



New Zealand Search and Rescue Consultative Committee Meeting

**NZSAR Consultative Committee
Wednesday 10 February 2016
Ministry of Transport
Level 6, SAS Tower
89 The Terrace, Wellington**

Attendees:

Carl van der Meulen – NZSAR (chair)	Rex Hendry – LandSAR
Duncan Ferner – NZSAR	Mike Daisley – MSC
Rhett Emery – NZSAR	Brendon Comerford – MOC
Jared Stevenson – NASO	Nick Pyatt – NZ Fire Service
Allan Mundy – SLSNZ	Mike Hill – RCCNZ
Jeff Sayer – AREC	Kevin Banaghan – RCCNZ
Jo Holden – NZ Police	Rachel Roberts – NZSAR
Patrick Holmes – Coastguard NZ	Dave Comber – NZSAR Council
Steve Caldwell – LandSAR	

1. Welcome

Carl opened the meeting and welcomed the attendees, with particular welcomes directed to:

Dave Comber – NZSAR Council
Nick Pyatt – NZFS
Jared Stevenson – NASO
Steve Caldwell – LandSAR

2. Apologies

Simon Trotter – Antarctica NZ	Richard Davies – DOC
David Waters – Ambulance NZ	Samantha Sharif – Aviation NZ
Steve Rooney – NZFS	
Steve Kern – CAA	

3. Minutes of previous meeting

The minutes of the 5 November 2015 meeting were accepted as a true and accurate record.

4. Matters Arising from Minutes

Item	Action	Responsibility	Update
6 SLA Monitoring Report	Secretariat to explore with RCCNZ the possibility of creating/updating website banners for websites to promote beacon registration	Secretariat / RCCNZ	In progress
8 Risk	Meeting members to send thoughts through to Secretariat on risk description. Secretariat to update and present to NZSAR Council.	Secretariat	Completed
10 SAR Governance Review – extra Council member	NZSAR is to update the discussion paper and take it to the NZSAR Council meeting November 19.	Secretariat	Completed

5. SLA Monitoring Report: 1 October – 31 December Quarter

Reporting requirements for the SLA have been met by all partners, with 1,766 volunteers involved in SAROPS, and 10,135 volunteer hours recorded for the quarter.

Issues and Updates:

LandSAR NZ

- Steve Caldwell has commenced work as the new Chief Executive for LandSAR, replacing Harry Maher who resigned at the end of 2015.
- During the quarter LandSAR has focussed on:
 - Continuation of the deployment support for the Safety Management System which was deployed organisation-wide in December 2014
 - Continuation of the development of the national Competencies Framework assessment system
 - Completion of the 2015 Group Planning Tool process and preparation of the national 2016 Training Calendar in conjunction with NZSAR, NZ Police and other SAR sector agencies

Coastguard

- Coastguard has almost completed work on the national membership project, and hopes to launch this in March.
- Coastguard NZ has been offered funding for the VHF frequency change project, and is now working through licensing issues.

- Phil Pollero has been appointed to the newly established position of National SAR Training Manager.

AREC:

- Have no issues or updates to report to the Council.

Surf Life Saving New Zealand

- The Southern Region communications network is under development, with the Christchurch network is now operational as at the start of the current season, and Otago planned for the start of next season.
- The roll-out of the New Patrol and Membership data base has largely been completed according to plan but some club administrators have not yet come to grips with the data entry side of the new system, creating a back log of patrol incidents and operational information.

Mountain Safety Council

- The SLA for the provision of avalanche advisory services has been signed. Monitoring and reporting on the SLA will commence in the upcoming avalanche season.

6. Sector Update

There was no further discussion on the sector update report, which was distributed prior to the meeting.

7. Risk

Risk Matrix Review

The Risk Matrix was reviewed.

Risk Register Strategic Discussion: Cohesive SAR Training

The Committee engaged in a discussion on the strategic risk relating to cohesive SAR training. Discussion points covered the differences between skill acquisition and refresher/continuation training. In relation to training responsibilities, TEC funds skills acquisition training; and the SAR sector acts as the 'industry' responsible for refresher/continuation training. It was noted that refresher/continuation training should also be added to the risk matrix.

The committee felt there may be two gaps in the training area worth further consideration. These are the absence of a collective training strategy between the various SAR agencies; and collective incident management refresher/continuation training. The training managers from the SAR sector were invited to explore these two items further at (or following) the next Programme Advisory Committee meeting.

Action: Refresher/continuation training to be added to the risk matrix for the cohesive SAR training risk.

8. National SAR Support Programme 2015/16

Duncan briefed the committee on the status of the NSSP 2015/16 as described in the table below.

