Minutes

Wellington Local Advisory Committee Meeting

Date:	**7 October 2025**	
Time:	10.00am – 2.30pm	
Venue:	Remutaka Station, 35-37 Park Street, Kingsley Heights, Upper Hutt 5018	
LAC members:	Adrienne Staples (Chair)	Asher Wilson-Goldman (online until 1pm)
	Shamia Love-Shariff (DC)	Andrew Brown
	Sara Williams	Maleeha Ahmad
In Attendance:	Daniel Tulloch (1- 2.30pm)	Fire and Emergency NZ Board Member
	David Utumapu	Acting Region Manager – Te Ūpoko
	Gareth Hughes	District Manager – Te Ūpoko
	Philip Soal	Community Risk Manager – Te Ūpoko
	Aidan Crawford	Pou Takawaenga - Te Ūpoko
	Megan McPherson (online 1.45-2pm)	Otago LAC chair
	Michelle Bartlett	Senior Advisor, Local Advisory Committees
Apologies:	Bruce Stubbs	Region Manager – Te Ūpoko
	Maria Mitimeti	LAC member
	Lucy Chamberlain	Manager, National Advisory Committee team

Welcome The meeting was opened with a karakia from the District Manager (DM) and a round of introductions.

Committee Operations

The Member Interest Register was reviewed, and updates have been added for two members. Correspondence register was reviewed. Apologies were noted from a member, the Region Manager and the National Manager Local Advisory Committees.

District Update

The District Manager (DM) shared the District priority “Keeping our people safe, by identifying challenges and explaining the why” The values that underpin this are Manaakitanga, Whanaungatanga, Auahatanaga and Kia Tika as these are the values that allow FENZ to always be ready. An overview of the new National Strategic Direction was shared with slides on each of the five focus areas Safe, Effective and resilient operations, Effective Regulator, Strong Relationships, Supporting our people and Strong business foundations.

Recent significant events for the Wellington District team include participation of several staff in court trials over the Loafers Lodge Wellington and Wards Line Wairarapa, these combined have involved approximately 35 Firefighters. A positive from these distressing events is that through the Court processes Fire and Emergency's relationships with Police have been strengthened.

Industrial action: this is ongoing and is highly visible through writing on the trucks and through social media campaigns. Negotiations are ongoing around not only pay but also the age and reliability of fleet and equipment. The DM said that currently he is receiving two-three complaints a day from the public about the 'defacing' of the trucks.

Community Risk Management (CRM) update

The CRM team is actively planning for the 2025-6 fire season which is anticipated to be a La Nina weather pattern (warmer but wetter conditions) which would be good from a fire risk perspective. New fire season status signs are being rolled out as old signage is being replaced. New signage is simplified to only include Open, Restricted and Prohibited and will refer people to the 'check it's alright' tool on the Fire and Emergency website.

New Fire season zones have been implemented, and Wellington Beach zones have been removed. The Long Gulley Weather Station has been moved to a new location to better reflect fire weather conditions for the Wellington zone. Voluntary restrictions on high-risk activities continue to be rolled out with industries and uptake has been good. An Elder Person campaign will be running in Wellington over the next six months in response to the eight fire related fatalities in the Wellington region. Over the last five-year period all fire fatalities have involved over 65 European females who live alone.

Stakeholder Engagement Plan workshopping

The Senior Advisor presented an Engagement planning overview explaining the importance of careful planning of the Engagement plan. That it should consider the Board's three focus areas of: Sustainable volunteerism; Community risks and opportunities; and culture change alongside the District priorities because all the LAC mahi should align with this plan. The committee workshopped their focus areas and engagement priorities and discussed on how they could approach this engagement.

The priorities for the District team are the safety of their people, particularly in unsafe built environments and they have a focus on preventable fire deaths. The committee collated their existing connections and networks which is vast and spans iwi, faith communities as well as numerous ethnicities alongside sectors such as local government, health, education, transport, infrastructure, veterans, social sector, disability, farming and forestry, schools and community networks.

The LAC explored how they could work best as a team to carry out engagement that used their strengths but also supported succession and growth in relationships. The committee agreed on a Kotahitanga model of engagement, where they will work as a team with dedicated leads in both geographical areas of the Wellington region and by calling on fellow members with strengths in certain portfolios. The first draft of the Wellington LAC Engagement Plan was developed during the session.

Pou Takawaenga

The Pou Takawaenga shared one of four mauri stones that had recently returned from the Canada deployment with the last of the contingents.

Board member joined the meeting at 1pm

Daniel Tulloch shared that he is Wellington based so was keen to visit the Wellington LAC. Daniel has a background in sustainable finance, carbon markets and climate change. He has recently been touring career and volunteer stations.

Guest speaker – Otago LAC Chair

The Chair of the Otago committee shared lessons learnt from her five years of experience with the Otago LAC, four of those years as chair. An important thing to be aware of is the difference between Governance vs Advisory committees being that Governance committees have the power to make decisions whereas Advisory committees have the power to make recommendations. The Chair shared that the Fire and Emergency NZ Board is like the driver of the vehicle and the Advisory committee is like a GPS system. An Advisory committee can have 100% influence but 0% control. Sometimes the best engagements happen serendipitously – sometimes the best insights come unexpectedly. LAC members bring expert community knowledge, but high performing LAC include the following

- Turning up
- Keep everyone accountable
- Everyone doing their homework
- Committee are highly connected with their community
- Everyone contributes
- Outcome focused
- Strong relationships with District team
- Good vibes

The Otago LAC Chair shared that good LACs can have an impact but need to ensure they hand over operational issues onto the District team and gather evidence-based insights.

General Business

SharePoint Access: National LAC team working to provide all members with SharePoint access in preparation for new Board Management application. New login guidance has been distributed. Members experiencing access issues should contact IT Support on 0800 374 843.

Community Perceptions Report (Verian): The report included in LAC meeting packs highlight four engagement types, challenges, and six principles for effective engagement.

Previous Insights Report Follow-up:

- **2024/25 Insight - Operational Review Learnings:** Link to operational reviews provided in meeting pack (not previously visible to LACs)
- **2023/24 Insight - Carbon Forestry Fire Risk:** Link to information and research on carbon forestry fire risk provided in meeting pack

Next Meeting

The next meeting Tuesday 10th of March 2026 will be held at Wellington City Station (RCC room)

Close

The meeting closed with a karakia by the DM at 2:30pm

Action Register

Date	Action	Responsible	Due	Status
7 October 2025	If members are wanting to visit their local station contact Gareth to be connected with the relevant Group Manager to arrange	Members	Next meeting	Progressing
7 October 2025	Provide gaps analysis of existing relationships/networks in Wellington region and any gaps that the LAC may be able to support with	District Manager	Next meeting	Progressing
7 October 2025	Share stakeholders contact list with LAC members	CRM/BSC	17 November 2025	Progressing
7 October 2025	Add Volunteerism team and Risk Reduction team to forward agenda to consider attending next meeting	Senior Advisor	Post meeting	Complete