

2022-2023 ANNUAL REPORT

25 SEP 23

On behalf of the brigade leadership team, it is my pleasure to prepare the Wellington Volunteer Fire Service Support Unit OIC's Annual Report for the year ended 31 March 2023.



WELCOME TO OUR 2022-2023 ANNUAL REPORT

Our report this year is a little different from recent years. Jono Ashman, the brigade's Senior Station Officer and Officer In Charge, stood down from the role in May 2023 in order to focus on both work and personal commitments outside of the brigade, and he has only just returned recently (at the rank of Station Officer) after a period of personal leave. For the interim, I and SO/2IC Phil Harris have been jointly leading the brigade and so I'm pleased to 'hold the pen' on this year's Annual Report – even if I don't have the typesetting expertise Jono brought to the job!

As a consequence of Jono having stood down as SSO/OIC, elements of this report may appear a little disjointed. Information presented in this report considers the period 1 April 2022 through 31 March 2023; finalising this report in September, it can be difficult to separate the events of the last few months from the period covered by this report. Hopefully it will be clear as you go, where we have reverted to 'present tense'.

The 2022-2023 reporting period was another busy one. Our brigade, known locally as the Wellington Operational Support Unit, came out of the shadow of the COVID-19 pandemic and worked hard to return to business-as-usual operations.

Our team continued to provide sterling service; we were turned out to a total of 71 incidents across greater Wellington, and both worked and trained with FENZ personnel from all across the region. We also ran the first iteration of our Observer programme as an improved framework for recruiting new members into the brigade; we congratulate Charlie Smith, Sarah Grant and Neil Yeates on being recruited into the brigade this year.

In November 2022 the Brigade held an Honours and Awards evening at the Wellington club, where several of our members were recognised for service milestones, and we also celebrated the promotion of several members to the rank of Qualified Firefighter. Later that month, we also hosted Russell Wood, National Commander, at a brigade training night at Kilbirnie. We really appreciate interest in our brigade and our function being shown by National Headquarters, and hope that this is a sign of more national-level interest in, and support for, Operational Support within FENZ.

Our community engagement has continued, with the brigade providing support to FENZ Community Risk and Recovery/Risk Reduction events at VUW & Massey University events (March 2023), the LifeFlight Open Day (March 2023) and becoming the first Operational Support personnel in NZ (to our knowledge) to be trained to operate the Kitchen Fire Demonstrator. I want to particularly recognise the hard work put in by QFF Simon Luke in running our Community Engagement portfolio, this can be a demanding portfolio to manage and he's done a great job keeping us connected and informed.

I also want to particularly thank our Station Training Coordinators who have worked hard to keep up a varied and interesting programme of training events.

I invite you to read the rest of our Annual Report and thank you for your interest in our brigade and your support throughout the year.

Mark Foster

Station Officer, Wellington Operational Support Unit

For the Brigade Leadership Team (Jono Ashman, Phil Harris and Mark Foster)

Cover Photos: The team of brigade members and observers with Deputy Chief Executive Service Delivery and National Commander, Russell Wood – November 2022; Brigade members are trained in the use of the Kitchen Fire Demonstrator – March 2023.

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Joint Operational Support Training: WOSU Members amongst others at a joint training event in Petone.

2. EMERGENCY RESPONSES

KEY RESPONSE STATISTICS

With a response count of 71 incidents during the reporting period, our stats are starting to trend higher again – as they were before the COVID-19 pandemic began exerting influence.

Unsurprisingly, Traffic Management continues to be the most frequent task we carry out on the Fireground, reflecting our key role in ensuring a safe working environment for firefighters and the public, and a desire to minimize the disruption that emergency events have on the public.

Also featuring highly in our numbers, is our role as a specialist salvage unit, a need to ensure our firefighters are supported during make-up and recommissioning, and that the victims of fire events are well looked after – WOSU very much has a part to play in areas beyond the ‘Response’ phase of the ‘Four R’s’.

Count	Duty Type
31	Traffic Management
18	Fire Salvage
8	Non-Fire Salvage
8	Incident Logistics
5	Scene Security
8	Scene Lighting
14	Crew Recovery
1	Crew Transport
3	Recommissioning Equipment
13	Equipment Makeup
9	Victim Support
9	Crowd Control

It is also very clear that we are regularly engaged to provide multiple capabilities at the incidents to which we are called – meaning we regularly deploy with more than just a few crew members. 13 incidents had more than 6 members attend.

