



# Minutes

## Tairāwhiti Local Advisory Committee Meeting

**Date:** 3 May 2022

**Time:** 9:00am-2:30pm

**Venue:** Online – via MS Teams

### Present:

Georgina Johnson	Chair
Christopher Douglas-Huriwai	Deputy Chair
Donette Kupenga	Member
Alice Kibble	Member
Hikihiki Pihema	Member
Midge Te Kani	Member

### In Attendance:

Lucy Chamberlain	National Manager, Local Advisory Committees
Angela Christie	Senior Adviser, Local Advisory Committees
Ian Futcher	Principal Advisor, Local Advisory Committees
Peter Clark	District Manager, Tairāwhiti
Sonya Khan	Business Operations Manager, Ngā Tai ki te Puku

### Apologies:

Joelene Andrew	Member
David Guard	Region Manager, Ngā Tai ki te Puku

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### Welcome

The Chair welcomed everyone to the meeting and the karakia was led by the Deputy Chair.

### Minutes

The minutes from the Committee's meeting on 11 February were confirmed.

### District update

An update was provided by the District Manager and the Community Risk Manager. The region's priorities remain building community resilience and planning with partners.

Options for the placement of Urban Search and Rescue equipment are being considered and FENZ personnel will be trained in its use. Volunteer brigades' activity will align with Civil Defence Response Plans.

Significant activity since the last LAC meeting has included: public awareness articles in the local paper, partnership with a housing development company, and a presentation at the Land Managers' Forum encouraging the use of strategic fire-resistant planting.

Discussion with the LAC at the Quarter Three meeting prompted a review of marae fire plans and safety surveys. An easy to use and inexpensive monitored alarm system is being investigated for use in marae. This system may be added to the existing preparedness package available for marae and homes.

### **Engagement report back**

The Chair noted that engagement continues to be limited due to Covid restricting engagement. Without this type of face to face engagement it is hard to build rapport with community groups. One member took the opportunity to meet with representatives of the Alzheimer Volunteer Centre to introduce the role of the LAC.

### **LAC Insights Report**

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

The Committee addressed the Board's priorities. A draft report based on discussions will be available for the Committee to review and discuss at its next meeting.

### **Engagement planning**

The Committee agreed to initiate hui with at least one community partner during the next quarter. Engagement reports will be completed and submitted to the NLAC team ready for the next Committee meeting. The engagement plan actions were amended to reflect this.

### **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. Additionally, 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 fit for purpose way.

The Committee noted that young people tend to leave the region for education and training so raising awareness of volunteering in schools is important. There are increasing numbers of tradespeople and people working in forestry who could be approached about volunteering. One Committee member suggested that some way of linking voluntary firefighting with career progression would offer an incentive. Other suggestions of successful promotion included a roadshow, the United Fire Brigade Associations' Challenge Events and celebrating local volunteers.

A culture of exclusivity can be seen at some brigades and they can be hard to join. A local fire station, where people are busy and the doors are down, doesn't appear inviting and volunteers are not always the best people to promote the role.

The Committee considers it important that a realistic view of volunteering is provided to prospective volunteers. They observed that without timely training, volunteer recruits are often lost from brigades.

## Board Report

The Committee discussed its quarterly report to the Board.

The meeting closed at 2.45pm, with a karakia.

## Action Log

Date	Action	Responsible	Due	Status/Notes
10 March 2022	Region Manager to set up meeting to discuss marae preparedness plan.	Region Manager	May 2022	In progress
10 March 2022	Chair to organise local radio station slots to promote LAC.	Chair and District Manager	April 2022	Complete
3 May 2022	Members to provide the CRM with the details of local brigade members interested in readiness and recovery.	Committee members	Ongoing	In progress
3 May 2022	Time on the next meeting agenda for further discussion on Climate Change advice for the Board, including the possibility of commissioning a report based on experiences across Tairāwhiti.	National LAC Team	20 July	Complete
3 May 2022	The Committee would like a list of the agencies FENZ has formal relationships with.	National LAC Team	May 2022	Complete
3 May 2022	Improving the effectiveness of FENZ communications in Tairāwhiti using social media.	Alice Kibble and District Manager	20 July	Complete
3 May 2022	Initiate hui with one community partner within the next 3 months.	Committee members	20 July	In progress
3 May 2022	Develop a strategy to manage the stakeholder engagement list.	Chair and District Manager	20 July	Complete
3 May 2022	Distribute presentation materials and engagement toolkit to Committee.	National LAC Team	May 2022	Completed

3 May 2022	Time to be dedicated at next meeting to consider remaining questions from the Surge Project.	National LAC Team	20 July	Completed
3 May 2022	Discussion of self-review.	Committee members	July 2022	Completed
3 May 2022	Induction catch up and how to use Teams.	National LAC Team	June 2022	Completed
3 May 2022	Provide updated Board report to the LAC.	National LAC Team	May 2022	Completed