



Minutes

Hawke's Bay Local Advisory Committee Meeting

Date: 16 May 2023

Time: 9:30am - 1:45pm

Venue: Taradale Fire Station

Present:

Debbie Northe	LAC Chair
Liz Lambert	LAC Member
Hine Flood	LAC Member
Kate Taylor	LAC Member
Brian Saunders	LAC Member

In Attendance:

Piki Thomas	Deputy Chief Executive, Kaupapa Māori and Cultural Communities
Nigel Hall	Community Risk Manager, Hawke's Bay
Lucy Chamberlain	National Manager, Local Advisory Committees
Cullum Peni-Wesche	Senior Advisor, Local Advisory Committees
Paul Hughes	Senior Station Officer, Taradale Volunteer Fire Brigade

Apologies:

Monique Heke	LAC Deputy Chair
Mavis Mullins	LAC Member
Bruce Stubbs	Region Manager, Te Ūpoko
Glen Varcoe	Acting District Manager, Hawke's Bay
Hori Mana	Pou Takawaenga Māori, Te Ūpoko

Mihi Whakatau

The meeting opened with a karakia tīmatanga and whakatau.

The Chair welcomed everyone to the meeting, including the three newly appointed Local Advisory Committee (LAC) members. The Chair also acknowledged the resignation of Sonya Smith, noting her connection with the Wairoa community, volunteers, and stakeholders in the farming and forestry sectors, which provided the LAC with valuable insights.

A whanaungatanga session was held for attendees to introduce themselves. The Senior Station Officer of the Taradale Volunteer Fire Brigade then delivered a presentation about the brigade and shared his reflections from the Cyclone Gabrielle response.

The Chair thanked the Senior Station Officer for the presentation and for hosting the meeting at the Taradale Fire Station.

Minutes

Minutes from the quarter two hui on 27 September 2022 were confirmed as a correct record. The Committee noted that their quarter three meeting scheduled for February 2023 was cancelled due to Cyclone Gabrielle.

Update from the LAC Chair

The Chair provided an overview of the Hawke's Bay LAC to new members, and reflected on the Committee's work over the past term to engage with stakeholders across the Hawke's Bay. The Chair also shared examples of how the LAC has worked alongside the District team to engage with volunteers, stakeholders, and iwi/Māori.

District update

The Community Risk Manager delivered a presentation about the Hawke's Bay District to new members, and an overview of the roles within the Hawke's Bay District team. The Committee also received an update on the Hawke's Bay Community Risk Strategy, and how the District team plans to engage with Māori.

The Community Risk Manager then provided an update on the district's activities over the last quarter. The Hawke's Bay District Plan is in its final draft stages, and the Committee will receive a copy of the document and an update from the District Manager on the Plan at their upcoming quarter one meeting in September 2023.

The Community Risk Manager also provided an update on the District team's engagement with remote and isolated communities, explaining that the first step is to identify what constitutes a remote and/or isolated community, and what activities the District team can undertake to reduce risk. Following the impacts of Cyclone Gabrielle, engaging with these communities has become a larger work programme.

The Chair acknowledged and thanked Fire and Emergency staff and volunteers for supporting communities across the Hawke's Bay during recent severe weather events. Committee members agreed to prepare a note of thanks for circulation in the next Hawke's Bay District update.

Community insights from recent severe weather events

The Committee shared their insights and perspectives following the severe weather events that have impacted the Hawke's Bay since early 2023. Members noted that fire stations in impacted areas became community hubs where people were able to access information and supplies, and that severe weather events highlight the importance of ensuring local perspectives inform community resilience planning.

The Committee agreed to capture any further insights and provide them to the National LAC team for consolidation.

Kaupapa Māori and Cultural Communities Branch

The Deputy Chief Executive, Kaupapa Māori and Cultural Communities (KMCC) updated the Committee on the KMCC Branch design process, and how LAC members from across the country have been supporting this work. The design incorporates Fire and Emergency's high-level Māori strategic direction and the functions and resources Fire and Emergency requires in order to deliver on the strategic direction.

The Committee was pleased to hear about the development of the Branch, noting that Kaupapa Māori and the increase in Pou Takawaenga Māori (Māori Liaison Officers) numbers across Aotearoa New Zealand was an area the LAC raised in its 2021-22 Insights Report.

National LAC team update

The National LAC team updated the Committee on the Board's decision to stand-up nine additional LACs, noting that future LACs will be stood up from January 2024. The team also provided an update on the fees schedule for LAC members.

The LAC Chairs' Forum will be hosted in Wellington on 28 June 2023, where LAC Chairs will connect with each other, the Fire and Emergency Board and the Executive Leadership Team. Following the forum, Chairs will receive strategic direction from the Board for the coming year, to help shape the LAC's work and engagement plans.

Updates to the Board

The Committee discussed and agreed on the content for their quarterly update to the Board.

Action Log

#	Date	Action	Responsible	Due	Status
1.	29 September 2022	Connect with the Horizons Regional Council as part of the Committee's engagement plan.	Chair, Mavis Mullins	August 2023	In progress
2.	29 September 2022	Invite Hawke's Bay Emergency Management to present at the Committee's quarter one meeting.	District Manager, Community Risk Manager	August 2023	In progress
3.	29 September 2022	Share the carbon forestry strategy with the Committee and invite a carbon forestry speaker to present to the LAC.	District Manager	August 2023	In progress
4.	16 May 2023	Connect the LAC with the Hawke's Bay District Recovery Manager, and newly appointed Group Managers.	Community Risk Manager	August 2023	In progress
5.	16 May 2023	Provide Hawke's Bay volunteer dashboard and invitation to volunteer leaders' meetings to the LAC.	Community Risk Manager	June 2023	In progress
6.	16 May 2023	Provide the draft District Plan to the LAC and deliver a presentation on the Plan at the quarter one meeting.	District Manager	August 2023	In progress
7.	16 May 2023	Provide insights and feedback on recent severe weather events to the National LAC team for collation.	Committee members	23 May 2023	In progress
8.	16 May 2023	Write a note of thanks to volunteers for their work throughout the recent severe weather events.	Chair, Committee Members	May 2023	In progress
9.	16 May 2023	Provide the LAC with information on He Tīmatanga Kōrero and Te Tohu.	National LAC team	May 2023	Complete