



Minutes

Hawke's Bay Local Advisory Committee Meeting

Date: 22 July 2022

Time: 9:00am – 2:15pm

Venue: Dannevirke Fire Station

Present:

Debbie Northe	LAC Chair
Monique Heke	LAC Deputy Chair
Mavis Mullins	LAC Member
Liz Lambert	LAC Member
Sonya Smith	LAC Member

In Attendance:

Lucy Chamberlain	National Manager, Local Advisory Committees
Cullum Peni-Wesche	Senior Advisor, Local Advisory Committees
Ken Cooper	District Manager, Hawke's Bay
Nigel Hall	Community Risk Manager, Hawke's Bay
Robert Karaitiana	Group Manager, Hawke's Bay

Guests:

Cathryn Moriarty	National Manager, Strategy and Performance
Billy Drljaca	Manager, Planning
Kylan McKeen	Advisor Community Risk Reduction, Hawke's Bay
Valerie Fono	Project Manager, Te Pae Tata
Rocky Radovanovich	Consultant, Te Pae Tata
Peter Sinclair	Chief Fire Officer, Dannevirke Volunteer Fire Brigade

Apologies:

Bruce Stubbs	Region Manager, Te Ūpoko
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Welcome

The meeting was opened with a karakia timatanga. The Chief Fire Officer of Dannevirke Volunteer Fire Brigade provided the LAC with an overview of the brigade, including their history, capabilities, and local insights on working with the community. The Chair thanked the Chief Fire Officer for hosting the meeting at Dannevirke station.

Committee operations

The Committee confirmed the minutes from the previous hui on 5 May 2022, with one amendment. The Committee agreed on the dates of 21 February 2023, and 16 May 2023 for its quarters 3 and 4 meetings.

Correspondence included a letter to former Committee member, Leon Stallard. The Chair also submitted their feedback on the LAC self-review.

District update

The District Manager presented an update to the Committee on current District initiatives and an overview on response statistics and activities over the past quarter. The District Manager requested feedback on the update from members.

The Community Risk and Recovery (CRR) team is reaching out to schools for fire safety visits and they face challenges where multiple agencies compete for presentation spots. Safer Hastings delivered a community resilience day where agencies including Fire and Emergency, Police and St. John Ambulance delivered a programme for students during school hours, then an after-school session for parents. This initiative has been well received. Committee members noted that the CRR team could utilise Committee member networks to help broker connections into schools.

The District team presented an update to the Committee on the District's mobile application for reporting, and geospatial resources that map out rural communities across the rohe.

Hawke's Bay Local Insights Report

Members discussed the content of the Hawke's Bay annual Local Insights Report, in line with the Fire and Emergency Board's priority areas.

Amendments to the report include the Committee reiterating their desire to see Fire and Emergency's Māori Liaison Officer (Pou Takawaenga Māori) capacity increased to a level similar to the New Zealand Police's Iwi Liaison Officer (Kaitakawaenga) cohort. Members also noted that they are pleased to see a proposed change in the criteria for United Fire Brigade Association (UFBA) honours and awards, to acknowledge staff and volunteers who hold non-operational support roles within Fire and Emergency.

The National LAC Team amended the report for the Committee to review.

Local Planning / 10 Year Plan Presentation

The Strategy and Performance directorate presented Fire and Emergency's national strategy and local planning approach, highlighting opportunities for LAC input into the planning cycle.

Committee members were interested to know how they could contribute to the planning process and what level of community consultation would go into the organisation's national plans. Though there is no requirement for public consultation on national plans, the Planning Team will engage with the Chair's Forum on the 10-Year Plan and Statement of Intent process, and that the District Manager would engage with the Committee as they develop District plans.

The Committee queried the role they play in the local planning process. The Chair noted that community planning models which feed local advice to strategic decision makers is different from top-down planning models used by Fire and Emergency.

Te Pae Tata – Communicating Wildfire Risk Presentation

The Te Pae Tata programme presented the Communicating Wildfire Risk project to the Committee. Committee members were also asked to complete an insights survey ahead of the meeting.

The Communicating Wildfire Risk project aims to discover how communities understand and use fire danger information. Members noted that the changing profile in rural communities means that new property owners are likely to come from an urban background, highlighting that messaging needs to be accessible and makes clear the actions people need to undertake.

Community engagement

The Chair attended the Hawke's Bay Fire Brigades Sub Association's Annual General Meeting held at Norsewood Fire Station and supported the UFBA's proposal to amend service honour criteria to include volunteers in non-operational support, risk reduction, and recovery-focused roles. The Chair also noted work being undertaken on catchment planning by a volunteer in the Onga Onga Volunteer Fire Brigade to manage water resources and land use.

Committee members with the Multicultural Association of Hawke's Bay and noted the opportunity to build ongoing engagement with the association's board, as well as extending an invite to Hawke's Bay District leaders to attend future engagement meetings.

Engagement planning

The Committee discussed their engagement priorities for the next quarter.

Māori and iwi engagement are priorities for Fire and Emergency, and the District Manager noted that a firefighter has been seconded into a Māori engagement role and will engage with Committee members on iwi engagement.

The Committee expressed interest in attending Fire and Emergency volunteer leadership meetings and the District Manager noted it would be good for members to attend. Meeting dates will be provided to the National LAC team for circulation to members.

Committee members considered what engagements could be undertaken with elected officials following local government elections.

The Committee also commented that while volunteer attraction is important, volunteer retention is equally as important. Committee members requested a presentation be delivered at the quarter two meeting on how Fire and Emergency is working on retaining its volunteers.

LAC membership

The National LAC team provided an update on the 2022-2023 appointments round, noting that Hawke's Bay is a priority area to progress appointments due to the reduction in committee membership.

Board report

The Committee discussed and agreed the content of its quarterly report to the Board.

Action Log

#	Date	Action	Responsible	Due	Status
1	10 Mar 2022	Provide map of remote communities to the Committee.	Community Risk Manager	Mar 2022	In progress
2	3 May 2022	Extend an invite to engage with Tātau Tātau and Rongomaiwahine leaders at the next quarterly meeting.	Chair/Deputy Chair	May 2022	Completed
3	3 May 2022	Provide the Committee with a report and presentation on carbon forestry.	District Manager	ASAP	Completed
4	22 Jul 2022	Provide Committee members with volunteer videos and leadership meeting dates.	District Manager	ASAP	Completed
5	22 Jul 2022	Send Committee members the list of prioritised communities.	District Manager	Jun 2022	Completed
6	22 Jul 2022	Liaise with the volunteer sustainability team to organise a presentation to the Committee.	National LAC Team	Sept 2022	Completed
7	22 Jul 2022	Circulate updated LAC talking points and planning presentation resources to members	National LAC Team	Aug 2022	Completed
8	22 Jul 2022	Revise Hawke's Bay Local Insights Report and recirculate to LAC members	National LAC Team	Aug 2022	Completed
9	22 Jul 2022	Members to provide feedback on the District Manager update ahead of Q2 hui	Committee Members	Aug 2022	Completed
11	22 Jul 2022	Liaise with Committee members on conversation with Ngāti Kahungungu volunteer training.	District Manager / Community Risk Manager	Aug 2022	Completed
12	22 Jul 2022	Connect with Horizons Regional Council as part of engagement planning.	Chair	Sept 2022	In progress