



Minutes

Northland Local Advisory Committee Meeting

Date: 18 August 2023

Time: 9.30am - 3:50pm

Venue: Training Room, Fire and Emergency New Zealand Whangarei HQ, 12 Mansfield Terrace, Whangarei 0112

Present:

Mita Harris	LAC Chair
Karen Joyce-Paki	LAC Deputy Chair
Sheila Taylor	LAC Member
Kate Alexander	LAC Member
Isopo Samu	LAC Member
JJ Ripikoi	LAC Member
Sarah Hoyle	LAC Member
Kubi Witten-Hannah	LAC Member
Sarah Benikowsky	LAC Member

In Attendance:

Piki Thomas	DCE, Kaupapa Māori & Cultural Communities
Wipari Henwood	Acting Region Manager, Te Ihu
Denis Cooper	Acting District Manager
Mitchell Brown	Community Risk Manager
Michael Champtaloup	Senior Advisor, Community Readiness and Recovery
Lucy Chamberlain	National Manager, Local Advisory Committees
Raaj Govindaraj	Principal Advisor, Local Advisory Committees

Apologies:

Ron Devlin	Region Manager
Christine Watson	Senior Advisor, Local Advisory Committees

Welcome / Whanaungatanga

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

Community Risk Manager presentation

Community Risk Manager presented to the Committee on urban search and rescue mahi (work) conducted in the District.

Minutes

The minutes from the Committee's meeting on 22 May 2023 were confirmed and accepted.

Workplan and insights reporting

The Chair updated the Committee on the Board's strategic guidance for LACs and had a whiteboard session with the Committee on the LACs workplan for 2023-24 financial year.

The Committee elected to set up a focussed session on its Annual Insights Reporting, and the date and timing for this session is to be confirmed.

District update

The District Manager provided an updated on the District's Fire Plan review and the challenges emergency response faced within the District.

Educating District partners to be better prepared by working alongside the District Councils and Civil Defence remains a focus for the District.

Recruitment is underway for the District's fire alarm campaign mahi for 2024 to enhance marae and schools' fire safety preparedness.

Another focus is creating a 'one point of contact' at the District level for Fire and Emergency to oversee community risk management.

Community engagement

Committee members attended hui (meetings) with brigades within the region, discussing the impact of Cyclone Gabrielle and the community preparedness. Training needs were identified, and this has been brought to the attention of the District team.

National LAC team update

The National LAC team updated the Committee on the new mileage reimbursement template as well as the resignation of Christine Watson (Senior Advisor) from the National LAC team who was responsible for supporting the Northland LAC.

Kaupapa Māori Branch update

Deputy Chief Executive Kaupapa Māori & Cultural Communities provided the Committee with an update on his team's mahi, which is focussed on Cultural Capability Framework (Te Aho Tapu), strategic direction and Branch design.

General business

Future meeting dates and venues were discussed and agreed.

Quarter 2: Friday 27 October 2023, in Omapere.

Quarter 3: Date is to be confirmed. Kerikeri is the preferred option and will be confirmed closer to the date.

Action Log

#	Date	Action	Responsible	Due	Status
1.	7 Mar 2023	Connect the District team with the Northland Intersectoral Forum. Isopo is picking up this action from Sarah Hoyle.	Isopo	May 2023	In Progress
2.	7 Mar 2023	Connect the District team with Te Kupenga Rangatira 'the Safety 'et' in regard to Kaitaia airport concerns and opportunities. Further context required for this action point – Toss to be contacted by NLAC team.	LAC Chair	May 2023	In Progress
3.	18 Aug 2023	Link LAC Chair with Fire and Emergency Communications team to produce collateral for the community, so the community are aware the LAC exists, what its function is and how they can support.	NLAC team	August 2023	Completed
4.	18 Aug 2023	Confirm with National LAC team the venue for next LAC meetings and Q3 & Q4 meeting dates.	LAC Chair	31 August 2023	In Progress