



# ANNUAL REPORT

2021-2022



# CONTENTS



FPANZ Overview .....	3
Entity Snapshot .....	4
FPANZ National Council for 2021–2022 .....	5
Attendance Record for 2021–2022 .....	6
A Message from our National President .....	7-8
A Message from our Chief Executive Officer.....	9-10
FPANZ Functions & Departments .....	11
Special Interest Groups.....	12
Special Interest Groups Annual Reports .....	13-15
Finance Report.....	16

## FINANCIAL STATEMENTS

For the year ended 30 June 2022 .....	17-28
– 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.....	24-25
– Notes to the Performance Report ....	26-28
– Independent Auditor’s Report .....	29-31
FPANZ Draft Calendar 2023.....	32
FPANZ Membership 2022–2023 .....	33
FPANZ Members 2021–2022 .....	34-35

# 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.*

# ENTITY SNAPSHOT

Below are our top picks from the Association's main outcomes over the 2021-2022 Financial Year


**15**  **NEW MEMBERS**

 **39** **CERTIFICATION OF SPRINKLER CONTRACTORS**

**23** **CERTIFICATION OF ALARM CONTRACTORS**

**11**  **INDUSTRY NEWSLETTERS PRODUCED**

 **2** **UPDATES OF NZ STANDARDS**

 **19** **SPECIAL INTEREST GROUP MEETINGS**

**6** **COUNCIL MEETINGS**      **6** **BOARD MEETINGS**

 **15** **TRAINING SEMINARS OVER MULTIPLE LOCATIONS**

 **INDUSTRY CODES OF PRACTICE**

**2** **IN DEVELOPMENT**

 **POSITION STATEMENTS**

**1** **IN DEVELOPMENT**

# NATIONAL COUNCIL

for 2021–2022



Chief Executive Officer: Scott Lawson  
President: Chris Mak  
Vice President: Paul Ryan

## **Elected Members Representatives:**

Bryce Donaldson Argus  
David Prosser Lifetime Member  
Glenn Thompson IceFire Protection  
Garth Moran Altex  
Nicky Marshall Protech Design  
Phil Lacey GHD

## **CHAIRS, SPECIAL INTEREST GROUPS:**

Justin McEntyre Passive Fire Protection SIG Chair  
Llewellyn Mudrovic (Mud) Contractors SIG Chair  
Phil Jackson Evacuation Consultants SIG Chair  
Steve Smith HOFFE SIG Chair  
Stephen Ridder Inspectorate SIG Chair

## **ASSOCIATED INDUSTRY GROUP REPRESENTATIVES:**

Mathew Vandy Hanga-Aro-Rau  
Ed Claridge Auckland City Council  
Todd O'Donoghue Fire and Emergency New Zealand  
Jason Hill Institute of Fire Engineers NZ Branch  
Carol Caldwell Society of Fire Protection Engineers (NZ Chapter)  
Rob Scott New Zealand Fire Equipment Manufacturers Association

## **BOARD MEMBERS:**

President: Chris Mak  
Vice President: Paul Ryan  
Member Appointments:  
to the Board  
Keith Blind  
Bryce Donaldson  
Justin McEntyre  
Samantha McNaughton  
Nicky Marshall  
David Prosser

# ATTENDANCE RECORD

## for FPA NZ Board/Council Representatives for 2021-22

BOARD			5/7/21	30/8/21	23/9/21	25/11/21	10/2/22	24/3/22	18/5/22
Chris Mak	President	CHAIRPERSON	✓	✓	✓	✓	A	✓	✓
Bryce Donaldson	Elected Member Director		A	✓	✓	✓	✓	✓	✓
David Prosser	Elected Member Director		✓	✓	✓	✓	✓	✓	✓
Justin McEntyre	Elected Member Director		✓	✓	✓	✓	✓	✓	✓
Keith Blind	Past President		✓	✓	✓	✓	✓	A	✓
Nicky Marshall	Protec Design								✓
Paul Ryan	Vice President		✓	✓	✓	✓	✓	✓	✓
Samantha McNaughton	Independent Director		✓	✓	✓	✓	✓	✓	✓
Elaine Christy	FPA NZ	NOTETAKER	✓	✓	✓	✓	✓	✓	✓
Scott Lawson	FPA NZ		✓	✓	✓	✓	✓	✓	✓

COUNCIL			5/7/21	23/9/21	25/11/21	10/2/22	24/3/22	18/5/22
Scott Lawson	FPA NZ	CHAIRPERSON	✓	✓	✓	✓	✓	✓
Elaine Christy	FPA NZ	NOTETAKER	✓	✓	✓	✓	✓	✓
Bryce Donaldson	Argus Fire		A	✓	✓	A	✓	A
Chris Mak	Aon Fire Protection		A	✓	✓	A	✓	A
Carol Caldwell	SFPE				✓	A	✓	✓
Daryn Glasgow	SFPE		✓	✓	R			
David Prosser	Lifetime member		✓	✓	✓	✓	✓	✓
Ed Claridge	Auckland City Council		✓	✓	✓	A	A	A
Garth Moran	Altex					✓	✓	✓
George McGoram	Aon		A	A	A			
Glenn Thompson	Ice Fire					✓	✓	✓
Justin McEntyre	Passive SIG Chair		A	✓	✓	✓	✓	✓
Jake Symes	Hilti		✓	✓	R			
Jason Hill	Institution of Fire Engineers NZ Branch					✓	✓	A
Kris Tocker	Ultra Fire		✓	A	A			
Llewellyn Mudrovic	Contractors SIG Chair		✓	✓	✓	A	A	✓
Louise Rutter	Competenz		✓	✓	R			
Mat Vandy	Hanga-Aro-Rau					✓	✓	✓
Nicky Marshall	Protech Design		✓	✓	✓	✓	✓	✓
Paul Ryan	Ryanfire		✓	✓	✓	✓	A	A
Peter Gallagher	FENZ		S	S	R			
Phil Jackson	EVAC SIG Chair		✓	✓	✓	✓	✓	A
Phil Lacey	GHD					✓	✓	A
Rob Scott	NZFEMA President		✓	✓	✓	✓	✓	✓
Todd O'Donoghue	FENZ				✓	✓	R	✓
Steven Smith	HOFFE SIG Chair		✓	✓	✓	✓	✓	✓
Stephen Ridder	INSP SIG Chair		A	✓	✓	✓	✓	✓

Key	
Present	✓
Stand in sent	S
Apologies	A
Resigned	R

# A message from our National President

Hopefully, as we close out the FPA's 2021/2022 financial year, this will be my last report outlining the difficulties in serving our members due to Covid-19 disruptions. A special thanks to Scott Lawson and Elaine Christy for their efforts again in a very trying year.