Workshops & Seminars	SAR Training
SAR Evaluation Seminar	Training Support and Advice
Organisational Support	Air Observer training & Training material
SAR Case Study Seminar	Marine Formal Search Planning (aft gap analysis)
SAR Data management and IT	START material
Maintain SARNET, Website, START, RDB etc	Formal Search planning Land (Complete)
SAR Dashboard	Prevention
IMT Time Line	AdventureSmart & Rec Safety Partnership
Data Store maintenance and operation	Visitor Intentions
SAR Data Standard (Continues)	Safety codes, printing and advertising
SAR Documentation	Wander Support
SAR Forms and Guidelines	NZ Inc Recreational Safety Strategy
Exercises	SAR Research
Support Police SAREXs	Fatality Analysis
MRO SAREXs	Outdoor Safety Code – evidence base
Abnormal Flight Behaviours	SAR Demand and Supply Study – Marine
Secretariat	Prevention knowledge research
Communications and publications	SAR Expectations
NZSAR Awards	SAR Demand and Supply study – land
Travel, meetings, advice, administration etc	SAR Communications – Land
Advice	

Key:

Dark Green – Completed
 Light Green – On track
 Yellow – Still to be completed
 White – Yet to be started
 Red – Cancelled

SAR Data Standard

A workshop for the coordinating authorities will be held in early March, with the draft standard to be distributed for consultation by the end of March.

SAR Communications - Land

The intent of this project is to create an integrated operational communications strategy for land search and rescue operations.

SAR-Aviation Engagement

The intent of this project is to develop an encompassing framework for SAR Coordinating Authority and aviation asset operational and non-operational engagement.

9. Training

SAR (ACE) Training Update

Rhett gave the Committee an update on the SAR (ACE) training to date, as shown in the table below:

As at Dec 2015	Dec 2014	Dec 2015
Total SAR ACE EFTs	153	158.1
Number of courses to date	76	99
Number of courses cancelled (YTD)	40	19
Number participants registered for courses	1425	1607
Total number participants attending	1130	1341
Average numbers registered for course	18.7	16.23
Average Number attending per course	14.8	13.5
% non-attendance	21%	17%

10. Arrangements for 2017-2020 Cycle

Duncan briefed the committee on the process the Secretariat will likely need to follow as it prepares the funding bid for the 2017-2020 cycle. Engagement will be required with SLA partners during the year.

11. Performance Measurement of NZSAR Goals

Duncan led a short discussion on the measurement and reporting of performance as it relates to the NZSAR Council's goals:

- A robust and integrated SAR System
- Efficient and Sustainable SAR Organisations
- Capable SAR People
- Reduced Demand for SAR Services

Duncan noted that there is a requirement to report under ICAO processes. Various options were briefly discussed, including surveying, conducting self-assessments, and establishing an inspectorate (an ICAO term).

Action: Committee members are invited to provide to the Secretariat any ideas or feedback regarding the performance measurement of NZSAR goals.

12. MRO Policy (2016 Update)

Carl gave an update to the Committee about the 2016 rewrite of the MRO Policy. It is almost complete and available for distribution. The MRO Policy was re-arranged rather than re-written and will align with CIMS 2nd edition. It is also an operational policy and includes abnormal flight behaviours and extended search operations.

13. Technology in SAR

Duncan briefed the Committee on a new process being developed to request information about mobile phones from PNHQ NCCC; and on an investigation into airborne options for locating mobile phones from the air.

14. General Business

Australia NZ SAR Conference

Rhett spoke to the committee about the upcoming Australia and New Zealand SAR conference happening on 1 June 2016 in the Gold Coast, Australia.

NZSAR Award Nominations

There have been 23 nominations for the 2016 Awards. The date will be in May 2016, pending on availability of Ministers.

MoT Moving

The Ministry of Transport and therefore NZSAR will be moving offices mid 2016. The move will be to Statistics House and may result in a change into the hosting arrangements for NZSAR meetings.

Calendar for 2016

- Thursday 26 May & NZSAR Awards (date TBC)
- Thursday 25 August (combined NZSAR Council & Consultative Committee workshop)
- Thursday 10 November

Carl van der Meulen
Chair
NZSAR Consultative Committee

Actions and Decisions

Item	Action (A) / Decision (D)	Responsibility
7 Risk Matrix	A Refresher/continuation training to be added to the risk matrix for the cohesive SAR training risk.	Secretariat
11 Performance Measurement of NZSAR Goals	A Committee members are invited to provide to the Secretariat any ideas or feedback regarding the performance measurement of NZSAR goals.	All

