



Minutes

Tairāwhiti Local Advisory Committee Meeting

Date: 6 July 2021

Time: 8:30am-2:00pm

Venue: Gisborne Fire Station

Present:

Louise Bennett	Acting Chair
Donette Kupenga	Member
Joelene Andrew	Member

Apologies:

Alice Kibble	Member
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In Attendance:

Lucy Chamberlain	National Manager, Local Advisory Committees
Kylan McKeen	Senior Advisor, Local Advisory Committees
David Guard	Region Manager
Charlie Turei	Area Manager, Tairāwhiti
Ray Dever	Principal Rural Fire Officer, Ngā tai ki te Puku
Peter Clark	Region Management Advisor

The Tairāwhiti Local Advisory Committee's (the Committee) quarterly meeting was attended by the Committee and Fire and Emergency's Ngā Tai ki te Puku Regional Leadership Team (RLT).

Welcome

The Acting Chair welcomed Committee members and Fire and Emergency personnel, including the Region Management Advisor who was recently appointed District Manager for Tairāwhiti.

Minutes

The minutes from the May 2021 meeting were confirmed as a correct record.

RLT district update

The Region Manager updated the LAC on the Tranche 2 redeployment informing LAC members of the new district roles. The Area Manager talked about a recent marae preparedness

meeting with Te Puni Kōkiri and how LACs can promote the programme when engaging with iwi and hapū.

Committee time

Members discussed their engagement priorities and what approaches could be undertaken effectively to meet with stakeholders.

National LAC Team update

The National LAC Team provided updates on the appointment of the new Fire and Emergency Board Chair, next steps in the development of the framework to integrate LAC advice into Fire and Emergency and the Year 1 Evaluation of LACs and timeframes for the appointment of new members to the Tairāwhiti LAC.

Review of LAC role and purpose

An interactive session was led by the National LAC team reviewing the LAC purpose and role with committee members.

Engagement planning

The Committee discussed district and national priorities and agreed to engage with the following stakeholder priorities for the 2021-22 year:

- **Māori (iwi, hapū, CEOs, health providers)**
- **Forestry**
- **Farming entities**
- **Multicultural communities**
- **CDEM**
- **Fire and Emergency Volunteers**

Engagement with Māori communities will extend to include iwi CEOs, Māori rural health organisations and marae to understand their local risks and opportunities.

LAC members agreed to meet with local government and Civil Defence representatives to understand what they identify as district risks.

Engagement with Pasifika, youth and elderly, and disabled communities is planned to understand how these groups emergency management risks and how Fire and Emergency can support them to reduce risk and prepare for emergencies.

The Committee also agreed to continue meeting with Fire and Emergency volunteers, farming entities, such as Federated Farmers and Farming Women Tairāwhiti, and forestry companies to gather insights on community risks.

Report to the Board

The Committee drafted the content of its Board report for the quarter.

The meeting closed at 2:00pm.

Action Log

Date	Action	Responsible	Due	Status / Notes
06 July 2021	Send LAC project times and communications re: LAC appointments	National LAC Team	July	Complete
06 July 2021	Send District Manager information about the LAC membership	National LAC Team	July	Complete
06 July 2021	Write up stakeholder plan and send to LAC to complete	National LAC Team	July	Complete
06 July 2021	Complete stakeholder plan, detailing why/rationale for identifying stakeholders	LAC	July	Complete
06 July 2021	Confirm dates for next volunteer leadership meetings	RLT	July	Complete
06 July 2021	RLT to provide date to LAC of next Marae Preparedness hui with TPK	Area Manager	July	Complete