## Training

We face several challenges as life returns to normal after two and a half years of Covid disruption.

One area that has been particularly impacted upon by the pandemic has been industry training. Historically speaking, training was arguably at a better place 30-40 years ago when the industry's expertise was generated by the small number of companies operating back then. As the industry has fragmented, with many SME's trading with limited balance sheets restricting the ability to effectively train, the level of technical expertise has continued to decline. This is something that the Association is really concerned about. Although the Association is supportive of the current paper-based qualifications, we're concerned that on-the-job training is probably not as robust as it could be. We want to put some real emphasis over the next few years into upskilling and getting effective skills-based training into our technicians. When I look at industry on this side of the Tasman, I believe that the professional knowledge that we have on how to correctly design and install sprinkler systems, for example, is superior to what I see over in Australia, yet Australian technician training appears to be superior to ours. What we need to do is have a very, very close look at what the Australians do to train their technicians, make it better, and bring it here. We have our NZQA qualifications in fire protection, but we need to complement these with real skills-based training, possibly including block courses, delivered by professional trainers. I believe that this is a real problem in New Zealand in many trades, and we need to work hard to fix it, either with the government or despite the government – no matter what. We expect to be reporting on some real tangible progress here next year.

On a positive note, I am pleased that we managed to roll out a number of Get it Right Seminars in three of our sectors, sprinklers, alarms and passive fire. We will be placing emphasis on improving these seminars over the coming year, possibly by employing people to prepare material for these courses, rather than relying on busy volunteers to develop them.

## Integrated Systems Code of Practice

Fire protection systems have become a lot more complex over the years. Previously, an alarm system would inform people to evacuate the building, and the sprinkler system would control the fire. Now we have atria in buildings which cause smoke issues, evacuation time, changes in fire loads in the buildings, and where 50-60 years ago it would take 20-30 minutes for a room to flash over it can now take as little as 2-3 minutes. Part of the issue is that within the building industry people tend to look at their own system in isolation rather than looking at the building as a whole. Where building fire safety might rely on an alarm system, a sprinkler system, a smoke control system and a security system, often the individual systems are correctly tested but in isolation. Often the integration of the various systems is not tested. Testing that a smoke detector is operating, for example, should include testing that the relay that connects to the smoke control fans is actually working, and that the smoke control system actually functions as intended.

The moment a building is commissioned and occupied, it starts deteriorating and changing. Tradesmen inevitably attend the site and make changes and probably don't realise what impact those changes might be having on other trades and the systems (or parts thereof) that they're responsible for. Quite a few years ago we tried to get a New Zealand Standard written to address this and at that stage the government regulator decided it was not necessary. Over several years, the Fire Protection Association came to the thinking that if we weren't going to get funding through Standards, we'd write our own Code of Practice and hope that it would ultimately be adopted as a New Zealand Standard. Driven by the Fire Protection Association, the Code of Practice for Integration of Building Fire Safety Systems with other Services has been the product of collaboration with several other organisations. We are hoping it will be a useful document to help ►

ensure that buildings remain safe. Special thanks to Nicky Marshall who chaired this committee.

## Passive Fire Protection

The Association really started from the sprinkler and fire alarm industry, and under Scott Lawson's watch as CEO we're gaining quite a significant change in our membership through the passive fire protection industry. It's been an industry that's been fraught with problems over the years. We all know about leaky buildings and the remediation of weather tightness issues. When they're remediating these buildings, they're finding that there are problems with the passive fire protection, which is designed to stop fire and smoke travelling through the building. Assuming the sprinklers are operating the fire won't spread through the building, but passive measures provide a level of redundancy – if the sprinkler system does fail for some reason the passive fire protection is there as a backup. This is the fastest growing sector of our Association.

A lot of work has been done to develop the passive sector codes of practice and training and to ensure that the sector is recognised as a distinct trade, which starts with things like ensuring that fire collars are correctly installed and selected. Over the past 2-4 years the sector has developed really positively, contributing to increasing the safety of the built environment.

## Member Contributions

I would like to thank the members of our Board, Council, Special Industry Groups, along with those that have helped contribute to the growth and resilience of the Association and industry over the past year. As a small Association, we rely on these volunteers and appreciate the expertise and skills they share.

## And lastly

As an Association, we've been very financially prudent throughout Covid. We've cut down our expenditure and despite the impact on industry and our ability to run training programmes that generate revenue, we've been generating a surplus and are in a financially very sound position. We can therefore start putting money back into the industry where it's needed to improve our support for our members and the industry.

**Chris Mak**

*President, FPANZ (2022)*



# A message from our Chief Executive Officer

## Welcome to this year's annual report

With another large chunk of the financial year impacted by the COVID-19 pandemic, we were once again unable to run the FireNZ conference in the 2021 calendar year. This affected our financial results – but on a positive note, we were able to run more projects like the Get it Right seminars and the rapid antigen project to service our members' needs.

Financially we have once more been prudent with expenditure. This is reflected in the fact we have been able to produce a surplus while still delivering all of our business-as-usual functions, along with several other milestones I will go into later in this report. Elaine, our finance and commercial manager, goes into more detail about our financial results on page 16. The Association continues to be in a solid financial position, and this will see us being able to execute more of our strategic projects that were on hold over the past couple of years.

I am confident that not only has the Association weathered the past couple of years well, but we have also used this time to revisit many aspects of the Association and refresh our strategic plan. The strategic plan focuses on the core values that formed our Association and are part of the objectives and constitution. Our members will see more of these outputs in this current financial year. While our balance sheet is solid, there is no desire to spend our reserves without doing due diligence on all projects that are part of the strategic plan. This due diligence will ensure our reserves are used to provide effective deliverables that cover the short, medium and long term, and are also reflective of all sectors of our membership base, not just a single area.

## Get it Right seminars

The delivery of our Get it Right seminars in the past year was positive and well received. We held a record number of 15 seminars, despite various degrees of lockdowns and traffic light settings. The advantage of these seminars was that we were able to change dates and venues where needed with short notice, whereas large events like FireNZ can't be changed because of the financial risk and amount of work involved. It also became apparent that the technical nature of these seminars was having a very positive impact on our members. Several of the seminars were about the significant changes to some of the industry's core standards like NZS 4541:2020 NZS4510:2022



and NZS 4512:2021. We continue to use these forums for education and continued professional development of our members and their staff, and we are pleased to be working on a new batch for this current financial year.

## Business-as-Usual Functions

We continued the development of several FPANZ position statements, produced, updated and reviewed some of our codes of practice. These documents are a useful fill-in where a standard isn't applicable or more detail is required that isn't part of a published standard. We are building up a nice suite of these documents. These have been well received in the wider industry and help support our members with their clients, various entities, and local and central government agencies.

