Minutes

Taranaki Local Advisory Committee Meeting

Date: Thursday 5 June 2025 **Time:** 10.00 am – 2.00pm

Venue: New Plymouth District Council

Present:

Sam Bennett	LAC Chair
Stephen Hopkinson	LAC Member
Brendan Rei	LAC Member
Tracy Abel	LAC Member
Neil Holdom	LAC Member (late back from lunch 12:30pm)
Daniel Fleming	LAC Member
Alisha Stone	LAC Member
Callum Williamson	

Attendees:

Bruce Stubbs	Region Manager – Te Ūpoko
David Utumapu	District Manager – Te Ūpoko
Aiden Crawford	Pou Takawaenga Māōri Matua
Michelle Bartlett	Senior Advisor, Local Advisory Committees Directorate

Welcome

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

Committee operations

Updates to the Register of Interests were noted and action noted to update the register. The minutes were confirmed for the previous meeting on 20 February 2025 and actions updated.

Chairs Update

Key updates were discussed during the in-committee session.
The upcoming LAC Chairs' Hui was noted and a draft agenda shared.

LAC Annual Insights Report reviewed and updated

The draft annual insights report was reviewed and updated.

Engagement Reports and Analysis

The Committee reviewed the Whāriki overview report, Engagement Plan, and Statement of Intent. Discussion on engagement report process and review of current reports. Engagements will be added to the plan prior to each meeting by the Senior Advisor. Whāriki reports are a prompt and record of engagements primarily for committee use. Reports can be streamlined to key bullet points.

Discussion on members engagements since T1 meeting.

- Accommodation sector risks and landlord accountability
- Opportunities to support landlord compliance through incentives
- Evacuation schemes and fire alarm reliability raised
- Te Atiawa engagement noted.

District update

The District Manager (DM) provided an update on current activities and risks in the district. These included the ongoing difficulty accessing Motor Vehicle Accident data for Bell Block and Waitara. Health NZs injury severity data is used as Fire and Emergency does not track post-incident hospital data.

Incident trends (18 Feb – 1 June 2025):

- Unwanted alarms remain largest category at 75/265 calls.
- Calls due to defective apparatus 54/265.
- Good intent and false alarm issues (e.g. Google Nest). 50/265
- Efforts to reduce callouts via screening (waited response), CRM (reviewing frequent flyers), and double knock system (allows a person to investigate before full callout) within prisons and schools.

The DM provided an update on community risk issues they are working on. These include issues with isolated elderly, accommodation shortages leading to people living in spaces not fit for purpose and the ongoing disproportionate fire injury risk for Māori and Pacific people. An update was also given on the recent Volunteer Leaders Conference in Wellington the feedback from which has been positive and it was a good opportunity to connect.

Project updates

The Senior Advisor provided an update on projects – Future Operational Capability and Volunteer Engagement Model. The Region Manager provided updates on the Volunteer Voice initiative and will provide a further update next meeting and a project to reduce brigade admin burden has been tested in Bay of Plenty and Auckland and is now being rolled out nationwide.

General business and next meetings:

The LAC co-ordinator will be in contact with proposed dates for the for 2025-26 LAC meetings. Future meetings to rotate locations and include community settings.

Closing

The meeting closed at 2pm with karakia.

Action Log

Date	Action	Responsible	Due	Status
5 June 2025	Amendments to interests register as discussed	Senior Advisor	Post meeting	Complete

5 June 2025	Find out if Whāriki reports can be shared with District team more frequently	Senior Advisor	Post meeting	In progress
5 June 2025	Complete draft insights report and share with chair	Senior Advisor	Post meeting	Complete
5 June 2025	Support with survey to be sent out to members to prioritize themes in insights report	Chair & Senior Advisor	Post meeting	Complete
20 Feb 2025	Amendments to the Interests register as discussed	Senior Advisor	Post meeting	Complete
20 Feb 2025	Complete draft of Taranaki Engagement Plan, including planned engagements and circulate for review. The LAC will arrange an out-of-cycle meeting to complete its planning process.	Chair Tracy Abel – LAC member Senior Advisor	30 March 2025	Complete
20 Feb 2025	District team to provide: • Diversity stats/data for Taranaki • Further information on unwanted alarm stats • Further information on responses to motor vehicle accidents For follow up: • Connecting Daniel with the Community Risk manager regarding background on accommodation fire risks.	District Manager	Prior to Trimester 3 meeting in late May	In progress email on diversity stats sent 6 March