Minutes

Nelson-Tasman Local Advisory Committee Meeting

Date: Tuesday 6 May 2025 **Time:** 9.30am – 2.30pm

Venue: Nelson Fire Station

Present:

Ali Boswijk	LAC Chair
Shane Graham	LAC Deputy Chair
Richard Kempthorne	LAC Member
Jennifer Beatson	LAC Member
Tony Lewis	LAC Member
Fiona Wilson	LAC Member

In Attendance:

Brad Mosby	Region Manager, Te Ihu
Grant Haywood	District Manager, Nelson/Marlborough
Craig Piner	Acting Community Risk Manager
Leanne Hay (online)	Senior Advisor, Local Advisory Committees

Apologies:

Te Naihi Wilson	LAC Member
Steve Trigg	Community Risk Manager

Welcome

The meeting opened with a karakia, followed by a welcome from the Chair.

Committee operations

The previous minutes were confirmed, with minor amendments. The action log was reviewed, and there were no changes to the interests register. The committee discussed the 'Your Say' Fire and Emergency survey for volunteer data. The District Manager noted that they use the data to identify issues with different brigades.

Update from the Chair

The Chair noted that there is an intention to catch up with the Marlborough LAC and look at holding a joint meeting at some point in the future.

Engagement Reports and analysis

The committee discussed engagements undertaken for the past period:

- Richmond/Stoke Fire Brigade Hui – Volunteers very keen and committed. Observed some disconnect between District and Brigades and that some volunteers feel undervalued. The LAC observed that there appears to be some resistance to the hierarchy at brigade level.
- Cultural Conservations (organisation working with refugee and migrants). The organisation noted that one of the ways of integrating people into the community is by volunteering. The LAC passed on contact details to the district to connect with this organisation for potential volunteering opportunities.

Region Update

The Region Manager gave an update on Region activities and the new 2025–2030 Strategic Direction for Fire and Emergency which was recently released. The next step for the organisation was to develop a five-year roadmap on how the strategy will be implemented.

The recent Volunteer Leaders Conference in Christchurch went well. Over 300 volunteers attended, and positive engagement and discussions were undertaken.

The project undertaken by the Future Operating Capacity Team on uplifting Fire and Emergency's planning and capacity function will be completed in June. This will then be incorporated into business as usual, and it is expected that LACs will have the opportunity to input into local planning in September of this year.

District Update

The District Manager gave an update on District activities. He noted that a new Group Manager had been appointed to the team. Across district there are 29 new volunteer recruits for this period with a loss of 41 recruits – reflected in this number were inactive volunteers who have left. A critical priority for the district was recruiting a younger demographic and addressing ongoing challenges with leadership and cultural issues. Of note for this period was the signing of two forestry agreements with the two biggest forestry companies in the area. The District Manager thanked LAC for input in this area.

Annual Reporting

The LAC discussed and completed its Annual Insights Report to the Board.

General Business

The committee undertook further engagement planning for the next period.

The committee was updated on the Future Operating Capability Project timelines and the Volunteer Engagement Model project centred around modernising volunteer agreements.

Closing

The meeting closed at 2.00pm with a karakia whakamutunga.

Action Log

Date	Action	Responsible	Due	Status
6 May	Arrange to meet with Marlborough colleagues – investigate a joint meeting	Chair	Post meeting	In progress
6 May	Provide contact details for stations to LAC members	DM	Post meeting	In progress

6 May	District Manger will invite LAC to meetings with Nelson Port around hazards substances	DM	Post meeting	In progress
6 May	UFBA – committee is interested to learn more about the organisation	Senior Advisor	T1	In progress
13 Feb 2025	Briefing on budgets and forecasting for Nelson/Marlborough district 1-hour online meeting?	Region BOM/ District Manager/ LAC	T1	In progress
13 Feb 2025	Forward information on district volunteer profile (gender, age, demographic) and names of businesses that support FENZ by allowing volunteers to be released.	District Manager	In advance of T3 meeting	Completed
13 Feb 2025	Gather information on existing volunteer surveys from National Volunteering Team and Eke Taumata team.	Senior Advisor	In advance of T3 meeting	Completed
13 Feb 2025	Resend FENZ Board letter of expectations to committee	Senior Advisor	Post meeting	Completed
13 Feb 2025	Email web link for Whāriki directly to members	Senior Advisor	Post meeting	Completed
13 Feb 2025	Complete draft of Nelson/Tasman Engagement Plan, including planned engagements for review	Senior Advisor	11 February	Completed