We also continued the important work of updating several product registers as well as developing a new online register that launched just a month or two ago. These product registers have, and continue to be, another significant resource point for our members and the industry in general.

This year we have had some significant growth in three of our SIGs. The move to hybrid meetings has continued, and this makes them much more accessible to all members, regardless of their geographic location. With the growth and regular attendance in the passive, EVAC and HOFFE SIGs, we will be turning our attention to rebooting the format of the remaining contractor and inspectorate SIGs. The SIGs help us to work on the priorities of all parts of our membership base as often there are very different needs and objectives. When the SIGs are working well we are able to deliver lots of meaningful output, as we have in recent years.

We redeveloped our website – in particular, we added the ability for the public to search and find members in their area providing the services they need. While there is still more development and services coming to the website, the feedback has been very positive from both the members and the public. ►

## Training

Industry training has been in decline for at least 15 years. No one model seems able to fit all parts of our sector as it did many years ago. With this in mind, we will continue to evolve training models that will help those already in the industry to upskill and, more importantly, train people coming into our industry to replace those retiring. The challenges we face in our sector are also faced by many sectors in New Zealand and in other countries. Market forces that drive down prices, especially in the construction sector, mean training is often one of the first things to be let go. This, combined with a lack of targeted funding and development of apprenticeships by successive governments, drives the current problems faced by our industry.

However, there are solutions, and we plan to progressively target these in the coming years using our financial reserves to help our members. An important part of training is who delivers it. Subject matter experts are held on to tightly, and we need to work on models where resources are shared or loaned out so that collectively we can improve standards. The ongoing changes to the New Zealand polytechnics, ITOs and workforce development councils has slowed progress down over the past two years. But we are now well represented in these entities, and I am confident we can advocate on behalf of our sector to address our industry's needs.

## Careers

We are also investing time and development into the promotion of our industry nationwide to schools, school leavers and careers advisors. We hope to change from being an invisible industry to one that is talked about with career advisors and parents of those looking to enter the workforce. We have been developing marketing and promotional collateral in this space and attending events nationwide to promote the various career paths in our sector. We have seen small but positive uptake in this area, with several members having placed school leavers from the connections we have made. This is even more important now as immigration has been difficult during the pandemic and will take some years to recover to pre-COVID levels of immigration.

## In Closing

I would like to thank all our members for their continued support financially, especially during the past two years. A personal thank you to those who contribute their skills and expertise to the various board, council and SIG positions. Collectively, these roles help us represent our members and be the voice of our industry – whether that's advocating, upskilling, guidance, standards or training. I look forward to continuing to serve our members and improve our sector in the areas outlined in this current financial year.

**Scott Lawson,**  
*Chief Executive Officer, FPANZ*

# 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, 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.

With the continued support from FPA Members IFE & SFPE, we see a bright future for the event in October 2023.

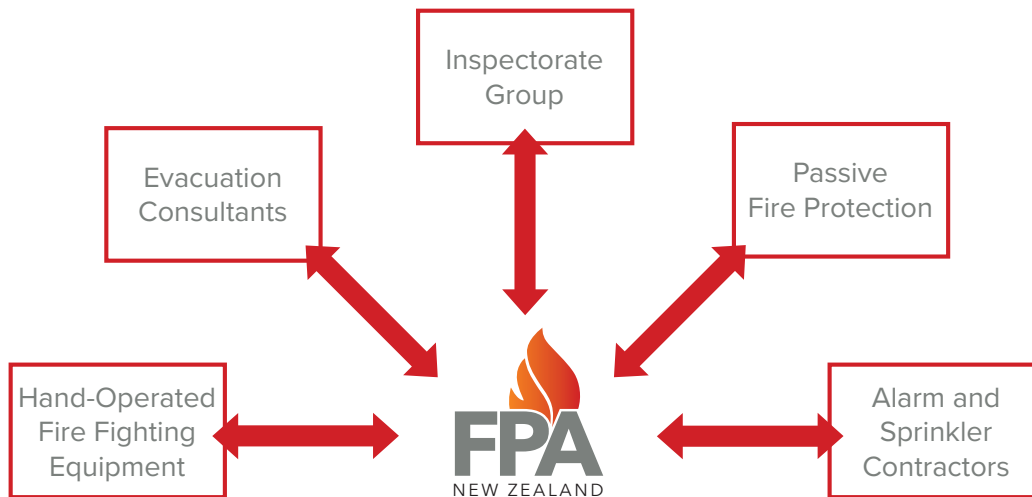
# SIGs

## 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 and 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 improving 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

2022 in review has been a lightning speed year which has been highlighted by our ability to meet in person and catch up in conference centres again.

I like to focus on our progress against where we are wanting the industry to be and when I do reflect I see the industry is in a positive place. The position myself & the consensus of industry participants would like to see Passive Fire is a mature industry that is viewed with respect from inside & outside the industry. Positive changes to our industry have come about because of good hard effort from many contributors.



Highlights of Passive Fire at present are:

## › Industry Training & Qualification

- NZQA Level 3 – now into its 3rd year and we have significant numbers of qualified installers around NZ
- Any reputable contracting companies in NZ now have multiple staff employed & apprentices enrolled
- We are targeting & having success in Schools & recruitment to our trade.
- NZQA Level 4 – provides a career pathway steppingstone for staff to aspire to. In 2023 we look forward to this qualification becoming more up to date with our industry and providing contractors supervisor staff with better unit standards
- Industry training events are being held around the industry
- Industry participants are providing more training on a daily basis. LinkedIn is a wash with Contractors, Manufacturers, Engineers and the like hosting training events
- Get it Right Seminars have reached out to over 300 people including Councils, Engineers, Contractors, Architects, IQP's & the like
- We have presented twice to SFPE members including nearly 200 Engineers in attendance on a webinar.

## › Cross industry collaboration

- FPA NZ Passive SIG is regularly being contacted by other organisations, associations and companies for assistance, guidance & training
- Engagement with other associations from outside Fire including NZIA, Trade related associations & the like
- MBIE & Standards engagement. Passive SIG has sat on several Working Groups this past year regarding standards, Acceptable solution reviews and the like
- We've been invited by other associations to partake in their training & upskilling of their members including training programmes

## › Information & Literature

- FPA NZ Passive product register is now updated & a sophisticated tool with end user focus
- Intumescent Coatings Code of Practice has been reviewed & Revision 2.0 is now available. The impact this document has had on the industry has been significant

## › Test labs

- We now have 4 accredited test laboratories in NZ
- More Manufacturers are testing more & more
- All this means we are getting away from the days of dark art where people were relying on gut feel for EJ's and the like

Looking ahead & specifically for 2023 I would like to see the Passive SIG focus on:

## › All things Passive Fire

- Spend more time & energy focused on all things Passive Fire related. Not just Fire stopping. ▶

