



Hawke's Bay Local Advisory Committee Quarterly Report to Fire and Emergency Board

Quarter 1 (July-September 2020)

Chairs Update

The Hawke's Bay Local Advisory Committee (LAC) came together cohesively during an informative and enjoyable induction at Pukemokimoki Marae and a successful first meeting in Napier. There is diversity of experience and networks across the committee members, and familiarity with Fire and Emergency across the committee, from previous engagement or connection through volunteering. Additionally, four of the committee members were involved with the Hawke's Bay LAC trial in 2018. Presentations by the Te Ūpoko leadership team, the National Manager, Kaupapa Māori and the LAC team gave Committee members a good understanding of the risks within the LAC boundary, engagement at Fire and Emergency and the role of LACs engaging with local communities and providing strategic advice on local risks, issues and opportunities.

Overall, the information that was shared and engagement between LAC members, local leaders and the National LAC team created a good foundation to build on for the future of the Committee.

Deliverables/Workplan

- Successfully drafted annual workplan
- Identified priority stakeholders and community leaders
- Identified engagement method to contact stakeholders

Stakeholder engagement approach and priorities













The Committee has taken an iterative approach to our engagement, leveraging off existing networks in our first quarter of engagement, with a focus on initial engagement with established networks of community agencies and sectors and hapū clusters, to maximise engagement across a broad range of sectors and networks. This will help determine engagement activity for the rest of the year. Taking direction from existing risks, the Terms of Reference and the Board Expectations, the Committee identified the following priority groups:

- **Volunteers**
- **Iwi/hapū**
- **Civil Defence Emergency Management (CDEM)**
- **Coordinating Executive Groups (CEG)**
- **Local Council**
- **Established networks of community agencies**



Committee members will engage with iwi/hapū by way of hapū clusters, through members with established connections. Risks noted by Fire and Emergency’s regional team include climate change, overcrowded residences, wildfires and unoccupied property and buildings.

For the next Hawke’s Bay LAC meeting, we have requested more information from the Fire and Emergency regional team on challenges, risks and issues – and on the risk reduction and fire prevention work the local team are doing. We have also planned sessions looking at Hawke’s Bay’s COVID-19 and drought recovery plan, the Land Management Forum and MOU/OSAs, and engagement with a UFBA representative.

| WORK PROGRAMME | STATUS Issues requiring attention  Work not yet begun  On track/progressing  | NOTES |
|---|--|---|
| Develop and implement an annual workplan |  | Workplan 2020-21 drafted (15 September 2020). Provided for the Board’s approval. |
| Develop and implement a stakeholder engagement plan |  | Community stakeholders and priority sectors for engagement identified at first meeting (15 September 2020). Work progressing on the stakeholder engagement plan. |
| Establish and build relationships with key stakeholders Undertake local engagement |  | Engagement will begin in October 2020. |
| Engage with volunteers and representatives to understand volunteer perspectives Consider and promote the interests of volunteers |  | LAC members will meet with local leader and brigade members at Meeting 2 (17 November 2020). |
| Consider the interests of industry brigades |  | There will be a focused session on industry brigades at Meeting 3 (02 February 2021) |
| Provide regular advice on FENZ progress in relation to local planning |  | Local planning processes currently being developed. LAC engagement and advice at early stages. |
| Consider the provisions of current OSAs and MOUs |  | Agenda item for Meeting 2 (17 November 2020). |
| Undertake a Committee self-review |  | To be completed in May 2021 |
| Participate in LAC evaluation – first year |  | To be completed in May 2021 |



Hawke's Bay Local Advisory Committee Quarterly Report to Fire and Emergency Board

Quarter 2 (October – December 2020)

Chairs update

The Hawke's Bay Local Advisory Committee (LAC) held their second meeting at Bay View Station in Napier. Attending were representatives from Fire and Emergency Te Ūpoko Regional Leadership Team (RLT), the National LAC team and the National Manager Strategy and Performance.

Presentations over the day included an overview on the national Memorandum of Understandings and Operational Service Agreements; progress on the implementation of local planning and the 10-year plan; local risks, priorities and opportunities for the Committee to consider when engaging with stakeholders and a set of engagement tools to help support the Committee connect with our stakeholders.

The RLT shared their flood recovery plan and learnings from the Napier flood that took place a week earlier. A representative from the United Firefighters Brigade Association (UFBA) presented on the UFBA, its relation to Fire and Emergency and how it supports volunteers.

Overall, the information that was shared among the Committee was well received and benefits the LACs as we continue building relationships with local leaders.













Stakeholder engagement approach and priorities

We continue to take an iterative approach to engagement and have agreed on stakeholder priorities by identifying and connecting with the following groups before December 2020:

- **Volunteers**
- **Iwi/hapū**
- **Rural**
- **Safer Communities and other social services networks**

The engagement tools will be tested by the Committee when connecting with stakeholders to acquire information during this time.

