



New Zealand Search and Rescue Strategic Occupational Health and Safety Committee Meeting

Tuesday 21 April 2015
10:30 am – 12:00 pm
Ministry of Transport
Level 6, 89 The Terrace
Wellington

MINUTES

Attendees:

Helen Parkes – Health and Safety Consultant CosmanParkes
Paul Dalton – CEO, SLSNZ
Lloyd Matheson – Aviation NZ
Alan Lloyd – Australian Maritime Safety Authority
Carl van der Meulen - Nzsar
Patrick Holmes – Coastguard NZ
Mike Ambrose – LandSAR NZ
Geoff Logan – NZ Police
Duncan Ferner – Nzsar
Mike Hill – RCCNZ

1. Welcome and introduction

Duncan opened the meeting and welcomed attendees. Previous minutes are affirmed. To be signed by Duncan Ferner.

2. Apologies

Joe Green - Police
Harry Maher - LandSAR
Samantha Sharif – Aviation NZ
David Waters - Ambulance NZ (w/out replacement)

3. Previous minutes (meeting of 21 August 2014)

- Key issues will be discussed at the Helicopter workshop in Mid May 2015. Helen and NASO will attend. RCNZ has sought a legal opinion regarding H&S from an RCC outward point of view. Concerns have flagged with helicopter operations, but more broadly with whole system. Once permitted to do so, Mike Hill will brief on outcome of review.

- The meeting discussed changes to the proposed H&S legislation. It is believed that it will be modelled on Australian legislation with few changes being made by the select committee. Now most likely to be before Parliament for its third reading in March 2016.
- 4. The SAR sector's health and safety performance (past 6 months).**
- a. Report by Mike Ambrose - LandSAR**
- LSAR Safety Management System (SMS) up and operative prior to Christmas 2014. Early months of this year have been process of introducing system. Good feedback but tweaking is required. Hammering home message about reporting accidents and near-misses. An audit system developed to go with SMS.
 - Discussion about the cultural acceptance of SMS into organisations. Accepted that it will take time.
 - Discussion between Geoff Logan (NZ Police) and Mike about whether the risk analysis component of LandSAR training / exercises is realistic enough.
- b. Report by Patrick Holmes – Coastguard NZ**
- Precis of the work that has been going on over the last six months, including the roll-out of MOSS. Briefed on the progress of implementing Health and Safety systems in CG and noted employment of 'The Vault' as an online system to keep health and safety records.
 - Discussion about MOSS, its focus, and where it sat alongside Health and Safety. MOSS has been introduced by Maritime NZ and is being rolled out across the Coastguard, with 82 vessels across 70 locations. Its implementation is absorbing significant CG effort and delaying progress on H&S matters somewhat.
- c. Report by Paul Dalton – SLSNZ**
- Helen (from Cossman Parkes) has assisted with auditing process for all clubs (who are actively patrolling). The focus of reporting has been on the casual staff over summer months which are a potential H&S concern.
 - SLSNZ is at point where it has to update its policy manual and is also trying to create a hazard register for each worksite. SLSNZ plans to use that template to give out to clubs as something they can adopt. Aim: to have that in place for coming summer (2015/16).
 - Brief discussion around SLSNZ's decentralised health and safety model as a contrast to the more centralised arrangements being adopted by other agencies.

d. Report by Lloyd Matheson – Aviation NZ

- A health and safety bulletin was released for blade separation for R44s following a fatal in Queenstown.
- Noted that the dispersed and separate nature of the industry makes it hard to collate H&S incidents.
- Concerns raised about whose responsibility is it to report SAR aviation H&S incidents/near misses. CAA role is not fully clear. Duncan observed that, at present, there appears to be a reluctance to adopt a standards based approach to aspects such as rescue swimming and hoist operations.
- Lloyd observed St John medics typically do not have the same level of training for operating in hazardous environments as SAR people do. There is also a lot of change medics provided making it difficult for them to acquire the skills sets they need for SAR operations.
- There is no independent audit for small air operators at present. Perhaps an opportunity for Police to educate/inform Air Ambulance.
- Further work needs to be done to integrate SMS content into training.

5. Review of health and safety objectives

Meeting discussed the document 'NZSAR Secretariat and Coordinating Authority Approach to Health and Safety Management', dated 17 May 2013. The meeting noted:

- The sector had sound foundation documentation and processes. Agencies were moving in the same direction but at different speeds with some concerns around the Aviation sector.
- Geoff Logan has a suggestion of amendment to the H&S clauses in the SLA agreement which he will bring to the next meeting.
- The desirability of a "SAR Sector" approach to H&S to simplify compliance and share knowledge.

Action: Update and re date the *NZSAR Secretariat and Coordinating Authority Approach to Health and Safety Management* document. Responsibility: Duncan

6. Health and safety objectives for the next 6 months.

a. Near miss reporting

The meeting discussed/noted:

- The varying nature of near-miss reporting.
- The desirability of reporting incidents internally within organisation, and if they may affect more than one organisation, sharing it laterally.

