

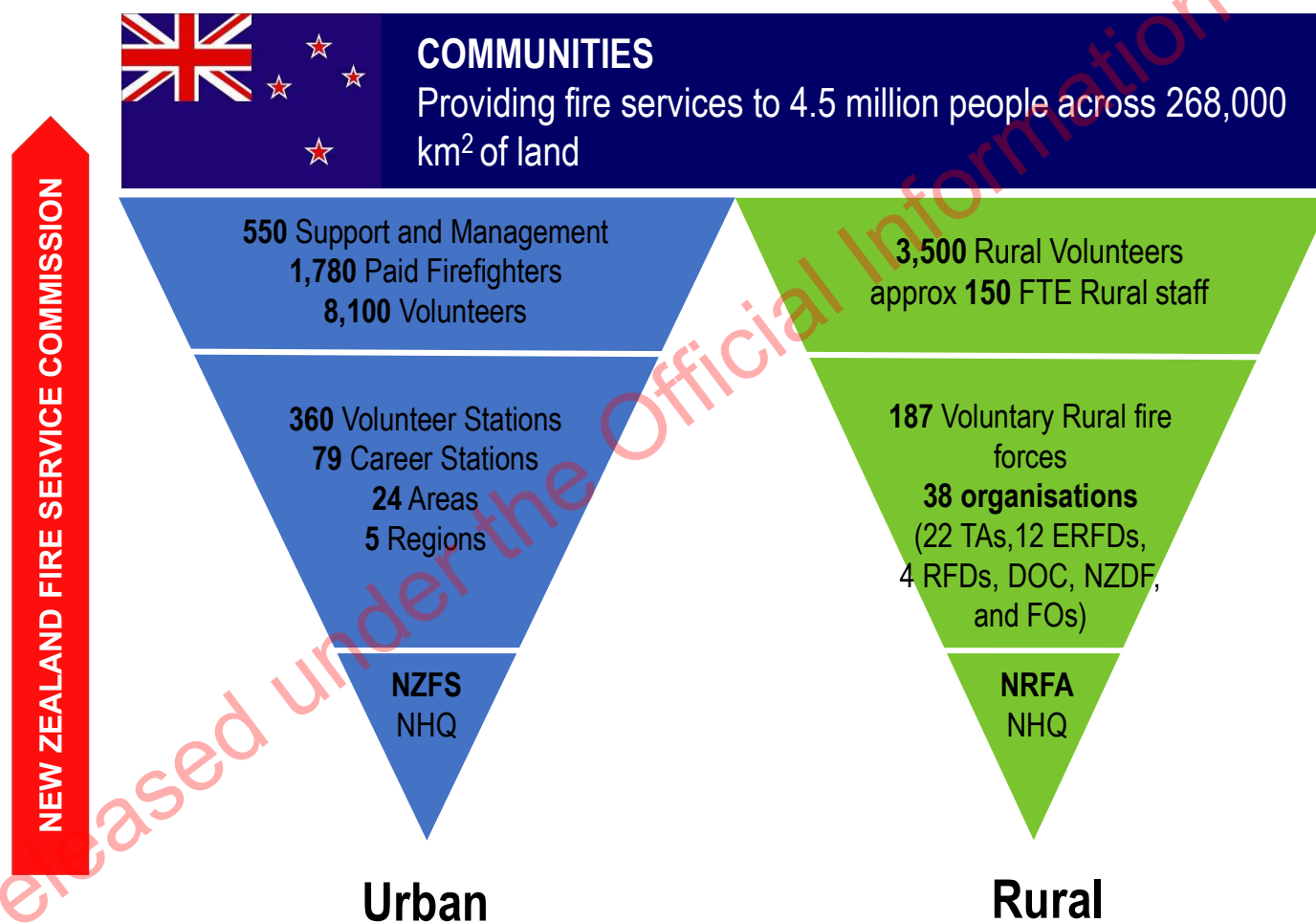


# HAWKE'S BAY TRIAL LOCAL ADVISORY COMMITTEE

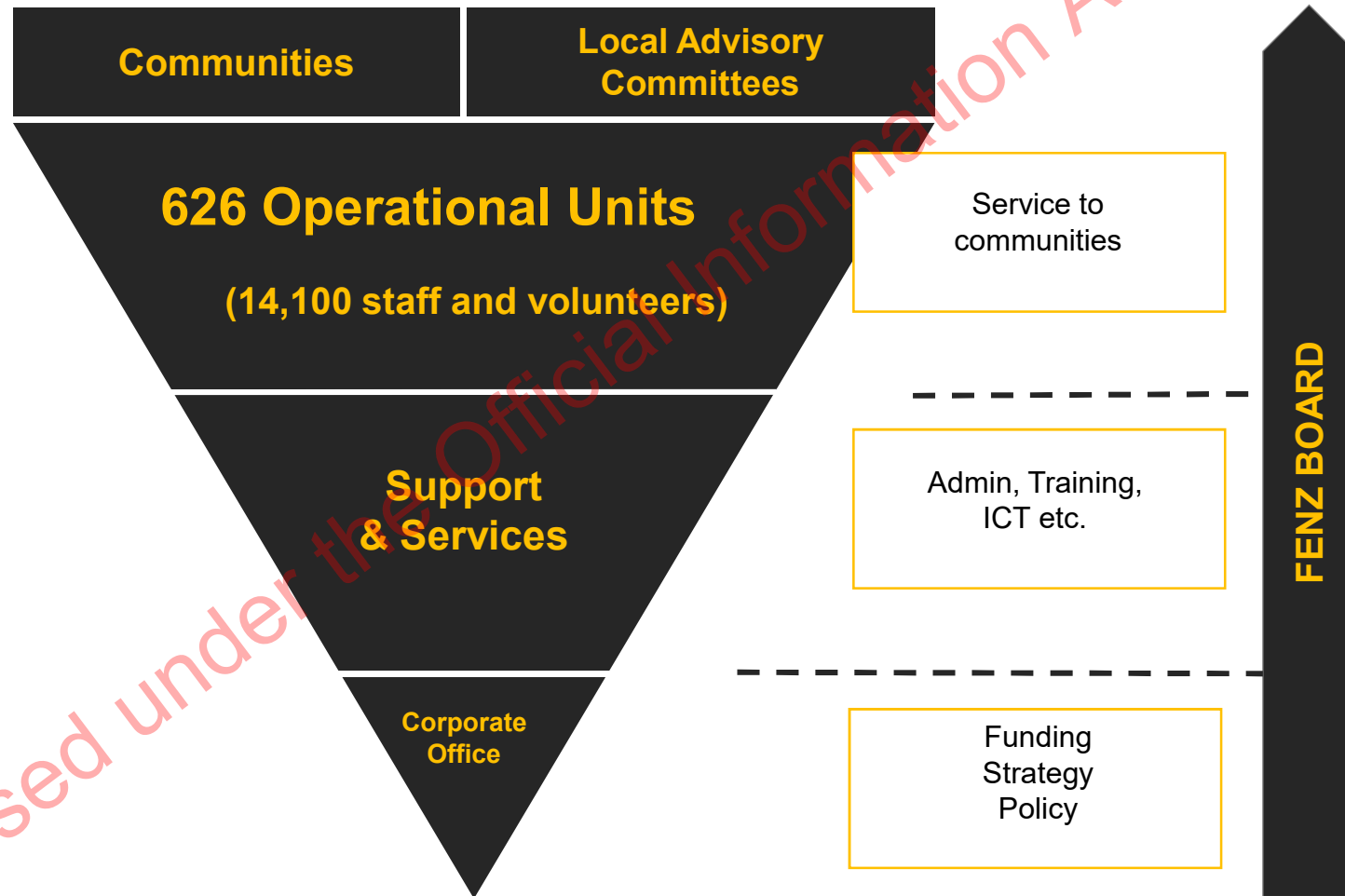
Information for potential trial committee members



## Fire services in NZ: Before 1 July 2017



# Our Future Fire Services



**Fire and Emergency New Zealand**

## Common Problems Identified

- **Changing expectations** are putting the fire services under pressure
- **Lack of coordination** within and between fire services; **unclear accountability for non-fire**, and **variable leadership**
- **Investment is inconsistent** with some communities' needs; driven by who delivers the service, not by risk
- Fire Service **Levy does not adequately align costs to where potential use lies**, is out of date
- **Cultural differences** between urban and rural and between volunteer and paid firefighters can generate operational issues.



