



# Minutes

## Marlborough Local Advisory Committee Meeting

**Date:** 2 February 2022

**Time:** 9:30am-2:00pm

**Venue:** Virtual Meeting via MS Teams

### Present:

Trevor Hook	Chair
Tracy Johnston	Deputy Chair
Chris Faulls	Member
Rod Thomas	Member
Amber McNamara	Member
Nic John	Member
Mark Elkington	Member

### Apologies

Mark Lucas	Member
Craig Davies	Group Manager

### In Attendance:

Lucy Chamberlain	National Manager, Local Advisory Committees
Paul Henderson	Region Manager, Te Ihu
Christine Watson	Senior Advisor, Local Advisory Committees
Grant Haywood	District Manager, Nelson-Marlborough
Dan Mattison	Community Risk Manager
Chris Hayles	Group Manager
Chris Best	Group Manager
Steve Trigg	Group Manager
Ryan Lock	Port Manager, Port Marlborough
Gavin Beattie	Infrastructure Manager, Port Marlborough

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The Marlborough Local Advisory Committee (the Committee), the Region Manager and members of the Nelson/Tasman District Team met virtually, via Microsoft Teams.

## **Welcome**

The meeting opened with a karakia and a welcome from the Chair.

## **Minutes**

The minutes of the Committee's meeting on 27 October were confirmed as a correct record.

## **LAC Chairs' Forum**

The Deputy Chair attended the Chairs' Forum at the end of November 2021, in place of the Chair. She provided the Committee with an overview of the three sessions that were held online on 25 and 30 November. LAC Chairs met with Fire and Emergency and National Emergency Management (NEMA) CEs to talk about agency alignment at local level. They also pulled together themes noted by LACs across the country and discussed them with Board members.

Fire and Emergency's Board Chair wrote to the Committee on 15 December, after the LAC Chairs' Forum. In her letter, she responded to themes raised by Chairs at the LAC Chairs' Forum and provided strategic guidance to assist committees with their planning for the coming year.

## **COVID-19 protocols**

LAC members were updated and informed that following the finalisation of COVID-19 protocols for Fire and Emergency's staff, consultation will be undertaken in coming weeks on policy relating to Board members and LAC members.

## **District update**

The District Manager provided a presentation on current District priorities in the areas of reduction, readiness, response and recovery and on recent incidents. The Region Manager acknowledged the impact of the vaccine mandate, on the leadership team in particular, as they work to ensure continuity of service.

Group Managers who had not previously attended an LAC meeting introduced themselves to the Committee.

## **Port Marlborough**

The Port and Infrastructure Managers from Port Marlborough outlined for the Committee the major development of infrastructure planned for Picton (and Wellington) to accommodate two new, larger Cook Strait ferries. The development will mean a large increase in the volume of transport through Picton.

The Committee noted that it will be important for Fire and Emergency's operational team to work closely with the design team, as work progresses, to ensure emergency services are fit for purpose and for the LAC to consider the broader community and regional impacts of the Port Marlborough development.

## **Community engagement**

In November, an LAC member attended Fire and Emergency's Land Management Forum in Nelson, to meet and hear from stakeholders.

He noted the openness of Fire and Emergency staff with stakeholders and that trust and communication will be key to the new teams building grass roots connections. Through this forum, Fire and Emergency is working towards partnership with those working on the land.

### **Engagement planning**

The Deputy Chair led an engagement planning workshop on areas the Board has asked LACs to consider in planning their work programmes, including climate change, community resilience and agency collaboration.

The workshop was continued by way of two virtual meetings, held on 24 February and 8 March.

This quarter, alongside the District team, the Committee will meet with Marlborough District Council to begin discussions on vulnerable communities, risk reduction priorities, mobile coverage issues, the alignment of CDEM services and Alpine Fault 8 / significant event planning.

The planned meeting with Chamber of Commerce members, to highlight and promote employer support for volunteers, has been rescheduled, due to COVID-19 restrictions, for 16 June 2022.

The LAC will work with Wine Marlborough and businesses to introduce messaging aiming to reduce callouts and false alarms.