As a brigade we are continuing to look for opportunities to add value within the scope of the Operational Support role and function, and in line with our key skills and capabilities.

THE “FOUR R’S” MODEL

Reduction. Identifying and analysing long-term risks to human life and property; taking steps to eliminate these risks if practicable, and, if not, reducing their impact and the likelihood of them occurring.

Recovery. Helping people who have suffered loss and trauma to receive the appropriate support. Coordinated efforts and processes to bring about the immediate, medium-term and long-term recovery of a community following a major emergency.



Readiness. Developing operational systems and capabilities before an emergency occurs, including self-help initiatives for the public, specific programmes for emergency services, lifeline utilities and other services.

Response. Attending incidents and taking immediate action before, during or directly after a fire to protect and preserve life, prevent or limit injury, reduce damage to land or property, protect the environment and help people begin recovery.

Source: Fire and Emergency NZ Risk Reduction Model 2019-2029.

<https://fireandemergency.nz/assets/Documents/Files/RiskReductionStrategy-2019-2029.pdf>

NOTABLE INCIDENTS

- 28 April 2022: HAZMAT Incident, Johnsonville (1272 personnel-minutes)
- 10 May 2022: House Fire, Cannons Creek (1519 personnel-minutes)
- 27 June 2022: House Fire with HAZMAT element, Mana (1254 pers-mins)
- 17 July 2022: 3rd Alarm office building, fire with significant salvage effort, CBD (1666 pers-mins)
- 16 September 2022: Significant salvage effort after apartment fire, CBD (1554 pers-mins)
- 25 November 2022: House Fire, Cannons Creek. Significant victim welfare effort. (1300 pers-mins)
- 18 December 2022: House Fire, Karori. Supported Decon with waterways skills. (1407 pers-mins)
- 23 January 2023: Flooding at Pak'n'Save Kilbirnie (1085 pers-mins)
- 11 February 2023: Scrub fire in Newlands. (2510 pers-mins!)
- 13 March 2023: Salvage at a commercial property in central Wellington. 1076 pers-mins)



Left, 20 June 2022: While our regular appliance (The 1998 Mitsubishi Canter) was away for extended maintenance, FENZ provided us with a 1989 Hino from the relief fleet. Here it arrives at a 3rd alarm in Titahi Bay, with QFF's Simon Luke and Kelsey Scott.

Right, 27 June 2022: SO Foster pictured at a Second Alarm house fire on SH59, Mana.



17 September 2022: Members attended a second-alarm incident on a busy Cambridge Terrace (near Courtenay Place) for several hours on a Saturday afternoon.

In order to minimize traffic disruption, it was preferred to keep Cambridge Terrace open to traffic, so our crew were kept busy looking after an open traffic lane within the cordon area.

Left, QFF Kelsey Scott hard at work.

(Photos on this page courtesy Derek Quinn.)

3. MEMBERSHIP

CURRENT MEMBERS (AS AT 31 MARCH 2023)

Our brigade membership remained fairly stable throughout the year, with just a few changes to report across our core membership of around ~18-19 operational members throughout the year.

Senior Station Officer (OS-SSO):	SSO Jono Ashman
Station Officers (OS-SO):	SO Phil Harris (2IC) SO Mark Foster
Qualified Firefighters (OS-QFF):	Chelsea Calvert, Alex Cousins, Blair Hillyard, Stephen Lambert, Simon Luke, Cullum Peni-Wesche, Kelsey Scott, Todd Skilton, Duncan Tabor
Firefighters (OS-FF):	Bang Du, Zane Hunt, Tomasz Jozefowski, Colin Larsen, Ethan Richardson,
Recruit Firefighters (OS-RFF):	Sarah Grant, Charlie Smith, Neil Yeates
Volunteer Brigade Support (VBS):	Catherine Coe

COMINGS AND GOINGS

Joining: After an observation period, we welcomed Charlie Smith (July '22), Sarah Grant and Neil Yeates (Sep '22) to our roster. We also welcomed Zane Hunt, a transfer from New Plymouth West Volunteer Fire Brigade, onto our muster officially in December.

Departing: Diego Salles, who enrolled with FENZ initially with the Mount Cook Volunteer Fire Brigade and then transferred to us late in the previous reporting period, withdrew from the brigade in August '22 due to personal circumstances.

