



New Zealand Search and Rescue Council & Consultative Committee Meeting

Minutes of Meeting NZSAR Consultative Committee Meeting Tuesday 12 February, 1.00pm Ministry of Transport Level 6, SAS Tower 89 The Terrace, Wellington

Attendees:

Carl van der Meulen – NZSAR
Harry Maher – LandSAR
Patrick Holmes – Coastguard
Andy Kent – SLSNZ
Paul Craven – RCCNZ
Rachel Roberts – NZSAR
Amy Kirby – MoT (Minutes)

Cam Brownlee – NZDF
Colin Small – Coastguard
Bradley Simpson – SLSNZ
Rodney Bracefield – RCCNZ
Dave Erson – LandSAR
David Waters – Ambulance NZ

1. Welcome

Carl welcomed attendees to the first meeting for 2013.

2. Apologies

Mike Davies – DOC
Darryl Carpenter – MSC
Lloyd Mattheson – AIA
Phil Burgess – NZSAR

Brendan Comerford – MOC
Steve Kern – CAA
Jeff Sayer – AREC
Bruce Johnson – NZ Police

3. Minutes of meeting held on 7 November 2012

The minutes of the meeting of the Consultative Committee held on 7 November 2012 were accepted as a true and accurate record.

4. Matters Arising from Minutes of meeting on 15 February 2012

Item 10 – NSSP

The Secretariat, on behalf of the NZSAR Consultative Committee, is to provide the following feedback to the reviewer before the report is submitted to the Council:

- a) That the recommendation to 'review the contestable approach' to SLA funding be clarified.
- b) That a recommendation be added to reflect the key findings on the level of attention the NSSP direct towards supporting preventative measures.

Action Completed.

Item 12 – NZSAR Awards

Nominations to be sent to the Secretariat by 31 January 2013.

Nominations Received.

**5. Joint Service Level Agreement monitoring report:
1 October – 31 December 2012 Quarter**

The summary report was distributed prior to the meeting. During the quarter there were 358 SAROPs and 9 lives saved.

The data provided by Police is provisional at this stage.

Issues and Updates:

Coastguard:

In the last quarter, two replacement rescue vessels have been launched. A further three replacement vessels will be completed in the financial year.

SLSNZ:

All Surf Life Saving clubs and locations began active patrols during the quarter.

The National Lifeguard School was held at Fitzroy Beach in Taranaki in December. 22 Advanced Lifeguards attended and passed the course.

LandSAR:

The LandSAR Annual General Meeting was held on 16 November.

Phil Melchior stepped down from the position of Chair and resigned from the Board. John Scobbie retired from the Board, and Bill Day has indicated he will resign from the Board in early 2013. Dave Erson is the interim Chair of the Board.

Gemma Parkin from Christchurch was elected as a new Board member, with two independent Directors to be appointed in early 2013.

Agreements are being finalised with TPP and SARINZ to formalise the arrangements for delivery of training to LandSAR volunteers.

AREC:

No issues or updates to report.

6. Sector Update

The sector update report was distributed before the meeting. In addition the following items were noted:

Media Profile

The sector received positive media attention during the summer break. This is a good achievement for the SAR sector as a whole, and highlights good sector collaboration and positive working relationships.

Personal Locator Beacons

The TV series "High Country Rescue" has increased the public's awareness of the distress beacon system, which has resulted in a significant increase in PLB purchases and registrations.

Tsunami Alerts

There were some issues raised around mixed messages received at the local and national level with the recent tsunami alerts for the Solomon Islands event.

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

7. Training Coordinator Update

a) Duncan spoke to the following two guidelines that have been prepared by Phil:

i. Draft Evaluation Guidelines

The Draft Evaluation Guidelines document has been distributed for consultation. Feedback needs to be provided to the Secretariat by 28 February.

ii. Draft Guideline for writing SAR Readiness Plans

Readiness plans fit within the overarching 4Rs terminology as used by the emergency management sector. Feedback on these guidelines needs to be with the Secretariat by 28 February.

Action: Members to review and feedback to the Secretariat their comments on the Evaluation Guidelines and Readiness Guidelines.

b) SAR Training

A SAR training planning meeting will be held tomorrow. This will establish the SAR training need for the year, to meet the requirements of the TEC and the sector.