## Passive Fire Protection SIG Report *continued...*

- Fire doors, Fire Dampers, Facades, Fire separation construction are all areas that are currently going proportionately under the radar yet they make up 95% of the fire spread risk in any given building
- In a recent meeting with a Fire Engineer we discussed & agreed that all Fire Engineers, Third Party inspectors & Councils are focusing 99% of their effort & construction monitoring into collars & mastic which is actually only a small percentage of the fire risk.
- We need to work with our colleagues in the likes of SFPE, BOINZ, ABC & trades to make them realise that Fire spread risk is not just collars & mastic – start inspecting the large risk items
- 】 **Raising the bar on Contractors & Third-Party Inspectors**
  - Establishing a Certified Passive Fire Contractors Register will be a great asset to the industry to ensure anyone wanting to trade as a Specialist Passive Fire Contractor has a minimum accountability for the QA & Training procedures
  - Likewise including Third Party Inspectors in this register will ensure that good competent operators have a notable point of difference to those that just decided to become an inspector.
- 】 **Continue on the good progress of our current initiatives including training, qualifications, documentation & literature, cross industry collaboration.**

Look forward to dealing with everyone again in 2023.

**Justin McEntyre**

*Passive Fire Protection SIG Chair 2022*

## Hand Operated Fire Fighting Equipment (HOFFE) SIG Report

This past year has been a better year for the FPA's HOFFE group, with less disruptions to deal with, particularly when factoring in the now normal COVID related factors. There are also some positive signs now evident, thanks to the groundwork that the group has done in progressing some of our longer-term projects. The summary in brief is as follows:



- 】 The FPANZ HOFFE Position Statement has been completed and formatted.
- 】 Some new service company members have been actively attending our HOFFE group meetings which increases our membership numbers and as an added bonus it also helps to balance our mix between wholesalers and service companies.
- 】 HOFFE NZS 4503 review group is underway and our first group meeting has been held in Auckland with attendees flying up from the South Island, as well as those joining via the on-line link from Australia.
- 】 There was a good group of interested parties that attended the first HOFFE NZS 4503 review group meeting including some New Zealand companies who haven't been part of our regular HOFFE meetings.

Kind regards,

**Steve Smith**

*HOFFE SIG Chair 2022*

# Evacuation Consultants SIG Report



As the year draws to a close, it provides an opportunity to reflect on the changes we have seen over the last 12 months. Since the COVID Protection Framework moved to the orange setting and was later removed altogether, we have seen the requirement for fire drills and training resume. This has been well received by most areas and it is great to be able to move away from the single focus that was COVID, to a more holistic overview of emergency management, including evacuation events.

We continue to see a greater focus on building safety and evacuation considerations for all building users. More recently, there has been open discussion around the Fire Engineering Brief stage of building design. This has given opportunity for operational users to have input at a very early design stage. With early discussion about a building's use, from physical design and human behavioural aspects, we can more accurately determine the real and perceived risks, leading to a design that is efficient, as well as fit for purpose.

Earlier in the year the evacuation SIG developed a good practice guide to running fire drills. This document has been designed to be utilised by building managers and health and safety professionals to help them get the most from their evacuation exercises. Typically, fire drills focus on meeting minimum requirements and consist of occupants leaving a building once an alarm is triggered. This guide provides prompt for consideration around how the building services respond when an alarm is activated (such as initiation of fire curtains) and how this effects the occupants. Also, what equipment may be available, such as evacuation aids and hand operated fire fighting equipment. Another factor that may be overlooked is the arrival of emergency services and how they are briefed about the nature of the emergency, along with crowd control aspects.

This guide can be found here: [https://cdn.locomotive.works/sites/61678a458a915800ae74991e/content\\_entry618b102d087882007c8f9d61/624e08189e4ea90097239d95/files/cop-fire-drills-v1.0.pdf?1649281191](https://cdn.locomotive.works/sites/61678a458a915800ae74991e/content_entry618b102d087882007c8f9d61/624e08189e4ea90097239d95/files/cop-fire-drills-v1.0.pdf?1649281191)

Finally, please don't forget to make a note of the key dates of meetings in your diaries and remember, we have access to the zoom video calling platforms, so they are accessible from around the country.

Regards,

**Phil Jackson**  
*Evacuation Consultants SIG Chair 2022*

# FINANCE REPORT

For the year ended 30 June 2022

The past year has certainly been an eventful and challenging one. Covid-19 continued to play a part, not only with cancellations, but also bringing us opportunities to provide services to our members in other ways. Our annual conference was once again cancelled, with less notice this time, the consensus being that it was too risky to go forward with it under the circumstances. Full refunds were given to all participants, and we were fortunate to be able to negotiate refunds with almost all the conference service providers, resulting in minimal impact to the financial results. Once again, the governance and management team have worked hard to mitigate the financial impact of the loss of the conference income by stepping up activities in other areas to generate additional revenue.



We are pleased to report that once again we have had no debt to write off, and our collection rate continues to be managed to ensure that this continues. With the annual conferences being cancelled both in 2020 and 2021, it is easier to compare the financial results, however there are notable differences in the revenue and expenditure figures. Fifteen training seminars were held around the country during this financial year, smaller events allowing us to be more agile in our planning and ensuring that we could postpone or reschedule at short notice. We were also able to arrange for a bulk order of Rapid Antigen Tests for our members at a time when these tests were difficult for businesses to acquire, although this project was not intended to be profitable as such, rather as a much-needed service to our industry.

We continue to work remotely in the most part, with the intention being to move back to an office environment in 2023. This has served us well in the last couple of years with the uncertainty we have experienced, however we look forward to working together again in an office environment. We will also be looking to hire an administration assistant in the new financial year to assist with the conference planning and to resume the administration role made redundant in 2020.

The external audit of our Financial Statements for the year ended 30 June 2022 was completed by Crowe, this being the sixth year that they have been engaged. We are pleased to report that the Auditor's Report was once again extremely positive, with no adjustments to the provided figures, and the process was uneventful.

We produced a surplus for the year of \$132,128. This was 147% up on the surplus of \$53,530 for the year ended 30 June 2021 and comparable to the surplus of \$135,019 achieved in the year ended 30 June 2020 when the conference last ran. This was a very positive result and mostly attributable to the aforementioned project income and the savings in administration and travel costs.

The financial position of the Association continues to strengthen. The Working Capital (ie Current Assets less Current Liabilities) increased from \$638,233 in 2021 to \$767,053 in 2022. Accumulated funds have increased also from \$653,503 to \$785,631, meaning that the Association is still in an extremely favourable financial position. We also continue to manage appropriate types of investment of these funds to maximise return until the funds are needed in the future.

