



Minutes

West Coast Local Advisory Committee Meeting

Date: 17 October 2022

Time: 10:30am - 3:15pm

Venue: Byte Māwhera, Greymouth

Present:

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

In Attendance:

Myles Taylor	District Manager, West Coast
Lucy Chamberlain	National Manager, Local Advisory Committees
Christine Watson	Senior Advisor, Local Advisory Committees

Guests:

Steve Turek	National Manager, Community Readiness and Recovery
Angela Christie	Appointments Lead, Local Advisory Committees
Claire Brown	Regional Director, Civil Defence Emergency Management

Welcome

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

Minutes

The minutes from the Committee's meeting on 29 July 2022 were confirmed as a correct record.

Chairs' Forum

The Chair gave the Committee an overview of two Chairs' Forum meetings over the past quarter, which were part of the process to pull together and agree on common themes and insights across the LACs for the annual LAC Chairs' Insights Report for the Fire and Emergency Board (the Board).

District update

The District Manager provided an update on priorities for the District Team, covering Fire and Emergency's presence at AgFest, a recent operational audit, and discussions with Westland District

Council about the potential for an emergency operation centre at Hokitika Airport.

While an earthquake along the Alpine Fault presents the most serious risk to the Coast, the District Manager noted there is a substantial amount of work to do to prepare for severe weather events. Preparedness for these events will also contribute to earthquake preparedness.

Community engagement

In conjunction with a quarterly meeting in South Westland in July 2022, the LAC engaged with volunteers, businesses and community members in Fox Glacier, Franz Josef Glacier, Hari Hari and Whataroa, over two days.

Listening to community concerns, LAC members noted the vulnerability of some infrastructure and the importance of understanding who holds resources on the West Coast and where resources are stored.

Volunteers provided their perspective on training and training systems. The Committee noted that flexibility and pragmatism from Fire and Emergency are important to provide service to communities. The training framework is well-designed, but rules around currency of qualifications and training can be restrictive.

In August 2022, LAC members met with principals from six West Coast primary schools and discussed the emergency and evacuation plans they have in place. Principals would like support with writing their plans, to ensure they are effective and would appreciate the opportunity to learn from schools affected by the Canterbury earthquakes.

The Committee attended the AgFest in Greymouth in October 2022, raising awareness of the LAC and hearing from the rural community and other visitors to the festival. Members noted that the work done by Fire and Emergency, Hato Hone – St John, the Red Cross and other emergency services at the 15,000-strong event was exceptional.

LAC members also attended a stakeholder meeting with Fire and Emergency's Chief Executive, to hear from stakeholders about risks and issues on the Coast.

Engagement planning

The LAC will make West Coast Councils, including the Regional Council, a focus for the next 12 months, to discuss flood protection and infrastructure, ensure Fire and Emergency representation around the tables and advocate for the wider emergency management group.

The Committee has approached the migrant group New Coasters and will arrange LAC engagement for November 2022.

The Red Cross was also interested in talking with the LAC. Interagency meetings are probably the best opportunity for members to connect.

Civil Defence

The Regional Director for Civil Defence Emergency Management (CDEM) talked with the Committee about the work of local CDEM groups, including opportunities for CDEM and Fire and Emergency to work together.

The LAC highlighted the importance of communicating CDEM's coordination and enabling role with

the community, and of positive and productive relationships on the ground.

There is an opportunity to undertake a resource stocktake, to better understand of where assets such as communications, generators, trailers are located and where investment is required. CDEM co-location with emergency services also presents an opportunity for more streamlined cooperation.

CDEM will look to organise a cross-agency forum with local controllers in early 2023, with a focus on roles and how organisations interact in an emergency. It is important for everyone to understand why each organisation is involved.

LAC appointments process

The National LAC Team updated the Committee on the LAC appointments process currently under way. Nominations are open between 17 October 2022 and 14 November 2022, with new members being appointed in 2023, to begin their term in July 2023.

Community Engagement Framework

The National Manager, Community Readiness and Recovery, outlined the Community Engagement Framework for Fire and Emergency, developed to provide frontline and District staff with engagement tools and consistency of approach.

Members noted that it is important that the LACs and their role and purpose are included in the framework, given that their key responsibility is engaging with communities.

Updates to the Board

This quarter, the Board will receive the LAC's annual Insights Report. Insights from this meeting will be included in the quarter three report to the Board.

Action Log

#	Date	Action	Responsible	Due	Status
1.	11 May 2022	Schedule meeting with Makaawhio	Mark Davies	February 2023	On hold pending hapū availability
2.	29 July 2022	Connect with Fire and Emergency Welfare Officer about training to prepare volunteers for supporting families of incident/accident victims	District Manager	October 2022	Ongoing – new appointment to be made to this position
3.	29 July 2022	Invite agencies and LAC members to interagency meeting	District Manager	November 2022	Complete Planned for quarter one 2023
4.	29 July 2022	Approach Westland Young Farmers' Club and propose engagement	Deputy Chair	February 2023	In progress
5.	17 October 2022	Connect the District Manager with Soroptimist International of Westland	Mark Davies	November 2022	In progress
6.	17 October 2022	Arrange a meeting with the Regional Council	Chair	November 2022	In progress
7.	17 October 2022	Arrange engagement with West Coast Councils in 2023	Chair	February 2023	In Progress Meet with Grey District Council – Jan 2023
8.	17 October 2022	Set a date for engagement with New Coasters	Shoshy Perchig-Gibli	February 2023	In Progress Meeting planned for March 2023
9.	17 October 2022	Draft and pitch a story on the LAC to West Coast media	National LAC Team	October 2022	Complete
10.	17 October 2022	Provide an update on work on the MOU with the Ministry of Education.	National LAC Team	Feb 2023	Ongoing Joint work on support for

					schools on evacuation schemes is underway
--	--	--	--	--	---