



# Minutes

## Hawke's Bay Local Advisory Committee Meeting

**Date:** 7 October 2021

**Time:** 9:00am-11:45am

**Venue:** Virtual – via Microsoft Teams

### Present:

Jeremy Harker	Chair
Debbie Northe	Deputy Chair
Leon Stallard	Member
Monique Heke	Member
Sonya Smith	Member

### Apologies:

Liz Lambert	Member
Mavis Mullins	Member
Bruce Stubbs	Region Manager, Te Ūpoko

### In attendance:

Lucy Chamberlain	National Manager, Local Advisory Committees
Kylan McKeen	Senior Advisor, Local Advisory Committees
Ken Cooper	Area Manager, Hawke's Bay
Nigel Hall	Community Risk Manager, Hawke's Bay

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The second 2021-22 quarterly meeting of the Hawke's Bay Local Advisory Committee was conducted virtually and attended by Fire and Emergency's District Manager for Hawke's Bay.

### Welcome

The Chair welcomed everyone to the meeting and opened with a karakia.

### Minutes

The minutes of the previous LAC meeting were confirmed by the Committee.

### District update

The District Manager provided an overview of the new district team and was introduced to the district's Community Risk Manager, who briefed the Committee on team members, their priorities, and how they are managing their work around COVID-19 restrictions.

## **Community Engagement**

The Committee acknowledged the impact of COVID-19 restrictions affecting their engagement during this quarter.

Committee members, and the District Manager, met with the Hawke's Bay Coordinating Executive Group (CEG) where it was mentioned that Wairoa property owners had raised concerns about the fire risks posed by neighbouring forestry blocks and forestry work increasing in the area. The Fire and Emergency Community Risk Manager is working with the Hawke's Bay Civil Defence Emergency Management team to engage with local communities around fire preparedness and safety.

LAC members presented their role and purpose at a Fire and Emergency district Forestry Partnership meeting where 16 forest managers from across Hawkes Bay met and discussed service level agreements and preparedness for the upcoming season.

Committee members also learned that some marae in the district may be turning off their fire alarms because of concern they may be charged for false alarm callouts. There is an opportunity to engage and share information with local marae about fire safety, marae preparedness, and changes in legislation where Fire and Emergency no longer charges for false alarm callouts.

## **Engagement planning**

The Committee reviewed its stakeholder priority groups and confirmed with the District Manager that engagement continues to align with district priorities.

The Committee will engage with Māori groups Heretaunga Takoto Noa Māori Standing Committee, Ngāti Rongomaiwahine, and Tatou Tatou Wairoa to connect district leaders with iwi leaders.

To understand local risks and issues, LAC members will set stakeholder meetings with the Hawke's Bay Multicultural Organisation and the local migrant network, the Older Person's network and kaumatua group, Eastern Essential Community Trust and He Poutamu Rangatahi and with Hastings and Wairoa District Councils.

Due to the fire risks posed by increasing forestry work in the area, committee members agreed to engage with communities that neighbour forestry operations or forests to understand their concerns.

## **LAC Advisory Framework update**

The National LAC Team explained the high-level framework to integrate LAC advice into Fire and Emergency, providing LACs with direction, mechanisms for advice to be considered and flow through the organisation, and feedback to LACs.

## **National LAC Team update**

The National LAC Team updated the Committee on the progress of the LAC Year One Evaluation, the new LAC quarterly report to the Board that will be implemented from November 2021, and informed members of the appointments process underway to increase membership of the Tairāwhiti and Chatham Islands LAC.

## **Report to the Board**

The Committee drafted the content of its Board report for the quarter.

The meeting closed at 11:45am.

## Action Log

Date	Action	Responsible	Due	Status / Notes
7 Oct 2021	Confirmation of locations for: Q3 meeting = Dannevirke Q4 meeting = Taradale TBC	N/A	N/A	Complete
7 Oct 2021	Provide dates for volunteer cluster meetings	District Manager - HB	Nov 2021	Complete
7 Oct 2021	Report on Homeless Discovery Study to be sent to LAC and District Manager	LAC Deputy Chair	Nov 2021	
7 Oct 2021	Discussion to build engagement tools for LAC	National LAC & District Manager	Feb 2021	Complete
7 Oct 2021	Provide overview of team members and their positions	Community Risk Manager – HB	Nov 2021	Complete
7 Oct 2021	Send Board Report notes to LAC	National LAC	Oct 2021	Complete