



# Minutes

## Hawke's Bay Local Advisory Committee Meeting

**Date:** 2 February 2021

**Time:** 9.30am – 4.00pm

**Venue:** Haumoana Fire Station

### Present:

Jeremy Harker	Chair
Debbie Northe	Deputy Chair
Leon Stallard	Member
Monique Heke	Member
Mavis Mullins	Member
Sonya Smith	Member

### Apologies:

Liz Lambert	Member
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### In Attendance:

Lucy Chamberlain	National Manager, Local Advisory Committees
Kylan McKeen	Senior Advisor, Local Advisory Committees
Bruce Stubbs	Region Manager, Te Ūpoko
Ken Cooper	Area Manager, Hawke's Bay
Trevor Mitchell	Principal Rural Fire Officer, Hawke's Bay Rural Fire District
Jacob Davies	Business Operations Manager, Te Ūpoko
Paul Shaw	Wildfire Specialist

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The Hawke's Bay Local Advisory Committee (the Committee) and representatives from the Fire and Emergency Te Ūpoko Regional Leadership Team (RLT) attended the Committee's third meeting at Haumoana Volunteer Fire Station.

### Welcome

The Senior Station Officer welcomed the Committee and Te Ūpoko representatives to the station.

### Minutes

Minutes of the previous meeting were confirmed, as drafted.

## **RLT district update**

The RLT provided an update on the Tranche 2 organisational district redeployment and informed the Committee on Fire and Emergency's response to local emergency events and the fire season restrictions within the district.

## **Stakeholder engagement**

Members attended district volunteer leadership meetings, alongside local leaders, in November 2020. This meeting was introductory in nature and focussed on explaining the LAC purpose and role.

Informal meetings with iwi/hapū leaders have begun with members utilising their existing relationships to seek engagement and introduce the LACs purpose and intent.

As part of the Committee's Safer Communities priority group, members engaged with district health boards (DHBs) and learned that the selling of fireworks continue to be a concern for these entities.

Members met with delegates from Wairoa District Council who discussed the risk with forestry in the area, especially with the increased fire risk of unmanaged carbon forests, as well as the increase in logging trucks on the roads.

Informal introductory meetings have also been conducted between LAC members and rural and agricultural organisations.

## **Engagement planning**

The Committee have identified entities within iwi/hapū, safer communities and, rural and agricultural businesses to continue their engagement over the next few months.

Members will continue to engage with volunteers at their district leadership volunteer meetings alongside local leaders.

## **Fire plans consultation feedback**

Wildfire specialist, Paul Shaw, gave an overview of the draft Hawke's Bay Fire Plan. Committee members were then invited to give feedback on the fire plan template. Feedback included a concentration on use of plain English, local images and prioritising community groups accordingly.

## **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.

## Board Report

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

The next Hawke's Bay LAC meeting is scheduled for Friday 07 May 2021.

The meeting closed at 4.00pm.

## Action Log

Date	Action	Responsible	Status/Notes
17 Nov 2020	Send dates for United Fire Brigades Association AGM Meeting to LAC Chair and Deputy Chair	National LAC team	Complete.
2 Feb 2021	Key messages about Tranche 2 district redeployment.	National LAC team	Complete. Sent 25.03.2021
2 Feb 2021	One page profile on LAC members that can be sent to volunteer/career personnel	National LAC team	Complete. Sent 04.03.2021
2 Feb 2021	Share National Communications plan	National LAC team	Complete. Sent 04.03.2021
2 Feb 2021	Share Region engagement calendar on Teams	Regional Leadership Team	Complete. Posted 02.03.2021
2 Feb 2021	Dates for regional volunteer leadership meetings	Regional Leadership Team	Complete. LAC members emailed 08.04.2021