



Minutes

Chatham Islands Local Advisory Committee Meeting

Date: 29 March 2021

Time: 9:00am-2:30pm

Venue: Council Chambers, Waitangi, Chatham Islands

Present:

Brent Swanson	Chair
Deena Whaitiri	Deputy Chair

Apologies:

Jamie Lanauze	Member
Tracy Page	Member

In Attendance:

Lucy Chamberlain	National Manager, Local Advisory Committees
Kylan McKeen	Senior Advisor, Local Advisory Committees
Bruce Stubbs	Region Manager, Te Ūpoko
Dave Key	Area Manager, Wellington
Craig Cottrill	Principal Rural Fire Officer, Wellington Rural Fire District

The Chatham Islands Local Advisory Committee (the Committee) and members of the Te Ūpoko Regional Leadership Team (RLT) met at the Council Chambers in Waitangi for its third meeting.

Welcome

The Chair opened the meeting with a karakia welcoming LAC and RLT members.

Minutes

The minutes of the previous meeting were confirmed.

District Update

The Region Manager updated the Committee on the progress of the Fire and Emergency Tranche 2 district redeployment.

Volunteerism on Chatham Islands

The Area Manager gave an overview of volunteerism on the Chatham Islands. Current volunteer membership was discussed along with the challenges and opportunities to attract future volunteers to the brigade.

Stakeholder Engagement

The Committee reported back on engagement undertaken in the last quarter.

Introductory meetings were held with the Chatham Islands Community Conservation Board, Department of Conservation (DOC) staff on Pitt Island, and the Chatham Islands Shipping Ltd.

DOC staff on Pitt Island commented on the potential of bio-security risks due to deployments on offshore islands.

Members sent 300 householders to all businesses and residents on the Chatham and Pitt Islands introducing the LAC Committee and extended an invitation for further engagement.

LAC members were invited from the Kaingaroa Community to attend a meeting that also included members from the Chatham Islands Council. Residents noted fire risk challenges relevant to their area and highlighted low water supplies and potential for coastal winds to spread fire by blocking access for response to isolated communities.

Some Kaingaroa members also expressed their interest in becoming Fire and Emergency volunteers.

Committee members attended the Chatham Islands Volunteer Fire Station 50th Jubilee participating in the meet-and-greet with past and present volunteers, the station open day and Jubilee dinner.

The LAC had their second engagement with delegates from Ngāti Mutunga o Wharekauri Iwi Trust. Iwi members expressed an interest in meeting quarterly to effectively engage with the LAC.

Engagement Planning

The Committee agreed to continue proactively engaging with their community priority stakeholder groups for the remainder of the 2020/21 financial year.

Members agreed that engagement with imi will coincide with the next LAC meeting in June.

National LAC Team update

The National LAC team provided updates including the self-review to be completed by the Committee in May, an overview of the progress of all seven LACs and a new invoice template.

Reporting to the Board

The Committee drafted the content of its Board Report for the quarter and set meeting dates for the next financial year.

The next Chatham Islands LAC meeting is scheduled for Wednesday 9 June 2021.

The meeting closed at 2:30pm

Action Log

Date	Action	Responsible	Status/Notes
29 March 2021	Placeholders for 2021/22 LAC meetings to be sent	National LAC	Completed.
29 March 2021	Volunteer Profile to be sent to LAC	National LAC	Completed.
29 March 2021	LAC Deputy Chair to send names to DRPFO of Kaingaroa residents interested in becoming volunteers	LAC	Completed.
29 March 2021	Collateral on volunteer recruitment to be sent to LAC	National LAC	Completed.
29 March 2021	Link to volunteerism to be sent to LAC	National LAC	Completed.
29 March 2021	LAC Deputy Chair to send stakeholder list to Senior Advisor	LAC	Completed.
29 March 2021	Dates to be supplied to Chair re: Chair's forum	National LAC	Completed.
29 March 2021	Send Regulations to LAC	National LAC	Completed.
29 March 2021	LAC Chair to send letter to Chatham Islands brigade thanking them for invite to Jubilee	National LAC & LAC	Completed.