**Elaine Christy**

*Finance & Commercial Manager  
Fire Protection Association New Zealand*



# PERFORMANCE REPORT

For the year ended 30 June 2022

*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 .....	24-25
Notes to the Performance Report .....	26-28
Audit Report .....	29-31

# ENTITY INFORMATION

For the year ended 30 June 2022

## FIRE PROTECTION ASSOCIATION (NEW ZEALAND) INCORPORATED

### Entity Information

For the year ended  
30 June 2022

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 Management Board ("Board")
- A National Council ("Council")
- 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.

#### 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



Fire Protection Association (New Zealand) Incorporated

# ENTITY INFORMATION

For the year ended 30 June 2022

## FIRE PROTECTION ASSOCIATION (NEW ZEALAND) INCORPORATED

### Entity Information

For the year ended  
30 June 2022

#### 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:	125 Customs Street West, Auckland
Postal Address:	Private Box 302-372, North Harbour 0751
Phone:	Phone: 0800 037 269
Email/Website:	<a href="http://www.fpanz.org">www.fpanz.org</a>



# STATEMENT OF SERVICE PERFORMANCE

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

For the year ended 30 June 2022

## 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 2022

**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
- Development & updating of fire industry Standards
- Management of Fire Product Equipment registers
- 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
<b>Communications:</b>			
Produce Monthly industry newsletter	11	11	11
Special Interest Group meetings	19	20	18
Council Meetings	6	6	5
Board meetings	6	6	5
<b>Other Outputs:</b>			
Certification of Sprinkler contractors	39	19	39
Certification of EVAC consultants	3	9	0
Certification of Alarm contractors	23	18	22
Equipment register updates	3	1	6
FireNZ Conference & Tradeshow	0	1	0
Training Seminars - over multiple locations	15	9	7
Development of Codes of Practice	2	0	1

**Additional Output Measures:**

- New growth membership 15 new members
- Provided Sprinkler, Alarms & Passive “Get it right” industry training
- Completed updates of X3 NZ Standards for industry, NZS4512, NZS4514, NZS4510



STATEMENT OF

# FINANCIAL PERFORMANCE

For the year ended 30 June 2022  
in New Zealand Dollars

## FIRE PROTECTION ASSOCIATION (NEW ZEALAND) INCORPORATED

### Statement of Financial Performance

For the year ended  
30 June 2022  
In New Zealand Dollars

	Note	2022 \$	2021 \$
<b>Revenue</b>			
Advertising Income		5,626	4,660
Fire Alarm Equipment Register		18,402	31,510
Fire Contractor Certification		81,320	76,480
Seminars Income		138,925	58,272
Income from Subscriptions		393,691	358,696
Other Income		9,813	6,855
		<b>647,777</b>	<b>536,473</b>
<b>Other Income</b>			
COVID19 - Rapid Antigen Tests		74,840	-
Interest Received		1,605	8,841
		<b>76,445</b>	<b>8,841</b>
<b>Total Revenue</b>		<b>724,222</b>	<b>545,314</b>
<b>Expenses</b>			
Finance Expenses	4	35,266	29,719
Personnel Expenses	5	345,110	319,120
Operating Expenses	6	148,703	48,101
Administration and Other expenses	7	63,015	94,344
Halon Expenses		-	500
<b>Total Expenses</b>		<b>592,094</b>	<b>491,784</b>
<b>Surplus for the Year after Tax</b>		<b>132,128</b>	<b>53,530</b>



Fire Protection Association (New Zealand) Incorporated

# STATEMENT OF FINANCIAL POSITION

as at 30 June 2022  
in New Zealand Dollars

## FIRE PROTECTION ASSOCIATION (NEW ZEALAND) INCORPORATED

### Statement of Financial Position

As at  
30 June 2022

In New Zealand Dollars

	Note	2022 \$	2021 \$
<b>Assets</b>			
<b>Current Assets</b>			
Bank accounts and cash	8	811,672	812,690
Accounts Receivable	9	175,926	78,051
Prepayments		76,444	52,566
<b>Total Current Assets</b>		<b>1,064,042</b>	<b>943,307</b>
<b>Non-Current Assets</b>			
Fixed Assets	10	18,578	15,270
<b>Total Non-Current Assets</b>		<b>18,578</b>	<b>15,270</b>
<b>Total Assets</b>		<b>1,082,620</b>	<b>958,577</b>
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Accounts Payable	11	7,372	8,193
GST Payable		22,457	30,728
Accrued expenses	11	46,335	62,243
Income in advance	12	220,825	203,910
<b>Total Current Liabilities</b>		<b>296,989</b>	<b>305,074</b>
<b>Total Liabilities</b>		<b>296,989</b>	<b>305,074</b>
<b>Total Assets less Total Liabilities (Net Assets)</b>		<b>785,631</b>	<b>653,503</b>
<b>Accumulated Funds</b>			
Accumulated surpluses	17	785,631	653,503

For and on behalf of the Members

*Chris Mak*

Chris Mak - President

Chris Mak

Date: 10 October 2022

*Scott Lawson*

Scott Lawson CEO

10 October 2022



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 CASH FLOWS

*"How the entity has received and used cash"*

For the year ended 30 June 2022 | 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 2022

In New Zealand Dollars

	2022	2021
	\$	\$
<b><u>Cash Flows from Operating Activities</u></b>		
<b>Cash was received from:</b>		
Fees, subscriptions and other receipts from members	308,582	303,352
Receipts from providing goods or services	344,587	361,522
Interest	2,860	9,657
Net GST	-	22,532
	<u>656,029</u>	<u>697,063</u>
<b>Cash was applied to:</b>		
Net GST	(21,145)	-
Payments to suppliers and employees	(615,027)	(519,418)
	<u>(636,172)</u>	<u>(519,418)</u>
<b>Net Cash Flows from Operating Activities</b>	<b><u>19,857</u></b>	<b><u>177,645</u></b>
<b><u>Cash flows from Investing and Financing Activities</u></b>		
<b>Cash was applied to:</b>		
Sale/(Purchase) of Investments	-	400,000
Payments to acquire property, plant and equipment	(20,875)	(10,744)
	<u>(20,875)</u>	<u>389,256</u>
<b>Net Cash Flows from Investing and Financing Activities</b>	<b><u>(20,875)</u></b>	<b><u>389,256</u></b>
<b>Net Increase / (Decrease) in Cash</b>	<b>(1,018)</b>	<b>566,901</b>
<b>Opening Cash</b>	<b>812,690</b>	<b>245,789</b>
<b>Closing Cash</b>	<b><u>811,672</u></b>	<b><u>812,690</u></b>
<b>This is represented by:</b>		
Bank Accounts and Cash	<u>811,672</u>	<u>812,690</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 2022  
in New Zealand Dollars

## FIRE PROTECTION ASSOCIATION (NEW ZEALAND) INCORPORATED

### Statement of Accounting Policies

For the year ended  
30 June 2022

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.