I also want to particularly note in this report, the resignation of Catherine Coe. Catherine began her service with us in 2013 And quickly became an integral part of our team providing valuable insights from her work at FENZ NHQ and offering exceptional management experience. With a brief sabbatical as an operational recruit at Seaview Fire Brigade, Catherine returned to us, initially as an operational member and then more recently, in the role of Volunteer Brigade Support, acting as brigade Secretary and Treasurer (role-share with Jono Ashman). We're grateful for the service Catherine provided our brigade over many years and wish her well for the future.

RECRUITMENT

There continues to be steady interest in joining our Unit – FENZ's Volunteer recruitment team have been referring enquiries from urban Wellington residents to us and we have been working to maintain contact with interested candidates, and then invite them to attend an open night, and apply initially as an observer to the brigade afterward.

At present the plan is to attempt to run at least one, and when possible two, observer programmes each year, with a view to ensuring a steady stream of new recruits that will allow us to get back to full brigade establishment (25 members).

4. LIFE MEMBERS

KEEPING IN TOUCH

We very much try to keep in touch with our Life Honorary Members regularly, and thank LHM Brian Arons for being our regular touch-point, and reporting back to us at our brigade meetings as to how they're getting on.

Roger Bullock (Patron)
Brian Arons
Annette Francis
Alan Heppleston
Barry Lanauze

Sandy Lawson J.P.
Ron Lennon
Bryan Roband
Jane Stevens

Shown here are our Life Honorary Members as at 31 March 2023.

We note with sadness the recent passing of LHMs Chris Rains (18 June 2022) and Bryan Roband (27 August 2023).

5. EVENTS

It's always great to get out into the community and share fire safety and community resilience messages. During the year we participated in several events which let us both 'get amongst it' in our community and also, talk about the role we play as operational volunteers in Wellington.

A special congratulations to QFF Kelsey Scott for achieving the Bronze medal in the 'Male Donned Open' category of the Skytower Stairclimb challenge in August 2022. Our brigade has entered the Stairclimb event for the last several years, which is an excellent fundraising event for a worthy cause. Kelsey was also our team coordinator this year and did a stellar job. Well done Kelsey!

2022 Event Details		
April '22:	Daylight Saving BBQ (WOSU)	Bunnings, Lyall Bay
August '22	Tu Ora Wellness Event (FENZ CRR)	ASB Events Centre, Kilbirnie
August '22:	Skytower Stairclimb Challenge (FireUp Fundraiser)	Auckland
September '22	Home and Garden Show (FENZ CRR)	Sky Stadium, Pipitea
November '22	Stokes Valley Open Day (FENZ CRR)	Stokes Valley, Lower Hutt
November '22	A Very Welly Christmas (FENZ CRR)	Lambton Quay, CBD
December '22	Kilbirnie Christmas Parade	Kilbirnie



Above: QFF Kelsey Scott and his Bronze Medal!

2023 Event Details		
February '23	Fire Safety at University Orientation (FENZ CRR)	Victoria University of Wellington
February '23	Fire Safety at University Orientation (FENZ CRR)	Massey University
March '23	Miramar Central School Fair (WOSU)	Miramar
March '23	Newlands Fire Station Open Day	Newlands
March '23	LifeFlight Open Day (FENZ CRR)	Rongotai



Events: QFF Duncan Tabor engages with the public at A Very Welly Christmas 2022; KILB2426 on display at the Newlands Fire Station Open Day (March '23). (Photo/Derek Quinn)

6. HONOURS AND AWARDS EVENING

11 November 2022 saw us gather for an awards evening and social function at The Wellington Club. Members were recognised for their commitment to the brigade and to FENZ, including:

3 Year Certificate:

Cullum Peni-Wesche, Alex Cousins, Rhys Edlin, Simon Luke, Kelsey Scott, Todd Skilton, Duncan Tabor

5 Year Medal:

Chelsea Calvert, Stephen Lambert, Alex Cousins

Silver Service Bars for 5 Year Medal:

Jono Ashman (7 years), Blair Hillyard (11 Years), Colin Larsen (11 & 13 Years), Mark Foster (19 Years)

Gold Service Bars for Gold Star Medal:

Phil Harris (39 Years)

Promotions

To Qualified Firefighter: Alex Cousins, Blair Hillyard, Simon Luke, Kelsey Scott, Todd Skilton, Duncan Tabor

Congratulations to all those honoured for their service and commitment!



Honours 2022: Members await presentation of 3 Year Service certificates from brigade 2IC, SO Phil Harris.



