



New Zealand Search and Rescue

Minutes of Meeting
Combined NZSAR Consultative Committee and NZSAR Council Meeting
Thursday 22 August
Ministry of Transport
Level 6, SAS Tower
89 The Terrace, Wellington

Attendees:

Martin Matthews – MoT (Chair)	Duncan Ferner - NZSAR
Mike Rusbatch – Police	Carl van der Meulen - NZSAR
Mike Edginton – DOC	Phil Burgess - NZSAR
Graeme Harris – CAA	Rachel Roberts - NZSAR
Steve Moore – NZDF	Patrick Holmes - CNZ
Keith Manch – MNZ	Paul Dalton – SLSNZ
Steve Kern – CAA	Barry Taylor – Police
Dave Erson – LandSAR	Harry Maher – LandSAR
Simon Trotter – Antarctica NZ	Nigel Clifford – MNZ
Leonce Jones – MSC	Brendon Comerford – MoC
Joe Green – Police	Paul Craven – RCCNZ
Rodney Bracefield – RCCNZ	Cam Brownlee – NZDF
Amy Kirby – MoT (Minutes)	

1. Welcome

Martin opened the meeting, welcoming attendees noting apologies as below.

2. Apologies

Andy Kent - SLSNZ	Mike Davies - DOC
David Waters – Ambulance NZ	Alison Goffin - NASO

3. Minutes of previous meeting

The minutes of the meeting of the Consultative Committee held on 7 May 2013 were accepted as a true and accurate record.

4. Matters Arising from Minutes of meeting on 7 May 2013

Item 6 – Tsunami Alerts

The Secretariat to collate sector feedback on the recent tsunami alerts, and to provide this to MCDEM.

In progress

Item 12(a) – NZDF Indemnity Form

NZDF & Secretariat to distribute the memo regarding use of the indemnity form.

Completed

Item 12(b) – Swift Water Rescue

Secretariat and LandSAR to ascertain if swift-water rescue is an issue that needs to be resolved.

Completed

Item 12(c) – Tips on what to do if lost

Additional feedback to be provided to the Secretariat.

Completed

**5. Joint Service Level Agreement monitoring report:
1 April 2013 – 30 June 2013 Quarter**

The summary report was distributed prior to the meeting. During the quarter there were 560 SAROPs and 40 lives saved.

Issues and Updates:

Coastguard:

- Colin Small stood down as President. Bill Greening is acting President.
- An initial governance structural review has been completed.
- WSNZ (Water Safety NZ) review may impact on CNZ's direct access to Lottery Grant Board funding.

SLSNZ:

- AGM will be held on 21 September in Wellington.
- SLSNZ's partnership with BP is receiving good publicity.

LandSAR:

- Approximately 400 volunteers attended 25 TPP skills acquisition training courses so far this year.
- Approximately 200 volunteers attended around 25 SARINZ continuation / refresher training courses to date this year.
- Fritz van Rooden has resigned. Peter Corbett will replace this position.

AREC:

- No issues or updates to report.

6. Sector Update

The sector update report was distributed prior to the meeting. Key updates include:

- Coastguard's concerns around the review of the role of Water Safety New Zealand and the potential impact on the ability of CNZ to directly access LGB funding. NZSAR are committed to working with CNZ and other affected parties to ensure a joined-up approach across the sector.
- The Helicopter Association have been analysing accident factors, following data received from the CAA. Through this information they have been able to ascertain an opinion of cause for accidents, enabling them to see any patterns emerging in the cause of helicopter crashes. Using this data, a strategy will be developed to help address particular causes of accidents.
- The Maritime Operations Centre updated the meeting on an influx of recent hoax calls received during the 2012/13 year. The MoC received 124 distress calls, of these, 87 (70%) were genuine and a further 37 (30%) were hoax/unresolved distress calls. The majority of hoax/unresolved distress calls are able to be filtered out by the operations room staff and do not get passed onto the SAR coordinating authorities.
- RCCNZ commented that a recent significant incident for them was the unsuccessful search for the US registered schooner NINA with seven crew onboard. Last heard from in the Tasman Sea on 4 June 2013. An extensive search, which commenced late in June and continued until 4 July, failed to find any sign of the vessel or its crew.

The Chair thanked attendees for their contributions to the sector report and commented that it is a very useful and informative document.

7. Risk Management

Following instruction from the Council, a revised copy of the NZSAR Risk Matrix was distributed prior to the meeting. Attendees discussed the matrix at length.

SAR Data & Analysis

Will be renamed SAR Information. Police suggested a stronger emphasis on 'data intelligence'. We need to be careful that data collection is not onerous or draining on resources and time - especially for volunteers.

