

**Minutes of Meeting
NZSAR Consultative Committee Meeting
9:30am - 12:30pm Wednesday 7 August 2019
Level 1, 3 Queens Wharf, Wellington**

Present:

Duncan Ferner (NZSAR), Ian Duncan (FENZ), Don Bogie (DOC), Mike Daisley (MSC) Carl McOnie (LandSAR), Ian Coard (NZSAR), Mike Hill (RCCNZ), Adam Wooller (SLSNZ), Patrick Holmes (Coastguard NZ), Don Robertson (AREC), Steve Kern (CAA), Jonty Mills (WSNZ), Alannah Taylor (NZSAR), Carl van der Meulen (NZSAR), Rhett Emery (NZSAR), Alita Bigwood (NZSAR), Rachel Roberts (NZSAR), Rodney Bracefield (RCCNZ), Brendon Commerford (MNZ), Chris Wilson (RCCNZ), Kevin Banaghan (RCCNZ), Nic Brown (NZ Police), Brendon Clarke (NZDF), Marcus Hayes-Jones (Hawkes Bay Regional Council), Mike Ambrose (LandSAR). John Garton (NZDF), Hugh Mazey (MoT), Allan Mundy (SLSNZ)

1. Welcome

Carl van der Meulen opened the meeting and welcomed all attendees.

2. Apologies

Pete Theobald (NZ Police), Simon Trotter (Antarctica NZ), David Waters (Ambulance NZ)

3. Minutes of Meeting held 1 May 2019

The minutes from the meeting on 1 May 2019 were reviewed and accepted as a true and accurate record.

4. Matters Arising from Previous Meeting

#	Item	Action (A) / Decision (D) / Noted (N)	Responsibility	Status
3.	Minutes of previous meeting	A Remove double up of Carl McOnie from 13 February 2019 minutes	Alannah Taylor	Complete
10.	NZSAR Risk Matrix	A Rhett will create a proposal for all agencies regarding IMTEX	Rhett Emery	Agenda Item 13b

5. Hawke's Bay CDEM Volunteer Technical Advisory Group (VTAG)

Marcus Hayes-Jones, Emergency Management Advisor at Hawke's Bay Regional Council gave a presentation on the development of the Hawke's Bay VTAG. This has been created as a joint venture by the Emergency Management and SAR agencies in Hawke's Bay. This is hoped to be a pilot programme for the rest of the country.

Action: NZSAR to provide Marcus Hayes-Jones' contact details and copy of the HB VTAG presentation to the Committee.

6. Operational update

The interim statistics report for the 2018/19 year show 2,388 SAR incidents resulting in: 130 lives saved; 598 people rescued; 760 people assisted. The effect of the SAR sector is that \$507million in social costs was averted by saving 130 lives.

7. Sector update

WSNZ: Are at the end of the funding round this year, which is again oversubscribed. This is exacerbated by a decrease in lotteries revenue for the year. Recently met with Ministers as part of the Sport NZ led water safety sector review. A WSNZ summit will be held on 31 October.

FENZ: The FENZ restructure has reached the next stage. The USAR annual exercise will be held in October 2019.

Discussions have been held with SLSNZ and Coastguard NZ regarding local FENZ units purchasing watercraft. The national intent of FENZ is not to expand the reach of FENZ into water response, but also to make sure areas with existing water rescue capabilities will be safely used during responses.

FENZ agreed there is a need to better communicate their national intent, and to improve this messaging with the local SAR & EM communities.

DOC: The Aoraki/Mt Cook ACR team had to purchase a \$120k new longline strop to meet CAA certification requirements. DOC are working with GNS to analyse geohazard risks in popular recreational activity sites.

MSC: Behaviour and prevention change has been a large focus using digital material. Twelve videos were produced for some of NZ's most unique and compelling tracks. Evaluation processes were built into this project to find a level of behaviour change.

LandSAR: A LandSAR volunteer is receiving a bravery award in Texas for actions he took while delivering a training course there. Wandersearch NZ will be transitioning their groups to LandSAR NZ.

NZ Police: Police have been very focussed on the response to the 15 March incident. This has occasionally affected their ability to engage with the SAR sector at the national and local levels. Police are working up to two large exercises in October and March as part of the build up to APEC.

RCCNZ: There has been lots of cross sector engagement and work across the NZSRR. RCCNZ is still working on the beacon redevelopment project. The SAR joint working group meeting is coming up, and this will include discussions on how to utilise the return link in distress beacons.

MNZ: The month of June saw a large number of incidents involving offshore yachts; however, July was the quietest July for 25 years. MOC is trialling a direct communications link with Coastguard Northern Region Communications.

