



Minutes

Otago Local Advisory Committee Meeting

Date: 16 November 2023

Time: 10:30am - 1:48pm

Venue: Queenstown Fire Station

Present:

Megan McPherson	LAC Chair
Helen Algar	LAC Deputy Chair
Michelle Taiaroa-McDonald	LAC Member
Hilary McNab	LAC Member
Neil Gillespie	LAC Member
Mandy Mayhem-Bullock	LAC Member
Vanessa van Uden	LAC Member
Rachel Cooper	LAC Member

In Attendance:

Cullum Peni-Wesche	Senior Advisor, Local Advisory Committees
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Guests:

Nicholas McQuillan	Group Manager, Queenstown Lakes
Bobby Lamont	Group Manager, Central Otago

Apologies:

Des Minehan	LAC Member
Mike Grant	Region Manager, Te Kei
Phil Marsh	District Manager, Otago
Lucy Chamberlain	National Manager, Local Advisory Committees

Welcome

The Chair welcomed everyone to the meeting and opened with the Te Kei region karakia.

Minutes

The minutes from the Local Advisory Committee's (Committee) meeting on 8 September 2023 were confirmed as a correct record.

October 2023 Chairs' hui

The Chair updated the Committee on discussions held at the Chairs' Hui in early October 2023, where LAC Chairs discussed common themes from each of the LAC's insights reports to develop the national-level Chairs' Insights Report. The Chair also noted that technology and understanding the needs of vulnerable communities was a big point of discussion between the LAC Chairs present.

2023-24 LAC Workplan and Stakeholder Engagement Plan

The Committee revisited the workplan and identified stakeholders and communities of interest to engage with over the next quarter. This includes a focus on reaching out to landlords, property owners, student associations, and Pacific Island communities. Committee members also considered what input they could provide to Fire and Emergency to support their attendance at Alpine Fault 8 (AF8) planning forums, including Exercise Rū Whenua for AF8 in 2024.

LAC Insights Register

Insights raised by the Committee this quarter include the increased fire risk associated with overcrowding in rental properties and the additional dangers of lithium-ion batteries seen in Otago, with examples relating to spontaneous combustion of tools left in the sunlight and damaged batteries. The LAC also raised how El Niño and the proliferation of wilding pines can exacerbate the dangers of Otago's 2023-24 wildfire season.

Following this kōrero the LAC requested to engage with Fire and Emergency's Risk Reduction and Investigations Team at the next LAC meeting to understand more about the work and awareness campaigns being undertaken for li-ion batteries.

Community engagement

Community engagement over the past quarter included a hui in Portobello where residents raised concerns about the supply of firefighting water and identifying further opportunities to connect with local landowners.

Engagement with volunteers included a multi-agency safety day for the local Samoan community delivered in partnership with the Samoan Society in Clutha District. Committee members attended honours events for volunteer fire brigades to connect with local volunteers, and a hui was held with a volunteer firefighter who shared insights into how the Employee Assistance Programme has been beneficial for them to use.

One Committee member shared insights from their attendance at the Te Kei Ngā Tohu Raukura (Celebrating Success) Awards where they were invited to be a judge. The awards celebrate Fire and Emergency staff and volunteers who have demonstrated excellence and contribution over the past year.

District update

The Group Manager for Central Otago provided an overview of activity across Otago since the Committee last met, highlighting operational trends in incidents, the Ngā Tohu Raukura Awards for Te Kei Region, and readiness activity including pre-fire season stakeholder meetings, and ongoing monitoring of weather indices for wildfire risk.

The Community Risk Management Team successfully held a five-year strategic planning session and completed several community engagements, including a multi-agency education day in Lake Ōhau, and a community safety event alongside the Samoan Society in Clutha District.

The Chair thanked the Group Manager for delivering the district update and for hosting the LAC meeting at Queenstown Fire Station.

National LAC Team update

The National LAC Team provided the Committee with an overview of new starters on the National LAC Team. Updates to the LACs' Terms of Reference were taken as read.

Update to the Board

The Committee drafted and agreed to content for an update to the Fire and Emergency Board for this quarter.

The meeting closed with a karakia whakamutunga.

Action Log

Date	Action	Responsible	Due	Status
13/02/23	Follow-up on risk reduction communications and engagement activity in Naseby and Mt Iron.	District Manager	Feb 2024	Extended to Feb 2024 (Q3 meeting)
8/9/23	Provide up-to-date district and region contacts to the LAC.	District Manager	Feb 2024	Extended to Feb 2024 (Q3 meeting)
17/11/23	Provide the LAC with an up-to-date copy of the Otago District Plan.	District Manager	Dec 2023	New - In progress
17/11/23	Provide the LAC with the following information: <ul style="list-style-type: none"> • Check it's Alright wildfire campaign • Lithium-Ion battery awareness campaign 	National LAC Team	Dec 2023	New - In progress
17/11/23	Place transposed notes into workplan and stakeholder engagement templates.	National LAC Team	Nov 2023	New - In progress
17/11/23	Provide feedback on workplan and engagement plan.	LAC	Nov 2023	New - In progress
17/11/23	Request presentation on current national-level risk reduction initiatives and campaigns at the next LAC meeting.	National LAC Team	Feb 2024	New - In progress
8/9/23	Finalise content for the Committee's annual Local Insights Report.	Chair, LAC	20 September 2023	Complete Report finalised by LAC.
8/9/23	Update the interests register following the quarter one meeting.	LAC	November 2023	Complete Standing pre-work agenda item.
8/9/23	Provide the LAC with information on Fire and Emergency's	District Manager,	November 2023	Complete Provided to LAC by District Team.

	involvement around housing developments.	National LAC Team		
8/9/23	Provide the LAC with invitations to attend Volunteer Chiefs' Forums and Land Management Forum events.	District Manager	September 2023	Complete Provided to LAC by District Team.