SAR Funding

Funding report needs to tell the 'whole picture' rather than focussing directly on facts and figures. A focus on 'capability' rather than just 'equipment and training' would be useful. Sector coordination around SAR funding is very important. Attendees want the Council / Secretariat to build a closer strategic

relationship with the LGB and other key funders to support the best interests of the SAR Sector. SLSNZ has sought funding information from DIA which they will share once it is received. Secretariat is to “map” all sources of funding within the broader SAR sector.

Cohesive SAR Training

Will be renamed interoperability. Attendees seek a clear link to this risk derived from ‘SAR Information’. Interoperability needs to be quantified and measured.

Volunteerism

Attendees were comfortable with the entry around this risk.

Recreational Knowledge

Attendees agreed this represented a risk as described. They noted social media networks play a role with this risk through the rapid dissemination of information.

Mass Rescue Event

It was agreed this risk is not as rare as stated. There are relatively frequent incidents of a large or complex scale (i.e. Antarctica/ Ross Sea rescues). The likelihood will be changed from rare to possible. Mass rescue event may also be influenced by the complexity of the event as well as its scale.

Actions:

Secretariat is to:

- ‘map’ all sources of funding within the broader SAR sector.
- rename Cohesive SAR training as SAR interoperability.
- rename SAR Data & Analysis as SAR information.
- upgrade the likelihood of a mass rescue event from rare to possible .
- reword several risk causes, reasons and treatments.
- include a post treatment assessment.
- build a better relationship with other key SAR funding agencies.
- redistribute the NZSAR risk policy document.

9. NZSAR Strategy

A copy of the Strategic plan was distributed prior to the meeting. Discussion focussed on the proposed goals, which include:

- A robust and integrated SAR system.
- Efficient and sustainable SAR organisations.
- Capable SAR people.
- Reduced demand for SAR services.

The addition of an environmental scan and a reference that reflects the SAR attitude of continuously reviewing and improving what they do was suggested. Also, a statement around ensuring the system is fit for purpose is crucial.

The document is currently under revision and the Secretariat welcomes further comments / feedback.

10. NSSP Coordinator

Search and Rescue Managers Course

- Conducted in June 2013 at the Royal New Zealand Police College.
- Steering Group and TPP will meet 28 – 29 Aug to update the course.
- A confirmed course for delivery & pre course requirements will be with NZSAR by 30 Nov 2013
- This will then be taken to the RNZPC approvals committee.
- The next Search and Rescue Managers Course will be delivered June 2014.

Manage the Initial Response (Marine)

- The development of this course is under contract with TPP
- Pre course requirements have been established and training packages are under development.

NZSAR Core Curriculum

The development of the NZSAR training framework is underway.

SAR ACE Funding – Courses

July 2013	
SARACE funded EFTs delivered	54/155 (48 delivered directly to LandSAR)
Student Participants	387
Course Occurrences	30
Attendance average per course	13
Satisfaction	90% of students surveyed rated their course 4 or 5 indicating they were satisfied or highly satisfied.

Course Completions

Month	Courses scheduled	Courses completed	Courses cancelled (lack of registrations)
June 2013	15	10	5
July 2013	11	4	7

NZ Police SAREX Plan

- Wellington / Central Marine SAREX (Wairarapa) 7 Sep 2013
- Canterbury Marine SAREX (Christchurch) 29 Sep 2013
- Waikato Marine SAREX (Coromandel) 12 Oct 2013
- Southern Land SAREX (Wanaka) 2 – 3 Nov 2013
- Tasman Land SAREX (Lake Rotoiti) 8 – 10 Nov 2013
- Northern Marine SAREX (Bay of Islands) 23 Nov 2013
- Waikato Marine SAREX (Waikato) 7 Dec 2013
- Southern Marine SAREX (Invercargill) 14 Feb 2014
- Eastern Land/ Marine SAREX (Gisborne) 21-23 Feb 2014
- Canterbury Land SAREX (Canterbury) 22-23 Mar 2014
- Auckland Land / Marine SAREX (Auckland) 23 – 24 Mar 2014
- Bay of Plenty SAREX (TBC).

NZSAR Guidelines

Duncan re introduced the set of NZSAR Guidelines. Attendees agreed that they look good and are fit for purpose.

11. SAR Self Assessment

A copy of the Self Assessment was distributed prior to the meeting. This is a national self-assessment tool provided by IAMSAR. RCCNZ self-assessment was conducted in March 2012. NZ Police self-assessment was conducted in June 2013. Action points from both assessments were collated and updated in July 2013.

