



Minutes

Otago Local Advisory Committee Meeting

Date: 4 August 2022

Time: 9:15am – 2:55pm

Venue: Petridish, Dunedin

Present:

Brenden Winder	LAC Chair
Helen Algar	LAC Deputy Chair
Hillary McNab	LAC Member
Des Minehan	LAC Member
Michelle Taiaroa-McDonald	LAC Member
Mandy Mayhem Bullock	LAC Member
Neil Gillespie	LAC Member
Aaron Fleming	LAC Member
Megan McPherson	LAC Member

In Attendance:

Lucy Chamberlain	National Manager, Local Advisory Committees
Cullum Peni-Wesche	Senior Advisor, Local Advisory Committees
Phil Marsh	District Manager, Otago
James Knapp	Community Risk Manager, Otago
Zelda Jordan	Business Operations Manager, Te Kei

Guests:

Rylee Pettersson	Principal Advisor, Planning
Valerie Fono	Project Manager, Te Pae Tata
Rocky Radovanovich	Consultant, Te Pae Tata

Apologies:

Mike Grant	Region Manager, Te Kei
Cathryn Moriarty	National Manager, Strategy and Performance

Welcome

The meeting began with a karakia timatanga and a welcome from the Chair.

Committee operations

The minutes from the Committee's meeting on 29 April 2022 were confirmed. The Committee agreed on the dates of 15 February and 3 May 2023 for its meetings in quarters 3 and 4.

District update

The District Manager provided an overview of activity in the District. District teams received good feedback from the Land Management Forum around changes made to fire seasons and the communications sent to stakeholders.

The Community Risk Manager noted ongoing work with Wilding Pine Groups across the district on the issue of conifers spreading and associated risks, and that there are opportunities to work with the Department of Conservation and Otago Regional Council.

Local planning presentation

The Strategy and Performance directorate presented Fire and Emergency's national strategy and local planning schedules to the Committee, outlining opportunities for the Committee to engage with the organisation's planning cycles.

The Planning team will engage with LAC Chairs through the Chair's Forum on the 10-Year Plan and Statement of Intent process, and the District Manager will consult with the Committee on district planning as they create the Otago District plan.

The LAC noted the value of providing themed feedback according to the Board's priority areas, and expressed the value of including locally-focused input within the organisation's strategic long-term plans.

Te Pae Tata – Communicating Wildfire Risk

The Te Pae Tata programme presented the Communicating Wildfire Risk project to the 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 iwi / Māori across Otago have a number of planting projects underway and that wildfire communications to these audiences would be beneficial, especially if delivered through Fire and Emergency Pou Takawaenga.

Engagement reporting

The Committee discussed engagements undertaken during the last quarter. The LAC and District team met with the University of Otago on opportunities to collaborate and introduce the District Manager to the University Proctor, and also supported an article on emergency services in Critic, the Otago University student magazine.

Members also met with Stronger Waitaki and Network Waitaki to discuss opportunities for collaboration, including community events. The Clued-up Community Expo in Oamaru focused on promoting fire safety messaging whilst warming homes during the winter and was attended by around 400 people. The Committee noted that this was an excellent example of interagency planning.

Engagement planning workshop

Following the engagement reporting, members updated the stakeholder engagement plan for the next quarter and assigned leads for each new community group. The LAC will focus on Mt Iron, coastal communities, south Dunedin, and Age Concern Otago.

Local Insights reporting

The Committee considered the content of the Otago annual Local Insights Report, noting how members of the public are increasingly filming and sharing content of Fire and Emergency personnel and victims at incident sites.

Due to the potential to generate harm and a loss of privacy for victims and their whānau, the LAC has requested guidance and advice on proposing legislative protections to keep the privacy and dignity of victims and whānau who are filmed at incident sites.

Board report

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

Action Log

#	Date	Action	Responsible	Due	Status
1	14 Feb 2022	Send link to resources on the FENZ website – universal information. This action is now assigned to the National LAC team.	National LAC Team	ASAP	Complete
2	29 Apr 2022	Follow-up with Hilary McNab about offal / rubbish hole information going on Check It, and availability of station rooms for community groups.	District Manager	Oct 2022	In progress
3	4 Aug 2022	Committee members to agree on dates for Q2, Q3 and Q4 meetings.	National LAC Team	Aug 2022	Complete
4	4 Aug 2022	National LAC Team to work with Megan McPherson on Q3 venue at University of Otago.	National LAC Team / Megan McPherson	Oct 2022	Complete
5	4 Aug 2022	The Chair is to work with the National LAC team on collateral / signage for the next LAC hui.	National LAC Team / Chair	Oct 2022	Complete
6	4 Aug 2022	District Manager to provide National LAC team the <i>Guide to Planning at a District Level</i> for distribution.	District Manager	Aug 2022	Complete

7	4 Aug 2022	National LAC team to amend the annual Insights Report and circulate to the Committee for review.	National LAC Team	Aug 2022	Complete
8	4 Aug 2022	National LAC team to re-circulate the Expression of Interest for re-appointment form to LAC members.	National LAC Team	Jul 2022	Complete