

# NEW ZEALAND SEARCH AND RESCUE

Rapu Whakarauora Aotearoa ● ● ● ——— ● ● ●

## NZSAR Strategic Occupational Health, Safety and Wellbeing Committee Minutes

Thursday, 13 October 2022, 1.30pm – 4pm  
3 Queens Wharf, Wellington and MS Teams

### 1. Present

Name	Agency
Andy Greig (chair)	NZSAR
Kate Weinberg	RCCNZ
David Waters	Ambulance NZ
David Wilkins	AREC
Scott Iszard	NZ Police
Wendy Robilliard	NZ Police
Wendy Harrison	NZSAR

Name	Agency
Scott Weatherall	SLSNZ
Peter Healy	Coastguard
Michael Bassett-Foss	Independent
Liz Smith	NEMA
Tony Wells	LandSAR
Tracy Heron	NZ Police

### 2. Apologies

Name	Agency
Chris Lind	NEMA
Rodney Bracefield	RCCNZ

Name	Agency
Jodi Starr	LandSAR

### 3. Welcome

Andy Greig opened the meeting and attendees introduced themselves.

### 4. Minutes of meeting on Thursday, 17 March 2022

The minutes of the meeting held on 17 March 2022 were accepted as a true and accurate record.

## 5. Summary of actions from previous meetings

#	Item	Actions	Responsibility	Actions taken/ Status
6.	<b>SARdonyx HSW reports</b>	<ul style="list-style-type: none"> <li>Andy and Jodi to check why these incidents were not entered into SARdonyx and whether there is a gap in the system.</li> </ul>	Andy Greig & Jodi Starr	Discussions have been held
13.	<b>Progress on Overlapping PCBUs</b>	<ul style="list-style-type: none"> <li>Andy to take a paper to the SAR Partnership meeting which will be held in May next year.</li> </ul>	Andy Greig	On Hold
15.	<b>Health &amp; safety with spontaneous volunteers</b>	<ul style="list-style-type: none"> <li>The committee will wait for the review that NZSAR are doing with the Police and see what the findings are. Next steps will then be decided.</li> </ul>	Andy Greig	The Spontaneous Volunteers report will be discussed at this meeting

## 6. Health, Safety and Wellbeing performance (last six months) – including audit reports

The SLA reports for the period until 30 June 2022 from AREC, Coastguard, LandSAR and SLSNZ were presented to the Committee.

### AREC

David Wilkins reported that as they are a small organisation, they are working through things that are required to make change happen. People are needed to take on leadership roles, but they must also realise that health and safety is one of their tasks. PPIs are being worked on and making better progress now that COVID is out of the way.

### Coastguard NZ

Peter Healy reported that PPIs are an ongoing factor and are keeping themselves up to date. There is a struggle sometimes on operational aspects. They are looking at different ways for reporting as getting volunteers to report is an issue. There is some excellent work done out there with LandSAR around fatigue levels. It is different when out in a boat compared to being on land. They are new to wellbeing and welfare but do have people managers. The report system is working okay with a couple of notifiable things in there which have gone through to Maritime NZ.

## **LandSAR**

Tony Wells reported that PPIs are on track. Wellbeing is a bit under target but going to kick this into the second stage around a peer support programme. Jodi Starr had reached out to a Wellington company which have scoped out a possible programme to be implemented next year. Jodi has resigned and will work at St Johns, and a person from St Johns is coming to LandSAR.

## **Surf Lifesaving**

Scott Weatherall reported they are getting regular injuries in IRBs. SAR people are keeping safe and well. They have a system through SiteDocs that people can acknowledge concerns before going out in the water. Education is being done around positive reporting on a no-blame culture. Surf has a peer support programme going, and letting people know its okay to have a chat and get some support. They are reframing this programme around coaching and not counselling.

It was noted that Coastguard NZ are looking at a peer support programme and AREC advised it was not on their radar now, but could be considered in the future.

