

SAR Training Program Advisory Committee
Final Meeting notes
12th July 2017

- 1. Present**
Vernon Morris (Chair)
Julie Taylor-Morris
Karen Walker
Rhett Emery
Jo Holden
Phil Pollero
Kevin Banaghan
Peter Corbett
Alan Mundy
Ian Newman
- 2. Apologies**
Phil Simmonds
- 3. Introduction**
Welcome from Vernon Morris, HOD Tai Poutini Polytech
- 4. Action point arising from previous minutes**

SAR Leadership

- SAR Leadership advisory group met in Greymouth - Hamish McLean, Ian Newman, Trevor Crozier and Jo Parsons.
- Hamish McLean has resigned from TPP and this group will need to meet again as it has not progressed any further after the meeting.
- LandSAR would like for the course to be SAR contextualised and there to be night-time activity and reduced to a 2-day course.
- LandSAR expressed a requirement for tutors to have SAR knowledge as they see all outdoor education tutors currently run the course.

Tutor progression document

- To be added to action points and presented at November SARPAC.

Moderation

- Investigative Interviewing completed by Trevor Crozier and Alan Pritchard – report to be followed up by TPP and report back to PAC.

Moderation scheduled -

- Swift Water Awareness – 28 October 17
- Outdoor Risk Management – 9 September 17
- Operational Tracking Introduction – 5 August 17

Tutor Matrix

- Mike Wright CV to be sent out to all PAC members. Approval received from Jo Holden and Pete Corbett for his being included into our tutor pool to deliver management courses.
- Suggestions made for tutors to approach for current courses delivered.

****Action Point**

SAR training calendar for 2018 to look at with course demand to identify course tutor shortage.

Tutor recruitment

- Where a multi-agency course, tutor extension must come back through PAC for approval. If it's an agency course discussed with agency to extend tutor scope.

****Action Point**

LandSAR, Coastguard, Police, RCCNZ and Surf Lifesaving to email suitable names to TPP for courses. Ongoing recruitment and retention of tutors.

LandSAR no-shows

- Karen advised an email is being sent out to the LandSAR group the no-show comes from.
- Alan Mundy discussed Surf Lifesaving policy. Groups/individual are charged for the no-show.

Coastguard TA and TD delivery

- Discussed between all parties and to stay with prescribed delivery.

5. General Business

Removal of PWCS as a pre-requisite for OTI

- Submission provided and TPP will removed this as a pre-requisite. To advise once done.

Minimum/maximum numbers

- CIMS4, ESP and Investigative Interviewing to drop to 20 max.
- 4WD - 8 min/10 max.
- Rope Rescue Refresher – FRR to be removed from SARACE funded courses document.

Increase ST Credits

- No change to course material. It was a process to justify the course to increase to 8 credits after credit review.

CIMS2 online

- TPP would require names and enrolment form completed and would be treated as a normal course with start and finish date.

CIMS4

- LandSAR want to know why the 2-day CIMS is now 3 days.
- Controller powers not required by SAR members.

****Action point**

- In 2015 issue of condensed delivery around CIMS in relation to the credit review.
LandSAR to submit a proposal for a 2-day course.

Training for Delivery/Training for Assessor

- LandSAR will not be using TPP to deliver TA.
- TPP to check what date Fiona Berthold will be able to deliver TD in 2017.

Course cut-off dates

- 3-week cut-off date for course material to be sent out.
- Late registrations will be advised of the course material required to be completed in the reduced timeframe.

Tutor allocation

- Discussion around tutor allocation.

6. Moderation

- TCS – material to be resent to Ian to advise of updates.
- Post moderation modifications to TCS are not yet operational.
- Search Techniques is completed.
- TD – Contractor Fiona Berthold has copyright on her material. TPP uses this material with permission from Fiona, providing we keep her copyright.
- SSE – material to be checked.
- SARL – working group established – post course moderation to be picked up by Jo Parsons.
- SAR Managers – further work to be done. Police have requested an update.
- TWE – not moderated due to course cancellation and no other course in 2016.
- Investigative Interviewing – Moderation report received – minor fixes required. Jo Parsons to follow up.
- Stretcher Management – LandSAR will take responsibility for development.

7. Additional courses for 2017

- Air Observers - If sufficient numbers this course will run in Auckland.
- Discussion around all other courses yet to run on 2017 calendar.
- EFT capacity for courses to be run in 2017 where there is a need.

8. Course Material

- Discussion around Moodle and the option of having hard copy to be sent out also.
- Course material needs to be checked - volume, relevance and format.

****Action Point**

Online course material to be included in moderation.

****Action Point**

LandSAR to review ST and TCS course material.

