



# Minutes

## Otago Local Advisory Committee Meeting

**Date:** 21 October 2022

**Time:** 9:30am – 1:40pm

**Venue:** Cromwell Fire Station

### Present:

Brenden Winder	LAC Chair
Helen Algar	LAC Deputy Chair
Des Minehan	LAC Member
Hilary McNab	LAC Member
Mandy Mayhem-Bullock	LAC Member
Megan McPherson	LAC Member
Neil Gillespie	LAC Member

### In Attendance:

Phil Marsh	District Manager, Otago
Cullum Peni-Wesche	Senior Advisor, Local Advisory Committees

### Guests:

Steve Turek	National Manager, Community Readiness and Recovery
Angela Christie	Appointments Lead, Local Advisory Committees

### Apologies:

Aaron Fleming	LAC Member
Mike Grant	Region Manager, Te Kei
Lucy Chamberlain	National Manager, Local Advisory Committees

### Welcome

The meeting opened with a karakia timatanga. The Cromwell Volunteer Fire Brigade Chief Fire Officer (CFO), who is also an LAC member, welcomed the Committee on Station and provided an overview on the Brigade's history and the nature of incidents the Brigade responds to.

### Minutes

The minutes from quarter one meeting on 4 August 2022 were confirmed, with minor amendments made.

### Chairs' Forum

The Chair provided the Committee with an overview of the LAC Chairs' Forum held in August 2022, where Chairs and Deputy Chairs met to discuss the themes and issues raised across all LACs and to

create the annual LAC Chairs' Insights Report. Members queried the process associated with the Chair's Insights Report, Otago Local Insights Report being presented to the Board and the timeframes for a response being provided back to LACs.

The Committee expressed the desire to strengthen their relationship with the Board and identified additional local insight areas specific to Otago for the Board to consider alongside the Otago Local Insights Report and Chairs' Report. Committee members noted that while carbon forestry is an emerging concern at the national level, Fire and Emergency could consider issues associated with town planning including infill planting, pest control, and the urban-rural interface as Otago grows.

### **District update**

The District Manager delivered a presentation on current District priorities, as well as ongoing work across the 4Rs (readiness, reduction of risk, response and recovery) in Otago. Parts of Central Otago have transitioned into a restricted fire season to reflect the level of wildfire risk, and risk reduction teams are working with partner agencies such as Kainga Ora to ensure home fire safety visits for vulnerable communities are undertaken with the correct level of care.

The District Manager discussed the content of the insights register with the Committee, noting that in addition to providing written updates to the Committee, there is value in the District Manager speaking to the register at LAC meetings.

### **Community engagement**

Engagement with the Otago Peninsula Community Board highlighted the risks associated with rapid housing growth in isolated areas, noting how early engagement with Fire and Emergency in the development process is critical to ensure protections such as firebreaks and access to water are considered.

The Dunedin Workers' Educational Association (WEA) outlined the challenges faced by households in South Dunedin associated with poor housing, non-functioning smoke alarms, and the resulting impact on how fire safety is seen as a lesser priority. Dunedin WEA offered Fire and Emergency a space in South Dunedin's community newsletter to share educational messaging, with an LAC member offering to support the District Team to draft initial messaging.

Engagements with Fire and Emergency volunteers included an LAC member attending the Waitati Volunteer Fire Brigade's Annual General Meeting where they introduced the role and purpose of the Otago LAC. A member also engaged with the Lawrence Volunteer Fire Brigade's Chief Fire Officer (CFO) to understand challenges associated with succession planning at the brigade level, also noting concerns around potential fire risks due to carbon farming in the area. The CFO also raised concerns around the time required for volunteers to remain up to date on their training, and how this can cause negative financial impact on volunteers. The Chair engaged with a volunteer who shared their experience being a part of the organisation and their perspective on the ongoing industrial action.

Te Nukuora o Matamata highlighted the risk of entrapment in its local area as a forest fire would likely result in encirclement, and how fire safety training for workers may act as a pathway for future volunteers. Access to technology and distrust of authority may also be barriers to Fire and Emergency's ability to reach out to certain segments of communities.

Te Nukuora o Matamata also noted that Fire and Emergency could consider the Police model of

requesting local and trusted kaumatua (trusted elders) to assist with engaging vulnerable rangatahi (young people) on fire safety.

A LAC member attended a meeting with communities in the Waikawa and Tokanui area around concerns community members have about the forestry industry's operations in the local area.

### **Community Engagement Framework**

The National Manager, Community Readiness and Recovery, presented the draft Community Engagement Framework – Kotahitanga and requested feedback from Committee members on the framework's design. This framework is designed to be a nationally consistent resource that Fire and Emergency staff can use to identify, undertake, and evaluate their community engagement activities.

The Committee noted that the engagement model and guiding principles are well designed, and thanked the National Manager, Community Readiness and Recovery, for their presentation.

### **LAC appointments process**

An appointments process is underway as many LAC members' terms of service finish in June 2023. The LAC was provided with information about the timeline and opportunities for the Committee to ensure the approach is localised for the Otago District. The nomination period opened online on 17 October 2022, and it is planned for new members to attend the quarter four Committee meetings and begin their role at the quarter one meeting in 2023-24.

Members highlighted the challenges associated with their ability to undertake succession planning, and the uncertainty created for existing members due to the length of the appointments process. Members also queried what representation was required of the LAC over the next term, and how these gaps were identified. The National LAC Team will provide the Committee with more information on the appointments process.

### **Updates to the Board**

The National LAC team noted that the Committee's annual Local Insights Report will be presented to the Board this quarter. The Committee discussed their intent to provide a letter to the Board outlining additional insight areas raised during this meeting.

The meeting closed at 1:40pm, with a karakia whakamutunga.

## Action Log

#	Date	Action	Responsible	Due	Status
1.	21 October 2022	Prepare correspondence that outlines additional LAC insight areas for the Board's consideration.	Committee members	February 2023	In progress
2.	21 October 2022	Provide more information on the upcoming appointments process to Committee members.	National LAC Team	October 2022	Complete
3.	21 October 2022	Circulate meeting presentation materials to Committee members.	National LAC Team	October 2022	Complete
4.	21 October 2022	Provide a link to Fire and Emergency's Whare Kōrero mobile app to Committee members.	National LAC Team	October 2022	Complete