Minutes

Marlborough Local Advisory Committee Meeting

Date: 12 June 2025 **Time:** 9.30am – 3.00pm

Venue: Blenheim Fire Station

Present:

Trevor Hook	LAC Chair
Tracy Johnston	LAC Deputy Chair
Chris Faulls	LAC Member
Andy Rowe	LAC Member
Sharon Barcello-Gemmell	LAC Member

In Attendance:

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

Apologies:

Mark Elkington	LAC Member
Brad Mosby	Region Manager

Welcome

The meeting opened with a karakia, and the Chair welcomed those in attendance. The minutes for the previous meeting were confirmed and three updates to the Members Interest Register were noted: Correspondence was noted and actions updates.

Chairs Update

The Chair noted the upcoming LAC Chairs' Hui on 17 July 2025.

District update

Brad Mosby passed on apologies for this meeting. He also passed on his appreciation of LAC input and discussion to District issues.

The District Manager (DM) gave an update on District actives. He noted that Megan Stiffler, the new DCE of Service Delivery had started in the role and was bringing a fresh perspective to the organisation.

Work on the District Business Plan was paused while the organisation considers the new Strategic Direction and how this will impact the organisation. The DM is planning to invite the LAC to an out of cycle meeting to review the District Plan when it is ready. The organisation recently completed a 'your survey' for both volunteers and staff, with a focus on diversity and inclusion. The District has committed to make some change in this area following results of the survey. The District recently signed an agreement with local forestry partners, which in part was facilitated by the Nelson/Marlborough LAC. The District Manager is keen to meet with both committees when time suits.

The Community Risk Manager (CRM) also gave an update on upcoming work programmes for the District. It was agreed to hold a workshop with the Community Risk team and the LAC in late July.

Strategic Direction

The DM and CRM gave an overview of the new Strategic Plan and what it will mean for the organisation going forward. The plan is focused in five areas, underpinned by culture change. Fiscal restraints due to the falling levy intake have influenced the plan and focuses the organisation on its mandated duties. One area noted was the organisation becoming a more effective regulator. This will have a big impact on the Community Risk Team in particular with building compliance. It is expected there will be change within the organisation as it refocuses on priorities, and all current projects will be assessed against the new Strategic Direction.

The committee discussed the implications of the plan and noted Fire and Emergency could consider partnering with commercial and community organisations for alternate sources of funding. The committee also noted that volunteers where not inherently recognised in the document, it refers to 'our people' but felt it was unclear who that means. The committee also gave feedback that they were disappointed in the lack of consultation with LACs on the Strategic Direction, and the delivery of the document to LACs via a newsletter was inadequate. They considered a separate email would have been more appropriate.

Engagement Reports and Analysis

The Chair met with the new Civil Defence Manager who keen to attend the next LAC meeting to discuss priorities and focus. An LAC member also met with the CE of the Marlborough District Council who will also be invited to the next LAC meeting to discuss the council's priority and focus for the next year. It was agreed they should be given separate time slots at the meeting.

Engagement with members of the forestry sector led to feedback that the Fire and Emergency response would be inadequate in the event of a forestry fire, particularly if a helicopter were needed. This was passed on to the District Manager at the meeting. An LAC member attended a town hall meeting with Tasman Pine, Civil Defence and FENZ. Noted in this meeting that stakeholders felt it was unclear what they should expect as a response from Fire and Emergency in the event of an incident.

The Marlborough Chamber of Commerce had been contacted about holding an 'after five' event to discuss Fire Safety including false alarms. This was discussed with the District Manager who agreed to cover the $500 cost to hold the event. The LAC would approach the National Manager LACs to fund catering for the event.

Engagement with Marlborough Four Paws, a volunteer network was positive. Discussed was how the group recruited and matched skills to roles for volunteers, communication and ensured volunteers felt valued.

