Taranaki Local Advisory Committee Meeting

Minutes

Date: Thursday 5 March 2026 **Time:** 09.30 am – 3.20pm

Venue: Stratford District Council Chamber, 63 Miranda Street, Stratford, Central Taranaki

Present:

Sam Bennett	LAC Chair
Stephen Hopkinson	LAC Deputy Chair
Alisha Stone	LAC Member
Callum Williamson	LAC Member
Daniel Flemming	LAC Member
Tracy Abel (from 10:45am)	LAC Member

In attendance:

David Utumapu	District Manager Taranaki
Aiden Crawford (Online until 12:30)	Pou Takawaenga Te Ūpoko
Lucy Chamberlain (from 10:30)	National Manager Local Advisory Committees
Michelle Bartlett (Online)	Senior Advisor Local Advisory Committees

Apologies:

Brendan Rei	LAC Member
Bruce Stubbs	Regional Manager Te Ūpoko
Christine McGinty	Community Risk Manager Taranaki

Welcome and Whakawhānaungatanga

The meeting was opened with a karakia from the Pou Takawaenga. The committee noted apologies and the recent resignation of member Brendan Rei.

Committee operations

Amendments to the members register of interests were noted and the register updated. The minutes were confirmed, actions updated, and correspondence noted.

Refreshed LAC Terms of Reference (ToR)

The National Manager LACs presented the updated Terms of Reference and led discussion. The National Manager LACs acknowledged the feedback and noted that feedback following the rollout will be provided to the Fire and Emergency New Zealand Board.

District Update

The LAC was updated on a project installing smoke alarms across marae in Taranaki. The District Manager (DM) will confirm whether the report on this can be shared with the LAC. The DM provided an update on organisational change and industrial action and updated on the future operational

capabilities work. The DM discussed district information and priorities, and the Community Risk Manager updated the LAC on risk prevention activity across Taranaki, and the focus in the next 12 months.

Diversity Statistics: Diversity statistics for Fire and Emergency personnel across Taranaki, Te Upoko, and nationally were shared with the committee.

Fire Fighting Water Supplies Consultation: The committee was advised that the Fire Fighting Water Supplies consultation has been delayed but will proceed later in March 2026. Stephen Hopkinson has been nominated as the LAC member to participate in the consultation on behalf of the Taranaki LAC.

LAC Engagement Reports: There was discussion around district access to the LAC engagement reports and this matter will be followed up.

LAC Engagement

The LAC reviewed its annual engagement plan and discussed re-aligning it with the refreshed ToR. Updates to the Engagement Plan have been recorded and will be shared with the committee. The committee noted that there are twenty volunteer brigades in the Taranaki District. Members requested that a timetable of brigade training nights be provided to enable LAC members to visit brigades and increase their visibility within the district.

Secretariat Update

The updated claims process was outlined to members and discussed.

General Business

The committee confirmed actions arising from the meeting.

Next Meeting

The next meeting is Thursday 4 June 2026 at New Plymouth Fire Station. The committee expressed a preference to invite brigade members to join them for lunch. Future meeting locations discussed included Hawera, Waverley, and Stratford Fire Stations. It was noted that future meetings should not start before 10.15am and the Chair to be engaged on agenda planning.

Closing

The meeting was closed by the Chair at 3.30pm with karakia. This is a 6-hour meeting.

Action Log

Date	Action	Responsible	Due	Status
4 May 2026	Provide Chair with a timetable of local volunteer brigade training nights and key contact for each brigade for the LAC to	District Manager	20 April 2026	Progressing

	plan engagement with volunteers			
4 May 2026	Bell Block CRM fire prevention work report to be shared with committee	DM/CRM	20 May 2026	Completed
4 May 2026	Provide a breakdown of the 456 false alarm call outs	Daniel Flemming and CRM	4 June 2026	Completed
4 May 2026	Share Takanaki Marae Wānanga project report with LAC	DM/Pou Takawaenga	20 May 2026	Completed
5 June 2025	Find out if Whāriki reports can be shared with District team more frequently	Senior Advisor	4 June 2026	Progressing