- The nature of SAROPs created multi organisational H&S risks.
- Discussed the possibility of using the NZSAR Link Newsletter as a vehicle for sharing information and publishing accidents and near misses. Noted that this publication is available to the public and media which may discourage reporting/participation.
- One of the implications of the proposed new legislative framework is a focus on reporting near misses to the relevant regulator.
- Concerns were expressed when regulators prosecute people for near misses. Preference for learning/education from such incidents. Prosecution may be a disincentive to good near miss reporting.
- Agency specific H&S information, reporting and learning is an internal matter

Action: Once approved, notes of these meetings will be distributed by NZSAR to members and may be internally circulated for learning purposes.

i. SAR Aviation H&S developments

- Lloyd briefed on a new risk-based project around identifying farm airstrip accidents. The aim is to identify risk and to help farmers improve the safety of their airstrip.
- CAA has contracted Navigatus, an Auckland based auditor, to help develop the project and industry identified various agencies to help collate information.
- Noted that SAR aviation H&S will be a major topic of discussion at upcoming helicopter workshop.

Action: Helen will try to arrange a meeting between Duncan and Kevin from Navigatus. (Since completed)

ii. Non-standard SAR resource H&S

- The meeting discussed the H&S aspect of the use of non- standard SAR resources including ways to deal with next-of-kin/public wanting to help with SAR tasks.
- Noted the desirability of keeping these people engaged but without putting them at risk or jeopardising the SAROP.
- Mike Hill /Helen noted the extensive MNZ experience (and learnings from) in this type of situation with the Rena incident.
- Noted the desirability for a specific SAR resource to assist SAR authorities when they might be obliged to utilise non- standard SAR resources.

Actions:

- Mike Hill to circulate Post-Rena related information and learnings around the use of non- standard SAR resources.
- NZSAR to develop a SAR Sector document or aide memoire for the use of non-standard SAR resources.

7. Actions and / or resources required to improve health and safety performance:

- Individual entities are getting up to speed at various levels. Sector wide H&S maturation is needed.
- Non-standard SAR resource will be worked on collectively.

8. Agency approaches and development update

i. Integration of H&S into SAR training

- Coastguard, LandSAR and SLSNZ all briefed, and have made excellent progress of integrating H&S into their training.
- Health and Safety is increasingly topical. It will be discussed again at the Police SAR Coordinators Seminar in late May 2015.

ii. H&S opinion – RCCNZ

- Noted the challenges of RCC being part of Maritime NZ, along side MNZs responsibility as a regulator, enforcing MOSS etc.
- Currently seeking permission to share H&S legal opinion with the sector.
- Looking at a specific H&S tab for SAROs to use as part of the RCCNZ Incident Management System.
- Noted the desirability of a specific H&S section for the IAMSAR manual. And for this to flow into the relevant national level documentation. Appreciated the challenges of working such a change through the IMO.
- RCCNZ looking at a bundle of “pre-nup” style agreements which would include H&S components. Intent would be to make clear ahead of any operation where specific responsibilities lie.
- NZSAR noted the desirability of joint/similar/same approach/agreements for both coordinating authorities.
- Alan (AMSA) briefed on the Carrington Falls paramedic death case in NSW. While sound processes were in place, a fatality still occurred. The coroner is apparently placing a higher level of accountability for H&S during a SAROP onto SAR Coordinating authorities in Australia.
- Improved engagement with the NZ coronial service was suggested.

Actions:

- Circulate the relevant Carrington Falls review/learnings. Responsibility : Alan
- Initiate engagement with the NZ coronial service re SAR. Responsibility: RCCNZ/Police

9. Frequency of SAR H&S meetings

Duncan observed that it's important to make sure these meetings have genuine meaning, and preferably they should be held ahead of NZSAR Consultative Committee meetings.

The meeting agreed that two per year was the right amount but noted that given the proposed legislative changes, they may need to be more frequent for a period.

A sub group to look at H&S compliance was suggested.

Action: Mike Hill to develop a draft compliance sub- group TOR.

10. Other business

Nil.

Meeting ended 12:00 pm.

Next Meeting: 10am-12 pm, 27 August 2015

Duncan Ferner
Chair
NZSAR Strategic H&S Committee

Action Table

Ser	<i>Action</i>	Responsibility
5	Update and re date the <i>NZSAR Secretariat and Coordinating Authority Approach to Health and Safety Management</i> document	NZSAR
6	Arrange a meeting between NZSAR and Navigatus. (since completed)	Helen
6	Circulate Post-Rena related information and learnings around the use of non- standard SAR resources.	Mike Hill
6	Develop a SAR Sector document or aide memoire for the use of non-standard SAR resources.	NZSAR/Helen
8	Circulate the relevant Carrington Falls review/learnings.	AMSA
8	Initiate engagement with the NZ coronial service re SAR.	RCCNZ/Police
9	Develop a draft compliance sub- group TOR	RCCNZ