New Zealand Search and Rescue Consultative Committee

--- AGENDA ---

Wednesday 10 February 2016, 1-4 pm

Conference Room, Ministry of Transport

Level 6, SAS Tower, 89 The Terrace, Wellington

1.	Welcome (Coffee & Tea available)		
2.	Apologies		
3.	Minutes of meeting 5 November 2015	<i>for approval</i>	
4.	Matters arising from the minutes		
5.	SLA monitoring report: Oct-Dec 2015	<i>paper</i>	
6.	Sector update	<i>paper</i>	All
7.	Risk		
	a. Matrix	<i>review & update</i>	Sec Mgr
	b. Cohesive SAR Training	<i>update & discussion</i>	All
8.	National SAR Support Programme 2015/16		
	a. SAR Data Standard	<i>update & discussion</i>	Snr Adv
	b. SAR communications - land		Sec Mgr
	c. SAR – aviation engagement		Sec Mgr
	d. SAR Research		Sec Mgr
	e. Prevention – adventuresmart	<i>update</i>	Sec Mgr
9.	Training		
	a. SAR (ACE) training	<i>update</i>	NSSP Co-ord
	b. Course development	<i>update</i>	NSSP Co-ord
10.	Arrangements for 2017-2020 cycle	<i>update</i>	Sec Mgr
	a. Crown funding		
	b. NZSAR Strategy		
11.	Performance Measurement of NZSAR Goals	<i>discussion</i>	All
12.	MRO Policy (2016 update)	<i>consultation</i>	Snr Adv
13.	Technology in SAR		
	a. Coastguard radio channels	<i>update</i>	Sec Mgr/CNZ
	b. Mobile phone locating process		Sec Mgr
14.	General Business		
	a. Australia NZ SAR Conference		NSSP Co-ord
	b. NZSAR Award Nominations		NSSP Co-ord
	c. MoT moving		Sec Mgr

Next Meetings:

- Thursday 26 May – NZSAR Consultative Committee & NZSAR Awards
- Thursday 25 August – Combined NZSAR Council & Consultative Committee Workshop
- Thursday 10 November – NZSAR Consultative Committee



New Zealand Search and Rescue Consultative Committee Meeting

**Minutes of Meeting
NZSAR Consultative Committee
Thursday 5 November 2015
Ministry of Transport
Level 6, SAS Tower
89 The Terrace, Wellington**

Attendees:

Duncan Ferner – NZSAR (chair)
Harry Maher - LandSAR
Jeff Sayer – AREC
Paul Dalton - SLSNZ
Jo Holden – NZ Police
Rebecca Lockwood – NZ Police
Mike Daisley – MSC
Steve Kern – CAA

Peter Healy – Coastguard NZ
Mike Hill – RCCNZ
Rodney Bracefield – RCCNZ
Richard Davies – DOC
John Yaldwyn – AREC
Rachel Roberts – NZSAR
Samantha Sharif – Aviation NZ
David Waters – Ambulance NZ

1. Welcome

Duncan opened the meeting and welcomed the attendees, with particular welcomes directed to:

- Rebecca Lockwood, NZ Police
- Pete Healy, Coastguard NZ

2. Apologies

Carl van der Meulen – NZSAR
Rhett Emery – NZSAR
Joe Green – NZ Police
Patrick Holmes – Coastguard NZ
Allan Mundy – SLSNZ

Simon Trotter – Antarctica NZ
Mat Claridge – WSNZ
James Lamb – MOC
Joy Cooper – NASO

3. Minutes of previous meeting

The minutes from the last meeting were accepted as a true and accurate record.

4. Matters Arising from Minutes

Item	Action	Responsibility	Update
11 NSSP 2015/16	Agencies to provide any feedback on the draft NSSP to Duncan by 29 May.	All	Completed
12 General Business	Secretariat to attend the DTA forum on behalf of the sector.	Secretariat	Completed

12	General Business	Committee members were asked to complete the electronic survey from LINZ.	All	Completed
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5. Record of Workshop 27 August 2015

The meeting endorsed this paper that was circulated prior to the meeting.

6. SLA Monitoring Report: 1 July – 30 September Quarter

Reporting requirements for the SLA have been met by all partners, with 1,310 volunteers involved in SAROPS, and 10,257 volunteer hours recorded for the quarter.

Issues and Updates:

LandSAR:

- During the quarter LandSAR has focussed on:
 - Continuation of the deployment of the Safety Management System.
 - Completion of the trial of the new Competencies Framework assessment system, to be deployed in mid-2016.
 - Completion of the 2015 Group Planning Tool process and preparation of the national 2016 Training Calendar.

Coastguard:

- Coastguard held their AGM on 17 October.
- The position of National Operations Manager has been disestablished, and a new position of National SAR Training Manager has been created.

AREC:

- Have no issues or updates to report to the Council.

SLSNZ:

- The Bay of Plenty / Coromandel Communications Network become fully operational on 20 October.
- The Capital Coast Communications Network is progressing, and is expected to be completed in time for the 2016/17 season.

Rodney from RCCNZ gave an update on Beacon registration increase in New Zealand.

Action: Secretariat to explore with RCCNZ the possibility of creating/updating website banners for websites to promote beacon registration.

7. Sector Update

There was no further discussion on the sector update report, which was distributed prior to the meeting.

Mike from RCCNZ gave a presentation on Pacific Engagement – Pacific SAR Strategy. At the request of MFAT, RCCNZ has agreed to develop, and where necessary improve, a cooperative approach with harmonised procedures for the conduct of SAR in the Pacific region.

8. Risk

Risk Matrix Review

The Risk Matrix was reviewed, with no changes suggested.

Risk Register Strategic Discussion: Health and Safety

The meeting had a lengthy discussion regarding the new Health and Safety legislation coming into effect April 2016. The cost of training for volunteers, adding health and safety elements to training and peer reviewing each organisations health and safety ideas were among the topics covered.

