Minutes

West Coast Local Advisory Committee (LAC) Meeting

Date: 19 February 2026 **Time: 9.15am – 3.45pm**

Venue: Greymouth Fire Station, Greymouth

Present:

Shoshy Perchig-Gibli	LAC Chair
Chris Rea	Deputy Chair
Taane Johnsen	LAC Member
Terry Donaldson	LAC Member
Hannah Johnson	LAC Member
Steven May	LAC Member
Teri-Anne Bell	LAC Member

In Attendance:

Steve Trigg	Acting District Manager
Sam Bugler	Community Risk Manager
Lucy Chamberlain (online)	National Manager, Local Advisory Committees
Maria McDonald (online)	Secretariat, Local Advisory Committees

Apologies:

Myles Taylor	District Manager
Sam Speight	LAC Member

Welcome

The Chair opened the meeting and welcomed attendees and noted Sam Speight's resignation. Members introduced themselves and made connections. The Interest Register was noted. The minutes were confirmed, a typo was noted. Actions were updated.

District update

The Acting District Manager (DM) and Community Risk Manager provided a presentation and discussed District focus areas, key priorities, issues, risks, initiatives and engagement. The presentation pack will be provided to the LAC. The Acting DM gave an update on the current change process noting that the LAC will be advised following decisions.

Changes to the LAC Terms of Reference

The National Manager LACs and the Chair gave a presentation outlining the changes to the Terms of Reference. The National Manager advised that the Senior Advisor has resigned, and recruitment is underway to appoint a replacement as secretariat support.

Payments and Fees

A presentation was provided on the updated payments process and fee structure taking place from 1 February 2026. A question was raised about travel time when over 1.5 hours, and how this is managed which is covered in the guidance provided to members.

Engagement

The LAC reviewed its 2023/24 Work and Engagement Plans and considered priorities for its 2025-26 engagement. Suggested priorities for engagement:

- Engage with Māori community
- New communities, and those communities with high vulnerability, high needs, and risks from a Fire and Emergency perspective
- Engaging with local brigades about sustainable volunteering
- Organisations who are successful with sustainable volunteerism
- Expose risk by engaging with West Coast communities, bearing in mind what risk reduction work Fire and Emergency has done.

The committee will consider new member's connections to refresh the documents and there will be further discussion at its next meeting.

General Business

The LAC confirmed its next meeting date as 1 May to allow attendance and farewell of outgoing members. Venue is confirmed as the Mines Rescue Trust. The LAC had in-committee time, and the meeting was closed at 3.45pm (6.5 hours).

Action Log:

Date	Action	Responsible	Due	Status/Notes
19 February 20 26	Water consultation update on next agenda	Taane Johnsen	Ongoing	Complete
19 February 2026	Guidance on LAC travel time if over 1.5 hours each way	Senior Advisor	19/3/26	Complete
19 February 2026	Each member to consider the Engagement Plan and their networks.	All LAC members	1/5/26	Complete
19 February 2026	Share risk mapping (CRM) to the LAC	Sam Bugler	10/4/26	Complete
19 February 2026	Share the definition of the four Rs, and Firewise information to the LAC	Senior Advisor	19/3/26	Complete

19 February 2026	Access to Convene and log in guidance	Senior Advisor	10/4/26	Complete
17 September 2025	Arrange engagements with local fire brigades at Haast, Karema and Waimangaroa	Taane Johnsen	1/5/26	In progress