# Minutes

## Otago Local Advisory Committee Meeting

**Date:** Thursday 19 June 2025 **Time:** 9.15am - 3.00pm

**Venue:** Dunedin Fire Station

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| **Present:** | LAC Chair |
| Megan McPherson | LAC Deputy Chair |
| Helen Algar | LAC Member |
| Hilary McNab | LAC Member |
| Mandy Mayhem-Bullock | LAC Member |
| Des Minehan | LAC Member (joined online at 9:45am) |
| Vanessa van Uden | LAC Member (online) |
| Rachel Cooper | LAC Member (joined online at 9:45am) |
| Neil Gillespie | |

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| **In Attendance:** | |
| Belinda Clark | Fire and Emergency NZ, Board Member (online) |
| Phil Marsh | Acting Region Manager, Te Kei |
| Craig Geddes | Acting District Manager, Otago |
| James Knapp | Community Risk Manager (joined online at 10am) |
| David Ready | Pou Takawaenga Māori Matua |
| Michelle Bartlett | Senior Advisor, Local Advisory Committees (online) |

**Apologies:**

### Welcome

The Chair welcomed everyone to the meeting, which was opened with a Karakia and introductions. Apologies – Neil will attend as able. Register of interests was updated.

### Committee operations

The minutes of the LAC meeting on 27 March 2025 were reviewed and confirmed. Review of actions completed and updated.

### Chair's Update

The Chair thanked the District team for inviting the LAC to the Matariki celebration. The Chair and LAC members attended the Volunteer Leaders Conference on 6 April.

The Chair noted the new Fire and Emergency Strategic Direction for the next five years.

### District Update

The Otago district has experienced a safe fire season, with only a few large fires and good fire behaviour. Vegetation fires have decreased; this is believed to be due to increased education and

resources. Fire danger signs have been found to be less effective. Visitors to the region have been targeted via a digital campaign with messaging. The Get Firewise programme for this region continues to have results above target and there has been research conducted into why the Firewise programme has been more successful in Otago. False alarms continue to be an issue in the region.

Volunteer Leaders Conference was well received with good feedback by those attending. The theme was 'Leading with Purpose and together we thrive'. The Volunteer Voice project which will have a staged approach over three years and involves having volunteers included in co –design and the Volunteer Engagement model project which aims to standardise brigade agreements were outlined.

Belinda Clark, QSO, Fire and Emergency Board Member joined the meeting at 10.30 am. Belinda shared her history of joining the Fire and Emergency Board after completing the Public Service Commission review. Belinda shared the main challenges for Fire and Emergency; it is new strategic direction and took questions from LAC members.

### Engagement Reports and analysis

The LAC discussed recent engagements and member updates including with seasonal workers, the Disabilities issues group, the Dunedin City Council refugee liaison and Waitaki District Council.

### LAC Annual Insights Reporting

The committee completed their draft local insights report for 2024/25.

### General business/ questions

The Senior Advisor provided an update the Future Operational Capability project.

Self-review survey results were discussed.

**Meeting concluded at 2.45pm**

### Action Log

| Date | Action | Responsible | Due | Status |
|---|---|---|---|---|
| 19 June 2025 | Draft Annual insights report and share draft with Chair and Deputy Chair | Senior Advisor | 23 June 2025 | Complete |
| 19 June 2025 | Complete Local Insights report and share with NLAC | Chair | 25 June 2025 | In progress |
| 27 March 2025 | CRM to work on a draft for shared messaging around false alarms | CRM | Post meeting | In progress |
| 27 March 2025 | Public consultation on wilding conifer control around Bob's Peak in Queenstown – FENZ will make a submission – CRM to advise LAC if they can support the submission | CRM | Post meeting | In progress |

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| 19 November 2024 | Follow up on information on CDEM website on fire and wildfire – did not appear that FENZ had input into the website | Region and District Manager | Post meeting | Complete |
| 27 March 2025 | Follow up on members signing petition for ACC and report back. | SA | Immediately post meeting | Completed |