Action: Meeting members to send thoughts through to Secretariat on risk description. Secretariat to update and present to NZSAR Council.

Mike presented on RCCNZ and health and safety currently in the SAR sector and their approach to improve and monitor. The presentation led to a discussion by the meeting regarding a Health and Safety Summit in the next financial year. This is ongoing.

9. National SAR Support Programme 2014/15

Workshops & Seminars	SAR Training
• SAR Evaluation Seminar	• Training Support and Advice
• Organisational Support	• Air Observer training & Training material
• SAREX Planning (+Police) Meeting	• Marine Formal Search Planning (aft gap analysis)
• SAR Data management and IT	• START material
• Maintain SARNET, Website, START, RDB etc	• Formal Search planning Land (Complete)
• SAR Dashboard	• Prevention
• IMT Time Line	• AdventureSmart & Rec Safety Partnership
• Data Store maintenance and operation	• Visitor Intentions
• SAR Data Standard (Continues)	• Safety codes, printing and advertising
• SAR Documentation	• Wander Support
• SAR Forms and Guidelines	• NZ Inc Recreational Safety Strategy
• Exercises	• SAR Research
• Support Police SAREXs	• Fatality Analysis
• MRO SAREXs	• Outdoor Safety Code – evidence base
• Abnormal Flight Behaviours	• SAR Demand and Supply Study – Marine
• Secretariat	• Prevention knowledge research
• Communications and publications	• SAR Expectations
• NZSAR Awards	• SAR Demand and Supply study – land
• Travel, meetings, advice, administration etc	• SAR Communications – Land
• Advice	•

Key:

Dark Green – Completed

Light Green – On track

Yellow – Still to be completed

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Red – Cancelled

10. SAR Governance Review – extra council member

The meeting had a discussion around the function, person specification, appointment process and term of the extra NZSAR council member.

Decision: The function and person specification was confirmed as correct. An appointment process was decided – persons will be elected/nominated by the NZSAR Consultative Committee and endorsed by council chair and members. A term of 2 years with the option of extending was chosen.

Action: Secretariat is to update the discussion paper and take it to the NZSAR Council meeting November 19.

11. Training

Duncan provided an update on SAR (ACE) training to date, as shown in the table below:

As at October 2015	October 2014	October 2015
Total SAR ACE EFTs	107.3	137
Number of courses to date	63	87
Number of courses cancelled (YTD)	33	18
Number participants registered for courses	1227	1311
Total number participants attending	943	1175
Average numbers registered for course	19.4	15.6
Average Number attending per course	14.9	13.5
% non-attendance	23.2%	10.4%
% of NZSAR predicted courses (23/124)	18.5%	26.9%

12. Technology in SAR

Police Policy on the use of RPAS/UAV

Pager Replacements

The meeting discussed the effect of the pager network being disestablished.

Action: Everyone to share their ideas or possible solutions of replacing pagers to the group. Send ideas through to Duncan to distribute to the group.

13. General Business

NZSAR Award Nominations

There have been no nominations for the awards so far.

Australian NATSAR Council Meeting

Jo gave an update to the meeting about the Australian meeting she attended. She spoke about expectations from the public for SAR services.

Calendar for 2016

- Thursday 4 February
- Thursday 19 May – awards (tbc)
- Thursday 11 August – combined
- Thursday 10 November

Duncan Ferner
Chair
NZSAR Consultative Committee

Actions and Decisions

Item	Action (A) / Decision (D)	Responsibility
6 SLA Monitoring Report: 1 July – 30 September Quarter	(A) Secretariat to explore with RCCNZ the possibility of creating/updating website banners for websites to promote beacon registration.	Secretariat/RCCNZ
8 Risk	(A) Meeting members to send thoughts through to Secretariat on risk description. Secretariat to update and present to NZSAR Council.	All
10 SAR Governance Review – extra council member	(A) NZSAR is to update the discussion paper and take it to the NZSAR Council meeting November 19.	Secretariat

NZSAR 2-1

4 February 2016

NZSAR Council
NZSAR Consultative Committee

**Joint Service Level Agreement monitoring report:
1 October - 31 December 2015 Quarter**

1. **Provision of Services.** Services have been provided by the SLA partners as described in the table of outputs.

Outputs	Coastguard	LandSAR	AREC	SLSNZ
Provision of expert services				
Provision of expert advice				
Provision of IMT Members			Not Required	
Summary of non-SAR activity		Not Required	Not Required	Not Required
Up to date details available				
Participation in joint SAREX				
Attendance at Forums				
Nominations NZSAR Awards				

2. A summary of activity as reported by the SLA partners for the quarter.

Outputs	Coastguard	LandSAR	AREC	SLSNZ	Totals
SAROPs Attended	101	108	8	7*	--
Volunteers Involved	623	1,085	18	40	1,766
Volunteer Hours	1,614	8,163	277	81	10,135

**SLSNZ incident data has been moved to a new database with some difficulties for Club Administrators in loading Category 1 incidents, leading to under-reporting for this period.*

3. **Activity for the Quarter.** A summary of overall activity for the quarter, as provided by the coordinating authorities.

