



Minutes

Otago Local Advisory Committee Meeting

Date: 7 June 2023

Time: 9:30am - 2:05pm

Venue: Dunedin City Fire Station

Present:

Megan McPherson	LAC Chair
Helen Algar	LAC Deputy Chair
Hilary McNab	LAC Member
Des Minehan	LAC Member
Neil Gillespie	LAC Member
Mandy Mayhem-Bullock	LAC Member
Vanessa van Uden	LAC Member
Rachel Cooper	LAC Member
Brenden Winder	Retiring LAC Chair

In Attendance:

Piki Thomas	Deputy Chief Executive, Kaupapa Māori and Cultural Communities
Isaia Piho	Pou Whakahaere, Kaupapa Māori and Cultural Communities
David Reedy	Pou Takawaenga Māori, Te Kei
Mike Grant	Region Manager, Te Kei
Phil Marsh	District Manager, Otago
Lucy Chamberlain	National Manager, Local Advisory Committees
Cullum Peni-Wesche	Senior Advisor, Local Advisory Committees

Apologies:

Michelle Taiaroa-McDonald	LAC Member
Aaron Fleming	Retiring LAC Member

Mihi Whakatau / Welcome

The meeting opened with a mihi whakatau from the Pou Takawaenga Māori to welcome the Otago Local Advisory Committee (LAC) to the Dunedin City Fire Station.

Following the mihi whakatau, the Chair led a whanaungatanga session for attendees. The Committee agreed to prepare a note of thanks to the Pou Takawaenga Māori for leading the whakatau.

Minutes

The minutes from the Committee's meeting on 13 February 2023 were confirmed as a correct record.

Update from the LAC Chair

The Chair reflected on her appointment to the role and provided an indication of her priorities over the 2023-26 term. The Chair noted the strong relationship between the LAC and District Manager and thanked members for their work to engage with community groups, stakeholders, and iwi over the past three years.

The Chair also provided an overview of the Fire and Emergency Board's response to the LAC's 2021-22 Insights Report, highlighting the comprehensive response as an acknowledgement of the organisation's commitment to LACs.

The retiring LAC Chair then reflected on the Committee's progress throughout its first term, acknowledging the difficulties associated with COVID-19, and wished the Committee well in the future.

District update

The District Manager delivered a presentation on the Otago District for new LAC members and provided an overview of the district profile, personnel structure, and highlights of operational activity over the past quarter.

Summer was a high-risk period for the district, with Otago-wide fire prohibitions issued under section 52 of the Fire and Emergency New Zealand Act 2017 for the first time. Members queried whether this also included firework bans, which are considered as pyrotechnic displays. The Committee also noted an opportunity for Fire and Emergency to consider what additional fire control powers it may need to address high risk activities in situations where current legislation doesn't provide it.

A swift water rescue team is being established in the Te Kei region, where firefighters are being trained to undertake rescue activities during a flood.

The District Manager considered the LAC insights register and provided feedback on inputs raised by LAC members. Following this session, the Chair indicated a meeting should be held between the Deputy Chair, District Manager, and Senior Advisor LACs to update the format of the insights register ahead of the Committee's quarter one meeting.

Acknowledgement of retiring members

The Chair acknowledged and thanked Committee members who will retire at the end of the term, for their expertise and dedication to the LAC for the past three years. The Chair thanked the retiring Chair for his leadership of the Committee during its first term and presented a small tohu on behalf of the LAC.

Community engagement

LAC members attended the two-day Te Kei leadership conference and engaged with Fire and Emergency volunteer leaders, staff, and personnel from partner agencies. Members noted the value in engaging with volunteers at large events to introduce the role and purpose of the LAC and look forward to attending future conferences.

Ongoing discussions within the forestry sector highlighted community concerns around slash and the negative impacts of woody debris in a flood event, as experienced by communities in Tairāwhiti and Hawke's Bay in early 2023.

The retiring Chair reflected on their engagement with volunteer firefighters around recent industrial action.

Community engagement across Waitaki included a series of meetings where fire safety messaging could be distributed in future. This includes community board meetings, crisis response hui with Te Whatu Ora – Health New Zealand and connecting Fire and Emergency staff with local neighbourhood support groups.

The LAC again highlighted the opportunity for emergency services and partner agencies to hold a full-scale emergency exercise or simulation in Dunedin, to strengthen inter-agency collaboration. An earthquake scenario was highlighted as a potential topic, as the Alpine Fault 8 scenario is a focus area in Fire and Emergency's Otago District Plan.

National LAC team update

The National LAC team provided an update to the Committee on the Board's decision to stand-up nine additional LACs, noting that Committees 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.

Supporting the 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 Branch design incorporates Fire and Emergency's high-level Māori strategic direction and the functions and resources Fire and Emergency requires to deliver on the strategic direction.

Committee members were pleased to hear about the development of the Branch at the national level and discussed opportunities to support the recently appointed Pou Takawaenga Māori in Te Kei. Members were also interested to receive more information on KMCC resources including Te Tuapapa, and audio versions of karakia.

Updates to the Board

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

Correspondence from the Committee

The Committee agreed to prepare a letter to the Fire and Emergency Board, inviting a member of the Board to attend a future LAC meeting and engage with the Committee.

Action Log

#	Date	Action	Responsible	Due	Status
1.	13 Feb 2023	Follow-up on risk reduction communications and engagement activity in Naseby and Mt Iron.	District Manager	August 2023	In progress
2.	13 Feb 2023	Circulate the District Guidance document to the LAC.	District Manager, National LAC team	August 2023	In progress
3.	7 Jun 2023	Circulate the District Presentation to the LAC.	National LAC team	June 2023	Complete
4.	7 Jun 2023	Refine and update the LAC's insights register.	Chair, Deputy Chair, District Manager, National LAC team	August 2023	In progress
5.	7 Jun 2023	Provide the link to Fire and Emergency's climate change policy.	National LAC team	June 2023	Complete
6.	7 Jun 2023	Provide KMCC resources to the Committee.	National LAC team	June 2023	Complete
7.	7 Jun 2023	Invite the LAC to events including fire station openings and pōwhiri for the new Pou Takawaenga Māori.	District Manager	June 2023	Complete
8.	7 Jun 2023	Confirm meeting dates for the LAC's quarter one and two meetings.	National LAC team	August 2023	In progress
9.	7 Jun 2023	Prepare a letter to invite a member of the Board to attend an LAC meeting.	Chair, Deputy Chair	June 2023	Complete
10.	7 Jun 2023	Prepare a note of thanks to the Pou Takawaenga Māori for holding the mihi whakatau.	Chair	June 2023	In progress