Engagement with a volunteer who has completed both the St John's and Fire and Emergency training for volunteers resulted in some valuable feedback. The Volunteer noted that the St John training pathway was less complicated and more supportive of participants. Also noted was that Fire and Emergency rigid hierarchical culture can restrict engagement and value of volunteers. The LAC recommend Fire and Emergency look into the St John training further to inform its own processes.

Also noted as a theme through engagement with Brigades was the medical training offered to Fire and Emergency volunteers. This is currently delivered by Red Cross and seems to be more suitable to office situation and not always relevant to Fire and Emergency incidents. The LAC recommend Fire and Emergency look into the delivery and substance of the current training. Feedback from engagement with brigades shows there is still very much a 'them and us' culture between volunteers and the organisation. Training still continues to be an issue, being too inflexible, long and complicated. An example was given when volunteers needed to do two different half- day courses but were unable to do them on the same day, resulting in needing two days off.

The LAC highlighted changes in land uses could have an impact on a fire response. It was noted that land used for growing grapes can typically have anyone living on site but could have up to 1000 workers per day in the local area. They are often disconnected and isolated in terms of roading and communications.

The LAC advises that feedback from the community shows that it is still not evident to the community that there are other volunteer roles with Fire and Emergency, other than being a fire-fighter. The advertising and comms from Fire and Emergency still has focus on recruiting fire-fighters.

Annual Insights Report

The LAC discussed and completed the draft Annual Insights Report. They would like to note that many of the themes and advice to the Board is similar to last year, and while they have had feedback on the advice given, there does not appear to be much change at brigade level.

General Business

The LAC discussed the results of the self-review. They asked to see an example of results across all LACs so they can ascertain if their results are better or worse than the average.

NLAC updated the committee on the progress of the Future Operating Capability Project and informed them of the Volunteer Engagement Model Project that the volunteering team is about to undertake.

Next Meeting

Will be confirmed by the NLAC coordinator shortly.

The meeting finished at 3pm.

Action Log

Date	Action	Responsible	Due	Status
12 June 2025	Invite Matt Kerr CDEM to the next meeting on 14 October	SA to note on forward agenda	Post meeting	Open
12 June 2025	Invite John Boswell – CE Marlborough District Council to the next meeting on 14 October	SA to note on forward agenda	Post meeting	Open
12 June 2025	Chamber of Commerce after 5 event – check with NLAC manager if NLAC will cover catering.	LAC to organise with District Manager	Post workshop	Open
12 June 2025	Arrange to meet with Nelson/Tasman LAC	LAC/DM	Post meeting	Open
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	CRM/LAC	End July	Open
12 June 2025	Forward information on the 'Your Survey' results to the LAC	Senior Advisor	Post meeting	Complete
12 June 2025	Include Strategy Papers in the Chairs Hui Papers	Senior Advisor to pass on to NLAC team	Post meeting	Complete
6 March 2025	Circulate FENZ Strategic Plan to LACs	NLAC	When released	Complete
6 March 2025	Circulate link to Whāriki in email with draft minutes	NLAC	Post meeting	Completed
6 March 2025	Copy of Volunteer Marlborough Top of the South Volunteer Strategy when available (waiting for release)	Tracy Johnston	Post meeting	Open
6 March 2025	Starter for 10 Questions for LAC's when engaging with community – find and resend	NLAC	Post meeting	Completed
6 March 2025	LAC to provide final engagement plan to LAC members and NLAC	Nic Johns	Post meeting	Completed
6 March 2025	Provide LAC with Volunteer Attraction Toolkit https://portal.fireandemergency.nz/v	NLAC to follow up with NVM	Post meeting	Completed

	olunteers/volunteer-attraction-toolkit/			
6 March 2025	Pass on feedback on messaging that could be included in the attraction pack	NLAC	Post meeting	Competed
6 March 2025	Copy of MOU with RNZDF for Woodburn Base to Andy	NLAC	Post meeting	Completed