Measures	Police	RCCNZ	Totals
SAROPs	446	214	660
Lives at Risk	391	469	860
Lives Saved	37	41*	78
People Rescued	137	25	162
People Assisted	184	32	216
LandSAR Taskings	111	2	113
Coastguard Taskings	88	2	90
SLSNZ Taskings	31	0	31
AREC Taskings	8	0	8
Performance of SLA Partners	Satisfactory	Satisfactory	Satisfactory

* This includes 33 lives saved during the rescue of the crew from the F/V Glory Pacific No.8, which caught fire just inside the northern part of the NZSRR.

Summary of Issues and Updates

4. Coastguard

- Coastguard has almost completed work on the national membership project, and hopes to launch this in March.
- Coastguard NZ has been offered funding for the VHF frequency change project, and is now working through licensing issues.
- Phil Pollero has been appointed to the newly established position of National SAR Training Manager.

5. LandSAR NZ

- Steve Caldwell has commenced work as the new Chief Executive for LandSAR, replacing Harry Maher who resigned at the end of 2015.
- During the quarter LandSAR has focussed on:
 - Continuation of the deployment support for the Safety Management System which was deployed organisation-wide in December 2014
 - Continuation of the development of the national Competencies Framework assessment system
 - Completion of the 2015 Group Planning Tool process and preparation of the national 2016 Training Calendar in conjunction with NZSAR, NZ Police and other SAR sector agencies

6. Surf Life Saving New Zealand

- The Southern Region communications network is under development, with the Christchurch network becoming operational at the start of the current season, and Otago planned for the start of next season.
- The roll-out of the New Patrol and Membership data base has largely been completed according to plan but some club administrators have not yet come to grips with the data entry side of the new system, creating a back log of patrol incidents and operational information.

7. AREC

- Have no issues or updates to report to the Council.

8. Mountain Safety Council

- The SLA for the provision of avalanche advisory services has been signed. Monitoring and reporting on the SLA will commence in the upcoming avalanche season.



NZSAR 2-2

4

February

2016

NZSAR Council
NZSAR Consultative Committee

Search and Rescue Sector Update

The Search and Rescue sector update for the NZSAR Council and NZSAR Consultative Committee meetings for February 2016 is contained below.

Ambulance NZ

Nil report

Antarctica NZ

Nil report

AREC

Nil report

Coastguard NZ

National Membership:

CNZ has invested very considerable amounts of time, energy and money in the development of National Membership and I hope to launch the product at the beginning of March.

VHF Change Project:

Coastguard NZ was recently successful in securing an additional \$529k from the Ministry of Transport through Section 9 (1) of the Land Transport Management Act 2003. However, the "terms and conditions" include the following clause... *"By project completion, Coastguard NZ will be the licence holder for all Coastguard VHF radio, repeater and NowCasting licences"*.

Coastguard Northern Region owns the majority of the VHF licences (21 out of a total of 53) and are unwilling to transfer the ownership to CNZ. Of the remainder, 9 licences are owned by CNZ and 4 by other Regions. The residual 19 licences are externally owned, but available for Coastguard use.

I am working hard to find a sensible compromise position but a resolution appears to be a distant objective at present.

HR Update and Staffing:

Phil Pollero has commenced his new role on 18 January as National SAR Training Manager. The post of National Operations Manager has been disestablished.

Department of Conservation

As advised last time, the Department is looking to improve visitor safety on public conservation land through a range of initiatives. A brief update is included below:

Review of Visitor Risk Management Policy, Standard Operating Procedure and Visitor Incident Investigation Guideline. Development of this is largely complete with internal sign-off expected in the first quarter of 2016. The next area of focus will be on better risk assessment of those very high use, high hazard sites (eg the glacier valleys, TAC etc).

Transfer of existing visitor risk data and hazard analysis process into the Department's Asset Management Information System (AMIS). We have developed a new IT tool to enable field staff to easily and effectively manage hazard information inside the Department's Asset Management System. This will be tested in Feb 2016.

We will work to improve the quality, consistency and reach of both broad scale safety messages and specific targeted hazard information. We have begun discussions with Mountain Safety Council around improving the quality of information. This work will ramp up in the first half of 2016.

Review the contract to provide Mountain Weather Forecasts with the MetService. This review is currently being scoped, and we will have a new contract in place in July 2016 (following a competitive procurement process).

LandSAR NZ

Operations

The table below shows the 2015/16 Quarter 2 summary figures for operational activity. Previous year's Q2 figures are shown to provide a year-to-year comparison.