Coastguard NZ: Coastguard NZ has started a project to review their internal structure and hope to present recommendations to their membership at a special meeting next year. Coastguard is working with Maritime NZ on a review of their SAR training matrix. The first boat to be manufactured as part of the America's Cup chase boat fleet (which will be donated to Coastguard after the regatta) will be launched next week.

AREC: Don Robertson has been appointed National Director of AREC. AREC are completing their structural reorganisation as outlined in the NZSAR funded review. They are also working with NZART to review categories of membership. Work on the AREC volunteer strategy is underway, alongside AREC training. An SLA with LandSAR to look after all their radios is almost ready for signing.

NZSAR: Alita Bigwood has started with NZSAR as Training Coordinator, Jeff Lean will be starting 19 August 2019 as Data Analyst and Assurance Coordinator.

SLSNZ: Operationally it is quiet at this time of year, however some clubs patrolled later than usual due to the length of the summer season. Clubs are now looking at how to manage expectations with the seasons getting longer. SLSNZ is continuing work with partners in Australia and the USA for improving their flood rescue response capability.

MoT: Building internal capability for strategic leadership during significant incidents.

CAA: The helicopter air ambulance sector has been through extensive changes where new equipment has been acquired.

8. Triennial FED SAR Funding Review

Duncan expressed gratitude to all agencies for their FED funding bid applications, these are now with the Ministry of Transport for review. The NZSAR Council has considered an overview of the business cases and is providing advice to the Ministry regarding alignment of cases with the Council's goals and risks.

The Ministry of Transport and Treasury will work together to provide advice to joint Ministers. It is hoped an answer will be known by the end of the year.

NZSAR will renegotiate / establish new SLA's in early 2020. Any increases in funding will come with an increase in oversight and accountability.

9. SAR Training Arrangements 2019/20

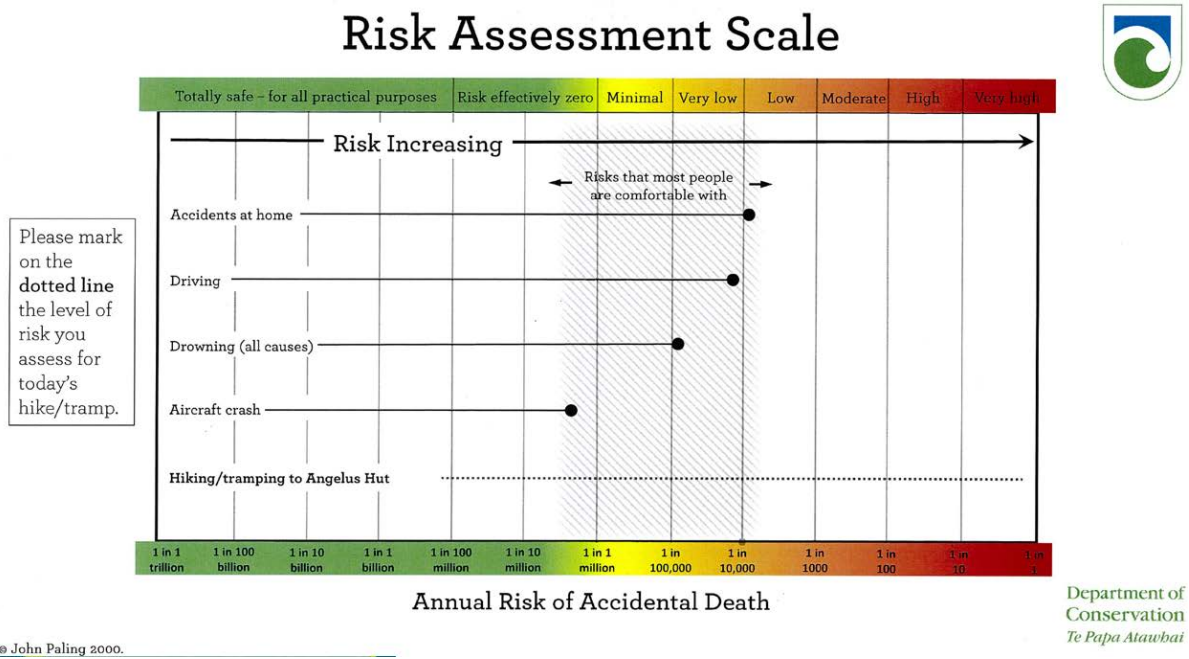
This paper updated the NZSAR Consultative Committee on SAR training arrangements for 2019-2020. The Consultative Committee was updated on funding arrangements, contracts, management and delivery.

