protection Association (New Zealand) Incorporated 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, which comprises:
 - the entity information;
 - the statement of service performance; and
 - the statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance report

in accordance with Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit) issued in New Zealand by the New Zealand Accounting Standards Board; and

Crowe Horwath New Zealand Audit Partnership is a member of Crowe Horwath International, a Swiss Verein. Each member of Crowe Horwath is a separate and independent legal entity.

- (c) For such internal control as the Board of Directors 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 Board of Directors are responsible for assessing the Fire Protection Association (New Zealand) Incorporated'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 of Directors either intend to liquidate the Fire Protection Association (New Zealand) Incorporated 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 as a whole 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 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 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, 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, including performing procedures to obtain evidence about and evaluating whether the reported outcomes and outputs and quantification of the outputs to the extent practicable, are relevant, reliable, comparable and understandable. 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 Fire Protection Association (New Zealand) Incorporated'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 Board of Directors and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Fire Protection Association (New Zealand) Incorporated'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 Fire Protection Association (New Zealand) Incorporated 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 represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the Board of Directors 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.



Crowe Horwath New Zealand Audit Partnership
CHARTERED ACCOUNTANTS

Dated at Auckland this 7th day of October 2019

Membership 2019-2020



Rules & Conditions of FPANZ Membership

The Rules governing Membership of FPANZ are set out in Clause 7.0 of the Constitution. The FPANZ Board decides whether to admit an applicant as a Member and the applicable class of membership. The Board's decision is final and it is not obliged to give a reason for its decision.

Classes of Membership

There is a multi-tier membership structure, these tiers cater for business, institutional and individual members.

Personal Membership	Corporate Membership	Organisation Membership
› Individual	› Bronze	› Bronze
	› Silver	› Silver
	› Gold	› Gold
	› Platinum	› Platinum

The Board may also from time to time admit members under special Classes of Membership, e.g. Life Membership.

Criteria for Membership

To be a Corporate or Organisation member the applicant must:

- › Be a formally constituted business entity
- › Be solvent
- › Be reputable
- › Have been active (or at least one of its senior management must have been actively involved) in providing goods and/or services related to fire protection or fire safety, for a minimum of 24 months prior to the date of application
- › Hold current valid Public Liability insurance to a minimum value of \$2,000,000

Code of Ethical Conduct

By applying to become a member of FPANZ you agree to be bound to the FPANZ Code of Ethical Conduct and the FPANZ Complaints and Disciplinary Procedure.

This Code protects the integrity of the FPANZ brand by setting standards of behaviour expected of all Members in relation to their work and their dealings with customers, stakeholders, regulators, other members and the public, and provides for a transparent policy and process to consider any complaints against any Member, consistent with current expectations of a professional body.

FPANZ Logos



The FPANZ trademarked logo must not to be used by any entity without the written permission of the Chief Executive Officer.

All financial FPANZ Individual, Corporate or Organisation members are entitled to use and display their membership tier status logo freely on business stationery, website, vehicles and other marketing material.

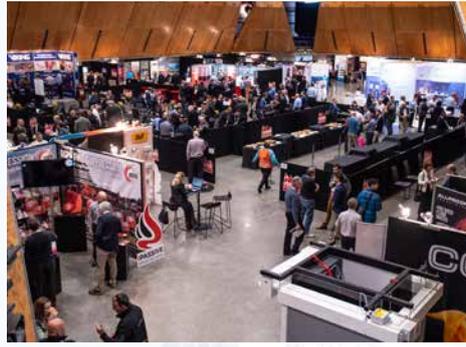
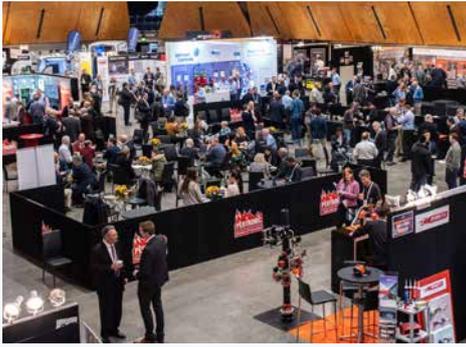
Full details of logo compliance and usage guidelines are available to view online www.fpanz.org/about-us



