



Minutes

Chatham Islands Local Advisory Committee Meeting

Date: 2 November 2022

Time: 9:00am - 11:00am (CIT) / 8.15am – 10.15am (NZT)

Venue: Chatham Islands Fire Station / Wellington City Fire Station

Present:

Deena Whitiri	LAC Chair
Levi Lanauze	LAC Member
Tracy Page	LAC Member

In Attendance:

Bruce Stubbs	Region Manager, Te Ūpoko
Nick Pyatt	District Manager, Wellington
Philip Soal	Community Risk Manager, Wellington
Craig Cottrill	Group Manager, Wairarapa and Chatham Islands
Christine Watson	Senior Advisor, Local Advisory Committees
Steve Joyce	Advisor, Risk Reduction

Guests:

Steve Turek	National Manager, Community Readiness and Recovery
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Apologies:

Brent Swanson	LAC Deputy Chair
Duncan Ryan	LAC Member
Lucy Chamberlain	National Manager, Local Advisory Committees

Welcome

The Chair opened the meeting with a karakia.

Minutes

The minutes of the Committee's meeting on 11 August 2022 were confirmed as a correct record.

Chairs' Forum

The Chair provided members with a summary of the process Local Advisory Committee (LAC) Chairs and Deputy Chairs followed to pull together the annual LAC Chairs' Insights Report. An online workshop was held to discuss and prioritise the common insights and themes emerging across the LACs' local reports.

District update

The District Manager updated the Committee on recent incidents and priorities. Work is beginning on the first draft of the District Plan, which the LAC will have an opportunity to provide feedback on before the quarter three LAC meeting in February.

In September 2022, as part of a Community Fire Safety Project, the District Team delivered 149 Home Fire Safety Visits (HFSVs) to approximately 55% of the homes on the Chatham Islands, testing and installing smoke alarms, identifying fire safety risks, and installing 'safe meeting place' stickers. LAC members supported the project with both planning and rollout. The fire safety launch event was well attended, and smoke alarms have been sent to Pitt Island for installation.

An overview of what was achieved by the Home Fire Safety Visit project was provided to the LAC. The District Team noted that recently installed smoke alarms enabled the safe escape of a resident whose house had since burnt down.

The recent technological upgrades on the Chatham Islands have brought changes to the way Fire and Emergency operates. The implementation of 'Availability and Messaging System' (AMS) app, which is used to alert volunteers means that the siren locals are accustomed to hearing is no longer required. Members noted that this has caused the community to question whether incidents have been registered and responded to and to contact the Fire Station on the emergency number used before the advent of cell phone coverage. The District Team will consider what actions may be practical to take to remedy this public concern.

Community engagement

In September 2022 the Committee met with most of its key stakeholders. Members discussed HFSVs and tsunami preparedness with Ngāti Mutunga o Wharekauri Iwi Trust (Ngāti Mutunga). After attending the National Emergency Management Agency (NEMA) conference, Ngāti Mutunga noted that NEMA is aware of the challenges on the Chatham Islands, and earlier warning data will be provided to NEMA and Fire and Emergency by recently repaired tsunami buoys.

Members talked with the Chief Executive and Operations Manager of the Chatham Islands Council about fire safety planning and visits, emergency phone numbers and recent updates to Rural Address Property Identification numbers that locate rural locations and structures.

At a meeting with the Chatham Islands Enterprise Trust, key topics discussed were Fire Management Plans, Health and Safety Audits, HFSVs and the 111 emergency number.

Hokotehi Moriori Trust were not able to meet this quarter, but they asked the LAC to pass on their appreciation for the successful Community Fire Safety Project and requested a follow up pānui to the community noting outcomes and reinforcing fire safety messaging.

Engagement planning

Engagement will be arranged with the Committee's four key stakeholders, depending on their availability, at the end of November 2023.

LAC engagement with the Chatham Islands Brigade's volunteers is planned for February 2023.

Community Engagement Framework

The National Manager, Community Readiness and Recovery, gave the LAC an overview of the Community Engagement Framework being developed as a guide for frontline Fire and Emergency staff, particularly those working with and in communities. Consideration is being given to incorporating the LACs' engagement role in communities into the framework, to support staff understanding of and alignment with LAC work.

Updates to the Board

The LAC's annual Insights Reports and the LAC Chairs' Insights Report will be provided to the Board this quarter. The next LAC quarterly report will be compiled after the quarter three meetings in February and March 2023.

Action Log

#	Date	Action	Responsible	Due	Status
1.	11 August 2022	Raise risky trees/defensible spaces with Council and CEG	District Team	Feb 2023	Discussed with Council – comms and practical actions being considered
2.	11 August 2022	Set up engagement for LAC with volunteers on training night	Steve Joyce, Craig Cottrill	Feb 2023	LAC to attend volunteer training night – 29 June
3.	2 November 2022	Contact stakeholders to arrange engagement for 29 November	Tracy Page	Nov 2022	Completed
4.	2 November 2022	Confirm February meeting date - 15 or 16 Feb, to align with potential CE visit	Region Manager	Nov 2022	Completed
5.	2 November 2022	Provide Home Fire Safety Visit (HFSV) report and link to video (once finalised) to LAC members	Community Risk Manager	Nov 2022	Completed
6.	2 November 2022	Share HFSV video with other LACs	National LAC Team	Dec 2022	Completed
7.	2 November 2022	Circulate HFSV report to LAC	National LAC Team	Nov 2022	Completed