New arrangements for beyond 2020 are due to be developed by February 2020 for ministerial consideration. NZSAR is endeavouring to get TEC and Ministry of Education engaged in this process.

10. DOC Visitor Survey

Don Bogie provided the Consultative Committee with an update on the results of DOC’s Visitor Risk Perception and Messaging Influence Research.

An interesting aspect of this research is the risk assessment scale used by the researchers for a self-risk assessment of their activity.



11. NZ’s SAR Guidelines

Rhett Emery provided a presentation of NZ’s SAR Guidelines website. The ‘Guidelines Change Process’ flow chart was also presented to the committee.

12. SARdonyx

Carl van der Meulen provided a presentation on the SARdonyx system and informed members that work is still being carried out with Beca regarding the presentation of reports.

13. NZSAR Risk Matrix

a. SAR Information

The SAR Information risk was reviewed and discussed by the Committee. There were no suggested changes to the risk description, reasons or causes, and consequences.

There are four current SAR risk treatments: SAR Data Standard, Data Exchange and Storage, Data analysis, and SAR Operational Analysis.

The SAR Data Standard has been prepared and will be kept updated as part of project SARdonyx. The SARdonyx solution went live in May 2019, and a programme is in place for the ongoing maintenance and improvement of the solution. An initial operational analysis of land-based incidents is being prepared, and NZSAR will share this with LandSAR when it is available.

Decisions: The Consultative Committee **endorsed** the following changes to the SAR Information risk.

- *Remove risk treatment 2019/01/A: SAR Data Standard*
- *Edit risk treatment 2019/01/B: Data exchange and storage, by removing the word 'establish'*

b. SAR Training – IMTEX

Following the discussion at the previous Consultative Committee and Council meetings, Rhett provided four options for implementing the IMTEX risk treatment under the *Cohesive and effective SAR Training* risk. Committee members are asked to review the four options and provide their preferred options to Rhett.

Action: *Committee members to provide NZSAR with the preferred IMTEX treatment option by 21 August 2019.*

14. Volunteer Study

This paper outlined the NZSAR Council approved priorities, actions and responsibilities for the recommendations made in the 2019 Volunteer Study prepared by Volunteering NZ for the NZSAR Council.

The recommendations from the Volunteer Study have been grouped into themes. A workshop to plan the implementation of the recommendations will be held at the end of August.

15. National SAR Support Programme 2019/20

The NSSP for 2019/20 has been approved by the NSAR Council. A copy of the NSSP was provided to Committee members.

16. SAR Helicopters

Mike Hill gave an update on the work to establish formalised procurements with rescue helicopters. This has been driven by the increased operating costs as a result of the new air ambulance operating model.

17. Reviews

This paper updated the NZSAR Consultative Committee members on progress with NZSAR Reviews since the last meeting.

a. Reviews Register

The number of reviews is increasing resulting in an increase of recommendations creating more work for relevant agencies. Detailed recommendations are noted on the recommendation table provided to the NZSAR Consultative Committee.

NZ Police noted that as the number of recommendations is increasing it would be useful to have them themed, so they are easier to track. This includes briefing reviewers to theme their recommendations.

Action: *NZSAR to theme the recommendations in the reviews register, and reviewers to be briefed to provide themed recommendations for future reviews.*

b. Op Mohi review

The recommendations for this review have been received and added to the reviews register.

c. Op Myers terms of reference

The terms of reference for the Op Myers review were presented to the Consultative Committee.

18. General Business

Next meeting will be held on 20 November 2019, as a combined workshop with the NZSAR Council.

Meeting closed at 12:30pm

Table of Actions and Decisions

#	Item	Action (A) / Decision (D)	Responsibility	Status
5.	HB VTAG	A NZSAR to provide Marcus Hayes-Jones' contact details and copy of the HB VTAG presentation to the Committee	NZSAR	Complete
13a.	Risk Matrix – SAR Information	D The Consultative Committee endorsed the following changes to the SAR Information risk. <ul style="list-style-type: none"> •Remove risk treatment 2019/01/A: SAR Data Standard •Edit risk treatment 2019/01/B: Data exchange and storage, by removing the word 'establish' 	NZSAR	N/A
13b.	Risk Matrix – SAR Training IMTEX	A Committee members to provide NZSAR with the preferred IMTEX treatment option by 21 August 2019	All	Complete
17a.	Reviews Register	A NZSAR to theme the recommendations in the reviews register, and reviewers to be briefed to provide themed recommendations for future reviews.	NZSAR	Partially complete. A SAR systemic approach is being taken to address the issue of the number of recommendations. Reviewers are being better briefed about writing recommendations.