8. National SAR Support Programme

The NSSP for 2012/2013 is tracking well.

Hoist Operators workshop	Mass rescue SAREX
Wander workshop (and consultant)	Evaluation and moderation guidelines
Workshop organising support	National SAR Self Assessment
SARNET	Marine SAR TAIC Support
SAR Managers training development	SAR response plan (pre-plan) guidelines
1 x OSC Course	Aviation flight tracking device guidelines
Air observer training and air observer refresher training	Risk Framework Advice
OSC/IMT Training Aids	Research SAR users
AdventureSmart site maintenance	Health and Safety
Visitor intentions process maintenance	NSSP and Training coordinator review
AdventureSmart collateral & advertising	On-line SAR training material
NZSAR support for SAREXs	Mass Rescue Policy

Risk Management Framework

The Council has directed the Secretariat to prepare a risk management framework for the sector. A consultant (Chris Peace from Risk Management Ltd) has been engaged to develop the framework. A risk workshop was held early in February, and a draft report will be presented to the Council at its meeting on 26 February.

Health and Safety

The health & safety draft report from Helen Parkes (Purple Consulting) provides guidance for the SLAs and MOUs. It also recommends the establishment of an H&S forum for the SAR sector.

There are some concerns about the H&S policies of the various air operators.

Action: Ambulance NZ to meet with Helen Parkes to discuss current H&S standards of air ambulances.

9. National Biosecurity Capability Network

Dale Stephens from MPI gave a presentation on the National Biosecurity Capability Network (NBCN). The SAR sector is well placed to assist the network due to our size and geographical spread. It was proposed operational use of SAR providing agencies in the network would be coordinated under the established Police systems.

Action: SAR providing agencies to meet with MPI to see if they are able or willing to assist in the NBCN.

10. Strategic Planning

Duncan advised the Committee that the Council's next meeting on 26 February will be a strategic planning session for the sector.

11. Metservice Changes

Metservice are making changes to the public good forecast services that they provide. Information about the changes is available from the Secretariat.

12. NZSAR Awards

The NZSAR Awards 2012 will be held on 7 May 2013. The Awards will be hosted by the Associate Minister of Transport. 16 nominations have been received; a non-conflicted sub group will be required to rank the nominations, and to provide feedback to the Secretariat by Thursday 21 February.

Action: The non-conflicted subgroup to rank the nominations by Thursday 21 February.

13. General Business

a) TEC Review

The TEC review has been completed. The SAR sector now has to work with TEC in providing an annual expectation of training need.

b) NZFS Review

The review of the NZFS has been released. There is a focus in the review on the non fire related services that the NZFS is responding to. One possible outcome of the review may be the establishment of an emergency services chief executives forum, which could be modelled on the NZSAR Council structure.

c) Beacons

Total beacon registrations as at 31 January 2013 are 34,039.

d) Wander SAR

The wander project is progressing and is being formulated within the 4Rs approach to emergency management. An Australian company has provided a sample of their tracking device, which has been passed on to Wellington police SAR for evaluation.

e) USCG and SARSCENE

Duncan provided a verbal update on his visits to the USCG and the SARSCENE conference.

f) Prevention

Duncan provided an update on the ongoing work of the prevention partnership. The three safety codes are being translated into 16 different languages targeted

at inbound visitors to New Zealand. A video clip about the boating safety code has been developed.

Meeting ended 3.45pm

Next Meeting:

Tuesday 7 May (followed by the NZSAR Awards)

Carl van der Meulen
NZSAR Secretariat

Item	Action	Responsibility
6. Tsunami Alerts	The Secretariat to collate sector feedback on the recent tsunami alerts, and to provide this to MCDEM.	Secretariat
7. Guidelines	Members to review and feedback to the secretariat their comments on the Evaluation Guidelines and Readiness Guidelines.	All
8. Health & Safety	Ambulance NZ to meet with Helen Parkes to discuss current H&S standards of air ambulances.	Ambulance NZ
9. NBCN	SAR providing agencies to meet with MPI to see if they are able or willing to assist in the NBCN.	SAR Organisations
12. NZSAR Awards	The non-conflicted subgroup to rank the nominations by Thursday 21 February.	Sub-Group