



Minutes

Northland Local Advisory Committee Meeting

Date: 27 October 2023

Time: 9.30am – 2.10pm

Venue: Ōmāpere Fire Station - 191 Hokianga Harbour Drive, Ōmāpere

Present:

Mita Harris	LAC Chair
Karen Joyce-Paki	LAC Deputy Chair
Sheila Taylor	LAC Member
JJ Ripikoi	LAC Member (from 10.50 am – 2.10 pm)
Sarah Benikowsky	LAC Member (from 12.55 pm – 2 pm): via TEAMS
Sarah Hoyle	LAC Member
Kubi Witten-Hannah	LAC Member

In Attendance:

Ron Devlin	Region Manager
Denis Cooper	Group Manager
Mitchell Brown	Community Risk Manager
Raaj Govindaraj	Principal Advisor, Local Advisory Committees

Apologies:

Kate Alexander	LAC Member
Isopo Samu	LAC Member
Wipari Henwood	District Manager
Lucy Chamberlain	National Manager, Local Advisory Committee
Rylee Pettersson	Principal Advisor, Local Advisory Committee

Welcome / Whanaungatanga

The meeting opened with a karakia tīmatanga and a welcome to attendees from the Chair.

Minutes

The minutes from the Committee's meeting on 18 August 2023 were confirmed and accepted.

Region Manager update

The Region Manager gave an overview on the governance of the region. The upcoming El Niño weather readiness is the priority focus for the region at present.

Volunteer support function – some additional funds available for the attraction campaign, focussed on how volunteerism can be supported in Te Tai Tokerau. Challenges are time availability of volunteers – for call outs and training as the role has broadened.

Post-Traumatic Stress Disorder (PTSD) is prevalent amongst firefighters in the Northland region. The governance group is working on measures and interventions to help firefighters with their PTSD.

Regional Leadership Team are also working on measures with the wider Fire and Emergency governance group to work on how culture and moral can be improved at brigades.

District update

The Community Risk Manager provided an updated on the district.

The district business plan has been implemented and the work programme for the district has been completed. A structure for the business plan has also been developed.

The work plan has been designed to be dynamic, where it will be adjusted as the year progresses, in accordance with the district's strategic focus.

Climatic change is a focus for the district, and work with the weather stations is anticipated to be of help with district preparation.

The district has spent the past few months preparing for the impending El Niño fire season. The district fire plan review for 24/25 year has been carried out, and the district team are working on initiatives for community readiness.

Natural Environment Resource Register 23/24 has been updated for all brigades in the region. It contains information of all stakeholders, equipment holders, contact details, etc, who can be contacted in a fire emergency by the Incident Management Team (IMT).

The district plan will be reviewed quarterly, and updates will be made in line with the advice gained from the LAC on community needs, against the district workplan, with a focus on forward planning.

As a way of forward planning, a plan will be considered, after each strategic District Leadership Team meeting, where an outcomes paper will be prepared for the LAC as an update – on what has happened in the last quarter and what is planned for the next two quarters.

Wildfire Campaign

Community Risk Manager provided the Committee with an update.

Fire season preparation involves work on climatic change with weather stations, and a response plan, which details on actions that need to be taken, to suppress any out-of-control fire and to reduce any potential loss.

A strategic storage of vegetation firefighting gear is being worked on by the district team, which will contain a register of locations and equipment spread across the region, for easy access in cases of fire emergencies.

Engagement

The Chair met with Tai Tokerau Māori and Council Working Party to talk about the LAC and what it does.

Deputy Chair met with Ngāti Kahu Te Whangarua on Marae open fires appliances, associated issues and funding to replace the infrastructure in case of a fire, as they are used to feed masses of people.

Self-review and Satisfaction Report

In reviewing the Self-review and Satisfaction Report, the Committee will ensure participation of all members for quality insights.

National LAC Team update

The National LAC Team updated the Committee on new recruits to the team – Shane Lauulu (Senior Advisor) and Kate Adams (Coordinator).

Shane will be supporting the Northland, Marlborough and West Coast LACs and Kate will be assisting Sally McKay with logistics and secretariat support.

Shane will be starting on 30 October 2023 and Kate started on 16 October 2023.

LAC Terms of Reference (ToR) variance (from the existing ToR to the revised version) was explained to the Committee.

Board Quarterly Report

The Committee has no updates for the Board this quarter.

Conflict of Interest

Deputy Chair declared her Conflict of Interest with DOC submissions on fire bans for the region, as she has now been elected to the Northland Conservation Board.

General Business

Future meeting dates and venues were discussed and agreed.

Quarter 3: Friday 26 January at Kawakawa Fire Station

Quarter 4: Friday 3 May at Maungaturoto Fire Station

Action Log

Date	Action	Responsible	Due	Status
7 Mar 2023	<p>Connect the District Team with the Northland Intersectoral Forum</p> <p>Isopo is picking up this action from Sarah Hoyle.</p> <p>Meetings kept getting cancelled – rescheduling</p>	Isopo/Sarah H	<p>May 2023</p> <p>Feb 2024</p>	In Progress
7 Mar 2023	<p>Connect the District Team with Te Kupenga Rangatira the Safety Net – re. Kaitaia airport concerns and opportunities</p> <p>Further context required for this action point – Toss to be contacted by NLAC team</p> <p>Toss has left – Lease has been signed and issues are being sorted. Mita will follow up and provide an update as part of the engagement update at Q3 meeting</p>	Chair	May 2023	In Progress
18 Aug 2023	Confirm with NLAC team on venue for next LAC meetings and Q3 & Q4 meeting dates	Chair	31 August 2023	In progress
27 Oct 2023	Declare Conflict of Interest in the register	Karen Joyce-Paki	ASAP	In progress
27 Oct 2023	Circulate Communications Plan for the Fire Season with the Committee	Mitchell Brown	ASAP	In progress