Quarter 2	2015/16	2014/15	2013/14	2012/13	2011/12
Number of SAROPS	108	92	53	67	77
Volunteer hours during SAROP	8163	4637	2762	5948	2840
Volunteers used during SAROP	1085	638	N/A	783	595
Number of subjects					
People at risk	162	97	62	113	136
Lives saved	6	7	6	9	18
Rescued	54	31	31	37	40
Persons assisted	79	38	21	64	73
Perished	14	14	6	5	4
Not located (Missing)	9	7	4	7	1

Support Activities

The total amount of volunteer effort (operational and non-operational) in this Quarter 2 was 37,740 hours. This compares with 30,616 hours of total volunteer effort in Quarter 2 in 2014/15.

Quarter 2	2015/16	2014/15	2013/14	2012/13
Total volunteer effort	37,740	30,616	23,396	27,629
Operations	8,163	4637	2762	5948
SAREX incl prep	10,303	6363	4275	3478
Training	12,931	9327	9628	9846
Administration	6,343	10,289	6732	8357

Training consumed by LandSAR volunteers (hours)

This report is based on the following data collected by our volunteers:

- Planning and preparation for internal and external training
- Planning and preparation for SAREX events
- Training Internal (Local/Regional Courses)
- Training External (including both SARACE and refresher/continuation training)
- SAREX hours
- Total training

The first two categories (planning and preparation) are shown separately in the chart below, but accumulatively in the table for comparative purposes.

Quarter 2 external training and SAREX hours are higher in 2015/16 than previous years. This may be due to several factors:

- Easy web based reporting has increased quarterly reporting compliance
- Change in SAREX format (Rogaine style) may encourage greater Group participation
- More local SAREXs coordinated by LandSAR
- More specialist SAREXs such as alpine and avalanche
- Groups may be considering opportunities for assessment against the planned competencies framework

Quarter 2	2015/16	2014/15	2013/14	2012/13
Training Preparation & Planning (Internal, External & SAREX)	1,802	1043	653	1191
Training Internal (Local/Regional Courses)	6,679	5772	6668	8088
Training External (including both SARACE and refresher/continuation training)	5,370	2895	2431	725
SAREX	10,303	5980	4151	3320
Total Training	24,154	15,307	13,903	13,324

Organisational Initiatives

The focus of effort in the period July - September of 2015 has been on:

1. Continuation of the deployment support for the Safety Management System which was deployed organisation-wide in December 2014
2. Continuation of the development of the national Competencies Framework assessment system
3. Completion of the 2015 Group Planning Tool process and preparation of the national 2016 Training Calendar in conjunction with NZSAR, NZ Police and other SAR sector agencies.

On 11 December 2015, after 3 ½ years as the Chief Executive of LandSAR, Harry Maher resigned. The LandSAR Chairman, Rex Hendry stated that “I think Harry can be justifiably proud of the achievements he has made in his time with LandSAR, including significant improvements to the finance and administration areas, the introduction of the Safety Management System and the deployment of the new website and the new online Training Management System.” Steve Caldwell will commence in January 2016 as the new Chief Executive.

Maritime Operations Centre

Nil report

Mountain Safety Council

Nil report

NZDF

Nil report

NZFS

Nil report

New Zealand Helicopter Association / Aviation NZ

Nil report

Police

Staffing update

Inspector Joe Green retired from Police in January 2016; the vacancy will be advertised shortly, but until such time as the position is filled Senior Sergeant Claire Bibby has been seconded into the position and is undertaking a number of projects including updating the Coastguard MOU.

SAREXes – NZSAR-funded

A few SAREXes were undertaken during the last quarter of 2015 including a Rogaine-styled event in Wellington attended by Duncan Ferner and myself. Rhett Emery has posted a large number of evaluation reports on the NZSAR website

including a Summary of SAREX Common Themes in the hope that these may assist planners of future exercises.

Police National SAR Course

This is scheduled to be held at Dip Flat May 1-13 2016. 3 LandSAR and 2 DoC members have expressed interest in attending. 3 Squadron will supply helicopter support for the 3-day SAREX that is held in the second week.

SAR Managers Course

A workshop is scheduled in early March to streamline and make incremental improvements to the 2016 course which will be held at the Police College in June. NZSAR has negotiated with Mick Wear from Western Australia to evaluate this year's course.

We will be seeking nominations our SAR Partner agencies for volunteers to attend the second week to undertake IMT roles in multiple SAR syndicate scenarios.

Mass Rescue exercises

Police and NZSAR have delivered a series of inter-agency tabletop exercises around the country designed to ensure that District Mass Rescue Plans are fit for purpose. Dave Greenberg has collated and circulated feedback from each exercise. The last of these is scheduled to be held in Auckland after Easter this year.

SAR Statistics

446 Cat 1 SAR incidents were reported during the October to December 2015 quarter – 254 Land and 192 Marine.

RCCNZ

Our Core Business:

Incident breakdown by environment type, October - December 2015:

		Sea	Air	Land	Unknown	Quarter
CAT II	SAROP involving tasking	13	3	26	2	44
	Resolved by comms action	48	70	19	33	170
CAT I	Active involvement by RCCNZ	3	0	1	0	4
	SAD Produced by RCCNZ	3	0	0	0	3
	Active involvement & SAD	1	0	0	0	1
Other SAREX'S/ MAS/ Medevac	Operation involving tasking	2	0	8	n/a	10
	Resolved by comms action	1	0	0	n/a	1
Total (Quarter)		71	73	54	35	233

Beacons

Beacon alerts made up 73% (171) of all incident alerts.