## LOCAL ADVISORY COMMITTEE TRIAL

- We are seeking potential committee members for the four-month trial.
- Would you like to help shape how Fire and Emergency links with communities?
- Are you well connected to the community?
- Do you understand the local risks and needs?
- If so, we would like to hear from you.



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## LOCAL ADVISORY COMMITTEES: BACKGROUND

- Fire and Emergency New Zealand combines rural and urban fire services into a single organisation.
- Fire and Emergency will begin to set up Local Advisory Committees across the country.
- We want to make sure we are informed about communities' priorities, needs and risks – and can use that information effectively.
- The committees will advise Fire and Emergency and the Board: they will have no role in operations.
- The committees will be established under the Fire and Emergency New Zealand Act 2017.
- We will start setting up the committees from mid-2018 onwards, after any regulations are made and boundaries are set.

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## WHY RUN A 'TRIAL' ADVISORY COMMITTEE?

- The trial will let us test the establishment and running of a Local Advisory Committee to make sure it is practical and workable.
- The Fire and Emergency Board has approved the trial.
- It will run for about four months, starting early in 2018.
- We will use what we learn from the trial to inform the establishment of Local Advisory Committees.
- The feedback and advice from members of the trial committee will be vital.

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# Purpose of Local Advisory Committees

Local Advisory committees:

- Main purpose is to provide advice from a local perspective to Fire and Emergency NZ.
- Will ensure that the voices of the local communities are not diluted through the transition to Fire and Emergency NZ, particularly in relation to their risks and needs.
- Will provide a mechanism for ensuring a strong local voice in the fire services.
- Will support Fire and Emergency New Zealand by ensuring both the protection of a local and community focussed perspective, as well as by having input into the work of Fire and Emergency NZ.

**Note:** The Fire and Emergency NZ Board owe duties towards these committees, including support and taking local advice into account into planning.



# Local Advisory Committee Functions

The functions of the local committees are —

- to undertake efficient and effective local engagement for the board; and
- to provide local advice to FENZ on the national strategy, local issues, and local planning; and
- to consider and promote the interests of the local area's FENZ volunteers; and
- to consider the interests of the industry brigades operating in the local area; and
- to consider the provisions of any current operational service agreement and memorandum of understanding that FENZ has and that is relevant to a local area in relation to which the local advisory committee has responsibilities, including—
  - OSAs with DOC and NZDF; and
  - MOU with the Ministry of Education
- Each local advisory committee must, in carrying out its functions, have regard to the operating principles developed by the board under section 17.

## How will Local Advisory Committees Work?

- Committees will **not be** made up of representatives from agencies – they **will be** made up of people from communities who can represent stakeholders' risks, needs, interests and views
- **They are** a group of people who act collectively in the best interest of the 'locality'
- Appointments will be made by the Board – members will have the competence, experience, and willingness. (Regulations may apply)
- **They have no** direct management control over any brigade; person; resource; or budget in the 'locality'

## IDENTIFYING LOCAL STAKEHOLDERS

- We have looked at a number of local groups as part of our stakeholder analysis activities to identify nominees for the trial committee in the Hawke's Bay. These include:
  - community groups; and
  - specific organisations or industries.
- As there are likely to be between 6 – 8 LAC members, we want to ensure that there is good breadth and coverage on the trial committee and that all relevant risks and needs of the local area are represented.
- There is a strong emphasis on the LAC being made up of a diverse set of communities of interest across Hawkes Bay, rather than having singular representatives from specific organisations or industries.
- Identifying nominees for the trial LAC is an important step in developing our links to communities of interest.

## LAND USERS CLUSTER GROUP

We have “clustered” groups with similar attributes and interests, who we expect will also have similar risks and needs, into cluster groups. For example, the Land users cluster group comprises of:

- Fruit growers
- Forest owners
- Federated Farmers
- Horticulture NZ
- Winegrowers
- Rural Industry/Land Managers
- Dept of Conservation

There are similar cluster groups established for Commerce and Welfare.

We have got the land users group together, as we think it makes practical sense to talk to you together to understand your risks and needs; and that being together as a group will assist us all to work towards selecting a nominee(s) that are appropriate to work on behalf of this group.