## **7. Maritime NZ and RCCNZ HSW Update**

Kate Weinberg talked about the critical incident programme. Their SAROs are not trained in the exposure of critical incidents. They are trying to get Instep EAP to hook in to assist.

## **8. NZ Police HSW Update**

The new Police Health and Safety person has been appointed and is due to start in December. Scott Iszard reported the LandSAR Fatigue Standard is going through the final checks before being signed off and endorsed.

## **9. SARdonyx HSW reports**

Andy Greig said that there has been one HSW incident reported on SARdonyx since the last meeting. This person was lost and was scratching and biting the rescuers.

## **10. DOC HSW Update**

There was no representative from DOC at the meeting.

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

There was no representative from Fire and Emergency NZ at the meeting.

## **12. NEMA HSW Update**

Liz Smith reported that they are re-accrediting their response teams around the country. As reporting is done six monthly, there hasn't been any real visibility but hopefully at the next meeting there will be better reporting.

### **13. Ambulance NZ HSW Update**

David Waters advised that their peer support programme continues. Mental health remains an important topic in the sector. There is a staff shortage amongst paramedics and staff are having to work longer which leads to fatigue. The other challenge is that NASO has merged into the new entity, and some staff have resigned so there is a gap. This can mean new staff struggle to understand the complexities of the aeromedical sector. The fleet is old and the supply chain for parts is becoming difficult. The lead in for new air frames are long and expensive.

### **14. Health & Safety Audits**

Andy advised that NZSAR had commissioned KPMG to carry out Health and Safety Audits for three NGOs: AREC, Surf Lifesaving and LandSAR. Coastguard chose to do their own audit.

#### **AREC**

David had been through the audit and there are still a couple of minor works going on. This is something that will need to be constantly revisited. He found it quite interesting and was amazed at the positive comments. There is nothing standing out that AREC needs help with.

#### **LandSAR**

Nothing additional from LandSAR.

#### **SLSNZ**

Scott said they are tidying up their reporting regarding accidents and have developed an internal programme. There was an interesting observation around the increase in HR support. They don't have a HR department in the organisation, but this is something the Board is working on.

#### **Coastguard**

Peter talked about their audit. They went for an independent audit as they wanted to do a health & safety maturity review. They wanted guidance going forward after COVID. The auditor visited 20 units around the country and asked the same questions. Peter advised their rating for the audit fell under 'developing', which is pretty normal. Peter has a meeting with the CEO on the recommendations of the report of which 80 percent have been completed. The outcome will help prepare a new strategic plan for the next five years. As far as PCBUs are concerned, they want assurance that when authorities are tasking Coastguard, checks are being done and making sure there is extra top cover.

#### **Overlapping PCBU Duties**

This led to a general discussion about PCBUs.

Both the LandSAR and AREC KPMG audits mentioned issues with roles and responsibilities with Persons Conducting a Business or Undertaking (PCBU) when searches and rescues are being conducted. The reports said there are unclear roles and responsibilities with other PCBUs, and organisations need to clarify overlapping duties to ensure responsibilities are met.

David said its about having good conversations on site and someone needs to take the lead.

Scott (SLSNZ) said they now have a mandate not to have unqualified people in their boats. A few years ago, Police provided psychological support, but this is now being removed. They need to replace this with something of their own. The cost is pretty significant. Police are exposing members to risk such as body recovery. All four NGOs are doing some work in this space.

Kate said tasking with the helicopters, comes down to the clarifying brief, as long as the operator knows they are handing over to the helicopter pilot. There is the need to rely on the judgement of the pilot as RCC can't see what is happening on the ground.

Scott (Police) said that going forward, there needs some more work done on it as there is still confusion. Kate said the Act is clear but from a SAR point of view it is an education thing.

Andy will take this further with a subgroup, which will include the two SAR Coordinating Authorities.

#### **Action**

- Andy to establish a small sub-group to discuss further.

