Minutes

West Coast Local Advisory Committee Meeting

Date: 17 September 2025 **Time: 10.00am – 2.30pm**

Venue: Cobden Fire Station, Greymouth

Present:

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

In Attendance:

Myles Taylor	District Manager
Paki Johnston	Pou Takawaenga Māori Matua
Shane Laulu (online)	Senior Advisor, Local Advisory Committees

Apologies:

Sam Speight	LAC Member
Heath Milne	LAC Member

Welcome

The Chair opened the meeting and welcomed attendees. The LAC Members Interests Register was confirmed for the meeting with minor changes. Actions were updated, there were no changes to the Register of Interests, and the correspondence log was noted.

Chair Update

The Chair provided an update on the LAC Chairs' Hui in July in Wellington. Also shared was the Chairs Insights report to the LAC members. Noted was also the session with the Chairs had with Bryan Dunne, Deputy Chief Executive, Office of the Chief Executive and new strategic direction for the organisation.

The Chair endorsed the structure of the LAC Chairs report and highlighted the answers the Board wanted to hear, and the examples captured the collective voice of Chairs.

Points of discussion during the Chair's Update included the LAC would like to be kept informed of progress with the new strategic direction and discussion on the appointments process for the West Coast LAC.

Engagement reports and analysis

The LAC discussed and confirmed the focus and priority settings for its 2025-26 engagement plan. This provided the opportunity for the LAC to review its tactical plan for engagements to February 2026 when the committee will have new members.

The LAC reviewed engagement reports submitted for the period. Discussion covered training culture change and continuing to maintain and evolve partnerships in the district to support Fire and Emergency. The mandate and maintaining training standard for medical responses continues to be a challenge for the district. The LAC will invite Hato Hone St John to a future meeting to discuss these challenges.

The LAC went through the Community Perception Report and discussed some tools to assist their engagement including a letter of introduction.

District update

The District Manager provided an update of activity and current issues in the District over the period. Discussed were recent incidents, accumulative effects of weather events, medical responses and West Coast volunteer numbers. The LAC was also briefed on the validation audit report for 2025 numbers and results.

General Business

The LAC was updated on SharePoint access for committees. The LAC confirmed it venues for its Trimester two (Greymouth Fire Station) and three (Hokitika Fire Station) meetings for 2025-2026. The LAC had in-committee time, then closed the meeting at 2.30pm.

Action Log:

Date	Action	Responsible	Due	Status/Notes
17 September 2025	Update 25-26 engagement plan with amendments as discussed	Chair/Senior Advisor	Immediate Post meeting	In-progress
17 September 2025	Provide LAC feedback for consideration as part of the appointment process for West Coast members	Chair	Immediate Post meeting	Completed
17 September 2025	Update West Coast Engagement toolkit for LAC use	Senior Advisor	Post meeting	In-progress
27 May 2025	Follow up letter to Board Chair on information that was promised on the Select Committee Report.	SA and Chair	Post meeting	Completed
27 May 2025	Invite an appropriate person to the next LAC meeting to discuss how	Chair	T2	Updated Sep 2025: revisit post

	budgets are allocated and current fiscal issues			organisational changes
27 May 2025	Arrange engagements with local fire brigades: • Haast • Karema • Waimangaroa	Organise: Taane Johnsen Attend: All LAC	End of October 2025	Updated Sep 2025: In progress
11 November 2024	Arrange engagement with MSD, including FENZ CRM	Heath Milne	Chair to follow up	Updated Sep 2025: In progress