Fire Protection Association (New Zealand) Incorporated

## STATEMENT OF

# ACCOUNTING POLICIES

For the year ended 30 June 2022  
in New Zealand Dollars

### FIRE PROTECTION ASSOCIATION (NEW ZEALAND) INCORPORATED

#### Statement of Accounting Policies

For the year ended

30 June 2022

In New Zealand Dollars

#### (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 (2021 - nil).



# NOTES

## TO THE PERFORMANCE REPORT

For the year ended 30 June 2022

### FIRE PROTECTION ASSOCIATION (NEW ZEALAND) INCORPORATED

#### Notes to the Performance Report

For the year ended  
30 June 2022

	2022 \$	2021 \$
<b>4. Finance Expense</b>		
Audit Fee	8,715	8,557
Depreciation	17,569	11,157
Bank Fees and General Expenses	2,340	3,900
Insurance	6,642	6,105
	<u>35,266</u>	<u>29,719</u>
<b>5. Personnel Expenses</b>		
Salaries	340,698	316,423
Casual/Contract	4,412	2,697
	<u>345,110</u>	<u>319,120</u>
<b>6. Operating Expenses</b>		
Newsletters	2,677	3,209
Seminars	69,966	24,686
Conference	-	2,018
Travel Expenses	1,735	8,629
FPA Equipment Register and Certification expenses	6,983	5,455
COVID19 - Rapid Antigen Tests	69,360	-
	<u>148,703</u>	<u>48,101</u>
<b>7. Administration and Other Expenses</b>		
Communication Expense	5,778	8,032
Light, Heat and Power	-	895
Postage	417	476
Printing and Stationary	1,703	7,302
Public Relations and Promotion	1,546	9,454
Subs Payable	18,647	17,321
Rent	16,873	19,609
Repairs and Maintenance	2,748	4,383
FPANZ Meetings and Activities	7,180	11,885
Website Maintenance and IT Expenses	8,123	10,699
Legal fees	-	4,288
	<u>63,015</u>	<u>94,343</u>
<b>8. Bank accounts and cash</b>		
Westpac Business Account	-	1
BNZ Business Transaction Account	811,672	812,689
	<u>811,672</u>	<u>812,690</u>
<b>9. Accounts Receivable</b>		
Accounts Receivable	175,926	78,051
	<u>175,926</u>	<u>78,051</u>



# NOTES

## TO THE PERFORMANCE REPORT

For the year ended 30 June 2022

### FIRE PROTECTION ASSOCIATION (NEW ZEALAND) INCORPORATED

#### Notes to the Performance Report

For the year ended  
30 June 2022

	2022		2021	
	\$		\$	
<b>10. Fixed Assets</b>				
<b>2022</b>	<b>Cost</b>	<b>Depn</b>	<b>Accum Depn</b>	<b>Book Value</b>
Plant and Equipment	50,156	7,671	47,919	2,237
Database & Accounting System	15,008	6,453	6,893	8,115
FPANZ Website	11,671	3,445	-	8,226
<b>Total Fixed Assets</b>	<b>76,835</b>	<b>17,569</b>	<b>54,812</b>	<b>18,578</b>
<b>2021</b>	<b>Cost</b>	<b>Depn</b>	<b>Accum Depn</b>	<b>Book Value</b>
Plant and Equipment	48,592	10,725	40,257	8,335
Database & Accounting System	7,367	432	432	6,935
<b>Total Fixed Assets</b>	<b>55,959</b>	<b>11,157</b>	<b>40,689</b>	<b>15,270</b>
<b>11. Creditors and accrued expenses</b>				
Accounts payable			7,372	8,193
			7,372	8,193
<u>Accrued expenses</u>				
Credit card liability			5,668	6,446
Staff entitlements			20,796	21,551
PAYE and other IRD liabilities			11,801	11,535
Other accruals			8,070	22,710
			46,335	62,243
<b>12. Current Liabilities - Income in advance</b>				
Annual Subscriptions			11,489	27,103
FireNZ Conference			209,336	111,300
Member Events			-	65,507
			220,825	203,910

Membership subscription incomes have not been recognised as income in advance unless payments have been received prior to balance date.

#### 13. Capital or Lease Commitments

There were no capital commitments as at 30 June 2022. (2021: NIL). As at 30 June 2022 there are no lease commitments in place. (2021: NIL).

#### 14. Contingencies

There were no contingent liabilities as at 30 June 2022 (2021: Nil)

#### 15. Subsequent events

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



# NOTES

## TO THE PERFORMANCE REPORT

For the year ended 30 June 2022

**FIRE PROTECTION ASSOCIATION (NEW ZEALAND) INCORPORATED**

**Notes to the Performance Report**

For the year ended  
30 June 2022

	2022	2021
	\$	\$

**16. 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 \$7,538 in the 2022 financial year (2021 - \$7,875). As at year end, a balance of \$787 (2021: Nil) was owed to David Prosser.

Scott Lawson is the executive director. During the year, \$13,000 was paid in rental payments. As at year end, a balance of nil was owed to Scott Lawson.

**17. Accumulated Funds**

	2022	2021
--	------	------

Opening Balance	653,503	599,973
Accumulated surpluses	132,128	53,530
Total Accumulated Funds	<b>785,631</b>	<b>653,503</b>



**INDEPENDENT AUDITOR'S REPORT****TO THE MEMBERS OF FIRE PROTECTION ASSOCIATION  
(NEW ZEALAND) INCORPORATED****Opinion**

We have audited the performance report of Fire Protection Association (New Zealand) Incorporated ("the Incorporated Society") on pages 1 to 8, 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 2022, the statement of financial position as at 30 June 2022, 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 8 presents fairly, in all material respects:
  - the entity information for the year ended 30 June 2022;
  - the service performance for the year ended 30 June 2022; and
  - the financial position of the Incorporated Society as at 30 June 2022, and its financial performance, and cash flows for the year then endedin 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 Incorporated Society in accordance with Professional and Ethical Standard 1 *International Code of Ethics for Assurance Practitioners (including International Independence Standards) (New Zealand)* 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 and taxation services to the Incorporated Society. The firm has no other relationship with, or interests in, the Incorporated Society.

