



Minutes

Northland Local Advisory Committee Meeting

Date: 14 October 2022

Time: 9:30am - 3:00pm

Venue: Whananaki Fire Station

Present:

Gordon Lambeth	LAC Chair
Mita Harris	LAC Deputy Chair
Rolien Elliot	LAC Member
Karen Joyce-Paki	LAC Member
Colin (Toss) Kitchen	LAC Member

In Attendance:

Wipari Henwood	District Manager, Northland
Mitchell Brown	Community Risk Manager, Northland
Lucy Chamberlain	National Manager, Local Advisory Committees
Christine Watson	Senior Advisor, Local Advisory Committees

Guests:

Maurice Bone	Planning and Performance Manager, Te Hiku
Jason Price	Director, Behaviour and Conduct Office
Steve Turek	National Manager, Community Readiness and Recovery
Kaye AhSam	Advisor, Women's Development
Angela Christie	Appointments Lead, Local Advisory Committees

Apologies:

Ken Rintoul	LAC Member
Sarah Hoyle	LAC Member
Ron Devlin	Region Manager, Te Hiku

Welcome

The Chief Fire Officer of the Whananaki Volunteer Fire Brigade welcomed the Committee to the Station and gave an overview of the Brigade.

Minutes

The minutes of the Committee's meeting on 19 August 2022 were confirmed as a correct record.

LAC Chairs' Forum

The Chair and Deputy Chair attended a forum to pull together the annual LAC Chairs' Insights Report and advocated for the inclusion of issues important to the Northland LAC. The forum allowed time for

work in small groups to take place, and similarities in the needs and opportunities of Te Tai Tokerau and Tairāwhiti were noted. There are also similarities with Marlborough, given the isolated nature of some communities.

District update

The District Manager updated the Committee on recent engagement and community programmes that have taken place, such as the successful Saving Daylight, and Saving Lives Home Fire Safety Visit programme in September 2022, and what is being planned for the 2022-23 fire season.

The District Team continues to work to support Channel Terminal Services and on the development of Memorandums of Understanding with Whangarei and Bay of Islands Airports.

LAC members will be advised of dates of the next section of the Youth in Emergency Services (YES) Programme, to be based at Paihia Fire Station, so that they are able to facilitate gaps to be filled by young people from their communities.

Women's Development in Fire and Emergency

The Advisor, Women's Development, provided an overview of the work the National Women's Development Team have been undertaking, to connect and support women in the organisation and influencing decision makers to resolve the challenges they face. She noted that Te Tai Tokerau has one of the highest percentages of women across the country, but that there has been little increase in the number of women in leadership roles.

Challenges for women include the fact that the hours of roles are not conducive for care givers (making support from a partner important), uniform inflexibility, traditional Physical Competency Testing (PCT) requirements and the lack of pathways for women to move from volunteer to career roles, suggesting that increased promotion of Fire and Emergency roles in schools would be valuable.

The LAC recorded its support for Women's Development and the Committee's intent to increase its focus on diversity and inclusion within Fire and Emergency. The Committee also noted support from men for change and culture change is particularly useful, both in formal and informal contexts.

Behaviour and Conduct Office

The Director, Behaviour and Conduct Office, provided the Committee with a short presentation on the work the Behaviour and Conduct Office (BCO) have been undertaking, and the fact that the BCO was set up to respond to the recommendations in the Independent Review of Fire and Emergency's Workplace Culture and Complaint Handling Practices (also known as the Shaw Report). The BCO provides advice, guidance and support around behaviour, setting standards, managing complaints, facilitating resolutions and carrying out investigations as required.

Community engagement

Engagement with Age Concern is continuing, alongside the District Team. Risks noted include hearing loss making fire alarms ineffective, the clutter often kept in homes, and tight home security preventing home occupiers with difficulties escaping in the event of a fire. The District Team is following up on these areas of concern.

The Deputy Chair met for a second time with members of the Hōreke Community – this time with a member of the Community Readiness and Recovery Team – regarding Fire and Emergency support

during the upcoming fire season. Fire and Emergency will be involved in a whānau (family) day in December 2022, to undertake risk reduction work in the community.

