Northland Local Advisory Committee Meeting

Minutes

Date: Tuesday 24 June 2025 **Time:** 10.00 am – 1.45pm

Venue: Kaiwaka Fire Station, 10 Gibbons Road, Kaiwaka 0573

Present:

Mita Harris	LAC Chair
Kārena Joyce-Paki	LAC Deputy Chair (Online)
Sarah Benikowsky	LAC Member (Online)
Kubi Witten-Hannah	LAC Member
Richard Leung	Auckland LAC Member (Observer)

Attendance:

Danny Tuato'o	Fire and Emergency Board Member
Ron Devlin	Region Manager, Te Hiku
Wipari Henwood	District Manager, Northland
Mitchell Brown	Community Risk Manager, Northland
Albert Cash	Pou Takawaenga Māori Matua
Corry Matchitt	Group Manager, Kaipara
Shane Laulu	Senior Advisor, Local Advisory Committees
Julie O'Tool	Principal Advisor, Local Advisory Committees (Online)

Apologies:

Isopo Samu	LAC Member
Kate Alexander	LAC Member
Sheila Taylor	LAC Member
Sarah Hoyle	LAC Member

Welcome

The meeting was opened with a karakia by the Chair, followed by a welcome from the District Manager who provided a brief overview of the station and area. Introductions were conducted with the Auckland LAC representative and Fire and Emergency Board Deputy Chair in attendance.

Board Member

Danny Tuato'o, Deputy Chair of the Fire and Emergency Board, spoke to the LAC and provided an overview of Board priorities and critical factors in Board thinking for future focused decision-making. The Board Deputy Chair noted the advice of the LAC with relationship building and interagency collaboration in sharing resources and knowledge, along with exploring and developing mana enhancing agreements with communities including through the Te Ao Māori lens. Being Northland based, the Board Deputy Chair indicated interest in attending future LAC meetings.

Committee operations

There were no amendments to the members register of interests. The minutes from the LAC's meeting on 26 March 2025 were confirmed, actions updated, and correspondence noted.

Chair's update

The Chair briefed the LAC on his meeting with the Fire and Emergency Board on 9 May and discussion on the matters the LAC sought to raise.

The Chair provided some reflections on the recent Region Volunteers Conference attended with the LAC Deputy Chair, who also spoke on a draft paper developed with members of the Auckland LAC on coverage and support for volunteers. The LAC Deputy Chair briefed the LAC on the progress of the Fire and Emergency Māori Advisory Group as a sitting member.

LAC Annual Insights Report

The LAC workshopped the development of its annual insights report to be submitted. Discussed was the engagement content the LAC had compiled over the 24-25 year and process to determine its key findings and strategic advice to the Board. The LAC will complete its report post-meeting and circulate for committee agreement and sign off to submit.

District update

The Region Manager briefed the LAC on Fire and Emergency's new strategic direction and Future Operating Capability project. The District Manager provided an update and overview on current issues for the district. Covered were capital projects completed for Tinopai, Ruakaka, and Rawhiti. New build sign offs have been completed for Paparoa and Karikari. New leader role appointments have been made for Onerahi, with other processes under way for Mangonui and Houhora. The LAC assisted in appointments providing representation to a recent panel. There has been involvement in several interagency collaborations including review of the Kaitaia and Dargaville evacuation plan reviews, recent Matariki multi-agency hautapu at Te Ruapekapeka. The District has completed after-action reviews for recent Northland events including Mangawhai tornado, Northland Dry Cleaners Fire in Whangarei, Waikaka and Waipoua Wildfires. Recent events of significance for noting with the LAC include Cyclone Tam impact and Tui Fire in Paihia.

The Community Risk Manager briefed the LAC on the community engagement rep's initiative being trialled with several brigades. This purpose is to strengthen community connections and provides a potential model for the District.

General Business

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

Next meeting:

Trimester 1 meeting: **2 October 2025**: Venue and date TBC.

Noted for future meetings, the venue must have appropriate video and sound conference capabilities to ensure any online attendance can participate fully.

Closing

The meeting closed by the Chair at 1.50pm with karakia.

Action Log

Date	Action	Responsible	Due	Status
24 June 2025	Complete the Annual Insights 24-25 Report for submitting	Chair/Deputy Chair	Before 2 July 2025	Progressing
24 June 2025	Confirm LAC meeting dates for 25-26 Year	Chair/ Senior Advisor	End of July 2025	Progressing
24 June 2025	Update Northland engagement plan with additional reports	LAC	Immediate post-meeting	Progressing
26 Mar 2025	Engagement plan amendments: 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	Completed
26 Mar 2025	Māori engagement portfolio: 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	Completed
26 March 2025	Confirm mileage rate for LAC members	Senior Advisor	Post meeting	Completed