



Minutes

Tairāwhiti Local Advisory Committee Meeting

Date: 4 May 2021

Time: 8:30am-2:30pm

Venue: Gisborne Fire Station

Present:

Louise Bennett	Acting Chair
Donette Kupenga	Member
Alice Kibble	Member (excused from meeting at 10.00)
Joelene Andrew	Member

Apologies:

Vance Walker	LAC Member
Sonya Kahn	Business Operations Manager, Ngā tai ki te Puku
Dean Latus	Planning and Performance Manager, Ngā tai ki te Puku

In Attendance:

Lucy Chamberlain	National Manager, Local Advisory Committees
Kylan McKeen	Senior Advisor, Local Advisory Committees
David Guard	Region Manager
Charlie Turei	Area Manager, Tairāwhiti
Ray Dever	Principal Rural Fire Officer, Ngā tai ki te Puku
Trudy Geoghegan (<i>via teams</i>)	National Hazardous Substances Advisor
Brendon Lawson (<i>via teams</i>)	National Advisor, Hazmat Development
Sharon Powick (<i>via teams</i>)	LAC Coordinator

The Tairāwhiti Local Advisory Committee's (the Committee) fourth meeting was attended by the Committee and Fire and Emergency Ngā Tai ki te Puku Regional Leadership Team (RLT).

Welcome

The Acting Chair opened the meeting, welcoming the Committee and Fire and Emergency representatives.

Minutes

The drafted Local Advisory Committee (LAC) minutes of the previous meeting were confirmed by the Committee.

Report back from the Board

The National Manager, LAC informed the Committee of the Board's decision to run a nominations process to obtain more members for the Tairāwhiti LAC.

RLT update

The Region Manager updated the Committee on the progress of the Fire and Emergency Tranche 2 district redeployment, and informed them of the District Manager appointments. The Region Manager advised that relationships with the Area Manager and Principal Rural Fire Officer will continue until district leadership is stood up.

Tairāwhiti Fire Plan

The RLT consulted with the LAC on the draft local Fire Plan and requested the LAC to submit feedback online and inform their stakeholders about the public consultation.

Hazardous Substances presentation

Brendon Lawson, National Advisor Hazmat Development, presented on the long-term Hazardous Substances response capability development programme. LAC members were asked what their community's needs and expectations might be regarding hazardous substances. Members discussed areas of risk they are aware of and agreed to attend Hazardous Substances workshops when they occur.

Community Engagement

The Committee reported on engagement undertaken in the last quarter.

Members met with volunteer leaders at Ruatoria and Te Karaka brigades where they learned that some brigades are vulnerable to natural disasters which may affect their response capability.

The Committee met with Turanga Health, an iwi health provider, who spoke of their concerns regarding wildfire/vegetation fires, house and marae fires. Discussion also involved enhancing resilience and fire safety on marae.

The LAC met with Federated Farmers who raised concerns about the wildfire risk that farming communities face due to their proximity to forestry.

Stakeholder engagement planning

The Committee agreed to continue engaging with their stakeholder priority groups.

Members agreed to use the marae preparedness programme as leverage to engage with remote communities in the north and will connect with the Area Manager to develop an engagement plan.

Members will continue to engage with Fire and Emergency volunteers at their district volunteer leadership meetings alongside local leaders.

The Committee acknowledged the support of the Principal Rural Fire Officer and Area Manager attending stakeholder meetings.

Committee time

Members discussed the results of the LAC self-review survey they completed in April. Members identified areas to improve engagement approach with stakeholders and opportunities to promote LAC in the community.

Microsoft Teams/Sharepoint Training

The LAC Coordinator presented an overview of the new Sharepoint system that houses LAC documentation and information.

National LAC Team update

The National LAC team provided updates regarding the work underway to refine the integration of advice into Fire and Emergency and the LAC evaluation.

Report to the Board

The Committee drafted the content of its Board Report for the quarter.

The meeting closed at 2:30pm.

Action Log

Date	Action	Responsible	Due	Status / Notes
4 May 2021	Send Fire Plan presentation to LAC	National LAC team	May 2021	Complete
4 May 2021	Send Hazardous Substances presentation to LAC	National LAC team	May 2021	Complete
4 May 2021	Send response letter to Dick Cook re: Matakaoa community event	National LAC team	May 2021	Complete
4 May 2021	LAC to set-up meeting with Area Manager to discuss project plan re: engaging with iwi/hapū	LAC	June 2021	Complete
4 May 2021	Send LAC the User Guide for Sharepoint	National LAC team	May 2021	Complete
4 May 2021	LAC Acting Chair to provide committee self-review discussion	LAC Acting Chair	May 2021	Complete