



# Minutes

## Chatham Islands Local Advisory Committee Meeting

**Date:** 2 June 2022

**Time:** 9:00am-2.00pm (NZT)

**Venue:** Chatham Islands Council Chambers

### Present:

Deena Whaitiri	Chair
Brent Swanson	Deputy Chair
Levi Lanauze ( <i>via Teams</i> )	Member

### In Attendance:

Lucy Chamberlain	National Manager, Local Advisory Committees
Christine Watson	Senior Advisor, Local Advisory Committees
Ian Fatcher	Principal Advisor, Local Advisory Committee
Craig Cottrill	Group Manager, Wairarapa and Chatham Islands
Steve Joyce	Risk Reduction Advisor, Chatham Islands
John Rowbury	Business Operations Manager

### Apologies:

Duncan Ryan	Member
Tracy Page	Member
Bruce Stubbs	Region Manager, Te Upoko
Nick Pyatt	District Manager, Wellington

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## Welcome

The Chair opened the meeting with a karakia.

## Minutes

The minutes of the Committee's meeting on 3 March were confirmed as a correct record.

## District Update

The Group Manager updated the Committee on operational priorities and on readiness and rescue training currently underway for new volunteer recruits.

## LAC Insights Report

The National LAC Team provided the Committee with a reminder of where the annual LAC Insights Report sits within the LAC Advisory Framework and how the process will work.

The Committee addressed the Board's priorities. Notes from the discussion will feed into a first draft of the local section of the Insights Report, to be available for review and discussion at the Committee's next meeting.

### **LAC Year One Evaluation**

The National LAC Team updated the Committee on work underway to implement the findings of the Year One Evaluation. This work includes establishing a monitoring framework, refining the role and purpose of the LACs in the broader emergency sector, considering the stand-up of LACs in larger, more metropolitan areas, such as Auckland, and assessing the practicality of existing LAC boundaries.

### **Committee self-review**

The Committee completed its annual self-review, discussing the results of the self-review survey and identifying opportunities to improve committee efficiency and effectiveness. Fire and Emergency staff were not present for this discussion.

### **Community Engagement**

In May, the LAC met with the Chatham Islands Conservation Board, providing an overview of the Committee's current areas of focus and discussing water supply and storage, cadastral mapping and the potential for response training for remote communities such as Kaingaroa. Six-monthly meetings with the Conservation Board were agreed going forward.

The LAC's key stakeholders have noted that their connection with Fire and Emergency is strengthening. Members are seeing real value from engagement undertaken alongside district leaders.

### **Engagement Planning**

The Committee has taken on the Region Leadership Team's suggestion of scheduling engagement soon after the LAC's quarterly meetings, so that members are well briefed and the District Team can take part in engagement where appropriate.

The LAC will meet with the Chatham Island Airport Company in June, as well as with its four key stakeholders - the Chatham Islands Enterprise Trust, Hokotehi Moriori Trust, Ngāti Mutunga o Wharekauri Iwi Trust and the Chatham Islands Council.

### **Volunteer Attraction – Surge Project**

The Committee met with Fire and Emergency's Volunteer Attraction and Sustainability teams, discussing a volunteer attraction project currently being considered and current trends in volunteering.

LAC members noted the small pool of volunteers based centrally and close to the fire station, the resourcing and training challenges and opportunities of seasonal work on the Chatham Islands and the value of engagement with children to foster future volunteers. Members see highlighting the variety of roles available and the transferability of skills volunteers can gain as key to promoting volunteerism on the Chatham Islands.

### **Board report**

The Committee agreed its Board report content for the quarter and the meeting closed at 2.00pm.

## Action Log

	Date	Action	Responsible	Due	Status / Notes
1.	9 Dec 2021	Identify the best person to engage with at MPI and meet with them in Wellington.	Brent Swanson / Nick Pyatt	Aug 2022	In progress
2.	9 Dec 2021	Invite volunteers to lunch and to spend time with the LAC in the next meeting or two.	National LAC Team / DLT	Nov 2022	Engagement to be arranged on a training night
3.	3 Mar 2022	Set up quarterly meetings with stakeholders.	Chair	Jun 2022	In progress – meetings scheduled for June
4.	2 Jun 2022	Facilitate meetings (S Wadsworth and S Joyce) on management of fire risk from One Billion Trees programme planting.	Group Manager	July & Dec 2022	In progress
5.	2 Jun 2022	Keep the LAC updated on fire station analysis project.	District Team	Ongoing	In progress
6.	2 Jun 2022	Advise the LAC of date of Oct-Nov Conservation Board meeting.	Levi	Jul 2022	9-10 November
7.	2 Jun 2022	Put LAC engagement dates into members' calendars.	National LAC Team	Jun 2022	Completed
8.	2 Jun 2022	Provide link to LAC Year One Evaluation report.	National LAC Team	Jun 2022	Completed
9.	2 Jun 2022	Update engagement plan with meetings planned to end of June.	National LAC Team	Jun 2022	Completed
10.	2 Jun 2022	Provide first draft of LAC local annual report.	National LAC Team	Aug 2022	Completed
11.	2 Jun 2022	Share notes taken at 2 Jun LAC meeting with the LAC.	Jono Ashman / National LAC Team	Aug 2022	Completed