Members are keen to explore new opportunities for fire safety messaging into schools, engaging with the Marlborough Principal's Association, Piotahi Communities of Learning and the Graeme Dingle Foundation.

LAC members will work with the District team and Pou Takawaenga Māori (PTM) to plan and coordinate engagement with Te Taihū iwi, beginning with general managers.

With Port Marlborough, members will work at governance level to establish connections and expectations for Fire and Emergency's inclusion in detailed design planning of the port expansion, so that risk reduction, readiness, response and recovery planning are integrated into project design. Members will also consider broader impacts on the community and region.

An LAC member will attend each Land Management Forum meeting, to support the operational team with reinforcing mutual expectations and gathering insights for LAC discussion.

Later in the year, the Committee will invite a District Health Board (DHB) representative to meet with the LAC to explore ways in which Fire and Emergency and the DHB can collaborate effectively.

### **Meeting dates**

The Committee agreed on 27 July and 19 October as meeting dates for the first two quarters of the 2022-23 year.

### **Board report**

The Committee discussed and agreed its quarterly report content for the Board.

The meeting closed at 2:00pm.

## Action Log

	Date	Action	Responsible	Due	Status/ Notes
1.	2 February 2022	Planning and logistics for Business After 5 event - rescheduled to 5 July	Mark E / Nic / District Manager	May 2022	Planning in progress
2.	2 February 2022	Keep the LAC informed of engagement / work with Te Taihū iwi	District Leadership Team	Ongoing	Standing agenda item
3.	24 February 2022	Understand issues and impacts of COVID-19 mandates on brigades	District Leadership Team / LAC representatives	April / May 2022	Covered in District Update, May meeting
4.	24 February 2022	Follow up with FENZ on response to request for additional resource to support effective iwi engagement, to achieve shared outcomes	Chair / LAC	April 2022	Māori liaison capacity under review
5.	24 February 2022	Meet with iwi representatives / GMs to ascertain how FENZ can support, agree shared outcomes and establish protocols and commitments	District Manager	April/ May 2022	In progress
6.	24 February 2022	Include ongoing LAC meeting agenda item, as part of district update, on iwi engagement	National LAC Team	Ongoing	Standing agenda item added
7.	24 February 2022	Marlborough District Council (MDC) - initial meeting between LAC Chair and MDC Mayor and Deputy Mayor and CE to set the scene for further engagement	Chair	April 2022	Completed
8.	24 February 2022	Plan follow up engagement for MDC, LAC and District Leadership team	LAC and District Team	May 2022	To be completed in Q1

9.	24 February 2022	Consider the broader community and regional impacts of the Port Marlborough development	LAC and District Team	July 2022 meeting agenda item to plan engagement	In progress
10.	24 February 2022	Chair / Deputy Chair to attend next Land Management Forum meeting	Chair or Deputy / District Manager	Date TBC	Attendance planned for Q1
11.	24 February 2022	Provide briefing on objectives, value and challenges of Land Management Forum and agree ongoing LAC participation	District Manager	July 2022 meeting agenda	In progress
12.	24 February 2022	Schedule and provide a briefing on forestry sector and stakeholders	National LAC Team / District Team	October 2022 meeting agenda	Added to forward agenda
13.	24 February 2022	Facilitate engagement with Wine Marlborough team to introduce messaging to reduce callouts in the sector and to increase support for volunteers in workforce and support of FENZ in a significant event.	Deputy Chair/ District Team	April 2022	In progress
14.	24 February 2022	Explore options to effectively get fire safety messaging into schools	Mark Elkington / District Team (Community Risk Manager)	May 2022	District team progressing
15.	24 February 2022	Meet with Graeme Dingle Foundation to explore options for fire safety messaging in Kiwican programme and a potential pilot at local level	Tracy Johnston / Mark Elkington	May 2022	On hold due to district team's work
16.	24 February 2022	Provide briefing paper on health sector connections and opportunities	District Manager	May or July 2022 meeting agenda	DHB rep. to be invited to an LAC meeting