



Northland Local Advisory Committee Meeting

Minutes

Date: Wednesday 26 March 2025

Time: 10.00 am – 3.15pm

Venue: Dargaville Fire Station, 66 Normanby Street, Dargaville 0310

Present:

Mita Harris
Kārena Joyce-Paki
Kate Alexander
Sarah Benikowsky
Sarah Hoyle
(Online to 11am, from 1.40pm)
Isopo Samu (Online to 10.30am)
Kubi Witten-Hannah (from 10:16am)
Sheila Taylor (Online from 10:20 to 10.50am)

LAC Chair
LAC Deputy Chair
LAC Member
LAC Member
LAC Member
LAC Member
LAC Member
LAC Member

In Attendance:

Wipari Henwood
Kay Ahsam
Shane Laulu (online)
Chris Lind (online)

District Manager, Northland
Manager Womens Development, Te Hiku
Senior Advisor, Local Advisory Committees
National Advisor, Future Operational Capability Project

Apologies:

Ron Devlin
Lucy Chamberlain

Region Manager, Te Hiku
National Manager, Local Advisory Committees

Welcome

The meeting was opened with a karakia, followed by a welcome from the Chair.

Committee operations

There were no amendments to the members register of interests.

The minutes from the Local Advisory Committee's meeting on 1 November 2024 were confirmed, actions updated, and correspondence noted.

Chair's update

The Chair provided a brief overview of work for the period including the community perceptions research with Verian. The Chair will be attending the regional volunteer leadership team conference.

Engagement reports and plan review

The LAC reviewed their engagement plan and engagement reports for the period. This included updates from each portfolio holder.

In analysis of the period's engagement reports several themes emerged with the Volunteer Brigades and Māori portfolios:

- Operational success at Waipoua and FENZ working with Hapu and community
- Volunteerism strategies to lessen costs on volunteer training and strengthening partnerships and collaborations with Hapu and Rūnanga (Mana enhancing agreements), especially in rural settings with support as in accommodation. The LAC believes Mana enhancing agreements with Hapu or Rūnanga would have strengthened the response to the Waipoua fire.
- The LAC remains concerned on geographical coverage with its committee reach into the Far North with no member resident there and this can impact the effectiveness of its engagement.

The LAC agreed to add a Pacific People's portfolio with Kārena Joyce-Paki to be the committee lead.

The LAC also discussed in Whāriki their request to add Primary Industries as a community of interest in the entry.

District update

The District Manager gave an update and overview on current issues for the district. This included a debrief on the recent Waipoua Fire.

The LAC was briefed on region and district priorities, the district workplan including identified risks and issues.

Future Operational Capability briefing

Chris Lind from the Future Operational Capability project updated the committee on the project and timelines. The committee was invited to provide feedback to the project team via email:

futureoperationalcapability@fireandemergency.nz

Board update

The LAC discussed the upcoming Chair meeting with the Board on 9 May and matters to include and raise in this discussion.

The updates for Trimester two for the LAC were noting:

- Further exploration of the potential of Mana enhancing agreements and collaborations in the district.
- Confirmation of local volunteer strategies to lessen costs on training and local solutions.

NLAC update

The Senior Advisor provided an update on the Whāriki engagement reporting tool rollout. The LAC went through the online form and hardcopy provided for members.

LAC members were asked to note the Guidance for members when invoicing.

General Business

The committee confirmed actions, and a place holder date for the Trimester three meeting.

Next meeting:

Trimester 3 meeting: **24 June 2025** Venue: Kaiwaka Fire Station

Trimester 1 meeting: **2 October 2025**: Venue: TBC

Note: Kate Alexander will be an apology for the Trimester Three meeting in June.

Closing

The meeting closed by the Chair at 3.15pm with karakia.

Action Log

Date	Action	Responsible	Due	Status
26 Mar 2025	Engagement plan amendments: <ul style="list-style-type: none">• Addition of Pacific portfolio and assigned to Kārena Joyce-Paki• Note for Whāriki - communities of interest: add of Primary Industries as a Community of Interest.	Chair	Trimester Three meeting – June 2025	Progressing
26 Mar 2025	Māori engagement portfolio: <ul style="list-style-type: none">• Follow up on progress with Mana Enhancing agreements.• Follow up on potential of collaboration at Rūnanga level.	Chair/ Portfolio holder District Manager	Trimester Three meeting – June 2025	Progressing
26 March 2025	Confirm mileage rate for LAC members	Senior Advisor LAC	Post meeting	Progressing
1 Nov 2024	Completion of the LAC's engagement plan as of 30 November 2024 For regular review from the LAC March 2025 meeting.	Chair	30 Nov 2024	Completed

1 Nov 2024	The Chair will write to LAC members to confirm their availability for 2025 meetings.	Chair	30 Nov 2024	Completed
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