*The title 'Partner' conveys that the person is a senior member within their respective division, and is among the group of persons who hold an equity interest (shareholder) in its parent entity, Findex Group Limited. The only professional service offering which is conducted by a partnership is external audit, conducted via the Crowe Australasia external audit division and Unison SMSF Audit. All other professional services offered by Findex Group Limited are conducted by a privately owned organisation and/or its subsidiaries.*

*Findex (Aust) Pty Ltd, trading as Crowe Australasia is a member of Crowe Global, a Swiss Verein. Each member firm of Crowe Global is a separate and independent legal entity. Findex (Aust) Pty Ltd and its affiliates are not responsible or liable for any acts or omissions of Crowe Global or any other member of Crowe Global. Crowe Global does not render any professional services and does not have an ownership or partnership interest in Findex (Aust) Pty Ltd.*

*Services are provided by Crowe New Zealand Audit Partnership an affiliate of Findex (Aust) Pty Ltd.*

© 2022 Findex (Aust) Pty Ltd



## Board of Directors' Responsibilities for the Performance Report

The Board of Directors are responsible on behalf of the Incorporated Society 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
- 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 Incorporated Society'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 Incorporated Society 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 Incorporated Society'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 Incorporated Society'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 Incorporated Society 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.

### **Restriction on Use**

This report is made solely to the Members of the Incorporated Society, as a body. Our audit has been undertaken so that we might state to the Members of the Incorporated Society those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Incorporated Society and the Members of the Incorporated Society as a body, for our audit work, for this report, or for the opinions we have formed.

A handwritten signature in purple ink that reads "Crowe".

Crowe New Zealand Audit  
Partnership Auckland, New Zealand  
10 October 2022

# DRAFT CALENDAR 2023

JANUARY				
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			

FEBRUARY				
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			

MARCH				
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

APRIL				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	29

MAY				
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	31		

JUNE				
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
				1 JUL

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

AUGUST				
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	

SEPTEMBER				
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

OCTOBER				
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			

NOVEMBER				
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	

DECEMBER				
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

KEY	
OFFICE REOPENS	FPANZ office reopens after the Christmas/New Years break
SIG MEETINGS*	8am-Passive AKL 10am-HOFFE AKL 1pm-EVAC AKL
BOARD/COUNCIL MEETINGS	Venue TBA
FireNZ Conference	Venue TBA
FireAustralia Conference	Sydney, 3-5 May 2023
MEMBERSHIP	FPA Membership Year 2022/2023 Finishes 30 June
MEMBERSHIP	FPA Membership Year 2023/2024 Starts Saturday 1 July
AGM	Board/Council Meetings and AGM Venue TBA, 30 November 2023

\*SIG MEETING VENUE  
TBA



# Membership 2022-2023



## PROVISIONAL MEMBERSHIP

All companies, organisations and individuals wishing to become a member of FPANZ are required to join as a provisional member for a minimum of 12 months. This provisional period is required to be completed before being considered for the appropriate membership tier level based on staff numbers and services that are provided.

### Requirements for provisional application:

- › A provisional membership fee (equal to the applicable membership tier's annual fee) will be payable on acceptance of provisional membership application
- › A Code of Ethical Conduct Declaration
- › A letter/certificate of confirmation from your insurers to state that the company has an appropriate level of Professional Indemnity insurance for their needs and a minimum Public Liability of \$2 million
- › An introductory interview meeting via phone or Zoom with CEO and at least one Board member.
- › A completed declaration of endorsement by three current FPANZ members who have been full members of FPANZ for a minimum of 2 consecutive full financial years.
- › A completed form from two referees who are clients of the applicant

### Provisional conditions – All applications to go through a 12-month provisional period

- › Provisional period to last for 12 months from date of application and may be extended at the discretion of the Board
- › Provisional Members are not eligible to vote or hold office
- › A follow up interview meeting via phone or Zoom with CEO and at least one board member at the end of the provisional period
- › Full membership can be refused at the discretion of the Board at the conclusion of the provisional period

## COMPANY MEMBERSHIP TIER

For businesses providing fire protection services and/or products to the New Zealand market, and who wish to take a more active role within FPANZ. There are four levels of Company Membership based on employee numbers. These are Gold, Silver and Bronze, and Platinum by special application to the FPANZ Board.

All Company members and their staff agree to be bound by the FPANZ Code of Ethical Conduct and by the FPANZ Complaints and Disciplinary Procedure.

## PERSONAL MEMBERSHIP TIER


Personal Membership is generally suitable for sole traders and lifetime members. Personal membership is for anyone who is actively participating in the fire protection or fire safety industry and wishes to receive enhanced benefits and access to Special Interest Groups.

All Personal members agree to be bound by the FPANZ Code of Ethical Conduct and by the FPANZ Complaints and Disciplinary Procedure.

## 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 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 on our website.

# FPANZ Members 2021-2022



2021–2022 Membership list as of 30th June 2022



## HONORARY LIFETIME MEMBERS

Bob Taylor	Gavin Parish	John Fraser	Mitchell Brown
David Nathan	Ian Makgill	Keith Blind	Ross Aitken
David Percy	John Powell	Kevin Kennedy	Simon Malthus
David Prosser			

## MEMORIAL LIFETIME MEMBERS

Joe Rose  
Ray Grant



## PLATINUM MEMBERS

AON New Zealand Ltd	Fire & Emergency NZ
Argus Fire Systems Service Ltd	Winstone Wallboards Ltd
Chubb New Zealand	



## GOLD MEMBERS

Alan Wilson Insurance Brokers	Global Fire Limited	Potters Interior Systems
Alliance Fire and Security	Guardian Alarms Ltd	PSL - Phillips & Smith Ltd
Aquaheat New Zealand Ltd	Holmes Fire LP	RYANFIRE Products Ltd
Ask Metro Fire Limited	Ice Fire Protection Ltd	Sika
Building & Fire Safety Ltd	Johnson Controls Fire Detection Products	Southern Insulation Ltd
Cake Commercial Services Ltd	Life Safety Services	South Pacific Fire Protection Group Ltd
Contego Systems	Nationwide Fire Protection Ltd	The Fire Guys Ltd
FFP Canterbury Ltd	Optimal Fire	Triangle Fire Protection Ltd
FFP Nelson Marlborough Fire Ltd	Origin Fire Consultants Ltd	Ultra Fire Protection
Fire Protection Compliance Ltd	Passafe Fire Protection Ltd	WSP New Zealand Limited
Fire Security Services 2016 Ltd	Passive Fire NZ Ltd	Xfire Ltd t/a Crossfire
Fire Solutions Limited	PBS Fire Data	Zero Fire Ltd
Firewatch New Zealand Ltd	Pertronic Industries Ltd	
First Fire Systems Ltd		