We have engaged with volunteers by attending volunteer leadership meetings within Te Ūpoko and will continue to engage on a 6-month basis.

| WORK PROGRAMME | STATUS Issues requiring attention  Work not yet begun  On track/progressing  | NOTES |
|---|--|---|
| Develop and implement an annual workplan |  | Workplan 2020-21 drafted (15 September 2020). Approved by the Board. |
| Develop and implement a stakeholder engagement plan |  | Community stakeholders and priority sectors for engagement identified at first meeting (15 September 2020). Priority groups were re-evaluated and aggregated by LAC members at meeting two (17 November 2020) |
| Establish and build relationships with key stakeholders Undertake local engagement |  | LAC members have engaged with stakeholders and will continue to do so with newly identified stakeholders as per their re-evaluated priority list. |
| Engage with volunteers and representatives to understand volunteer perspectives Consider and promote the interests of volunteers |  | LAC members met with a UFBA representative at Meeting 2 (17 November 2020). LAC members have also attended volunteer leadership meetings in Region. Members will continue to engage with volunteers on a 6-month basis. |
| Consider the interests of industry brigades |  | There will be a focused session on industry brigades at Meeting 3 (02 February 2021) |
| Provide regular advice on FENZ progress in relation to local planning |  | LAC members were provided an overview on Local Planning at Meeting 2 (17 November 2020) |
| Consider the provisions of current OSAs and MOUs |  | LAC members were provided an overview of National MOUs and OSAs at Meeting 2 (17 November 2020). |
| Undertake a Committee self-review |  | To be completed in May 2021 |
| Participate in LAC evaluation – first year |  | To be completed in May 2021 |



Hawke's Bay Local Advisory Committee Quarterly Report to Fire and Emergency Board

2020-21 Quarter 3

Chair's update

The Hawke's Bay Local Advisory Committee (LAC) held its third meeting at Haumoana Volunteer Fire Station on 2 February. We were welcomed by the Senior Station Officer, who spoke on the history of the station. Also attending were representatives from Fire and Emergency Te Ūpoko Regional Team (RLT).

The RLT updated the Committee on the current restructure taking place in the organisation and informed us on local emergency events since our November meeting.

A Wildfire Specialist presented on the Hawke's Bay Fire Plan and received feedback from members regarding the fire plan template.

We have set our meeting dates for the 2021-22 financial year.

Community engagement

LAC members met with volunteers, alongside local leaders, at district volunteer leadership meetings in November 2020. This first meeting was introductory in nature and focused on explaining the LAC purpose and role. The Committee will continue engaging with volunteers at this forum.

Committee members have existing relationships with iwi/hapū throughout the Hawke's Bay district and have initially engaged informally with leaders. This engagement focused on introducing LACs and their role and identifying opportunities for further engagement.

As part of our safer communities priority, we have engaged with district health boards. Fireworks continue to be a concern for these entities and they are looking for advocacy to remove the selling of fireworks in the district. Future engagement is planned with Hastings Safer Community and the Hawke's Bay Suicide Prevention group.

We met with Wairoa District Council who highlighted 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.

LAC members have introduced themselves and the Committee at informal meetings of rural and agricultural organisations. Future engagement in this sector includes Federated Farmers, the Rural Community Board, and Rural Community Halls.



Insights and considerations

The Committee noted during their engagement with volunteers, that some volunteers are unaware of the purpose of LACs. There is an opportunity for Fire and Emergency to consider how to provide more information to volunteers and their leaders on LACs and their role.

The Committee also noted that some priority groups, and the areas they cover, do not align with LAC boundaries. LACs will need to consider how best to engage with these stakeholders strategically, sometimes across LAC boundaries.

The Committee and RLT members also discussed the possibility of holding community debriefs after a significant emergency event had taken place locally. These debriefs have the potential to be used as opportunities to engage with communities to identify and understand local risks, and to support communities to be better prepared for emergencies and more resilient to respond to and recover well when emergencies happen. These debriefs could also raise awareness of volunteering opportunities within Fire and Emergency.

Priority stakeholders for 2020/21

- Iwi/hapū
- Volunteers
- Rural
- Safer communities and other social services networks

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|---|--|--|
| Develop and implement an annual workplan | ● | Workplan 2020-21 drafted (15 September 2020). Approved by the Board. |
| Develop and implement a stakeholder engagement plan | ● | Community stakeholders and priority sectors for engagement identified at first meeting (15 September 2020). |
| | | Priority groups were re-evaluated and stakeholders allocated to specific LAC members at meeting two (17 November 2020) |
| | | Stakeholders identified for engagement during the remainder of 2020/21 confirmed at meeting 3 (2 February 2021) |
| Establish and build relationships with key stakeholders Undertake local engagement | ● | LAC members have engaged with stakeholders and will continue to do so, with newly identified stakeholders as per their re-evaluated priority list. |
| Engage with volunteers and representatives to understand volunteer perspectives Consider and promote the interests of volunteers | ● | LAC members have also attended volunteer leadership meetings in-region. Members will continue to engage with volunteers on a six-monthly basis. |
| | | LAC members met with a UFBA representative at Meeting 2 (17 November 2020). |
| Consider the interests of industry brigades | ● | There will be a focused session on industry brigades at Meeting 4 (07 May 2021) |
| Provide regular advice on FENZ progress in relation to local planning | ● | LAC members were provided with an overview on local planning at Meeting 2 (17 November 2020) |
| Consider the provisions of current OSAs and MOUs | ● | LAC members were provided an overview of National MOUs and OSAs at Meeting 2 (17 November 2020). |
| Undertake a Committee self-review | ● | To be completed in May 2021 |
| Participate in LAC evaluation – 1st year | ● | To be completed in May 2021 |