## **15. LandSAR Fatigue Standards and relevance for other agencies**

Tony said that LandSAR have established Fatigue Standards, which includes a 17-hour rule on driving. There have been a few minor incidents for people responding from the field back to the briefing.

Scott (Police) advised the standard was presented to Police a while ago and is being signed off by Police before it is endorsed. It needs to be consistent with Police policy.

Scott (Surf) said they have concerns around the 17-hour rule as they don't operate in the dark and their environment can be more risky. They have made a slight amendment which is 13-hours wakefulness and are still developing their guidelines.

There was discussion that RCCNZ, as a SAR Coordinating Authority, need to be informed of the LandSAR standard.

Coastguard advised that they don't have a NZSAR rule but have an agency rule. Everyone has a job on a boat so would have to look at this differently. Coastguard have guidelines around fatigue. There are implemented safety questions with crews already and it is up to the skipper to ask these questions.

#### **Action**

- LandSAR to advise RCCNZ of the new Fatigue Standards.

## 16. Positive Performance Indicators – agency update

LandSAR have revised their PPIs. SLSNZ and Coastguard are fine with theirs. AREC is a continuous renewal process.

## 17. HSW Workshop for 2023

Andy advised that the last workshop was held about 18 months ago, so the next workshop is due in March/April 2023. It was agreed that this workshop should go ahead, and themes should be around mental health. It was suggested that Worksafe could talk about overlapping PCBUs. The preference is for the workshop to be held during the week and not in the weekend.

### Action

- Andy to look at dates and circulate these to the group. The group is to let Andy know if there are any ideas for speakers and topics.

## 18. IMRF #SARyouOK?

Andy attended the IMRF Conference in Gothenburg back in June and introduced the IMRF programme around mental health: [international-maritime-rescue.org/saryouok](https://international-maritime-rescue.org/saryouok). Andy advised he was part of the working group. He will attend the next meeting and keep the Committee updated.

## 19. Spontaneous Volunteers

The review on Spontaneous Volunteers in search and rescue operations has been completed and Police have approved the report. This review will go to the NZSAR Senior Officials Group for approval.

The work on Spontaneous Volunteers in search and rescue will include a health and safety aspect.

## 20. Update for NZSAR Council in December

Andy will provide a report to the NZSAR Council on Health, Safety and Wellbeing and asked if there was anything that needs to be included. It was agreed that the PCBU concern should be mentioned.

## 21. General Business

Scott (SLSNZ) advised that if a volunteer suffers psychological trauma and needs to take time off work, they are not covered under ACC. Scott wanted to know could this Group do something to help or has there been any conversations around this. This was unfamiliar to most at the meeting, and it was discussed if this issue should be something that should be put on the NZSAR Work Plan and is it something that the Committee wants to pursue further.

### Action

- Scott (SLSNZ) will send Andy documentation he has on volunteers with psychological trauma and ACC. Andy will pass onto Evan Hughes who is the NZSAR representative for volunteers.

## 22. Next meeting

To be confirmed.

## 23. Actions, decisions and noting

#	Item	Actions, decisions and noting	Responsibility
14.	<b>Health &amp; Safety Audits</b>	<b>Action:</b> Overlapping PCBU Duties – Andy to establish a small sub-group to discuss further.	Andy Greig
15.	<b>LandSAR fatigue Standards</b>	<b>Action:</b> LandSAR to advise RCCNZ of the new Fatigue Standards.	Tony Wells
17.	<b>HSW Workshop for 2023</b>	<b>Action:</b> Andy to look at dates and circulate these to the group.  The group is to let Andy know if there are any ideas for speakers and topics.	Andy Greig  All of Committee
21.	<b>General Business</b>	<b>Action:</b> Scott (SLSNZ) will send Andy documentation he has on volunteers with psychological trauma and ACC. Andy will pass onto Evan Hughes who is the NZSAR representative for volunteers.	Scott Weatherall