



Minutes

Marlborough Local Advisory Committee Meeting

Date: 27 October 2021

Time: 9:00am-12:15pm

Venue: Emergency Operations Centre, Blenheim

Present:

Trevor Hook (<i>via MS Teams</i>)	Chair
Tracy Johnston	Deputy Chair
Chris Faulls	Member
Rod Thomas	Member
Amber McNamara	Member
Mark Lucas	Member
Nic John	Member
Mark Elkington	Member

Apologies

Lucy Chamberlain	National Manager, Local Advisory Committees
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In Attendance:

Paul Henderson	Region Manager, Te Ihu
Christine Watson (<i>via Teams</i>)	Senior Advisor, Local Advisory Committees
Grant Haywood	District Manager, Nelson-Tasman
Chris Hayles	Group Manager
Dan Mattison	Community Risk Manager

The Marlborough Local Advisory Committee, the Region Manager and members of the Nelson/Tasman District Team met at the Marlborough Emergency Operations Centre in Blenheim.

Welcome

The meeting was opened and chaired by the Deputy Chair, with the Chair attending by Teams.

Minutes

The minutes of the Committee's 13 July meeting were confirmed as a correct record.

Correspondence

The Board wrote to the Committee on 4 October, responding to the Committee's July report to the Board.

The LAC received an email from Rural Connect relating to telecommunications and emergency calls. This was directed to Fire and Emergency's Southern Communications Centre for consideration and the Centre Manager's contact details have been provided to Rural Connect, for information to be shared about work being done by Fire and Emergency and other agencies in this area.

District update

The District Manager introduced the recently-appointed Community Risk Manager and noted the increasing capability in the district, with the stand up of the District Team. He and the Group Manager gave an update on preparation underway for the coming fire season, the transition of rural fire into Fire and Emergency and work being done to further extend the district's focus from response into reduction, readiness and recovery.

Community engagement

Since the last meeting in July, the LAC has engaged with the Chamber of Commerce to discuss co-hosting a meeting to promote volunteerism to employers and understand any barriers to supporting volunteers. A date has been set for March 2022 and members will work with the District Manager to plan the event.

Events set up for engagement with employers of volunteers for September were cancelled, due to COVID restrictions and indications of low attendance.

Engagement Planning

LAC members have been invited to attend the Land Management Forum meeting in Nelson on 3 November. Two members will attend, to meet and be part of discussions with Nelson-Marlborough stakeholders.

LAC members will work with the Community Risk Manager and Pou Takawaenga to plan and coordinate engagement with Te Taiuhi iwi.

LAC Advisory Framework

The National LAC Team explained the LAC Advisory Framework to integrate LAC advice into Fire and Emergency's strategy and planning that was endorsed by the Board in June. The framework will provide direction for the committees from Board and district levels and feedback on Fire and Emergency's consideration and use of the LACs' insights and advice.

National LAC Team update

The LAC team updated the Committee on the findings of the LAC Year One Evaluation and appointment processes underway for the Tairāwhiti and the Chatham Islands LACs. The new, more concise quarterly report to the Board was explained. The quarterly updates will complement a substantial annual report from the LAC Chairs, addressing strategic and national level themes from across the LACs.

Board Report

The Committee discussed and agreed its quarterly report content for the Board.

The meeting closed at 12:15pm.

Action Log

Date	Action	Responsible	Due	Status/Notes
19 May	Refine the engagement report back template and process as part of the Year 1 Evaluation work	National LAC Team	August / September 2021	Completed
19 May	Repeat the committee self-review in six months' time	LAC / National LAC Team	October 2021	To be completed in April-May 2022
27 October	Develop Business After 5 event (for 15 March)	Nic, Mark E / District Manager	February 2022	Postponed until 16 June
27 October	Attend the Land Management Forum	Nic and Chris	November 2022	Completed
27 October	Work alongside Community Risk Manager and Māori Liaison (Paki Johnston) on iwi engagement	LAC	Ongoing	CRM has approached GMs and will keep the LAC informed