



# Minutes

## Northland Local Advisory Committee Meeting

**Date:** 1 November 2021

**Time:** 9:00am-12:00pm

**Venue:** Virtual meeting – via MS Teams

### Present:

Gordon Lambeth	Chair
Rolien Elliot	Member
Karen Joyce-Paki	Member
Ken Rintoul	Member
Colin (Toss) Kitchen	Member

### Apologies:

Mita Harris	Deputy Chair
Sarah Hoyle	Member

### In Attendance:

Lucy Chamberlain	National Manager, Local Advisory Committees
Christine Watson	Senior Advisor, Local Advisory Committees
Wipari Henwood	Area Manager, Muri Whenua
Mitchell Brown	Community Risk Manager
Antonia Butler	Auckland Strategic Advisor
Mark Wirihana	Group Manager, Whangarei
Wayne Martin	Group Manager, Ngā Tai e Rua (Mid North)
Graeme Quensell	Group Manager, Kaipara
Denis Cooper	Group Manager, Muri Whenua (Far North)

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The Northland Local Advisory Committee met online due to COVID-19 restrictions, accompanied by the District Manager and members of his new team.

### Minutes

The minutes of the Committee's meeting on 30 July were confirmed as a correct record.

### Introduction to new district team members

Group Managers and Community Risk Manager from the new district team introduced themselves to the LAC, in preparation for working alongside each other in the Northland community.

## **District update**

The District Manager and Community Risk Manager updated the Committee on recent incidents and work being carried out in Te Tai Tokerau. COVID-19 restrictions are having an ongoing effect on Fire and Emergency, in particular on recruiting and training. It was noted that Whangarei Airport is looking to recruit an onsite brigade, such as Bay of Islands Airport has, and that similar arrangements with Fire and Emergency will need to be agreed through a MOU.

## **Community engagement**

The Committee discussed community engagement undertaken since its previous meeting in July. COVID-19 restrictions have curtailed engagement to some degree.

An LAC member accompanied the District Manager and team members on a visit to Rāwhiti to inspect a proposed alternate site for a new fire station and to discuss viability and process for Fire and Emergency consideration. The meeting indicated that a feasibility study and further discussion with the landowner should be undertaken. The LAC member will work with the Group Manager on a community consultation process, to ensure the new site has the support of the community prior to the project proceeding.

At a regular Kaipara Police-Iwi Liaison meeting iwi noted that, particularly under COVID levels 3 and 4, there is a shortage of skilled people available to lift tapu from sites of motor vehicle accidents. The question of capacity to support first responders with whakawātea of sites will be raised at Fire and Emergency's Group and COVID meetings.

## **Engagement planning**

Work and communications will continue between the LAC, Fire and Emergency management CDEM and Te Uri o Hau in establishing a marae-based community programme dealing with response, education and planning for recovery in the North Western Kaipara area.

A planning session will be scheduled for the February LAC meeting. District leaders will present their plans, engagement focus and priorities and the Committee will consider its engagement capacity and plan further collaboration with the district team.

## **LAC Advisory Framework**

The National LAC Team updated the Committee on the development of the framework to integrate LAC advice into Fire and Emergency and anticipated timeframes for implementing the framework into Fire and Emergency and the LACs' operations.

## **National LAC Team update**

The LAC Team provided updates on the Year One Evaluation of LACs, including initial findings, appointment processes for Tairāwhiti and Chatham Islands LACs and the new, more concise quarterly report for the Board.

## **Board report – Committee time**

The LAC Chair agreed to bullet point content for Northland's contribution to the LAC quarterly report to the Board and members had some committee time at the end of the meeting to discuss this.

The meeting closed at 12:00pm.

## Action Log

Date	Action	Responsible	Due	Status/Notes
25 Feb 2021	Talk to CDEM about marae business continuity planning programme	Sarah	February 2022	In progress
30 July 2021	Provide an update on work being done to improve traffic management	District Manager	February 2022	Work is being progressed at national level
1 Nov 2021	Complete any outstanding engagement reports for the last quarter (Q1)	LAC members	December 2021	Completed
1 Nov 2021	Reallocate communities to LAC members for engagement (so that members and District team are aware and can coordinate and work together)	LAC	February 2022	Scheduled for 25 Feb meeting
1 Nov 2021	Schedule an LAC planning session for Feb meeting	National LAC Team	January 2022	Completed
1 Nov 2021	Come to Feb meeting prepared for an engagement planning and strategy discussion	LAC members	February 2022	Completed
1 Nov 2021	Send LAC team the District Team's priorities and opportunities for LAC involvement – for distribution with meeting papers for Feb	District Manager	January 2022	Completed
1 Nov 2021	Consider a Fire and Emergency contribution to the youth leadership wānanga (run by <i>Community Think</i> which consists of youth services and Māori health providers)	District Team	January 2022	Wānanga didn't go ahead due to COVID-19
1 Nov 2021	Raise question of capacity to support first responders with whakawātea of sites of road accidents with team and COVID Group	Group Manager, Whangarei	January 2022	FENZ and Police are working together to recruit more people for this role.