



Minutes

Otago Local Advisory Committee Meeting

Date: 09 October 2020

Time: 08.30-15.30

Venue: Victoria Hotel, Dunedin

Present:

Brenden Winder	Chair
Michelle Taiaroa-McDonald	Member
Neil Gillespie	Member
Des Minehan	Member
Megan McPherson	Member
Mandy Mayhem-Bullock	Member
Hilary McNab	Member

Apologies:

Helen Algar	Deputy Chair
Aaron Fleming	Member

In Attendance:

Lucy Chamberlain	National Manager, Local Advisory Committees
Kylan McKeen	Senior Advisor, Local Advisory Committees
Mike Grant	Region Manager, Te Kei
Isaia Piho	Programme Manager – Maori Outcomes

The Otago Local Advisory Committee (the Committee) and representatives from Te Kei were hosted at Victoria Hotel for the Committee's first meeting.

Welcome

The Chair welcomed everyone and opened the meeting with a karakia at 08.30.

The Chair set out ground rules for the day and asked the Committee for further input before going forward.

Mihi/Introductions

Each Committee member, along with Fire and Emergency personnel, gave an in-depth introduction of themselves. This proved beneficial as members were able to hear people's histories and become closer as a Committee.

Workplan

The Committee were led by the National Local Advisory Committee (LAC) team to successfully complete their 2020/21 annual workplan.

Stakeholder Engagement

The Committee mapped its community stakeholders and the existing connections/relationships that each member has in relation to the community sector. Stakeholders were then prioritised according to Otago LAC boundary risks, challenges and opportunities, the Terms of Reference and Board Expectations.

Priority groups and sectors for engagement during the 2020-21 year will be:

- **Iwi/hapū**
- **Civil Defence Emergency Management (along with Joint Committees of Mayors)**
- **Volunteers**
- **Forestry**
- **Youth/Education**
- **Agricultural industries**
- **Conservation**
- **Territory/Regional Authorities**
- **Tourism**
- **Health/Wellbeing/Community**
- **Emergency Management sector**
- **Principles of Engagement**

The Committee agreed that iwi/hapu will be acknowledged as partners and as mana whenua.

The way in which the Committee will engage was not discussed due to the meeting finishing. This will be an agenda item at meeting #2 (11.11.2020).

Reporting to the Board

The Committee drafted the content of the October Board Report.

Closing comments

The Committee thanked the National LAC team for their facilitation and to the region team for its support. Also noted was the successful foundations laid down over the day through partnership with local leaders, the Pou Takawaenga and Fire and Emergency.

The meeting closed at 15.30.

Action Log

Date	Action	Responsible	Status/Notes
09 Oct	Provide invoice templates to the Committee	National LAC Team	Completed
09 Oct	Invite UFBA representative to Meeting 2	National LAC Team	Completed
09 Oct	Send MOUs and OSAs to the Committee	National LAC Team	Completed