- About a third of these were resolved to other Search and Rescue Regions (62)
- 8% (14) were undetermined.

Of these that were activated in the NZSRR:

People Involved in incidents for the Quarter	
Number at Risk	469
Lives Saved	41
Lives Rescued	25
Lives Assisted	32
Perished	8
Not Located	4
Self Assisted	279

Our Work Programme:

The first half of 2016 promises to be busy for RCCNZ with the following activities, in addition to business as usual:

- Shifting to a new location (Avalon Studios, next door to our current premises) with a move date around May-June.
- Completion of the MEOSAR system build, and working towards operationalising this with Australia, with RCCNZ receiving usable data by mid year.
- A SARO training course.
- Continuation and development of a number of other projects (including our SOP review, Pacific SAR with training in Kiribati and a scoping visit to Tuvalu; preparation for Health and Safety changes, and a review of our beacon registration system.

Our People:

RCCNZ recently appointed two new SAROs to bring our team to its full complement – Nicholas Burt and Andrew Parsons. These SAROs were selected from a large number of high quality applicants and bring a wealth of relevant experience to the role. They will begin their training with RCCNZ in February.

SLSNZ

Surf Life Saving Operations

The period October to December can often become the busiest time of year for Surf Life Saving services, as was this year due to unseasonably warmer weather and water conditions in late November continuing right through until the end of the second quarter. These conditions provided a flurry of activity for the guards which often had to extend their voluntary patrolling hours past 7pm to cater for the large beach user numbers over this period. Unfortunately outside those areas patrolled there was spike in drownings in late December. These fatalities would have most certainly increased if the various patrols had shut down during their normal November to December times between 4 and 5 pm. Nonetheless, Surf Life Saving

services responded to a number of other callouts and incidents that occurred during this time.

In addition to the Category 1 Search and Rescue Operations listed above (and detailed in the Appendices), surf lifeguards rescued sixty five (65) people, treated one hundred and sixty one (161) members of the public for injuries, and conducted twenty nine searches (29). Please note these figures are understated, due to teething issues with the new patrol and membership data management system where significant numbers of club administrators have struggled to enter all the patrol incident and patrol operations information. This back log will be rectified in due course so there will be a catch-up in early 2016. With all the data being captured in paper form SLSNZ is confident an accurate report will be supplied once the data entry issues have been addressed.

Organisational Update

The following organisational changes or progress has occurred of relevance to the search and rescue sector:

- The Bay of Plenty // Coromandel Communications Network became fully operational from 20 October 2015. This has provided radio communications coverage along the coastline between Pauanui to Papamoa beach over the 2015/16 season.
- The Capital Coast Communications Network is underway, and will be completed in time for the 2016/17 season. This roll out has provided a considerable challenge mainly due to the topography of the area, we have had to commit to more repeater sites than was originally planned for. This will result in a phased roll out rather than the complete implementation that was previously planned. The phases will be completed funding permitted.
- The Southern Region Network is being developed with the Christchurch network becoming operational at the start of this season and Otago by the end of next season. Investigations are currently underway to allow for the Southern Region to "Patch into" the National Network; this is essentially a soft ware issue we are working to overcome. Although the final solution is funding dependent.
- The roll-out of the New Patrol and Membership data base has largely been completed according to plan but some club administrators have not yet come to grips with the data entry side of the new system, creating a back log of patrol incidents and operational information. This is a training issue, rather than any problems with the system itself and is being addressed with extra training courses around the country for the clubs concerned. The situation although frustrating does not in any way effect the operational capability of the clubs to carry out their everyday patrols and lifesaving activities.

