



Minutes

Northland Local Advisory Committee Meeting

Date: 27 May 2021

Time: 9:30am-4:00pm

Venue: Mangōnui Fire Station

Present:

Gordon Lambeth	Chair
Mita Harris	Deputy Chair
Karen Joyce-Paki	Member
Rolien Elliot	Member

Apologies:

Colin (Toss) Kitchen	Member
Sarah Hoyle	Member
Ken Rintoul	Member

In Attendance:

Lucy Chamberlain	National Manager, Local Advisory Committees
Christine Watson	Senior Advisor, Local Advisory Committees
Sharon Powick	Coordinator, Local Advisory Committees (<i>via Teams</i>)
Wipari Henwood	Area Manager, Muri Whenua
Natalie Morris	Business Operations Manager
Antonia Butler	Auckland Strategic Advisor
Nickkita Lau	Senior Regional Communications and Engagement Advisor
Jason Goffin	Fire Risk Management Officer
Brendon Lawson	National Advisor, Hazmat Development (<i>via Teams</i>)

The fourth meeting of the Northland Local Advisory Committee (the Committee) was held at Mangōnui Fire Station and attended by the Committee and the Fire and Emergency Te Hiku Regional Leadership Team (RLT).

Welcome

The meeting began with a karakia and a welcome from the Chair.

Minutes

The minutes of the previous meeting were confirmed.

RLT district update

The RLT updated the Committee on Tranche 2 of the Fire and Emergency restructure, including District Manager appointments, and recent incidents in Te Taitokerau.

Northland Fire Plan

The Committee reviewed the second draft of the Northland Fire Plan and provided feedback. RLT gave an update on the development of the Plan and the public consultation process, open again in May and June.

Community engagement

Committee members continued to engage with iwi and isolated and vulnerable communities, attending a housing hui in the Hokianga town of Utakura and utilising a number of existing and agency meetings on the Poutō Peninsula and in Whangarei for LAC engagement.

LAC members met with the Emergency Response Manager at Marsden Point Refinery, with the Emergency Services Manager for Civil Defence Emergency Management (CDEM) in Whangarei and with members of Federated Farmers.

At a meeting with Bay of Islands Airport management and firefighters noted that relationships with Fire and Emergency local leaders and volunteers are positive and constructive. There is some concern about the risk represented by vegetation in the reserve that borders the airport, on Department of Conservation (DOC) land, that has already led to one incident.

During engagement this quarter, concern was expressed by both iwi groups and farmers about areas of land that may be classified as “Significant Natural Areas” (SNA) by Councils under the Resource Management Act to protect indigenous flora and fauna. The establishment of SNAs could potentially have an impact on volunteer brigades in the longer term, if SNAs become overgrown, increasing the risk of wildfire.

Engagement planning

The Committee will continue to engage with communities in Poutō, the Hokianga, as well as Motatau and Pipiwai and the Far North.

Hazardous Substances presentation

Fire and Emergency’s Hazardous Substances Team gave a presentation on the Hazardous Substances Response Capability Development Programme and community engagement

planned for the second half of 2021 in Northland. Members identified areas of risk they are aware of in Northland.

Committee time

The Committee discussed the results of the LAC self-review survey completed in April and identified areas for improvement of the LAC's operation and engagement. Members also compiled issues and opportunities they wish the Chair to raise at the Chairs' Forum in June.

National LAC Team update

The National LAC Team provided updates on the development of the framework to integrate LAC advice into Fire and Emergency, the Year 1 Evaluation of LACs currently underway and planning for the coming year at the quarter 1 meeting in July.

Microsoft Teams/Sharepoint training

The Committee was provided with training on Sharepoint, a new platform for LAC communication and file sharing.

Board report

The Committee drafted the content of its Board Report for the quarter.

The meeting closed at 4:00pm.

Action Log

Date	Action	Responsible	Due	Status/Notes
25 Feb 2021	Agree who will lead on specific CDEM stakeholders	Sarah and Rolien	May	
25 Feb 2021	Talk to CDEM about marae business continuity planning programme	Rolien	May	In progress
25 Feb 2021	Local leaders to let LAC members know of upcoming engagements for possible LAC attendance	RLT	N/A	Ongoing

21 May 2021	Consider additions to media guidelines related to social media and LAC email signatures	National LAC Team	July	
21 May 2021	Engage with CDEM in Poutō to understand the status of the Emergency Response Plan and provide information to LAC members	Area Manager	July	
21 May 2021	Provide information on SNAs and potential impacts for FENZ	Rolien	July	
21 May 2021	Record unsuccessful contacts with community groups as well as meetings that go ahead	LAC		
21 May 2021	Copy in local leaders (Wipari, Brad and Myles) when sending engagement reports to the LAC Team	LAC	Ongoing	
21 May 2021	Send LAC business cards to members	National LAC Team	June	Completed
21 May 2021	Arrange Fire and Emergency (Northland) polo shirts for LAC members	RLT	December/ January	Completed
21 May 2021	Add Issues, Risks and Opportunities register to Sharepoint	National LAC Team	May	Completed