Minutes

Marlborough Local Advisory LAC Meeting

Date: 14 October 2025 **Time:** 9.30am – 1.30pm

Venue: Blenheim Fire Station

Present:

Trevor Hook	LAC Chair
Tracy Johnston	LAC Deputy Chair
Chris Faulls	LAC Member
Andy Rowe	LAC Member

In Attendance:

Grant Haywood (online)	District Manager, Nelson-Marlborough
Steve Trigg (online)	Community Risk Manager (CRM), Nelson-Marlborough
Shane Laulu (online)	Senior Advisor, Local Advisory LACs

Apologies:

Sharon Barcello-Gemmell	LAC Member
Brad Mosby	Region Manager
Paki Johnston	Pou Takawaenga

Welcome

The meeting opened with a karakia, and the Chair welcomed those in attendance. The members register of interest was reviewed with no amendments. The minutes for the previous meeting 12 June were confirmed, correspondence was noted, and actions updates.

District update

The District Manager (DM) and Community Risk Manager (CRM) updated the LAC on recent activity and matters of interest for the committee. Organisational change through the new strategic direction, upcoming industrial action and start of the fire season are the leading priorities for the district team. The team is seeking to understand the impact of the change for the District and what reprioritisation if required will mean. The new Deputy Chief Executive – Operational Response is seeking to have the operating capability project planning work completed by December. The DM noted the team were meeting performance criteria for prevention and preparedness. The DM asked the LAC to reflect and consider the key information they would like reported in future meetings.

The CRM briefed the LAC on current activity. There are three environment areas the CRM team is currently engaging in: rural, commercial, and residential. The CRM shared with the key messages for the LAC in each noting the La Nina climate pattern will require conditions in place longer and a longer tail for the fire season. Upcoming Land Management Forums will have a pre-fire season focus. In the commercial space the CRM team is focused on regulation and compliance through an educational lens. In the residential space, a further educational messaging regarding replacement of smoke alarms older than 10 years.

In the partnership space, the CRM team is fielding several requests for presentations and prioritising resource to meet this demand. A number of these requests are from Recognised Seasonal Employers (RSE) for the upcoming picking season. The team is focused on improving compliance with RSEs and accommodation safety. The CRM team is working with all iwi in district and top of the South Island on fire prevention. There is discussion on a formalised agreement with the Iwi collective and developing the protocols and detail of a collaboration with shared training and planning. Internally the CRM team is developing online sessions with Fire and Emergency New Zealand people and promoting these with leaders on topics.

The LAC acknowledged a significant period of change is ahead and indicated they would like to remain connected with the district. There are several opportunities for the LAC to share feedback on progress with Fire and Emergency with the upcoming LAC Chairs' Forum as an example. The LAC is interested in understanding any unintended consequences with its community voice lens.

Chair's Update

The Chair briefed the LAC on the recent LAC Chairs' Hui in Wellington in July on 17 July 2025. The LAC discussed the response from the Board to the annual insights report and appreciated the comprehensive response. The LAC noted the lack of visibility of how Fire and Emergency will partner with other agencies in the emergency management ecosystem.

Engagement Reports and Analysis

The LAC reviewed it's 24-25 engagement plan and updated confirmed the plan for 25-26 year. The LAC discussed its upcoming engagements and rescheduling those planned and agreed on previously.

General Business

The LAC discussed a combined meeting with the nelson-Tasman LAC at the Trimester two meeting in March. This will be followed up.

The next two meetings were confirmed for:

- **12 March 2026** – proposed combined meeting with the Nelson-Tasman LAC at Rai Valley
- **6 May 2026** – Blenheim Fire Station

The meeting closed at 1.30pm with karakia.

Action Log

Date	Action	Responsible	Due	Status
14 October 2025	Information on Community risk key messages to share with LAC on its upcoming engagements	CRM	Post meeting	Progressing
14 October 2025	Contact list for LAC members to CRM	Senior Advisor	Immediate Post meeting	Completed

14 October 2025	Disseminate information about meetings the CRM holding to the LAC	CRM	Post meeting	Progressing
14 October 2025	Send Land Management Forum invites to Chris and Andy for the meeting on 22 October	CRM	Immediate post meeting	Progressing
14 October 2025	Invite CDEM and CE Marlborough District Council to meet with the LAC. The LAC Chair to liaise to secure a meeting dates prior to Christmas	Chair	Immediate Post meeting	Progressing
14 October 2025	Arrange to meet with Nelson/Tasman LAC scheduled for Trimester two meeting cycle – 12 March 2026	Chair	Immediate Post meeting	Open
12 June 2025	Chamber of Commerce after 5 event – check with NLAC manager if NLAC will cover catering.	Senior Advisor	Post meeting	Progressing
12 June 2025	District Manager to engage with LAC on District Plan	DM/LAC	Post meeting	Open
12 June 2025	Attend Community Risk Workshop with Community Risk Team - build into to 25-26 engagement plan	CRM/LAC	End July	Open