



## Summary of actions from previous meetings

#	Item	Actions	Responsibility	Actions taken/ Status
14.	Overlapping Duties Guidance	<b>Action:</b> A template or brief checklist to be created that can be used by tasking authorities in conjunction with work done around the Aviation Standards.	NZ Police, RCCNZ, NZSAR Secretariat	This is on hold
16.	General Business	<b>Action:</b> Andy to organise a meeting early next year to discuss updating PPIs.	Andy Greig	This is an item on the agenda

### 4. Matters arising

Overlapping Duties Guidance – this is on hold. It was decided at the last meeting in October the Committee would wait for the Aviation Standards work to be completed. This is still ongoing.

General Business – a meeting is coming up on 12 June and this is an item on the agenda.

Scott raised the issue of General Business on page two of the previous minutes regarding sending documentation he has on volunteers with psychological trauma and ACC. He is not sure whether any traction has been gained but is aware Josh from FENZ has been doing work with multiple agencies and done quite a bit of research.

Scott will send Andy the contact details for Josh Darby from FENZ.

### 5. Health, Safety & Wellbeing performance reports

#### AREC

David reported they now have regional managers in the field. They are getting around and talking to membership and the number of volunteers are increasing. The Van Schaik Health, Safety and Wellbeing Review has started so hoping for some positive feedback.

Reporting on hours has improved and there have been four minor health and safety issues since the last meeting. There was an issue with lost communications in the field and several lessons learned has come out of this. A copy has been sent to Land Search and Rescue.

David confirmed the regional managers are full time and paid. There is also a national support manager, so they are now right sized compared to other organisations.

### **Coastguard**

No report provided.

### **Land Search and Rescue**

Nicky advised they have been busy since the last meeting and peer support is continuing to grow. There are two more courses, one this month and one next month which will bring the total up to 42 trained peer supporters around the country, and they are all volunteers. Peer support has been used for operational debriefs and long searches.

The groups have just finished their group safety audits which is a requirement under the SLA. An assurance check has also been built on to the end of it, where four groups will be selected to see that what they are saying they are doing is in fact happening. Where there are groups struggling, they will be helped to come up to speed and work through the corrective actions which will be done in a positive manner.

North Island and South Island Representative group meetings have been held. These were both successful.

The Tasman SAREX went well, and it was combined with Surf and Coastguard. The next exercise is the Tāutuku Cup which will be held in the Caitlins.

An event review process has been completed and are moving away from the word 'investigation' and making it more an 'event review'. Looking more from a positive point of view instead of an investigation where people tend to think the finger is pointed at them and finding someone to blame, whereas an event review is looking at the event and the process.

Incidents have been at a low level.

### **SLSNZ**

Scott reported Surf had completed 237,608 patrol hours this summer. This included SAR time as well. Rescued 856 people and carried out 1674 first aids. There were 210 Category 1 searches and 1,674 first aids.

Continuing to build on a positive reporting culture in the health and safety space and have seen a significant decline in the number of reported injuries. Last year, there were nine notifiable injuries in the lifeguarding training space. There have not been any reportable incidents or injuries in the SAR space.

Also continuing are road shows, catching up with clubs and members at every opportunity whether its inductions or whatever just to ensure that there is a positive reporting culture and no blame. Scott is keen to hear people's thoughts around when "dumb" stuff happens.

Have got around 170 peer supporters throughout the country and utilising online training with a psychologist around trauma especially for the younger people aged 14-17 years. Ensuring people are being supported well.

Scott reported at the SAR Summit in Muriwai a few weeks ago, a staff member from NZSAR injured themselves. Also, Scott reported that last night two Indian fisherman fell off some rocks last night, so people are continuing to drown on our coastlines and predominantly it is rock fisherman.

Scott came back to the comment around dumb things that happen and wanted to get people's thoughts. He outlined an example that had occurred where IRB candidates didn't follow procedures and a whole lot of sequences went wrong. This was reported to Maritime New Zealand.

There was a general discussion amongst the committee members, which included:

- Learning teams – This is based on the four Ds - what was dumb, what was dangerous, what was difficult how would you do things differently
- Swiss Cheese model – many layers went wrong. Each layer was a diversion from a SOP.
- Invariably somebody will have done this before and not spoken up or reported it.
- Dumb stuff needs to have a consequence by becoming non-operational until remedial training is completed. Sometimes there has to be consequences.

### **Maritime NZ and RCCNZ Update**

Kate reported they haven't had any significant incidents this year but are still three SAROs down. Still carrying a significant leave balance. There are offers of service for three SAROs to start a recruiting course in June. Nothing significant to report.

### **NZ Police**

Lea reported they were rolling out an equipment trial getting their people wearing the correct gear out in the field. Have had all of the trial equipment returned for testing and analysis to see what is fit for purpose. Hoping to have this rolled out by the end of this financial year.

There is a work plan around water safety in particular flood water safety. Also talking to Gavin at Water Safety New Zealand and have been engaging with FENZ as well. It is about how we keep people who are responding to an emergency safe in a flood water situation. It's more about readiness training and are very much in the early stages of this but it's a gap that is seen with the frontline responders.