9. Updates

- i. Police – Jo Holden – Police are under the pump with budget restraints – have new HR system with some teething problems and issues with rostering staff off. SAR Managers challenges – dates, accommodation, working on that. SARTRACK being used throughout the country and need to bring people on board. SARDYKES used to store info from LandSAR, Coastguard, Police will be a tool to use to abstract information from.
- ii. RCCNZ – Mike Banaghan – in May we finished our Pacific Island Search and Rescue Workshop – over 100 people attended from 26 nations. Busy with an increase of 15% in SAR call-outs from beacons, mainly PLB. John Dixon is retiring and we had 63 applicants for two positions – Drew Coleman and Julian Tovey. We have invited two Fijians to be trained at the same time as Drew and Julian. Also have planning management and an assistant being recruited at present.
- iii. LandSAR – Peter Corbett – Developing E-learning capability. Learning management service (LMS) will concentrate on SMS induction, media awareness and leadership and governance. Competency ACR rolled out. Delivery assessor training contextualised around competency. Contracted Business Land Nelson to conduct feasibility study to be led by Rob McLean who will look at LandSAR potential to deliver their own training. GTO forum to run later in the year. Impact of SARACE training in the future. GTO position in Tasman area advertised. Karen thanks Julie for the early submission of marking sheets.
- iv. Coastguard - Phil Pollero – review of CAB training syllabus and radio operator syllabus to standardise radio operators around the country. Fiona Berthold doing a great job for TA and TD delivery. Thanks Julie for helping and clearing up some issues. Announced today Mike Whitehouse southern position has been filled by ex-Horizons manager.
- v. Surf Lifesaving NZ – Alan Mundy left early due to flight changes caused by weather. Operationally quiet last year due to weather. 612 rescues, which normally would have been 1300. 520 hours operations, included 240 personnel, over 96 jobs. 994 new members and 4000 retrained. A quarter of the lifeguards trained to

drive the rescue boats, which is annual training. Working with Maritime NZ to get Personal Water Craft qualifications online. Sector looking good.

- vi. Rhett Emery – NZSAR – SAREX calendar – there is an issue with the absence of dates. Police are advising DC of funding and members need to obtain. Additional funding is available nationally. Have visited TPP twice this year which has been valuable. We have moved back to MOT Lambton Quay. Currently there are three staff, soon to increase to four with the appointment of Stephen Ross – assurance officer. There is also an admin position to be advertised. NZ’s SAR guideline going to be an 18-month project. START – getting course material loaded over the next six months into it. Attended the ANZSAR conference on the Gold Coast – two day EM, one day SAR. Report to Hazard and Risk Board on MROs. Lack of understanding of CIMS at a senior management level. This has been taken on board by government as a required action. Governance Group meeting - ongoing issue – credits and training hours. NZSAR Council have noted the issues and challenges related to the current SAR (ACE) funding arrangements. NZQA link between credits and hours unable to be disassociated, EFT funding on credit or hours.
- vii. Vern Morris – TPP – We have had resignations from Angela Turnbull; Ashlee Ilton will be taking up a business opportunity in Motueka; Hamish McLean has moved on to Aviation Auckland; Nyshanee Morris has reduced her hours to take up study. Student survey – we have had 211 return which is the best ever and possibly helped by the prize of the PLB.

Next meeting date – Tuesday, 31st October 2017 in Wellington.

TASKS	Meeting 12 July 2017	
Action	Person Responsible	Due
Hamish to organise advisory group to meet for changes to be discussed and the way forward and to present back to SARPAC. Hamish has now resigned from TPP. The advisory group needs to meet again to redevelop SAR Leadership.	Jo Parsons	November SARPAC
TPP to draft a tutor progression document for consultation with PAC	TPP	Next SARPAC
TPP to report back to SARPAC on moderation and follow up to close off.	TPP	Next SARPAC
Tutor Matrix - standing agenda for additional changes.	SARPAC	Ongoing
Assess viable referrals for tutor recruitment.	LandSAR & Police	Ongoing
LandSAR to look at options for no-shows to be managed. LandSAR have sent messages out to SAR groups when there are no-shows for "please explain"	Karen Walker	Next SARPAC
SAR training calendar for 2018 to look at with course demand to identify course tutor shortage.	LandSAR	Next SARPAC
To email suitable names to TPP for courses. Ongoing recruitment and retention of tutors.	LandSAR, Coastguard, Police, RCCNZ and Surf Lifesaving	Ongoing
LandSAR to submit a proposal for CIMS as a 2-day course.	LandSAR	Next SARPAC
Online course material to be included in moderation.	TPP	Next SARPAC
To review ST and TCS course material	LandSAR	Next SARPAC