



Minutes

Hawke's Bay Local Advisory Committee Meeting

Date: 26 November 2024

Time: 10.00 am – 4.00pm

Venue: Pahiatua Fire Station, 4 Tui Street, Pahiatua

Present:

Kate Taylor	LAC Chair
Rizwaana Latiff	LAC Deputy Chair
Liz Lambert	LAC Member
Brian Saunders	LAC Member
Gina McGrath	LAC Member
Hine Flood	LAC Member
Jarrold Wilkinson-Smith	LAC Member
Paddy Driver	LAC Member

In Attendance:

Tracey Collis (for lunch)	Mayor, Tararua District
Glen Varcoe	District Manager, Hawke's Bay
Nigel Hall	Community Risk Manager, Hawkes Bay
Leanne Hay	Senior Advisor, Local Advisory Committees

Apologies:

Bruce Stubbs	Region Manager, Te Upoko
Bryce O'Donnell	Chief Fire Officer, Pahiatua Fire Station
Lucy Chamberlain	National Manager, Local Advisory Committees
Shane Lau	Senior Advisor, Local Advisory Committees

Welcome

The Chair welcomed everyone to the meeting, which was opened with a karakia tīmatanga. Introductions and whanaungatanga were carried out.

Committee operations

There were no amendments to the members register of interests.

The minutes of the LACs previous meeting on 1 October 2004 were confirmed by the Committee.

Action points were reviewed and updated.

Board Response to the LAC Insights Report for 2023/24

The committee agreed that the response from the Board on the LAC Annual Insights Report was comprehensive and more informative than previous years. They noted that it was good to see that the board had asked the LACs to follow up in some areas.

The committee agreed there were a number of items where they can now close the loop on and feedback to the community.

Report from Chief Fire Officer (CFO) of Pahiatua Fire Station

Glen Varcoe gave an update on behalf of the CFO, who unfortunately had been called away.

Pahiatua is one of four main stations in the South Hawkes Bay. Pahiatua is busy, well run and has a good leadership succession plan in place.

Issues touched on included challenges with the fleet, and fleet care, addressing the gaps with property, and coverage of skills across the region specific to community needs.

Engagement Plan sign off

The committee confirmed their engagement plan for the first half of 2025. This will be completed by the Senior Advisor and sent to the committee for any final amendments.

2024-25 Engagement Plans discussion and analysis

The committee discussed community engagements for the quarter. These included:

- Attending community workshops with the Multi-Cultural Association of Hawkes Bay
- Hastings District Council (on community emergency hubs)
- FMG – regarding concern by farmers on carbon forestry and the risk to individual farmers
- Hastings community meeting (information provision on LACs)
- CDEM – Joint committee with Mayors and Chairs from five councils, and included CEs and iwi leaders

Also discussed was the lack of awareness from the community of when a Fire Permit is issued. This can lead to false call-outs. The committee asked if there is some way to get more information out on a local level as to what permits have been issued.

District Update

The District Manager gave an update on district activities for the quarter including district goals for 2024/25, district initiatives, resourcing and capacity. Of note this year is the early start to the wildfire season and that high danger restricts are already in place.

He noted that the district plan for 2025/26 will be given to the LAC for comment in the new year.

Reihana Turner, has been appointed Pou Takawaenga Māori, for the district.

The District Manager also provided feedback on the Hawkes Bay annual local insights report.

He noted that he has been well briefed throughout the year and that discussion had taken place as issues arose.

Chair meeting the Board on Friday

The committee discussed items the Chair to be raised at her attendance at the FENZ Board meeting on Friday 29 November.

Update from Chair from Chairs Forum

The Chair gave an update from the recent Chairs Forum held in Wellington. There were a number of topics covered and it provided a good opportunity to connect with other Chairs.

NLAC Update

The Senior Advisor gave a brief update on the move from four meetings a year to three and how that will work in terms of planning. Also presented was the NLAC report to the Board on the performance of LACs in 2023-24 which went up alongside the LAC insights reporting. Copies will be provided with the minutes for the LAC.

LAC Q2 Updates

- It appears that the Hawkes Bay community is not easily able to access wildfire information.

General business

The committee discussed the upcoming UFBA conference and whether the LAC would be represented.

Meeting finished at 4pm

Next meetings:

T2 18 March – Wairoa (TBC by Chair) Fire Station?

T3 20 May – Hawkes Bay – Waimarama Marae - TBC by Chair

T 1 16 September – Otane TBC

The meeting closed at 4pm with a karakia whakamutunga at pm.

Action Log

Date	Action	Responsible	Due	Status
26/11/2024	LAC members be sent background information on safe and recovery team volunteers – support office fire wise etc	CRM	Post meeting	In progress
26/11/2024	Find previous iwi engagement reports and send to Hine Flood. (completed by Monique)	Senior Advisor	Post meeting	In progress
26/11/2024	Check if the Whāriki information went to all LAC members or just participating trial members	Senior Advisor	Post meeting	In progress
26/11/2024	Information to LAC members on iwi gaps in FENZ district	DM and CRM	Post meeting	In progress
26/11/2024	LAC Annual Insights reports – make available to all LAC committees (ie in Share Point or emailed)	Senior Advisor	Post meeting	In progress
26/11/2024	Would FENZ consider volunteers who do not have permanent residency?	Senior Advisor to report back	Post meeting	In progress
26/11/2024	Information to LAC on FENZ Ageing data	DM and CRM	Post meeting	In progress
26/11/2024	Presentations from Chairs Forum to be sent out	Senior Advisor / National Manager	Post meeting	In progress
01/10/24	Community hubs – further information on Tararua and Hawkes Bay highlighting where these gaps might be.	Community Risk Manager	Update once hubs established	In progress
11/6/24	Follow-up on unanswered query from a submission on the Fire and Emergency Levy (overseas owners not paying levy)	National LAC team Brian Saunders	November 2024	In progress
01/10/24	In preparation for 29 November Chair meeting with the Board, some notes will be circulated to prepare matters for discussion.	Chair	November 2024	Completed
01/10/24	District Team to arrange deep dive on the Community Risk Plan LAC to include a brief on this in their local government engagement	District Manager CRM Chair	November 2024	complete

01/10/24	District to circulate final District Plan to LAC for reference and familiarise – District/Fire Plan Community Risk Plan (links in one email) – presentation yesterday	District Manager	November 2024	complete
11/6/24	Follow up on service honours and awards criteria for Operational Support volunteers	Chair	November 2024	Ongoing but complete
11/6/24	Provide the LAC with an update on the District Community Risk Plan and additional resources	District Manager	October 2024	Complete – updated
20/03/24	Provide the LAC with updates on: <ul style="list-style-type: none"> • Hawke's Bay CDEM - emergency hubs • Hawke's Bay Community Risk Strategy 	Community Risk Manager	October 2024	Complete – updated