



New Zealand Search and Rescue Council

Minutes of Meeting

New Zealand Search and Rescue Council
1pm, Wednesday 21 November 2012
Te Waka Room Ministry of Transport
Level 6, 89 The Terrace, Wellington

Attendees:

Martin Matthews – MoT (Chair)
David Jane – DOC
Graeme Harris – CAA
Keith Manch – MNZ
Sean Stewart – NZDF
Barry Taylor – NZ Police

Present:

Phil Burgess – Nzsar
Carl van der Meulen – Nzsar
Rachel Roberts – Nzsar
Mike Davies – DOC
Nigel Clifford – MNZ
Gerry Prins – NZ Police
Lu Crowther – MoT (minutes)

Tom Gott and Chris Gould from Martin Jenkins joined the meeting for item 6.

1. Welcome

Martin Matthews (Chair) opened the meeting.

2. Apologies

Commissioner Marshall, NZ Police
Air Commodore Peter Port – NZDF
Duncan Ferner, Nzsar

3. Minutes from previous meeting

Minutes from the Council meeting held 15 August 2012 were accepted as a true and accurate record and **approved** by the Council.

4. Matters Arising from the meeting of 15 August

• Item 5: Service Level Agreements

The Secretariat is to prepare a statistical report for the Council that includes some comparative analysis with previous years' data where possible.

Comment: this work is in progress.

- **Item 6: Health and Safety**

The Council directed the Secretariat progress the recommendations in conjunction with the wider SAR sector.

Comment: this is on track, and the recommendations are being implemented across the sector.

5. Service Level Agreements monitoring report

Carl spoke to this report. Highlights from this quarter include:

- 39 Lives saved (similar to last year).
- SLSNZ had high volunteer hours for this quarter, as a result of their involvement in the Paritutu incident.
- Prince Charles visited Coastguard NZ as he is their Royal patron, during his recent tour. This had positive media coverage.

6. Council Strategic Discussions

a) RCCNZ Value for Money Review

Tom Gott and Chris Gould from Martin Jenkins joined the meeting to brief the Council on the value for money review they are conducting for RCCNZ.

The purpose of the review is in two parts:

- Assure Government and the SAR sector that service provision going forward is appropriate and provides value-for-money
- Recommend RCCNZ service, capability and funding requirements

A large part of the work has focussed on the work stream on 'Cost analysis - approach to cost allocation'. The review had a very brief consideration of alternate funding models for RCCNZ, including a levy system and cost recovery. These options have been discounted by the reviewers.

The reviewers provided an overview of the work carried out to date, and the methodology being used. They are on schedule to present the draft report to the steering group on 30 November 2012.

Some of the high level findings that have been identified are:

- RCCNZ is delivering value for money and working well within the wider SAR system
- There is a good alignment with RCCNZ's mandate (statutory and international obligations)
- Good systems, policies, and procedures are followed when SAR events arise
- The workforce is highly experienced
- The IT kit is fit for purpose
- The reviewers identify no issues with the intentions regarding MEOSAR (next big investment)
- There are some issues with the level of corporate overheads

- There may be an opportunity to make better use of technology to drive efficiency around beacons registrations

The second part of the review is focussed on RCCNZ's service and capability going forward. There are three options, which carry varying levels of risk:

1. Reducing the operational and operational support capability to a basic level of service
2. Maintaining the status quo
3. Increasing the operational support capability of RCCNZ to allow for:
 - Training and exercises
 - Developing plans and processes (i.e. Cook Strait Response Plan)
 - Liaison both domestically and internationally
 - Community engagement (public events, sector and wider public)

The reviewers are of the opinion that the option to reduce the capability to a basic level of support is too risky to be recommended. The final recommendation has not been made by the reviewers yet.

Council members had an opportunity to engage with the reviewers. Two items of note are:

- This Review has not been presented to MNZ yet.
- MNZ appreciates the time given by members of the sector to assist in the review process.

b) NZSAR NSSP Review

Caraval Group (NZ) Ltd has reviewed the National SAR Support Programme (NSSP). The review examines the creation and delivery of the NSSP; the role of the SAR Training Coordinator position; the current Service Level Agreements; and identifies potential areas for change. The full report contains 18 recommendations.