## SILVER MEMBERS

ADT Fire Monitoring NZ	Fireco Limited	Promat Australia PTY Ltd
Almak Ltd	Fire Compliance Services Ltd	Property Brokers Compliance Ltd
Ampac NZ Limited	Fire Control Services Ltd	Protech Design Ltd
Aotea Electric Southern Ltd	Fire Engineering Services Ltd	Pumpset Technology Limited
Argest Fire	Fire TS Laboratory	Reliable Fire Sprinkler (Australia) Pty Ltd
Armitage Fire Limited	Fire Safety Net Ltd	RFS Fire & Building Compliance Ltd
AssetCare Ltd	Fire Systems Inspections Ltd	Safe Spray Ltd
Auckland Passive Fire Limited	Fire System Maintenance Ltd	Safety First NZ Ltd
B & M Sprinkler Ltd	FireMint Limited	Select Alarms Ltd
Bartons Sound Systems Ltd	Firepro Centabuild Ltd	Siemens (NZ) Ltd
BECA Ltd	Flame Stoppers Limited	Simply Fire Ltd
Bensan Distribution Ltd	GHD Ltd	Snap Fire Systems Pty Ltd
BOSS Passive Fire	Gulf Contracting Ltd	Space Structural Consultants Ltd
BRANZ Ltd	Hilti NZ Limited	SpecFire
Competenz	HSM Group Holdings Ltd	SS Firecell
Compliance Fire Alarms Ltd	Hydroflow Distributors Ltd	Steel & Tube Holding Ltd
Compliance Fire Protection Ltd	iFire Protection Ltd	Tansley Electrical Ltd
Cosgroves Ltd	Kingspan Insulated Panels Limited	Tech Group of Companies – Electrotech Controls Ltd
Direct Fire Ltd	Kiwi Pipes and Fittings Ltd	The Connect Group
ECL Group Compliance Services Ltd	Laser Electrical Blenheim	THE DESIGNFIRE
Ecoglo International Ltd	Metalbilt Doors	The Passive Fire Company Ltd
Elite Fire Protection	Miro Passive Fire	UniFire Ltd
Engie Services	Nimbl Group Ltd	Viking Sales & Services Ltd
Enlightened Fire Solutions Ltd	Norman Disney & Young	
Fire & Building Compliance Ltd	Premier Fire New Zealand Pty Ltd	

# FPANZ Members 2021-2022



2021-2022 Membership list as of 30th June 2022



## BRONZE MEMBERS

22 Degrees Ltd  
3M New Zealand  
Actron Fire Services Ltd  
Advanced Applicators Ltd  
Alarm New Zealand Ltd  
Alarm and Power Services Ltd  
Allproof Industries NZ Ltd  
Altex Coatings Ltd  
Automatic Fire Alarm Monitoring Ltd  
Babbage Consultants Ltd  
Bakker PFI Limited  
Ballard Consulting  
Beele Australasia Ltd  
Bondor NZ Ltd  
Brooks New Zealand Limited  
Building & Fire Services (2008) Ltd  
Capital Fire Extinguishers Ltd  
Central Fire Design Ltd  
Clarinspect  
CLC Consulting Group Ltd  
Complete Fire Protection Services Ltd  
CoveKinloch New Zealand Ltd  
Decisive Fire Ltd  
DSPA Oceania  
Eastland Fire Compliance Ltd  
ElectriNET Ltd  
Elite Passive Fire Ltd  
Emergency Management Solutions Ltd  
Engineering Design Consultants  
Evacuation Now Ltd  
Fire and Safety Training Ltd  
Fire Corp Industries Ltd  
Fire Equipment Hawkes Bay Ltd  
Fire Extinguishers Ltd  
Fire Group Consulting Ltd  
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  
FireForce Ltd  
FireShield  
Firestop Centre  
FM Global  
Forman Building Systems  
Galbraith Engineering Ltd  
Greenfire NZ  
HFI Ltd  
HomeSafe Limited  
IAG New Zealand Ltd  
IANZ  
International Paint  
James Hardie NZ  
JMA Decorators Ltd  
JW Fire Equipment Services Ltd  
KHS – Fire  
Linings Limited  
Loktronic Limited - ViTech Division  
LOWC Fire Ltd  
Macdonald Barnett Ltd  
Mainland Extinguishers  
Marsh Ltd  
Mirotone (NZ) Ltd  
National Consultants Ltd  
National Fire Protection  
No 8 Fire Limited  
Northland Fire Protection Ltd  
Notifier Fire Systems  
NZ Corrosion Services Ltd  
NZ Fire & Compliance Ltd  
Pacific Door Systems Ltd  
Passive Fire Applicators Limited  
Passive Fire Installations Ltd  
Passive Fire Protection Applicators Ltd  
Passive Solutions  
PF Installations Ltd  
PFITS Consultancy Ltd  
PFP Systems  
PPG Industries New Zealand Limited  
PWFP Fire Safety  
QA FIRE  
Red Alert New Zealand 2012 Ltd  
Redfire Systems Ltd  
Rhino Fire & Security Ltd  
RJ Nelligan & Associates Ltd  
Safeworld  
Security Specialists Ltd  
Shield Construction Ltd  
Sigma Consulting Engineers Ltd  
Skycity Auckland Ltd  
Smoke Control NZ Ltd  
Southgate Fire & Safety (2018) Ltd  
Spot On Fire Protection (2020) Ltd  
Sprinkler & Alarms Inspections Limited  
Stewart Construction Ltd  
Tag Safe Ltd - trading as - Firesafe  
Tank Vision Ltd  
Tech Coatings NZ Ltd  
Tech Passive Fire Ltd  
Today's Building Solutions  
Total Industrial Solutions Ltd  
UDSL Fire Protection Solutions  
UCS Passive Fire Protection  
Vero Insurance NZ Ltd  
Victaulic NZ  
Wayne Bowden Painters Ltd  
Willoughby Fire Ltd  
Zone Architectural Products



## PERSONAL MEMBERS

Alan Hedlund  
Brett Feehan  
Gilbert Gordon  
Mitch Buckley  
Murray Crawford  
Paula Nicolson  
Paul Clements  
Paul Walters  
Phillip Watkin  
Simon Hemmings  
Thomas Miller



## PROVISIONAL MEMBERS

Alpha Fire – Provisional Bronze Member  
Cove Kinloch Compliance – Provisional Bronze Member  
Cubicon – Provisional Bronze Member  
Delta Fire Ltd – Provisional Bronze Member  
Firetree Ltd – Provisional Silver Member  
Halo Fire & Mechanical Services Ltd – Provisional Silver Member  
Iconiq Fire Ltd – Provisional Silver Member  
Metspray Ltd – Provisional Gold Member  
Reliance Fire Protection – Provisional Bronze Member  
RH Fire Ltd – Provisional Bronze Member  
SunBuild NZ Ltd – Provisional Gold Member  
Woodview Construction Ltd – Provisional Gold Member  
Wormald – Provisional Gold Member



Fire Protection Association New Zealand  
Private Box 302-372, North Harbour, Auckland  
Ph: 0800 037 269  
Email: [info@fpanz.org](mailto:info@fpanz.org)  
[www.fpanz.org](http://www.fpanz.org)