FPANZ Members 2018-2019

2018-2019 Membership list as of 30th June 2019 only

PLATINUM MEMBERS		<p>AON New Zealand Ltd Argus Fire Systems Service Ltd Chubb New Zealand Fire & Emergency NZ Winstone Wallboards Ltd</p>	HONORARY LIFETIME MEMBERS		<p>Bob Taylor David Nathan David Percy David Prosser Ian Makgill</p>	<p>John Powell John Fraser Kevin Kennedy Ross Aitken</p>	MEMORIAL LIFETIME MEMBERS	<p>Joe Rose Ray Grant</p>
GOLD MEMBERS		<p>Alliance Fire and Security Ampac NZ Limited Armitage Fire Limited Ask Metro Fire Limited Aspec Construction Ltd Cake Commercial Services Ltd Clevertronics Compliance Fire Protection Ltd Contego Systems FFP Canterbury Ltd</p>	<p>Fire Security Services 2016 Ltd Fire Solutions Limited Firewatch New Zealand Ltd First Fire Systems Ltd Guardian Alarms Ltd Holmes Fire LP Ice Fire Protection Ltd Johnson Controls Fire Detection Products Nationwide Fire Protection Ltd Opus International Consultants Ltd</p>	<p>PBS Fire Data Pertron Industries Ltd Potters Interior Systems PSL - Phillips & Smith Ltd Sika South Pacific Fire Protection Group Ltd Steel & Tube Holdings Ltd Triangle Fire Protection Ltd</p>				
SILVER MEMBERS		<p>ADT Fire Monitoring NZ Alan Wilson Insurance Brokers Almak Ltd Aquaheat New Zealand Ltd Ardent Passive Fire Argest Fire AssetCare Ltd B & M Sprinkler Ltd Bartons Sound Systems Ltd BECA Ltd BOSS Passive Fire BRANZ Ltd CCG Architects and Engineers Ltd Competenz Compliance Fire Alarms Ltd Direct Fire Ltd ECL Group Compliance Services Ltd Ecoglo International Ltd Elite Fire Protection Engle Services Enlightened Solutions Ltd</p>	<p>FFP Nelson Marlborough Fire Ltd Fire & Mechanical Contracting Ltd Fire Control Services Ltd Fire Engineering Services Ltd Fire Protection Compliance Ltd Fire Safety Net Ltd Fire System Maintenance Ltd FireMint Limited Firepro Centabuild Ltd Flamestop New Zealand GHD Ltd HSM Group Holdings Ltd Hydroflow Distributors Ltd IANZ IPASSIVE NZ LTD Kingspan Insulated Panels Limited Kiwi Pipes and Fittings Ltd Metalbit Doors Origin Fire Consultants Ltd Passafe Fire Protection Ltd Passive Fire Installations Ltd</p>	<p>Passive Fire NZ Ltd Property Brokers Compliance Ltd Protech Design Ltd Pumpset Technology Limited RedCrow Limited Reliable Fire Sprinkler (Australia) Pty Ltd RYANFIRE Products Ltd Safety First NZ Ltd Select Alarms Ltd Siemens (NZ) Ltd Snap Fire Systems Pty Ltd Tansley Electrical Ltd Tech Group of Companies – Electrotech Controls Ltd The Fire Guys Ltd UniFire Ltd Viking Sales & Services Ltd Xfire Ltd t/a Crossfire Zero Fire Ltd</p>				
BRONZE MEMBERS		<p>22 Degrees Ltd 3M New Zealand Actron Fire Services Ltd Advanced Applicators Ltd Affordable Fire Protection Ltd Alarm New Zealand Ltd Alarm and Power Services Ltd Allied Alarms Ltd Allproof Industries NZ Ltd Altex Coatings Ltd Andersen Fire Automatic Fire Alarm Monitoring Ltd Babbage Consultants Ltd Ballard Consulting Beele Australasia Ltd Bondor NZ Ltd Brooks New Zealand Limited BSC Fire Protection Ltd Building & Fire Safety Ltd Building & Fire Services (2008) Ltd Capital Fire Extinguishers Ltd Central Fire Design Ltd CLC Consulting Group Ltd Compass New Zealand Limited Complete Fire Protection Services Ltd Cosgroves Ltd CoveKinloch New Zealand Ltd CSD Sealing Systems (NZ) Ltd DSPA Oceania Eastland Fire Compliance Ltd ElectriNET Ltd Emergency Management Solutions Ltd Engineering Design Consultants Evacuation Now Ltd Fire & Building Compliance Ltd Fire and Safety Training Ltd Fire Compliance Services Ltd Fire Corp Industries Ltd Fire Equipment Hawkes Bay Ltd Fire Extinguishers Ltd Fire Group Consulting Ltd</p>	<p>Fire International (NZ) Ltd Fire Protection Engineers Ltd Fire Protection Services Ltd Fire Protection Technologies Ltd Fire Risk Sprinklers Ltd Fire Safety Equipment Ltd Fire Sprinkler Installations NZ Ltd Fire System Inspections Ltd Fireco Limited FireShield Firestop Centre Flame Stoppers Limited FM Global Forman Building Systems Galbraith Engineering Ltd Global Fire Limited HFI Ltd Hilti NZ Limited HomeSafe Limited IAG New Zealand Ltd iFire Protection Ltd International Paint James Hardie NZ JW Fire Equipment Services Ltd Laser Electrical Blenheim Linings Limited Loktronic Limited - ViTech Division Macdonald Barnett Ltd Mainland Extinguishers Marsh Ltd Masterguard Fire & Security Ltd MBM Fire Protection Ltd National Consultants Ltd Norman Disney & Young Notifier Fire Systems Nova Evacuation Services NZ Corrosion Services Ltd NZ Fire & Compliance Ltd Optimus Fire and Building Services Ltd Passive Fire Applicators Limited Passive Fire Protection Applicators Ltd</p>	<p>FFP Systems PPG Industries New Zealand Limited PWFP Fire Safety QA FIRE Red Alert New Zealand 2012 Ltd Redfire Systems Ltd Reliance Fire Protection Limited Rhino Fire & Security Ltd RFS Fire & Building Compliance Ltd RJ Nelligan & Associates Ltd Safeworld Security Specialists Ltd Shearer Fire 2018 Ltd Simply Fire Ltd Skycity Auckland Ltd Smoke Control NZ Ltd Southern Fire Protection Ltd Southgate Fire & Safety (2018) Ltd SpecFire Spot On Fire Protection Ltd Sprinkler & Alarms Inspections Limited Steelguard Ltd Stephenson & Turner NZ Ltd Stewart Construction Ltd Tag Safe Ltd - trading as - Firesafe Tank Vision Ltd Tasman Tanks New Zealand Ltd Tech Coatings NZ Ltd Tech Passive Fire Ltd The Connect Group Today's Building Solutions Total Industrial Solutions Ltd Trade Mark Design Ltd Ultra Fire Protection UCS Passive Fire Protection Vero Insurance NZ Ltd Veron Building Consultants Ltd Victaulic NZ Wayne Bowden Painters Ltd Westland Fire Equipment Ltd Zone Architectural Products</p>				
INDIVIDUAL/SUBSCRIPTION MEMBERS		<p>Alan Hedlund Chris Mellars Craig Boyd Ela Langford Gilbert Gordon Graham Ramsey</p>	<p>James Clark Melany Aiono Murray Crawford Paula Nicolson Paul Clements Paul Walters</p>	<p>Phil Bolton Phillip Watkin Reid Watson Steve Larkin Thomas Miller</p>				





