



Minutes

Hawke's Bay Local Advisory Committee Meeting

Date: 5 May 2022

Time: 9:30am-2:45pm

Venue: Online – via MS Teams & Hastings Fire Station

Present:

Debbie Northe	Chair
Monique Heke	Deputy Chair
Liz Lambert	Member
Sonya Smith	Member

In Attendance:

Bruce Stubbs	Region Manager, Te Ūpoko
Ken Cooper	District Manager, Hawke's Bay
Lucy Chamberlain	National Manager, Local Advisory Committees
Ian Fitcher	Principal Advisor, Local Advisory Committees
Jono Ashman	Senior Advisor, Volunteer Attraction
Ryley Webster	Principal Advisor, Volunteer Sustainability

Apologies:

Mavis Mullins	Member
---------------	--------

Welcome

The meeting was opened with a karakia. The Chair acknowledged the resignation of Leon Stallard. The Chair will write a letter to thank Leon.

Committee operations

The Committee confirmed the minutes of the meeting on the 15th of February 2022. A review of the actions noted some incomplete actions.

District update

The District Manager (DM) first asked the Local Advisory Committee (LAC) what they wished to see from a District update at future LAC meetings. The LAC agreed to provide him with guidance on future updates.

The DM remains focused on protecting the workforce against Covid-19, to ensure an effective response to our communities.

The DM outlined the activities undertaken in quarter three and planned for quarter four across the district's focus areas: Resilient Communities, Growing Our People, Collaboration, Partnerships and Influence, and Intelligence Led Evidence Based Decisions.

The DM also provided a snapshot of progress on the district's performance expectations and district priorities for the upcoming quarter.

Engagement report back

The committee discussed the continuing impact that Covid is having on the ability to engage.

Monique Heke provided an update on her presentation to the District Leadership Team (DLT) on the 'Māori ecosystem', similar to the presentation provided to the LAC at its February meeting. This was well received by the DLT and consideration is being given to providing this presentation to the region team.

Informal engagements around carbon forestry growth were discussed. The DM will provide a brief to LAC members on the organisational response to the increase in carbon forestry growth.

Local Insights Reporting

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

The Committee addressed the Board's priorities and raised one other District priority for consideration.

Notes of the discussion were taken by the NLAC team and will be available for the Committee to review and discuss further at their next meeting.

Engagement plan

The LAC discussed how to ensure alignment between FENZ needs and their engagement strategy. It was agreed that LAC members would make themselves available for Volunteer leadership meetings.

LAC members will also attend the reopening of the Waipawa and Napier stations.

Additionally, the committee prioritised engagement with local councils, the Manager of the Hawke's Bay Multicultural Association, and with iwi.

Volunteer attraction – Surge Project

Jono Ashman and Ryley Webster from National Headquarters outlined the Volunteer Attraction Surge Project, which aims to provide targeted volunteer recruitment support for brigades that have been recently impacted, particularly by the Mandatory Vaccination policy. Jono and Ryley are also interested in developing a close working relationship with LACs, to ensure that engagement with local volunteers is done in a way that is fit for purpose.

The Committee commented on the changing nature of volunteering, becoming more episodic rather than long term. This may be due to the number of organisations looking for volunteers, but also due to the increased mobility of the population.

LAC members also discussed a targeted approach to attracting volunteers, increasing the communication and knowledge of what roles are open to volunteers including recovery and risk reduction roles, where there is currently some reluctance to use volunteers.

There was a suggestion around engaging with NEET (Not in Employment, Education or Training) youth, which will give them a purpose and a link to the community, while also increasing volunteer numbers.

The committee also commented that while attraction is important, equally important is the retention of those who do volunteer. They asked for a presentation on how Fire and Emergency is working on retaining its volunteers and the options that are open.

Committee self-review

The committee discussed their views on their performance over the past year in an in-camera discussion.

LAC members asked that for next time, having access to the previous year's self-review would be helpful, to determine progress.

LAC membership

The Committee discussed the membership of the LAC and its low numbers.

NLAC staff provided an update on the process to appoint new members.

The LAC members do not feel that their current membership is sustainable and sufficiently reflective of the community. When considering committee membership taking into account District priorities and aspirations and a targeted approach to ensure that LAC membership was representative would be beneficial. A priority would be representation from northern Hawke's Bay, especially from Wairoa.

Board report

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

The meeting closed at 2:45pm, with a karakia.

Action Log

Date	Action	Responsible	Due	Status/Notes
17 Feb 2022	District team to provide map of remote communities to the LAC.	Risk Reduction advisor	March 2022	In progress
17 Feb 2022	Extend an invite to iwi leaders to attend the next LAC meeting.	Chair/Deputy Chair	May 2022	Completed
17 Feb 2022	Discuss district app tool at the next LAC meeting.	District Manager	May 2022	Completed
5 May 2022	Provide the LAC with the report on Carbon forestry.	District Manager	ASAP	In progress
5 May 2022	Provide LAC with draft Insights Report for review at next meeting.	National LAC Team	June 2022	Completed
5 May 2022	Provide LAC with Volunteer videos.	District Manager	ASAP	In progress
5 May 2022	Organise next meeting in Taranua.	National LAC Team	July 2022	Completed
5 May 2022	Send LAC members the list of prioritised communities.	District Manager	June 2022	In progress
5 May 2022	Liaise with Volunteer Sustainability team to organise a presentation to the LAC.	National LAC Team	July 2022	Completed
5 May 2022	Arrange a meeting to discuss membership with LAC members.	National LAC Team	ASAP	Completed
5 May 2022	Arrange a meeting with DM and RM to discuss LAC membership.	National LAC Team	ASAP	Completed