



National Headquarters
Level 12
80 The Terrace
PO Box 2133
Wellington
New Zealand

Phone +64 4 496 3600

6 June 2018

Alan Thompson
By email: fyi-request-7791-3cd07c13@requests.fyi.org.nz

Dear Alan

Information Request – Local Advisory Committee Pilot

I refer to your official information request dated 9 May 2018 regarding the Local Advisory Committee Pilot.

In accordance with the provisions of the Official Information Act 1982, I *enclose* the following information that is relevant to your request:

- Terms of Reference for Local Advisory Committee (LAC) Trial
- Guide to selection and appointment of LAC members [to be tested in LAC Hawke's Bay Trial]
- Chronology of events associated with seeking nominations for the trial LAC from the forestry sector
- Information for potential trial LAC members that was presented at a meeting with local land users in order to seek nominations for the trial
- Minutes from the trial LAC meetings held on 14 March and 16 April 2018.

The trial LAC met on six occasions between January and May 2018. These sessions were run as facilitated workshops to induct trial LAC members and to test Fire and Emergency New Zealand's (NZ) approach and process design. The workshops were not run as simulated meetings and as such, the discussions during these workshops were not recorded.

With respect to your request for information about:

b: a counter offer of an alternate nomination from forestry/rural fire committee

No alternative nominations were sought, or received by Fire and Emergency, for the trial LAC. The trial LAC was formed from the nominations received by Fire and Emergency.

c: the notice to the forestry/rural fire committee declining their alternate nomination

Fire and Emergency did not receive any nominations from the forestry/rural fire committee to participate in the trial LAC. One nomination was received from the forestry sector and considered by the selection panel.

Yours sincerely

Leigh Deuchars
Director, Office of the Chief Executive