ENTITY SNAPSHOT

Below are our top picks from the Association's main outcomes over the 2018 -2019 financial year



20



22 SPECIAL INTEREST GROUP
MEETINGS

6 COUNCIL
MEETINGS

6 BOARD
MEETINGS



30 CERTIFICATION OF
CONTRACTORS

3 CERTIFICATION OF
EVAC CONSULTANTS

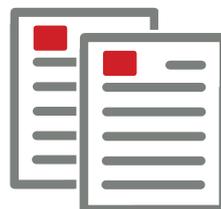
19 CERTIFICATION OF
ALARM CONTRACTORS



PRODUCT REGISTERS



2 INDUSTRY
CODES OF
PRACTICE IN
DEVELOPMENT



DRAFT CALENDAR 2020

JANUARY				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

FEBRUARY				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

MARCH				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

APRIL				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

MAY				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

JUNE				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

JULY				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

AUGUST				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

SEPTEMBER				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

OCTOBER				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

NOVEMBER				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

DECEMBER				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

KEY

SIG MEETINGS*	Passive Fire Protection HOFFE Evacuation Consultants
SIG MEETINGS*	Inspectorate Contractors
BOARD/COUNCIL MEETINGS	Venue TBA
FireNZ Conference	Rotorua Energy & Events Centre 2-6 September
FireAustralia Conference	ICC Sydney 6-8 May
MEMBERSHIP	FPA Membership Year 2019/2020 Finishes 30 June
MEMBERSHIP	FPA Membership Year 2020/2021 Starts 1 July
AGM	AGM, Venue TBA, 26 November

*SIG MEETING VENUE
TBA



Fire Protection Association New Zealand
Private Box 302-372, North Harbour, Auckland
Ph: (09) 414 4450
Email: info@fpanz.org
www.fpanz.org