Collectively the recommendations aim to enhance sector-wide coherency and alignment with the Council's goals across the reviewed activities. There is a particular focus on training cohesion and organisational coordination activities at the strategic level.

The Council discussed the report and noted:

- Recommendations 13 and 14 are operationally focussed, and are the responsibility of the coordinating agencies.
- Can the recommendations be clustered into common themes?
- Can the recommendations be prioritised on an evidence basis?
- Are there two or three issues that the Council should focus on?
- How can the Council spend some time in determining what it wants to achieve from the NSSP?
- What are the implications for the Secretariat?

- It would be appropriate to rename the role of the Training Coordinator to NSSP Coordinator, as that is a better reflection of the nature of the role.
- The nature of the NSSP has changed since 2008, when its focus was more on operational needs.
- There needs to be clarity on the focus of the NSSP going forward.
- The Council should conduct a strategic workshop to discuss the recommendations of the NSSP review in detail, and to explore the questions raised during the discussion.

The Council:

Accepted the report, noting the implementation of the recommendations will be subject to a strategy workshop.

Agreed to retaining the role of the training coordinator as a full time position, but renaming it as the NSSP Coordinator.

Agreed that the Council meeting on 26 February 2013 will be a strategy workshop focussing on the NSSP and the implications of the recommendations of the review.

Action: Secretariat Manager to

- Liaise with MoT on the process of establishing the NSSP Coordinator as a permanent position.
- Establish the NSSP Coordinator position.
- Make an appointment to the NSSP position.

7. NZSAR Consultative Committee sector update

The Council had a short discussion on the sector update that was distributed prior to the meeting. The discussion focussed on the duplication of effort that exists in the sector, and how this can affect efficiency. Efficiency gains for the sector could be realised by rationalising duplicated efforts, and working together in a more cohesive manner. This would need to be a bottom-up driven approach.

The Council **Noted** the report from the NZSAR Consultative Committee.

Action: to include discussion on how the Council can assist the sector in creating efficiency gains during the February strategic workshop.

8. Secretariat & NSSP update

Carl updated the Council on the current NSSP. The programme is on track. Carl highlighted:

- the work on the MRO Policy with a multi-agency session planned for 12 December; and
- the SAR Managers training development has resumed.

Hoist Operators workshop	Mass rescue SAREX
Wander workshop (and consultant)	Evaluation and moderation guidelines
Workshop organising support	National SAR Self Assessment
SARNET	Marine SAR assets
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

9. General Business

- a) MEOSAR ground station update: The tender documents will be released at the end of November and close April 2013. Preferred supplier will be chosen June/July 2013. Contract in place by end of 2013. No finalised funding agreement is in place as yet this could potentially have impact on discussion with preferred supplier. The EU and US are currently building their ground stations.
- b) MNZ Arrangement with Korea Coastguard: About to sign an arrangement with Korea Coastguard. A Korean delegation will be meeting with the Associate Minister of Transport in mid-December.
- c) Police SAR review: Barry gave an update on the Police SAR review, which has completed the second phase. A major theme from the key stakeholders is consistency across the Police Districts. Barry noted that the Districts are under immense financial pressure, but will be encouraged to go down the path of consistency. The SAR chapter of the Police Manual is being rewritten. The result of the review for the Police is that the focus is on continuous improvement and business as usual. There will be some work around matching resource with risk.
- d) TEC funded SAR training update: Carl advised the Council that the decision on TEC funding for the SAR sector has not been formally released. This is causing some angst within the sector. This has been advised to TEC by both the Secretariat and by Martin at the CE level.
- e) Prevention partnership: A partnership agreement on the promotion of prevention messaging has been signed between the Secretariat, Water Safety NZ, Coastguard NZ, and the Mountain Safety Council.
- f) Australian NATSAR & NESTOC reports: These two reports were presented to the Council. Carl informed the Council of the financial pressures that the Australian Police jurisdictions are facing, and how this is now impacting SAR training.

