



Minutes

West Coast Local Advisory Committee Meeting

Date: 29 July 2022

Time: 9:00am-12:15pm

Venue: Fox Glacier Fire Station

Present:

Terry Donaldson	LAC Chair
Andy Thompson	LAC Deputy Chair
Heath Milne	LAC Member
Shoshy Perchig-Gibli	LAC Member
Mark Bolland	LAC Member

In Attendance:

Christine Watson	Senior Advisor, Local Advisory Committees
Cullum Peni-Wesche	Senior Advisor, Local Advisory Committees
Myles Taylor	District Manager, West Coast

Apologies:

Mark Davies	LAC Member
Lucy Chamberlain	National Manager, Local Advisory Committees

Welcome

The meeting began with a karakia and a welcome from the Chair.

Minutes

The minutes from the Committee's meeting on 11 May were confirmed.

Meeting dates

The Committee set dates for its quarter 3 and 4 meetings, agreeing to meet on 2 February and 12 May 2023.

District update

The District Manager provided an update on priorities for the District team, including training, the reintegration of volunteers into Brigades now the COVID vaccination mandate has been lifted, and volunteer support, given the traumatic nature of many callouts volunteers attend on the West Coast.

The Committee heard that with the one trainer on the West Coast also working in Canterbury, there is not sufficient capacity to train all those who wish to volunteer for Fire and Emergency. Recruits can become demotivated and choose not to continue if training is delayed and this presents a retention issue for the volunteer attraction drive planned for October this year.

Community engagement

Shoshy Perchig-Gibli met with Greymouth High School representatives, introducing the role of the LAC and noting the importance of taking opportunities to let people know of the Committee's purpose and availability.

Meetings have been arranged following the LAC's quarter 1 meeting with volunteers and businesses in Fox Glacier, Franz Josef Glacier and Hari Hari, over two days. Insights from this engagement will be summarised and discussed by the Committee during the second quarter of the 2022-23 year.

While staff turnover has presented some challenges, CDEM capability is increasing on the West Coast. The Deputy Chair was recently appointed a controller with CDEM, which will allow the Committee better visibility in this area.

Engagement planning

The Committee is planning a LAC presence at the AgFest to be held in Greymouth in October to raise awareness of the Committee and hear from the rural community and other visitors to the festival.

This quarter, members will also approach the recently-established Westland Young Farmers' Club, to gauge their interest in engagement with the Committee.

Members of the Committee will attend the August meeting of the West Coast Mayors, Chairs and Iwi Group.

Planning and local planning

Fire and Emergency's Strategy and Performance Team provided the Committee with an overview of planning processes and how LACs will contribute to local planning by providing feedback on District plans as they are developed.

West Coast LAC Insight Report

The Committee reviewed its draft local insights report to go to the Board in December, agreeing on amendments and noting the importance of processes to provide feedback to communities after engagement.

The Deputy Chair commented that he has valued recent opportunities to provide input into the development of LAC induction materials and to meet with Chairs and Deputy Chairs from other LAC Districts, working towards the LAC Chairs' Insight Report to the Board.

Board report

The Committee agreed the content of its quarterly report to the Board.

Action Log

Date	Action	Responsible	Due	Status/Notes
11 May 2022	Schedule meeting with Makaawhio in Oct-Nov 2022.	Mark Davies	Oct 2022	In progress
11 May 2022	Arrange a spot for FENZ/LAC on the agenda of next Mayors, Chairs and Iwi Group meeting – 10 August.	Heath / District Manager	Aug 2022	Completed
29 Jul 2022	Connect with Welfare Officer, Tina Milne about training to prepare volunteers for supporting families of incident/accident victims.	District Manager	Oct 2022	In progress
29 Jul 2022	Invite agencies and LAC members to interagency meeting.	District Manager	Oct 2022	Postponed to November 2022
29 Jul 2022	Arrange engagement for the LAC at a West Coast Principals' Association meeting.	Shoshy Perchig-Gibli	Oct 2022	Completed
29 Jul 2022	Approach Westland Young Farmers' Club and propose engagement.	Andy Thompson	Oct 2022	In progress
29 Jul 2022	Arrange LAC presence at AgFest (14-15 Oct).	Terry Donaldson	Oct 2022	Completed
29 Jul 2022	Contact three people/organisations each from the LAC's priority stakeholders list – to gauge interest in engagement.	LAC members	Oct 2022	Completed