



Minutes

West Coast Local Advisory Committee Meeting

Date: 22 June 2023

Time: 9:30am - 2:00pm

Venue: Hokitika Fire Station

Present:

Shoshy Perchig-Gibli	LAC Chair
Andy Thompson	LAC Deputy Chair
Terry Donaldson	LAC Member
Sam Speight	LAC Member
Taane Johnsen	LAC Member
Chris Rea	LAC Member

In Attendance:

Piki Thomas	Deputy Chief Executive, Kaupapa Māori and Cultural Communities
Paki Johnston	Pou Takawaenga Māori, Te Ihu
Myles Taylor	District Manager, West Coast
Sam Bugler	Community Risk Manager, West Coast
Lucy Chamberlain	National Manager, Local Advisory Committees
Christine Watson	Senior Advisor, Local Advisory Committees

Apologies:

Heath Milne	LAC Member
Mark Bolland	LAC Member
Paul Henderson	Region Manager, Te Ihu

Welcome

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

Mihi whakatau

The Pou Takawaenga Māori led a mihi whakatau to welcome the Local Advisory Committee's (LAC's) three new members. Members then introduced themselves and shared their community networks and connections in the West Coast community, to assist with engagement planning.

Minutes

The minutes from the Committee's meeting on 2 February 2023 were confirmed.

Reflections

The Chair provided an overview for new members of the LAC's work and engagement priorities since the Committee's establishment in 2020. Existing members outlined how they have been engaging to date and their plans for the coming year.

District overview and update

The District Manager briefed the Committee on the finalised District Plan and his priorities over the next one, three, and five-year periods.

District priorities related to improving the volunteer experience, understanding community risk profiles, and developing a more fit for purpose emergency service for the district.

As Fire and Emergency resourcing is applied based on the number of calls received, and not considering the number of isolated incidents that take place, or the level of deprivation requiring Fire and Emergency support, the District Manager mentioned that there will be a volunteer recruitment campaign taking place in July 2023 to cope with the resourcing shortages.

As current volunteer numbers are low, the recruitment campaign is hoped to bring in a good number of new recruits, along with additional trainers to train the volunteers.

Kaupapa Māori and Cultural Communities Branch

The Deputy Chief Executive of the Kaupapa Māori and Cultural Communities Branch updated the Committee on the design of the new Branch. Members noted that they would like to take part in Māori capability programmes for staff, where appropriate.

Community engagement

In April 2023, LAC members met with New Coasters, a group for immigrants and other people new to the West Coast, hear their risks, concerns, and queries. The District team will follow up to help with fire extinguishers and information requested by New Coasters members on evacuation plans.

The District Manager will invite members to an upcoming Chief and Deputy Chief Fire Officers meeting.

National LAC team update

The National LAC team updated the Committee on work towards the establishment of the remaining LACs, the upcoming LAC Chairs' Forum and exit interviews to be carried out with retiring members.

Updates to the Board

The Committee agreed on the content of their quarterly update to the Board.

Action Log

#	Date	Action	Responsible	Due	Status/Notes
1.	11 May 2022	Contact Makaawhio and Kāti Waewae about engagement.	Taane Johnsen, Terry Donaldson, Chris Rea	Sept 2023	Hapū availability dependent
2.	29 Jul 2022	Invite agencies and LAC members to interagency meeting.	District Manager	Nov 2023	Ongoing
3.	29 Jul 2022	Approach Westland Young Farmers' Club and Federated Framers to propose engagement.	Andy Thompson	Sept 2023	Ongoing
4.	17 Oct 2022	Connect the District Manager with Soroptimist International Westland.	Chair	May 2023	Ongoing
5.	17 Oct 2022	Arrange a meeting with the Regional Council.	Terry Donaldson	Sept 2023	In progress
6.	17 Oct 2022	Arrange engagement with Buller District Council.	Taane Johnsen	Sept 2023	In progress
7.	2 Feb 2023	Propose a meeting with the West Coast Multicultural Council o Te Tai Poutini.	Shoshy Perchig-Gibli	Sept 2023	In progress
8.	2 Feb 2023	Invite members to an upcoming Chief and Deputy Chief Fire Officers meeting.	District Manager	Sept 2023	In progress
9.	22 June 2023	Provide support for New Coasters on evacuation plans / fire extinguishers.	Community Risk Manager	Sept 2023	In progress
10.	22 June 2023	Convene informal meeting of members, after LAC Chairs' Forum.	Shoshy Perchig-Gibli	July 2023	In progress
11.	22 June 2023	Share Board reports with new members.	National LAC team	June 2023	Complete
12.	22 June 2023	Follow up with People Branch about training resource on the Coast.	National LAC team	Sept 2023	In progress
13.	22 June 2023	Share opportunities for LAC members to participate in Te Aho Tapu Māori capability initiatives.	National LAC team	Sept 2023	In progress