Minutes

West Coast Local Advisory Committee Meeting

Date: 27 May 2023 **Time: 9.30am – 1.30am**

Venue: Hokitika Fire Station, Hokitika

Present:

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

In Attendance:

Myles Taylor	District Manager
Sam Bugler	Community Risk Manager, West Coast
Leanne Hay (online)	Senior Advisor, Local Advisory Committees

Apologies:

Health Milne	LAC Member
Sam Speight	LAC Member

Welcome

The Chair opened the meeting and welcomed attendees. The minutes from the Local Advisory Committee's (LAC) meeting on 19 February 2025 were confirmed 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 will be attending the Fire and Emergency Board meeting on 27 June 2025.

Engagement reports and analysis

The LAC discussed the engagements undertaken for the period. Recent engagement with Buller High School and Reefton Area School student councils was positive, however highlighted that students did not know about opportunities to be involved in Fire and Emergency. The LAC discussed with the District Manager (DM) a range of options to increase awareness for young people. The LAC noted that rurally there are connection issues when calling the emergency number 111.

2024/25 Annual Insights Report

The LAC completed their Annual Insights Report for 2024/25.

District update

The DM gave an update of current issues in the District. Fiscal restraints remain an issue for the organisation with the reduction of the levy intake.

The LAC was updated on the new Fire and Emergency Strategic Direction. Of note was a change of focus for the organisation to narrow down its operations to what it is mandated under legislation, to enable it to operate within budgets.

The District is currently working with LAC in areas with low volunteers and is also working to put first response agreements with other agencies in place in these areas to alleviate the pressure on those brigades.

General Business

The committee considered the results of the self-survey.

The Senior Advisor updated the committee on the progress of the Future Operating Capability Project and informed them of the Volunteer Engagement Model Project that the volunteering team is about to undertake.

Next meeting

Will be confirmed by the LAC Co-ordinator shortly.

The meeting finished at 1.30pm

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	Post meeting	Completed
27 May 2025	Follow up letter to Board Chair on information on the Select Committee Report.	Senior Advisor and Chair	Post meeting	
27 May 2025	Invite an appropriate person to the next LAC meeting to discuss how budgets are allocated and current fiscal issues	Senior Advisor	T1	In progress
27 May 2025	Follow up with Reefton Area School (Sue) on feedback from students	Chair	Post meeting	In progress

27 May 2025	Arrange engagements with local fire brigades: • Haast • Karema • Waimangaroa	Organise: Taane Johnsen Attend: All LAC	Post meeting	In progress
27 May 2025	Provide the LAC with a list of local brigades	Senior Advisor	Post meeting	Completed
19 February 2025	Draft letter of thanks to Board Chair	Senior Advisor/Chair	Post meeting	Completed
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 Area School	Shoshy Perching-Gibli	Post meeting	Completed
11 November 2024	Arrange engagement with local mining companies: Westland Minerals Federation Mines	Terry Donaldson	Post meeting	Federation Mines completed
11 November 2024	Engage with FENZ CRM at regular intervals.	LAC	Ongoing	In progress