Honours 2022: Chelsea Calvert is presented her 5 year service medal by SO Phil Harris (left). Todd Skilton was amongst those promoted to Qualified Firefighter (QFF), this was presented by Group Manager Martin Wilby on behalf of FENZ (right).



Honours 2022: Phil Harris presents Jono Ashman with a silver bar marking 7 years service (left). Phil Harris presents Mark Foster with a silver bar marking 19 years service (right).



Honours 2022: Group Manager Martin Wilby presents Alex Cousins with his promotion to Qualified Firefighter (left). Life Honorary Member Brian Arons presents the Les Hall Memorial Trophy to Blair Hillyard (right).

For more photos, check out the WOSU Facebook Page: <https://www.facebook.com/WellingtonFireSupport>

7. STATION TRAINING COORDINATORS REPORT

During the 2022-2023 period, the training team has worked together to meet the brigade's requirements in a number of fields, focusing on building competency in our core skills, awareness of external agencies, and non-technical skills. With the new additions to the training team, the brigade has benefited from the range of skills, experience and ideas brought to the table. This has been seen in the use of scenario-based training, a broader range of topics covered, and different styles of nights.

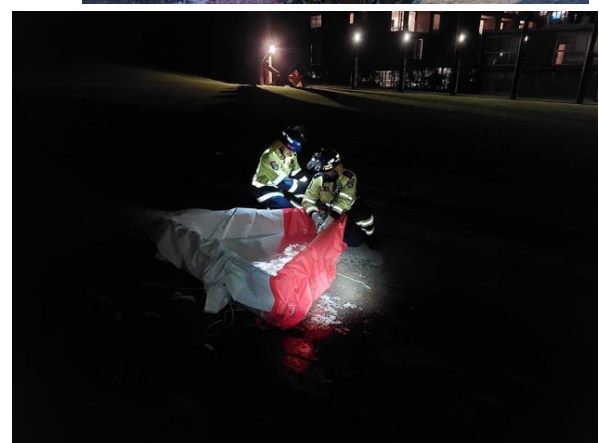
Throughout the 2022-2023 period there has been a number of successes, including FF Du completing the recruits program and progressing to firefighter. Some members have also progressed to QFF, and the brigade has built connections with other organisations, something that the training team will look to continue into 2023/2024.

As usual, the training team has many to thank for the success over the past year, namely: Titahi Bay VFB, Newlands VFB, the CRR team, and the training team (QFFs Cousins, Peni-Wesche and Tabor, and SO Foster). Additional and special thanks to QFF Hillyard for his specialist support (and for driving the observer programme) and to SO Harris.

Date	Highlight
June '22	Titahi Bay VFB waterways training
July '22	Visit to WREMO
August '22	Training with Newlands VFB
October '22	Deeper Signals training
March '23	Joint OSU Training
March '23	Kitchen Fire Demonstrator training

Looking into 2023/2024, the team expects to continue to focus on our core competencies, while also expand the number of external partners and agencies we are aware of. We expect station visits will be a highlight of the coming year, as will the continued focus on building the brigade's non-technical skills.

QFF Duncan Tabor.



8. FINANCIAL REPORT

Financial Statement

Statement of Receipts and Payments for the period
1 April 2022 to 31 March 2023

Administration Account (00)

2022	Income	2023	2022	Expenditure	2023
\$ 1,772.30	Opening Balance	\$ 4,223.60	\$ 1,148.00	UFBA Honours	\$ 6,527.34
\$ 9,421.99	FENZ Brigade Grant	\$ 8,571.84	\$ -	UFBA Conference	\$ -
\$ 1,019.30	Fundraising	\$ 1,361.70	\$ -	AGM Expenses	\$ 63.91
\$ -	Canteen	\$ 30.00	\$ 2,374.87	Social Expenses	\$ 1,397.10
\$ 3.46	Interest	\$ 36.91	\$ 214.62	OiC Expenses	\$ -
			\$ 786.79	Gifts	\$ 378.89
			\$ 716.01	Unit Administration	\$ 317.66
			\$ -	Canteen Expenses	\$ 242.25
			\$ 2,501.00	Executive Expenses	\$ -
			\$ 253.06	Other Expenses	\$ 1,871.92
			\$ 4,224.60	Closing Balance	\$ 3,424.98
\$ 12,217.05		\$ 14,224.05	\$ 12,218.95		\$ 14,224.05

Social Account (01)

