



# Minutes

## West Coast Local Advisory Committee Meeting

**Date:** 29 October 2021

**Time:** 9:00am-12:00pm

**Venue:** Byte Māwhera – Digital Hub

### Present:

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

### Apologies:

Lucy Chamberlain	National Manager, Local Advisory Committees
Paul Henderson	Region Manager, Te Ihu

### In Attendance:

Christine Watson	Senior Advisor, Local Advisory Committees
Myles Taylor	District Manager, West Coast

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The West Coast Local Advisory Committee (LAC) meeting was held at Byte Māwhera – Digital Hub, a community meeting space in Greymouth.

### Welcome

The meeting began with a karakia and a welcome from the Chair.

### Minutes

The minutes from the Committee's meeting on 21 May were confirmed.

### District update

The District Manager spoke to the LAC on district priorities and his vision for the LAC's work alongside the district team, as a voice and support for the community. He noted that he is still working to establish the Coast's risk profile, but is challenging the community risk team to think from the community's perspective and understand what communities really value.

### Community engagement

The COVID-19 lockdown in September resulted in the cancellation of a business forum with agencies and volunteer engagement the Committee had planned for South Westland. Members are however aiming to meet with South Westland businesses in November.

## **Engagement planning**

The Committee agreed to a change of strategy with relation to engagement with volunteers, moving away from the brigade forums members met with last year. In partnership with the district team the LAC is planning a series of events to recognise volunteers and promote volunteerism with employers.

LAC members suggested that the the July 2021 flood that particularly affected Buller may present an opportunity to understand the community's level of resilience and any issues that arose during the response and recovery process. The District Manager will discuss with Buller Council's Recovery Manager what LAC engagement might be useful. Development West Coast's survey on the impacts of the flood on businesses will provide a useful overview of the effects on industry and SMEs.

The Committee is looking to schedule second meetings with the two hapū in the LAC District, Kāti Waewae and Kāti Māhaki ki Makaawhio, in the new year.

## **LAC Advisory Framework**

The National LAC Team explained the LAC Advisory Framework that is currently being developed to integrate LAC advice into Fire and Emergency. The Committee was pleased to learn more details about the framework. Members would like to see 'consideration of advice' referred to rather than 'filtering', to ensure that the independent nature of LAC advice to the Board is retained. They would also like to see a feedback loop to communities included in the framework development and diagram.

## **National LAC Team update**

The LAC Team provided updates on the Year One LAC Evaluation and the appointment processes underway for Tairāwhiti and Chatham Islands LACs. The new, more concise, quarterly Board report template was also introduced.

## **Board report**

The Committee discussed and agreed the content of its quarterly report to the Board.

The meeting closed at 12:00pm.

## Action Log

Date	Action	Responsible	Due	Status/Notes
29 October 2021	Draft a thank you letter to Zak	National LAC Team	November 2021	Completed
29 October 2021	Include a session on insights, issues and opportunities in the next LAC meeting (31 Jan)	National LAC Team / Chair	January 2021	Postponed until subsequent meeting
29 October 2021	Speak to Makaawhio about a potential meeting with the LAC in early 2022	Mark Davies	November 2021	
29 October 2021	Advise date for community engagement in South Westland	Heath Milne	November 2021	Delayed again due to COVID-19
29 October 2021	Set up event with employers to recognise volunteers and promote volunteers (First one potentially 5 March in South Westland)	LAC / District Manager	January 2022	Ongoing – postponed due to COVID-19
29 October 2021	Advise whether a meeting with Region and District Managers on 11 November can be confirmed	District Manager	November 2021	Meeting deferred to February 2022
29 October 2021	Share survey results on the impact of July floods on businesses	Heath Milne		Completed
29 October 2021	Contact Buller Council's Recovery Manager, proposing and scoping LAC engagement for early 2022	District Manager	January 2022	Session at 31 Jan meeting scheduled – then postponed due to Feb weather event