



Minutes

West Coast Local Advisory Committee Meeting

Date: 19 February 2025

Time: 9.30am

Venue: Greymouth Fire Station, Greymouth

Present:

Shoshy Perchig-Gibli	LAC Chair
Chris Rea	Deputy Chair
Heath Milne	LAC Member
Terry Donaldson	LAC Member
Taane Johnsen	LAC Member

In Attendance:

Rebecca Keoghan	Fire and Emergency Board Chair
Brad Mosby	Region Manager, Te Ihu
Myles Taylor	District Manager
Paki Johnston	Pou Takawaenga Māori Matua
Ryley Webster (online)	Manager, Volunteering
Lia Moon (online)	Future Operational Capability Project
Leanne Hay (online)	Senior Advisor, Local Advisory Committees

Apologies:

Sam Speight	LAC Member
Sam Bugler	Community Risk Manager, West Coast
Lucy Chamberlain	National Manager, Local Advisory Committees
Shane Lau	Senior Advisor, Local Advisory Committees

Welcome

The meeting opened with a Karakia and the Chair welcoming attendees.

The minutes from the Local Advisory Committee's meeting on 11 November 2024 were confirmed, actions updated, and correspondence discussed.

Chair Update

The Chair provided an update from the Chairs forum in November 2024 and noted other relevant updates for the committee.

The chair raised again the committees concern regarding the current low membership and how this was proving challenging for members to fulfil their commitments in particular with reach across different communities for engagement.

District Update

The District Manager provided the committee with an update on district activities and current risks and issues. The district has a current focus on smoke alarms and has escalated concerns to a national level on smoke alarms in Airbnb properties. Changing demographics continue to be an issue as does the current dry conditions along the West Coast.

Property Update

The Region Manager and National Property Manager Brad Mosby, responded to the committee on issues raised with asset management on the West Coast. The West Coast has 650 facilities, which makes it one of the biggest districts in terms of assets. The district faces challenges with the age and seismic condition of its buildings.

Board Chair Address and Discussion

The Board Chair gave an address to the committee which covered a number of challenges currently facing the organisation. She updated the committee on the Board intended direction to these issues. The address covered several topics including climate change, looking at different options for training, fiscal restraints stemming from a reduction in levy as consumers reduce their insurance spend, considering options around seismic remediation of buildings and the political landscape.

This was followed by an open conversation with the committee on a range of issues directly affecting the West Coast.

Engagement Planning

The committee reviewed its engagement plan, adding in additional engagements before endorsing. Two recent engagements were discussed. Reports will be filed for these post meeting.

Update on the National Volunteering Strategy

The Manager Volunteering gave an update on progress within the organisation's ten-year Volunteering Strategy and looking at the next areas of prioritisation.

Update on the Workforce Operational Capability Project

Brad Mosby and Lia Moon presented on behalf of Chris Lind of the Future Operational Capability project, updating the committee on the project and timelines. The committee was invited to provide feedback to the project team via email: futureoperationalcapability@fireandemergency.nz.

NLAC Updates

The Senior Advisor provided an update on the Whāriki engagement reporting tool rollout and guidance for members when invoicing.

Board Updates

Thank you to the Board Chair for attending the West Coast LAC meeting, and for offering to share the Fire and Emergency report to the Select Committee.

The LAC noted their ongoing concern for low numbers of the committee and the risks to effective engagement across the district.

Recent engagements include Mines Rescue Trust, Family Start and Greymouth division of St John.

General Business

Actions from the meeting were confirmed.

The Chair agreed to write to the National Manager LACs noting the committees concern with low numbers and the challenges this brings moving forward.

The committee agreed to send a letter of thanks to the Board Chair for attending the meeting.

It was noted that the Board Chair has offered to provide the committee with the report by Fire and Emergency to the Select Committee.

Due to committee members availability the T3 meeting will move from the 28th to Tuesday 27th May 2025 and be at Hokitika.

Next meeting

T3 Tuesday 27 May 2025 – Hokitika Fire Station

The meeting finished at 3.15pm

Action Log:

Date	Action	Responsible	Due	Status/Notes
19 February 2025	Follow up on Chairs offer to provide the FENZ Report to the Select Committee	Senior Advisor/Governance Team	Post meeting	In progress
19 February 2025	Draft letter of thanks to Board Chair	Senior Advisor/Chair	Post meeting	In progress
19 February 2025	Email to NLAC Manger with committees concerns on low numbers	Chair	Post meeting	Completed

19 February 2025	Update engagement plan and attach with minutes for confirmation	Senior Advisor	Post meeting	Completed
11 November 2024	Arrange engagement with MSD, including FENZ CRM	Heath Milne	Post meeting	In progress
11 November 2024	Arrange engagement with High Schools: Hokitika High School	Chris Rea	Post meeting	In progress
11 November 2024	Arrange engagement with High Schools: Buller High School Reefton High School	Shoshy Perching-Gibli	Post meeting	In progress
11 November 2024	Arrange engagement with local mining companies: Westland Minerals Federation Mines	Terry Donaldson	Post meeting	In progress
11 November 2024	Arrange engagements with local fire brigades: Haast Karema (Waimanga	Organise: Sam Speight Attend: All LAC	Post meeting	In progress
11 November 2024	Engage with FENZ CRM at regular intervals.	LAC	Ongoing	In progress
14 August 2024	Provide the LAC with a list of brigades	District Manager	Post meeting	In progress
14 August 2024	Taane to connect District Manager with Mayors Chairs and iwi meeting.	Taane Johnsen	Post meeting	Completed
11 November 2024	Engagement with Chris Efford, Divisional Manager and Youth Programmes Standard Manager of Greymouth division of St John.	Shoshy Perching-Gibli	Post meeting	Completed
11 November 2024	Arrange engagement with NZ Mines Rescue	Shoshy Perching-Gibli	Post meeting	Completed. Shoshy and Taane Johnson will attend

11 November 2024	Invite FENZ Regional Property co-ordinator Steve Hill to next Meeting	Senior Advisor	Post meeting	Completed
11 November 2024	Query on Whāriki – can multiple users enter information into one report <i>Passed onto project team. Not currently available but they will take into consideration for final version.</i>	Senior Advisor.	Post meeting	Completed.
11 November 2024	Invite Board Chair, Rebecca Keoghan to the next meeting on Wednesday 19 th February	Shoshy Perching-Gibli	Post meeting	Completed. Senior Advisor confirmed its in her calendar
11 November 2024	Community Evaluation – concern about giving out private information	Chair – raise at Chairs Forum	T2 meeting	Completed. Lucy Chamberlain will come back to the committee on this
11 November 2024	Provide committee with report on LAC annual performance report	Senior Advisor	Post meeting	Complete