A Committee member accompanied the District Team to engage with Ngāti Kuta and Patukeha at Te Rāwhiti Marae to hear from community members about the site of the proposed fire station at Rāwhiti. Both hapū are connected and supportive of a new site, but any proposal will require the full support of landowners and the community before it's progressed.

Another Committee member also engaged with Kahukuraariki Trust - Ngāti kahu ki Whangaroa, Ngāti Whatua, Te Rūnanga o Whaingaroa, Ngāti Wai and Hauora o Ngāpuhi, the Brethren business community, and attended the New Zealand Police Iwi Advisory Committee hui, touching base with iwi leaders across the north. The member also attended the Let's Connect Expo Event in Dargaville in September 2022 to engage with Social Services, non-government organisations and government agencies including Civil Defence Emergency Management (CDEM).

It was noted that LAC members can't always engage with iwi/hapū on their own – they can make initial contact but may require support from the Pou Takawaenga Māori or other Fire and Emergency staff to progress with the engagement. Members noted that the current priority for iwi is housing.

A meeting with Te Roroa was held in September 2022 on the Mana Enhancing Agreement being developed with Fire and Emergency, as a potential relationship is being discussed.

LAC appointments process

The Committee received an update on the LAC appointment process for Northland, with nominations open between 17 October 2022 and 14 November 2022. Members are assisting with recruitment, aiming to help fill geographical, demographic and stakeholder gaps.

Community Engagement Framework

The National Manager, Community Readiness and Recovery, presented to the Committee on the Community Engagement Framework being developed by Fire and Emergency, requesting feedback from the Committee. Members noted that the engagement model and guiding principles are succinct enough to be effective and that the high-level steps laid out in the engagement approach make sense.

Engagement Planning

LAC members will present on the role and work of the Committee at a Volunteer Leadership meeting in Kerikeri on 15 October 2022. The hui will also provide an opportunity for them to talk more informally with volunteer leaders.

Agenda slots on Council and Mayoral Forum meetings will be arranged for Fire and Emergency and the LAC to take place in April 2023, given Council timeframes.

Members will attend Field Days and A&P Shows in November and December 2022, and in February 2023 where possible, as well as Waitangi Day commemorations at Waitangi, alongside the District Team.

LAC members were invited to the Opening of Cavalli Fire Station on 12 November 2022 and the Committee will also tautoko the District Team with its focus on the eight brigades targeted by the Volunteer Surge Project to receive additional support with recruitment.

Microsoft SharePoint

The National LAC Team gave members a short refresher on the Committee's online document management portal.

Updates to the Board

Given that the Board will receive the LACs' annual Insight Reports at its meeting in December 2022, insights from this meeting will be held over until the quarter three Board report.

The meeting closed at 3:00pm, with a karakia whakamutunga.

Action Log

#	Date	Action	Responsible	Due	Status
1.	19 Aug 2022	Provide dates of YES Programme for potential Kaipara attendees	Wipari Henwood	March 2023	DM to contact CDEM re: potential session in May 2023
2.	19 Aug 2022	Arrange a formal presentation for the LAC to Te Tai Tokerau Māori Advisory Committee	Colin Kitchen	November 2022 or February 2023	In progress
3.	19 Aug 2022	Connect with the Freemasons to gauge interest in engagement with the LAC	Gordon Lambeth	March 2023	In progress
4.	19 Aug 2022	Arrange engagement for LAC with local business through Rotary Club/s	Mitchell Brown	October 2022	In progress
5.	14 October 2022	Arrange Fire and Emergency and LAC agenda items on Council and Mayoral Forum meetings in 2023	Wipari Henwood	December 2022	Meeting with Mayors and CEs at 27 March 2023 Local Govt NZ meeting in Whangarei
6.	14 October 2022	Provide dates for AMP Shows and Field Days	Wipari Henwood and Mitchell Brown	November 2022	Complete
7.	14 October 2022	Provide information on Volunteer Surge Project events	Wipari Henwood	November 2022	Complete 20 March 2022 fire station open day

8.	14 October 2022	Share LAC appointments information with networks	LAC members	November 2022	Complete
9.	14 October 2022	Share LAC Chairs' Insights Report.	National LAC Team	October 2022	Complete