Minutes

Canterbury Local Advisory LAC Meeting

Date: 22 October 2025 **Time:** 10.00am to 3.00pm

Venue: ANZAC Fire Station, 137 Anzac Drive, Aranui, Christchurch 8061

Present:	
Darin Cusack	LAC Chair
Wendy Smith	LAC Deputy Chair
Andrew Cocking	LAC Member
Brett King	LAC Member
Cherie Leckner	LAC Member
Mark Adams	LAC Member
Ross Paniora	LAC Member
In Attendance:	
Rob Hands	District Manager, Mid-South Canterbury
Dean Harker	Community Risk Manager, Canterbury
Shane Laulu	Senior Advisor, Local Advisory LACs
Apologies:	
Habib Ullah Marwat	LAC Member
Brad Mosby	Region Manager, Te Ihu
Dave Stackhouse	District Manager, Canterbury
Craig Chambers	Community Risk Manager, Mid-South Canterbury
Paki Johnston	Pou Takawaenga Māori Matua

Welcome

The meeting opened with a karakia, and the Chair welcomed those in attendance.

The agenda was adopted by the LAC.

The LAC register of interests was reviewed and updated with amendments. No conflicts were identified with the agenda in reviewing.

The Chair noted the Inwards Correspondence with amendment noted for the MVFB email.

District update

The District Manager (DM) and Community Risk Manager (CRM) updated the LAC on recent activity and matters of interest for the committee.

The DM briefed the LAC on emergency responses in the region with several fires and current weather conditions. Given the level of incidents, a prohibition of use fire notice has been activated for the region which includes open fires and fireworks.

The DM briefed the LAC on public messaging and challenges with ensuring critical information reaches vulnerable communities through the various communication channels.

The DM updated the LAC on the new strategic direction and noted the District team is working though understanding how the key focuses will be implemented for Canterbury. This enabled a broader discussion on how the District team and LAC can support each other. The LAC was interested where this can be incorporated in their work plan.

The CRM briefed the LAC on activity across the two districts and upcoming fire season preparation along with engagement with relevant communities. The CRM team is monitoring the number of fires and mapping the use of resources required. Community education is the lead focus.

As part of the new strategic implementation, the CRM team was undertaking work as an effective regulator and what this looks like for Canterbury. The focus of an approach will be around community education. The LAC was interested to understand the intersection of local authorities and Fire and Emergency as a regulator. The CRM provided some recent examples with work undertaken with emergency housing providers.

Engagement planning

The LAC developed its framework for the 25-26 engagement plan. The discussion focused on the focus, priorities, roles, and responsibilities. The LAC highlighted the importance of having relevant engagement tools and data for conversations in the community. There will be further work required post-meeting to complete the plan and develop a stakeholder engagement schedule for the New Year.

The Senior Advisor provided a brief overview of the Whāriki engagement tool and will arrange online drop-in sessions for LAC members.

The LAC discussed sustainable volunteerism and talked about “supporting and enabling volunteerism” Feedback from the DM &CRM that currently in Canterbury District not so much of an issue. There was discussion around differing types of volunteerism which could be targeted.

General Business

The Senior Advisor updated the LAC on SharePoint access with a Board tool solution for future meetings.

The Chair advised the LAC that the Deputy Chair would be attending the upcoming Chairs Forum in Wellington on behalf of the LAC on 5 November.

The next two LAC meetings were confirmed for:

- **27 February 2026** – Ashburton Fire station
- **16 June 2026** – Venue TBC

The meeting closed at 3.00pm with karakia.

Action Log

Date	Action	Responsible	Due	Status
22 October 2025	Update Correspondence Register with communications with the Methven Brigade	Senior Advisor	Immediate post meeting	Progressing
22 October 2025	Provide the LAC with Mid-South and Canterbury District Plans and fire plans. Future Operating Capability slide deck for reference	District Manager / Senior Advisor	Post meeting	Completed
22 October 2025	Provide LAC calendar on upcoming events that LAC could attend	District Manager	Immediate Post meeting	Progressing
22 October 2025	Share draft LAC engagement plan for circulation with LAC for finalising post meeting	Chair Support from Senior Advisor	Immediate post meeting	Progressing
22 October 2025	Chair/Deputy Chair to arrange a regular catch-up between trimester meetings with the two Canterbury District Managers	Chair	Post meeting	Progressing
22 October 2025	Arrange Whāriki drop-in sessions for LAC members	Senior Advisor	Immediate post meeting	Progressing

Committee Work Plan

Annual Report Drafting May/June 2026