



Minutes

West Coast Local Advisory Committee Meeting

Date: 11 September 2020

Time: 9.00-16.00

Venue: Arahura Marae, Hokitika

Present:

Terry Donaldson	Chair
Andy Thompson	Deputy Chair
Shoshana Perchig-Gibli	Member
Mark Davies	Member
Zak Neale	Member
Mark Bolland	Member
Heath Milne	Member

In Attendance:

Lucy Chamberlain	National Manager, Local Advisory Committees
Christine Watson	Senior Advisor, Local Advisory Committees
Piki Thomas	National Manager, Kaupapa Māori
Paki Johnston	Pou Takawaenga, Te Ihu/Te Kei
Paul Henderson	Region Manager, Te Ihu
Mark Boere	Area Manager, West Coast
Atila de Oliveira	Principal Rural Fire Officer, West Coast
Doug Muller	Planning and Performance Manager, Te Ihu
Kim Peterson	Business Services Manager
Lucy Sullivan	Business Support Manager

The West Coast Local Advisory Committee (the Committee) and the Te Ihu region team were welcomed onto Arahura marae by Kāti Waewae for the Committee's first meeting.

Welcome

The National Manager, Kaupapa Māori opened the meeting at 10.15am with a karakia.

The Chair welcomed Committee members and Fire and Emergency Te Ihu region staff and set out ground rules for the Committee going forward.

Workplan

The Committee set meeting dates, drafted its workplan for the 2020-21 year and planned the content of the next meeting in November.

Stakeholder Engagement

The Committee mapped its community stakeholders and the member relationship holder for each. Stakeholders were then prioritised according to West Coast risks and challenges, the Terms of Reference and Board Expectations and the relationships held by the regional team.

Priority groups and sectors for engagement during the 2020-21 year will be:

- Volunteers
- Iwi
- Youth/Schools
- Civil Defence and Emergency Management (CDEM)
- Industry and small and medium enterprises – including farming, tourism and larger dairy, forestry and mining employers

Principles of Engagement

The way in which the Committee will engage was discussed and principles of engagement were agreed.

Committee members will meet with stakeholders face to face, where possible in their own space or forum. They will engage in groups of two or more committee members, but with significant communities of interest, such as iwi and volunteers, where appropriate they will engage as a whole committee. They will engage alongside Fire and Emergency local leadership in some situations, particularly where relationships already exist.

Reporting to the Board

The Committee drafted the content of the October Board Report.

Closing comments

Committee members reconfirmed their commitment to the Local Advisory Committee kaupapa and the confidence they have in the Chair.

They thanked the region team for its support and noted the partnership relationship the Committee will have going forward, with local leaders and the Pou Takawaenga for Te Ihu.

The meeting closed at 16.00.

Action Log

Date	Action	Responsible	Due	Status/Notes
11 Sept	Provide region team's contact details	National LAC Team	30 Sept	Sent to the Committee, along with Talking Points and LAC contacts, 21 Sept
11 Sept	Consult West Coast iwi on how they wish to engage and schedule time during rūnanga meetings for LAC engagement (Makaawhio Rūnanga - from Hokitika south, office in Hokitika, marae at Bruce Bay Kāti Waewae Rūnanga , from Hokitika north, office at Arahura Marae)	West Coast LAC/Pou Takawaenga (Mark Boere and Atila de Oliveira engaged prior to appointments)	18 Nov	
11 Sept	Provide background on LACs and role for iwi and other stakeholders	National LAC Team	30 Oct	Introductory letter, presentation and Quickfire FAQs sent to Committee 20 October