## What skills do members of the trial committee need?

We are seeking people who:

- are well connected with their community
- can reflect a range of community interests and have a good understanding of local risks and needs, rather than represent a specific group
- have some experience of committees
- are keen to be involved.

*More information is included after page 18.*



## HOW WILL THE TRIAL WORK?

- Our Board will appoint up to eight members to the trial committee for about four months – including a chair and deputy chair.
- Committee members will attend about eight meetings in Hawke's Bay (January to April 2018).
- They will work with realistic scenarios the Local Advisory Committees will deal with when they are set up.
- The trial committee members will be compensated for their time in line with government guidelines.
- We will establish a manageable boundary for the area the trial committee will cover (just for the duration of the trial).
- We will also set up a reference group to review the outcomes of the trial and help identify improvements.
- We will provide advice and administrative support to the trial committee.

*More information is included after page 9.*

## WHAT NEXT?

- Nominations for members of the trial committee will close on **10 November 2017**.
- Our Board is looking to appoint the members by the end of **December 2017**, for a period of about four months.
- We will present our Board with the findings and recommendations from the trial committee by the end of **May 2018**.
- We will consult the public on Local Advisory Committee boundaries and we expect our Board will approve the boundaries by **mid 2018**.
- We expect that the any regulations that may be needed for Local Advisory Committees will be made by **mid 2018** and we will start establishing the committees after that.

## How to apply to be appointed to the trial committee?

- Complete the expression of interest form.
- Return it to us using the email address show on the form, by 10 November 2017.
- After a selection process the Board is looking to appoint the members of the trial committee by the end of 2017.
- We will contact you before the end of the year to let you know the outcome.
- If you have questions in the meantime, please contact:
  - [ken.cooper@fireandemergency.nz](mailto:ken.cooper@fireandemergency.nz)
  - [trevor.mitchell@fireandemergency.nz](mailto:trevor.mitchell@fireandemergency.nz)







More information

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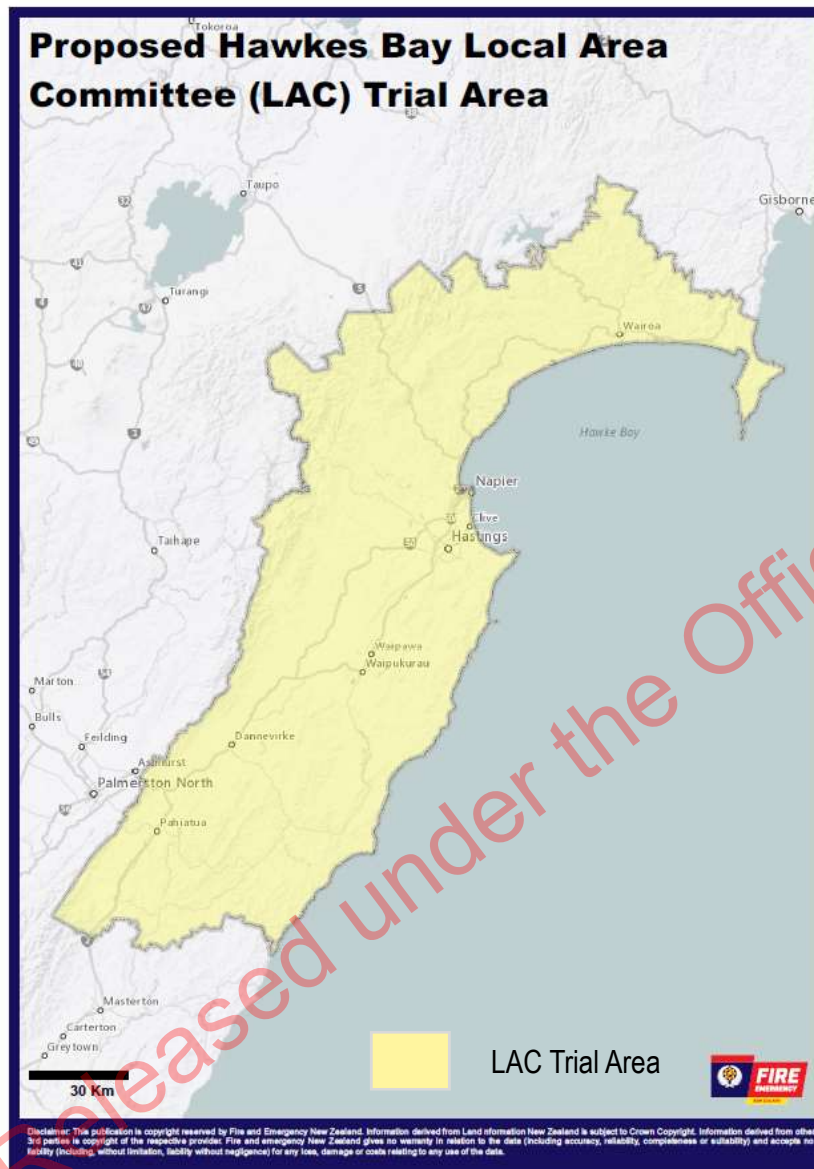
## What is expected of members of the trial advisory committee?

