



Minutes

Tairāwhiti Local Advisory Committee Meeting

Date: 20 July 2022

Time: 9:00am – 3:10pm

Venue: Gisborne Fire Station

Present:

Georgina Johnson	LAC Chair
Donette Kupenga	LAC Member
Midge Te Kani	LAC Member
Alice Kibble	LAC Member
Hikihiki Pihema	LAC Member

In Attendance:

Cullum Peni-Wesche	Senior Advisor, Local Advisory Committees
David Guard	Region Manager, Ngā Tai ki te Puku
Peter Clark	District Manager, Tairāwhiti
Barry Thomas	Community Risk Manager, Tairāwhiti
Sonya Kahn	Business Operations Manager, Ngā Tai ki te Puku

Guests:

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

Apologies:

Christopher Douglas-Huriwai	LAC Deputy Chair
Joelene Andrew	LAC Member
Lucy Chamberlain	National Manager, Local Advisory Committees

Welcome

The Chair welcomed everyone to the meeting, followed by a karakia timatanga. Mihimihi followed the karakia, with introductions from new attendees.

Committee operations

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District update

The Region Manager outlined changes at Fire and Emergency's Executive Leadership Team level noting the creation of three new Deputy Chief Executive Roles. An update was provided on the collective bargaining process underway between Fire and Emergency and the New Zealand Professional Firefighters Union.

The District Manager provided a district update to the Committee. The Community Risk and Recovery (CRR) team are getting good traction with their outreach, notably with Toitū Tairāwhiti and Turanga Health. Following these successful interactions, an upcoming priority is to build more capacity in the recovery space.

Fire and Emergency are also meeting with St John and Police on the use of operational resources within the District to ensure communities remain well served by emergency services.

The Pou Takawaenga for Ngā Tai ki te Puku and Tairāwhiti CRR team joined the hui, introducing themselves and their respective work areas, and identified opportunities for collaboration with LAC members, particularly identifying gaps in engagement and understanding.

The Committee thanked the CRR team and Pou Takawaenga for attending the hui.

Tairāwhiti Local Advisory Committee Insights Report

The annual Insights Report was considered, where members discussed the work Region is undertaking to understand the impact of climate change on service delivery. The Committee noted the benefit of understanding how the changing nature of severe weather events can help futureproof service delivery across Tairāwhiti, and how this information would be useful as part of a wider study for other Fire and Emergency District teams.

Local planning presentation

The Strategy and Performance directorate presented on Fire and Emergency's national strategy, local planning and opportunities for the LAC to engage in 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. The Committee noted that they could contribute towards strategy development using the Board's priority areas to add local context.

How Fire and Emergency's strategies are meeting community aspirations was discussed and members queried on how the outcomes of these strategies are monitored.

Te Pae Tata – Communicating Wildfire Risk and Firebreak Policy

The Te Pae Tata programme presented the Communicating Wildfire Risk project and draft Firebreak Policy to the Committee. Members were 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 make clear the actions people need to undertake.

The firebreak policy was discussed with the Committee as Te Pae Tata seeks to understand what community knowledge exists on fire breaks, and how to develop a clear policy and guidance document for the use and application of fire break provisions.

Engagement reporting

LAC members reported on engagements and mahi completed over the past quarter. These included a social media analysis of the Tairāwhiti District Fire and Emergency Facebook page, media interviews with Radio Turanga and Ngāti Porou radio, hui with the Pakirikiri Marae committee, and securing a presentation spot for the CRR team at the Toitū Tairāwhiti housing symposium.

Engagement planning

The Committee discussed their engagement plans for the next quarter and agreed to keep the current momentum and continue to reach out to Tairāwhiti’s communities. Members noted that engagement reports should be completed using the LAC template and submitted to the National LAC Team ahead of the next Committee meeting.

Board Report

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

Action Log

#	Date	Action	Responsible	Due	Status
1	10 Mar 2022	Region Manager to set up meeting to discuss Marae preparedness plan.	Region Manager	Aug 2022	In progress
2	3 May 2022	Members to provide the CRM with the details of local brigade members interested in readiness and recovery.	Committee members	Ongoing	In progress
3	3 May 2022	Initiate hui with one Community Partner within the next 3 months.	Committee members	Aug 2022	In progress
4	3 May 2022	Develop a strategy to manage the Stakeholders engagement list.	Chair and District Manager	Aug 2022	In progress
5	20 Jul 2022	Members to confirm timings and locations for Q3/Q4 LAC hui.	Committee members	30 Jul 2022	Complete
6	20 Jul 2022	Committee members to complete the Expression of Interest form.	Alice Kibble / Donette Kupenga	25 Jul 2022	Complete
7	20 Jul 2022	District Manager to engage with LAC on the district planning cycle in September, in preparation for the LAC Q2 hui.	District Manager	Sept 2022	In progress

8	20 Jul 2022	Members to complete Te Pae Tata communicating wildfire risk survey.	Committee members	Aug 2022	In progress
9	20 Jul 2022	National LAC Team to recirculate invoice template and guide to members.	National LAC Team	Jul 2022	Complete
10	20 Jul 2022	National LAC Team to coordinate a Teams training session.	National LAC Team	Jul 2022	Complete
11	20 Jul 2022	Committee members to provide the Business Operations Manager with feedback on incident data statistics, noting where and how this information would be useful.	Committee members	Aug 2022	In progress
12	20 Jul 2022	Committee members to revisit the insights register to follow-up on open items.	Midge Te Kani	Sept 2022	In progress
13	20 Jul 2022	Provide the Committee and District with analysis on Tairāwhiti social media engagement.	Alice Kibble	Jul 2022	Complete