

West Coast Local Advisory Committee Meeting

Date: 14 August 2024

Time: 10.00am-3.30pm

Venue: Greymouth Fire Station

Present:

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

In Attendance:

Myles Taylor	District Manager, West Coast
Sam Bugler	Community Risk Manager, West Coast
Shane Lauulu	Senior Advisor, Local Advisory Committees

Apologies:

Heath Milne	LAC Member
Sam Speight	LAC Member
Andrew Thompson	LAC Member
Brad Mosby	Region Manager, Te Ihu
Lucy Chamberlain	National Manager, Local Advisory Committees

Welcome

The meeting began with the Chair welcoming attendees.

Minutes and Committee business

The minutes from the Local Advisory Committee's (LAC) meeting on 27 May 2024 were confirmed, actions updated, and correspondence discussed.

Chair update

The Chair updated the LAC and shared observations from the recent Chairs' Forum held in Wellington. The Chairs discussed the report to the Board and Board areas of focus to guide LAC

engagement for the coming year. A session with Local Planning staff and the Chair cohort highlighted the need for LACs to be included in the process much earlier.

Engagement planning

The LAC workshopped their engagement planning for the development engagement process. More work will be undertaken to finalise the plan to be able to sign off at the Q2 November meeting.

LAC engagement with Takiwa Poutini

The LAC invited Meg Forsyth and Vicki Roper from Takiwa Poutini to attend the meeting for discussion on their work. Discussed was the role of the Health provider as a facilitator in the community and collaboration opportunities for the LAC to connect to, including the monthly Cross Sector Forum.

District Update

The District Manager updated the LAC on recent work and activity over the period. The 2023-24 performance report and key indicators were shared with the Committee and performance against response times and challenges.

Committee Self Review Survey

The LAC discussed the survey self-review results and where they can improve. In analysing the results, the Committee noted the slide back from effective and efficient results relating to frustration over feedback and responsiveness to insights that have impacted the committee engagement and closing the loop with stakeholders.

LAC Q1 updates

The LAC noted from the District update that several national key performance indicators potentially impact the resource level that do not reflect the West Coast environment as exemplified by the medical emergencies volunteer crew responses with travel distances and response times.

The training engagement and barriers continue to be an ongoing issue as referenced in the LACs 2023-24 Local insights reporting.

Engagement reports

The LAC discussed its engagement over the last quarter and how valuable and productive the discussions were. The engagement with Gloriavale community was highlighted as useful given the isolation of this community and existing relationships that provided access.

Next meeting

The Quarter Two meeting is confirmed for **Tuesday 12 November 2024** at the NZ Mines Rescue Service, 869d State Highway 6, Rapahoe, Greymouth 7803.

Action Log:

Date	Action	Responsible	Due	Status/Notes
14 August 2024	Provide the LAC with a list of brigades	District Manager	Post meeting	In progress
14 August 2024	Taane to connect Myles with contact for Iwi Chairs for Engagement	Taane Johnsen	Post meeting	In progress
14 August 2024	Provided editable Engagement template	Senior Advisor	Post meeting	In progress
14 August 2024	Email Chris Rea letter to West Coast Highschools	Chair	Post meeting	In progress
14 August 2024	Confirm how survey results will be reported to the Board	Senior Advisor	Post meeting	In progress
14 August 2024	Provide Chairs Hui report to LAC members	Chair/Senior Advisor	Post meeting	In progress
14 August 2024	Draft LAC engagement plan	Chris Rea	Post meeting	In progress
27 May 2024	Invite CE to future LAC meeting	Chair	May 2024	In progress
27 May 2024	Invite Board Chair to LAC Q1 meeting in August (possible meeting in Westport)	Chair	May 2024	Passed onto Board secretariat In-progress
27 May 2024	Engagement - Hokitika High School Buller Highschool Reefton Highschool	LAC Chair Taane Johnsen Chris Rea	August 2024	In progress
27 May 2024	LAC to make contact with Westland Mineral for engagement meeting	LAC Terry Donaldson	August 2024	In progress
27 May 2024	LAC to make contact with Federation Mine for engagement meeting	LAC Terry Donaldson	August 2024	In progress
14 August 2024	Following letters to be sent <ul style="list-style-type: none"> Mark Bolland – thank letter from the Chair Chris Rea confirmation as Deputy Chair 	Senior Advisor	Post meeting	Completed
14 August 2024	Confirm venue for the LAC Q2 meeting with the Mine Rescue Trust – Rapahoe	LAC Taane	October	Completed
14 August 2024	Clarify what district the Haas brigade is responsible to.	Senior Advisor	Post meeting	Completed
27 May 2024	Seek further advice for the LAC on resignation of member	NLAC Senior Advisor	May 2024	Completed
27 May 2024	Provide Board areas of focus slides for LAC	NLAC Senior Advisor	May 2024	Completed

27 May 2024	LAC to complete 23-24 Insights report template and Chair to circulate to the committee and finalise to submit by the deadline of first week in July.	Chair	June 2024	Completed
27 May 2024	FY24-25 Q1 planning Engagement priorities – high school engagement	Chair to liaise on setting meeting for CRM	August 2024	Completed
27 May 2024	Letter of thanks to Mark Bolland and Andy Thompson	Chair	August 2024	Completed
27 May 2024	Follow up with District Manager about inter-agency meeting attendance by a LAC member	Chair	August 2024	Completed
27 May 2024	Invite Takiwa Poutini to Q1 or Q2 meeting to present	Chair	August 2024	Completed
14 Nov 2023	Arrange engagement with Glorivale community	LAC Taane Johnsen To be scheduled	March 2024	Completed
5 Mar 2024	LAC write to FENZ Board Chair in response to their correspondence dated 19 Dec 2023 on improving the feedback loop and acknowledging progress with insights	Chair	May 2024	Completed
5 Mar 2024	The LAC will review the workplan to ensure aims and measures align	Chair	May 2024	Completed