Northland SAR squad recently held a SAREX and had some issues with fatigue. They put in some procedures and as a result a fatigue manager will be put in place. This is something that has been discussed in monthly district coordinator meetings and was favourably commented on by some of the other districts.

Tracy wanted to thank Peter from Coastguard who was helpful in sharing some of his risk management information. Tracy presented at the Surf summit last month and was good to connect with stakeholders across the group.

### **SARdonyx HSW reports**

There were no reports provided.

### **DOC HSW Update**

There was no report provided.

### **Fire and Emergency NZ HSW Update**

There was no report provided.

### **NEMA HSW Update**

Liz reported the government inquiry to the cyclone response has been released and the Emergency Management bill is not proceeding through Parliament because the Minister is going to introduce a new bill that incorporates more system wide changes.

On Sunday 26 May, the nationwide emergency mobile alert test is scheduled between 6-7pm.

The response teams are getting training around various types of hazards their volunteers are exposed to. Have managed to get hold of the FENZ landslide awareness theory module as volunteers work in and around landslides. This is an online module. MPI has been developing some animal welfare and emergency management online theory modules which is about animal behaviour. Good if need to door knock for welfare checks or evacuations.

Have now finished accreditation visits. One of the things that was picked up across the team was the variation around medicines policy, some have the authority to practice, and some don't. As NEMA don't currently own all these teams, they report to Councils, so going to come up with a national medicines policy that covers those who have the authority to practice and those who don't. Liz will see what Surf and Coastguard have in place.

In regard to reporting, now that all the teams have been accredited, they are all submitting six monthly reports. So, from July to December across the 16 teams, there have been four incidents from minor vehicle damage to cuts and bruises. There were near misses involving moving vehicles, trailers, and people. It was not being aware of situational awareness around them so interested to hear of any trends and how these have been addressed.

### **Ambulance NZ HSW Update**

There was no report provided.

### **Aviation Update**

Andy advised he had invited representatives from the aviation industry to attend to the meeting, as they play a major part in search and rescue. Further, the terms of reference require an aviation person attend. Richard and Mark volunteered to come along and it will be good to hear their thoughts from an aviation search and rescue, health, and safety perspective.

Richard advised he represents NZ Helicopter Association and Mark is heavily involved with the northern rescue sector but also with developing the SAR aviation standards and Air Rescue Standard. There are common themes starting to appear between New Zealand and Australia. Also looking at fatigue standards which are different from operating through the day and night.

Both Richard and Mark are happy for people to reach out to them.

There was general discussion around Aviation health and safety issues. It was agreed that it is great to have Aviation represented at this meeting. Various issues discussed included:

- Land Search and Rescue have safety standards around helicopters, need to be updated especially around dangerous goods that can be carried.
- NZSAR Secretariat are working with RCCNZ and Police on Aviation Standards. Hoping to get this approved by the NZSAR Council in June but may be delayed until September.
- In the event of a large event, there is probably no time to create an air exclusion area, is this an RCCNZ issue or the operators. Should there be a hierarchy of control. There were lessons learned through Cyclone Gabrielle.

## **6. Terms of Reference review**

The Terms of Reference has not been updated since 2017.

The Committee agreed to the following changes outlined below.

The membership of the Committee needs to be amended:

- Add Amateur Radio Emergency Communications (AREC)
- Remove Ambulance NZ
- Remove MCDEM and replace with NEMA
- Remove WorkSafe
- Change LandSAR New Zealand to Land Search and Rescue New Zealand.

It was agreed that the name of the Committee be changed to the NZSAR Health Safety and Wellbeing Committee.

It was also agreed that the purpose of the meeting is to get the various search and rescue agencies together to discuss various health and safety issues.

### **Action:**

- Andy to make the required changes to the Terms of Reference.
- Andy will send changes to the Committee for feedback.

## **7. HSW Workday 12 June 2024**

An in-person meeting will be held at Mechanics Bay in Auckland to discuss various issues around health and safety. One of the reasons is to talk about PPIs (Positive Performance Indicators). There are PPIs the four NGOs have in their respective Service level Agreements.

## Action

- Andy will send details of the meeting to everyone to see if others are able to attend.

## 8. General Business

There was no general business.

## 9. Next meeting

To be confirmed.

## 10. Actions, decisions and noting

#	Item	Actions, decisions and noting	Responsibility
4.	<b>Previous minutes</b>	Andy to contact Josh Darby from FENZ regarding psychological trauma and ACC.	Andy Greig
6.	<b>Terms of Reference</b>	<ul style="list-style-type: none"><li>• Andy to update the Membership of the Committee list in the Terms of Reference document.</li><li>• Andy to update the name of the Committee in the Terms of Reference document.</li><li>• Once the Terms of Reference document has been updated, Andy will send this around the Committee members for feedback.</li></ul>	Andy Greig
7.	<b>HSW Workday 12 June</b>	Andy will send a proposed agenda to members.	Andy Greig