12. Health and Safety

NZSAR seeks a common approach to Health and Safety for the SAR sector. Emphasis is on the *safe* delivery of SAR services. Work Safe NZ will be established in December 2013. Anticipate that further changes and increased Government Health and Safety focus oversight. This may have cost / resourcing implications for the SAR sector.

13. Wander SAR Update

The NZSAR Council has adopted the May 2013 Wander / Safer Walking Framework. Its purpose is to enhance connectivity and awareness of the 'safer walking' sector in order to achieve greater alignment and coordination in the support and provision of services for people with cognitive impairment who potentially get lost or go missing. Duncan provided an indicative timetable for Wander / Safer Walking SAR Projects; this was noted by the group. NZSAR Secretariat is currently looking for an affordable, versatile part time contractor – please let Duncan know of any suggestions.

14. Mass Rescue – Policy, Plans and Exercises

A debrief on the Mass Rescue exercises will be provided to Council in November.

15. NZSAR Finances Updated

A new SAR PLA funding bid will be made for the three year period 14/15 – 16/17. The MoT will lead the project for joint Minister's decision. Martin Jenkins will independently review SLA components. MNZ will input RCCNZ components. The Secretariat will coordinate and input NZSAR components.

16. NZSAR Awards Policy Development

The current NZSAR awards system has been in place for six years. The importance of the awards to the sector has increased significantly, both by raising the sector's profile, and particularly in providing national recognition for recipients. A paper outlining a new approach to the awards structure was provided prior to the meeting. The paper proposed changes which would see two award categories. The group were asked to either;

- Endorse the proposed changes to the Awards policy; or
- Indicate a preference for no change to the current system; or

- Indicate a preference to adopt the Canadian model of six categories for awards.

While the paper sought feedback by 27 September on the proposal, attendees supported the proposed changes to create two awards categories: Operational and Support.

17. 2013/14 NSSP Update

Workshops	SAR Training
<ul style="list-style-type: none"> Land Communications 	<ul style="list-style-type: none"> National SAR Training Framework
<ul style="list-style-type: none"> Wander 	<ul style="list-style-type: none"> OSC Course
<ul style="list-style-type: none"> Rescue Swimmers 	<ul style="list-style-type: none"> Air observer training
<ul style="list-style-type: none"> Organisational Support 	<ul style="list-style-type: none"> Air observer review /pre course material
SAR Data management and IT	<ul style="list-style-type: none"> SAR Managers
<ul style="list-style-type: none"> SARNET 	<ul style="list-style-type: none"> Marine MIR & Pre course material
<ul style="list-style-type: none"> SAR Dashboard 	Prevention
<ul style="list-style-type: none"> Data normalisation, 	<ul style="list-style-type: none"> AdventureSmart Comms
<ul style="list-style-type: none"> Data collection review 	<ul style="list-style-type: none"> Visitor Intentions
<ul style="list-style-type: none"> Resource database enhancement 	<ul style="list-style-type: none"> Boating Intentions
SAR Documentation	<ul style="list-style-type: none"> Safety Code Partnership
<ul style="list-style-type: none"> Police SAR Manual 	Exercises
Secretariat	<ul style="list-style-type: none"> Police SAREX support
Comms, Awards, meetings, travel etc	<ul style="list-style-type: none"> MRO SAREXs
Wander	SAR Research
<ul style="list-style-type: none"> Entity establishment 	<ul style="list-style-type: none"> Operational Analysis

18. General Business

Collaboration with ACC on Injury Prevention

The Mountain Safety council have entered into a contract with ACC relating to funding support for National Injury Database (NID) and collective use of data.

SAR – NET

SARNET is active and working well. Duncan encourages all organisations to use it and provide feedback.

NPBSF Communications Strategy

An effort between NZSAR and MNZ sees a more joined-up approach to recreational maritime safety messages. This could be used as a model for other elements i.e. land.

Meeting ended 3.50pm

Next Meetings:

Consultative Committee – Tuesday 5 November 2013

Council – Thursday 21 November 2013.

Martin Matthews
Chair
NZSAR Council

Item	Action	Responsibility
7. Risk Management	<ul style="list-style-type: none">• 'map' all sources of funding within the broader SAR sector.• rename Cohesive SAR training as SAR interoperability• rename SAR Data & Analysis as SAR information• upgrade the likelihood of a mass rescue event from rare to possible• reword several risk causes, reasons and treatments• include a post treatment assessment.• build a better relationship with other key SAR funding agencies.• redistribute the NZSAR risk policy document	Secretariat
9. NZSAR Strategy	Provide feedback (if any) to the NZSAR Secretariat	All