



Minutes

Marlborough Local Advisory Committee Meeting

Date: 13 July 2021

Time: 9:30am-3:30pm

Venue: Emergency Operations Centre, Blenheim

Present:

Trevor Hook	Chair
Tracy Johnston	Deputy Chair
Chris Faulls	Member
Rod Thomas	Member
Amber McNamara	Member
Mark Lucas	Member

Apologies

Danny Smith	Member
Nic John	Member
Mark Elkington	Member
Paul Henderson	Region Manager, Te Ihu
Pamela Dawson	Business Operations Manager

In Attendance:

Christine Watson	Senior Advisor, Local Advisory Committees
Lucy Chamberlain	National Manager, Local Advisory Committees
Grant Haywood	Area Manager, Nelson-Tasman
Chris Hayles	Principal Rural Fire Officer
Paki Johnston	Pou Takawaenga Māori
Lorraine Eade	Operations Manager, Te Kotahi o Te Tauihu Charitable Trust

The Marlborough Local Advisory Committee (the Committee) and members of the Te Ihu Regional Leadership Team (RLT) met at Civil Defence Emergency Management's (CDEM's) Marlborough Emergency Operations Centre.

Welcome

The meeting opened with a karakia and a welcome from the Chair. The Chair noted that Danny Smith has submitted his resignation, due to his commitment to leading a large project.

Minutes

The minutes of the Committee's 19 May meeting were confirmed as a correct record.

District update

RLT members provided an update on progress with recruitment for stand-up of the new district teams on 27 September and changes to the management of rural fire across the top of the South Island. Local leaders also expressed appreciation for LAC members' feedback on the Fire Plan and noted that they have received positive feedback on the Committee's engagement with volunteers.

Community engagement

The Committee discussed engagement undertaken since the last LAC meeting. LAC members attended events such as the Northbank and Rai Valley station openings and met with a variety of groups and individual volunteers. Work on the Committee's volunteer deep-dive will continue, with Fire and Emergency's Volunteer Strategy outcomes as a guide.

The LAC has organised four evening events for engagement with employers of volunteers for September, to be held at fire stations across the LAC district.

The Committee received a presentation from the Operations Manager of Te Kotahi o Te Tauihu Charitable Trust, a former iwi Chair who has developed a draft Civil Defence Strategy for the eight Te Tauihu iwi. In Marlborough, Civil Defence has funded marae to put together emergency management plans but she noted that there is potential for the LAC and for Fire and Emergency to support marae with compliance and risk reduction.

Members discussed with her the best way forward for LAC engagement with iwi. With iwi under pressure to engage with a variety of agencies and organisations and highly committed, the Committee will postpone engagement with iwi for the next few months.

LAC members will look to meet with General Managers of iwi to start with. To avoid duplication, LAC engagement will be undertaken alongside the District Community Risk team.

There may also be opportunities for introductory engagement with iwi stakeholders at existing events.

National LAC Team update

The National LAC Team updated the LAC on the appointment of the new Fire and Emergency Board Chair, the progress of the Year 1 LAC Evaluation and on a framework to integrate LAC advice into Fire and Emergency's planning processes.

Review of LAC role and purpose

The National LAC Team led a review of the LAC frameworks, functions and responsibilities with committee members.

Engagement Planning

The Committee planned its engagement for the 2021-22 year, reviewing stakeholder priorities with the assistance of local leaders and agreeing on:

- **Iwi**
- **Volunteers**
- **Employers of volunteers**
- **Community**

As part of engagement with employers of volunteers, members will develop connections with the Chamber of Commerce to promote volunteerism and understand barriers to supporting volunteers.

The Committee will engage with other community stakeholders, such as those in the rural sector, the wine, tourism and aquaculture industries, to help Fire and Emergency understand community expectations and needs.

Board Report

The Committee drafted the content of its quarterly report to the Board.

The meeting closed at 3.30pm.

Action Log

Date	Action	Responsible	Due	Status/Notes
19 May	Refine the engagement report back template and process as part of the Year 1 Evaluation work	National LAC Team	August / September 2021	Ongoing
19 May	Repeat the committee self-review in six months' time	LAC / National LAC Team	October 2021	Scheduled