Qualities and Competencies	<ul style="list-style-type: none"><li>• Ability to engage with communities and reflect their interests</li><li>• Connect with a wide and diverse group of communities of interest</li><li>• Understand of local risks and needs of the community</li><li>• Strategic thinker</li><li>• Previous experience on similar committees is preferable</li></ul>
Activities	<p>Assist with testing and validating processes as they relate to various scenarios reflective of what a Local Advisory Committee would need to consider when in full operation. This might include:</p> <ul style="list-style-type: none"><li>• Reviewing, assimilating and providing feedback on local risk and capability information presented by Fire and Emergency to the trial committee</li><li>• Testing engagement mechanisms between the committee and Fire and Emergency NZ, operating expectations and obligations</li><li>• Testing and feedback on processes, tools and controls to support committee functions; and support services and processes for administrative support to committees</li></ul> <p>The activities that the trial committee will be undertaking on a particular day will be planned and communicated beforehand.</p>

## What is expected of members of the trial advisory committee?

Time commitment	We expect that trial committee members will need to meet up to eight times during the trial period to test various scenarios and processes. These are likely to be full day workshops, based in Napier.
Payment	Trial committee members will be compensated for their time and travel costs in line with government guidelines.
Operating principles	<p>We expect trial committee members will contribute to the trial, in line with the proposed operating principles.</p> <p>The principles have been developed to ensure that the trial committee and Fire and Emergency operate within the intent of the Fire and Emergency New Zealand Act 2017.</p>

# PROPOSED BOUNDARY FOR THE TRIAL COMMITTEE



- The proposed boundary has been developed for the sole purpose of the trial committee and is fictitious.
- It is purposely different from Fire and Emergency's current boundary.
- We can learn from the trial what the impact would be on any future Local Advisory Committee and Fire and Emergency, while making sure all main risks types for the Hawke's Bay area are included.



## OUR TEAM

The trial committee will be led by the local Fire and Emergency managers with support from regional and national managers.

	Contact person	Details
Local managers	Ken Cooper, Area Manager	<a href="mailto:ken.cooper@fireandemergency.nz">ken.cooper@fireandemergency.nz</a>
	Trevor Mitchell, Principal Rural Fire Officer	<a href="mailto:trevor.mitchell@fireandemergency.nz">trevor.mitchell@fireandemergency.nz</a>
Regional managers	Rachael Thorp, Regional Manager Rural (Acting)	<a href="mailto:rachael.thorp@fireandemergency.nz">rachael.thorp@fireandemergency.nz</a>
	Bruce Stubbs, Fire Region Manager (Acting)	<a href="mailto:bruce.stubbs@fireandemergency.nz">bruce.stubbs@fireandemergency.nz</a>

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## OUR LOCAL MANAGERS

**Trevor Mitchell** is the Principal Rural Fire Officer (PRFO) for Hawke's Bay. Before his appointment he was the PRFO for Hastings District Council.

He has a background in emergency management and rural fire. He was the chair of the Eastern Regional Rural Fire Committee, focused on reducing the incidence and consequences of unwanted fire.

**Ken Cooper** is the Area Manager for Hawke's Bay.

He has extensive experience in emergency management specialising in response and recovery activities. His focus is making sure Hawke's Bay is strong and resilient, by preparing and working with our people and community partners.

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## Thank you for your time

- We hope you have found this information useful.
- If you would like to apply to be a member of the trial committee, please complete the expression of interest form and return it to us by 10 November, using the email address shown on the form.