2022	Income	2023	2022	Expenditure	2023
\$ -	Opening Balance	\$ 0.21	\$ 0.21	Closing Balance	\$ 0.21
\$ -	Interest	\$ -			
\$ -		\$ 0.21	\$ 0.21		\$ 0.21

Equipment Account (03)

2022	Income	2023	2022	Expenditure	2023
\$ 6,440.00	Opening Balance	\$ 6,443.27	\$ -	KILB2426 Stowage	\$ 308.85
\$ 3.00	Interest	\$ 47.38	\$ 6,443.00	Closing Balance	\$ 6,181.80
\$ 6,443.00		\$ 6,490.65	\$ 6,443.00		\$ 6,490.65

Special Purposes Account (97)

2022	Income	2023	2022	Expenditure	2023
\$ 1,530.52	Opening Balance	\$ 1,530.67	\$ -	Service Fee	\$ 0.20
\$ 0.75	Interest	\$ 13.98	\$ 1,531.27	Closing Balance	\$ 1,544.45
\$ 1,531.27		\$ 1,544.65	\$ 1,531.27		\$ 1,544.65

Term Deposit (04)

2022	Income	2023	2022	Expenditure	2023
\$ 22,298.00	Opening Balance	\$ 22,851.14	\$ 22,298.00	Closing Balance	\$ 23,546.04
	Interest	\$ 694.90			
\$ 22,298.00		\$ 23,546.04	\$ 22,298.00		\$ 23,546.04

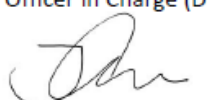
Term Deposit (05)

2022	Income	2023	2022	Expenditure	2023
\$ 6,239.00	Opening Balance	\$ 6,352.70	\$ 6,352.70	Closing Balance	\$ 6,596.72
	Interest	\$ 244.02			
\$ 6,239.00		\$ 6,596.72	\$ 6,352.70		\$ 6,596.72

Term Deposit (07)

2022	Income	2023	2022	Expenditure	2023
\$ 10,433.00	Opening Balance	\$ 10,766.71	\$ 10,766.71	Closing Balance	\$ 11,340.61
\$ -	Interest	\$ 573.90			
\$ 10,433.00		\$ 11,340.61	\$ 10,766.71		\$ 11,340.61

These Financial Statements have been adopted by the Wellington Operational Support Unit by resolution at the Annual General Meeting held on Monday, 25th September 2023 at Kilbirnie Fire Station.

Name: Jono Ashman
Position: Officer in Charge (During the 2022/23 financial period)
Signature:  **Date:** 21 / 09 / 2023

Name: Jono Ashman
Position: Acting Treasurer
Signature:  **Date:** 21 / 09 / 2023

I have examined the Books, Accounts, and Vouchers of the Wellington Operational Support Unit for the 12-month period, 1 April 2022 to 31 March 2023, and in my opinion the statements and payments for the General, Social, Equipment, and Special Purposes accounts, and three Term Deposits as presented are a true and fair record of the transactions that have taken place during the period.

Name: Roger Bullock
Position: Examiner of the Books
Signature:  **Date:** 21 / 09 / 2023

9. THANKS AND ACKNOWLEDGEMENTS

There's a few more important acknowledgements to make:

- Our Brigade Management Team: In addition to the Brigade Officers, the Management committee ensures the business of the brigade keeps going: QFF Kelsey Scott (also our Safety, Health and Wellbeing Rep) and QFF Alex Cousins (also our Members Rep)
- QFF Cullum Peni-Wesche, for helping with the organisation of our AGM in particular
- QFF Todd Skilton, for support in the financial area despite having stood down as Treasurer at the previous AGM, and for continuing his fine work as our brigade historian
- QFF Simon Luke, for looking after our vehicles and equipment portfolio, and to QFF Steve Lambert, for his help organising the fitout of Kilbirnie 2426
- The District Leadership Team, particularly GM Mike Dombroski, for his ongoing support.
- Our Volunteer Support Officer, John Rowe, for helping us ensure that the brigade keeps ticking over, and to QFF Blair Hillyard, for acting as our liaison around uniform and PPE issues
- The Region Training team, for their continued support, especially at Kilbirnie station.
- Our brigade members as a whole – without you, we simply wouldn't be here. Thank you for giving up your time and serving with us.
- Our friends and family, who make often seemingly invisible sacrifices in order to support us in doing what we do.

124 YEARS SUPPORTING OUR COMMUNITY