13 November 2015

NZSAR RISK MATRIX

Risk #	Risk Description	Reasons or Causes	Consequences	Likelihood	Impact	Risk Level (reviewed)	Risk Treatment(s)	Post Treatment	Comments/Examples
2015/01	SAR Information Search and rescue information is inadequate or unreliable for future planning.	SAR data collection is fragmented, lacks cohesion and is typically collected to meet the requirements of individual organisations. Properly analysed longitudinal information is difficult for decision makers to access. Data gaps and omissions render sound analysis difficult. In some instances, excessive detail is being collected. Insufficient focus is placed on the analysis of existing data. Drivers of SAR demand such as activity participation is not well understood.	Without reliable information, NZSAR will be unable to identify strategic changes and opportunities for the SAR community. Effective decision making is compromised by the lack of reliable, analysed data. Information can also be hard to access as it can reside within silos.	Certain	Moderate	(May 14)	Risk treatment 2015/01/A: SAR Data Standard In consultation with operational SAR agencies, develop and document an agreed SAR data standard for collection, collation and analysis.		Changing patterns in, for example, society, demographics, tourism, recreational activities, participation rates and technology is likely to impact on SAR needs and resources.
						(May 14)	Risk treatment 2015/01/B: Data exchange and storage Establish and maintain a single repository for all SAR data.		
						(May 14)	Risk treatment 2015/01/C: Data analysis Analyse SAR data to identify trends and patterns in SAR events. Such analyses should be used in conjunction with other data to show broader trends and patterns. The resultant products will be made available to decision makers and stakeholders.		
						(May 14)	Risk treatment 2015/01/D: SAR Operational Analysis Conduct an operational analysis of SAR need mapped to SAR resources. Assist SAR providing agencies to reshape their organisations to match proven SAR need.		
2015/02	SAR funding The sector experiences funding sufficiency and volatility risks.	Sufficiency. Funding for the wider SAR sector has a variety of sources. Funders may choose to lessen or withdraw their funding support.	Inadequate funding for part or some of the sector may limit investment in training or equipment and lead to inadequate operational responses.	Possible	Moderate	(March 15)	Risk treatment 2015/02/A: SAR Funding Maintain an overall SAR funding picture. Work with other key SAR funders to sustain adequate supply. Maintain adequate PLA funding to meet Council goals.		
		Volatility. The funding levels for SAR agencies can be volatile due to profit variances with key gaming or lotteries trusts & boards. Grants policies also frequently change which can affect eligibility. Public appeals & donations are susceptible to change.	Volatile funding inhibits long term planning and investment. It also degrades sector effectiveness and efficiency.	Possible	Moderate	(March 15)	Risk treatment 2015/02/B: Funded SAR SLAs Continue to support key SAR providing agencies with appropriately funded three year Service Level Agreements.		

13 November 2015

Risk #	Risk Description	Reasons or Causes	Consequences	Probability	Impact	Risk Level (reviewed)	Risk Treatment(s)	Post Treatment	Comments/Examples
2015/03	Cohesive SAR Training The SAR sectors training lacks cohesion and a sector focussed integrated training framework.	SAR training has evolved, developed and is often delivered within organisational silos. The perspectives of individual organisations have frequently taken precedence over the needs and goals of the wider sector.	Training variances can impact on sector collaboration and degrade inter agency and internal cohesion. Training divergence can lead to incompatible incident management systems, different understanding of language and incompatible expectations, SAR processes and priorities. These factors can contribute to deficient SAR services, inefficiencies and potentially avoidable loss of life.	High	High	Moderate	Risk treatment 2015/03/A: Suitable individual SAR skill acquisition training is available funded and sound. SAR (ACE) funded skill acquisition training is available for SAR people so that they may achieve the relevant SAR competencies at no cost to themselves.		
						Moderate	Risk treatment 2015/03/B: Collaborative SAR training and exercising Continue cooperative and collaborative training, exercising and relationship building. See treatment option 2014/04/A for a treatment option based on cross-agency training.		NZSAR supports the conduct of Police District SAREXs
2015/04	Volunteerism Risks exist around volunteer recruitment, retention and training.	Changing demographics and attitudes, increasing work demands impact on volunteer recruitment, availability and longevity with the SAR sector.	The SAR sector is highly reliant on volunteers for the safe delivery of effective SAR services. <ul style="list-style-type: none"> Insufficient numbers of volunteers in the right locations is likely to impact on the safe delivery of effective SAR services. Volunteer turbulence increases the training burden and inhibits the formation of SAR leaders. Excessive training demands, poor or infrequent exercises and/or onerous administrative requirements deter people from volunteering and discourage existing volunteers from remaining. Infrequent utilisation for SAROPs can be dispiriting and discourage long term engagement. 	Unlikely	Moderate	Moderate	Risk treatment 2015/04/A: Maintain good information on SAR volunteers <ul style="list-style-type: none"> Maintain good information about SAR volunteers and their expectations. Assist SAR organisations with information around recruitment and retention of volunteers to help ensure a sufficient number in areas and types of need. Ensure administrative requirements are not excessive. 		
		Growing public and legal expectations of SAR performance and competence impacts upon the training and commitment levels of SAR volunteers.				Moderate	Risk treatment 2014/05/B: Support SAR training alignment to the NZ Qualifications Framework (NZQF) When and where agreed by SAR agencies, NZSAR will actively Support and assist aligning SAR training to the NZQF.		
		Trained SAR Volunteers can be difficult to retain and motivate in areas where little SAR activity occurs.				Moderate	Risk treatment 2015/04/C: Quality SAR Exercises The conduct of good quality, appropriately focussed and well evaluated SAR exercises is important as they enhance readiness, reinforce training and build cohesiveness and morale within the SAR sector.		NZSAR supports the conduct of Police District SAREXs

Risk #	Risk Description	Reasons or Causes	Consequences	Probability	Impact	Risk Level (Reviewed)	Risk Treatment(s)	Post Treatment	Comments/Examples
2015/05	Recreational Knowledge Inadequate public understanding of personal risks taken during recreational activities.	A significant number of the public demonstrate a lack of understanding or underestimation of the risks involved with the recreational activity they are undertaking. Due to: <ul style="list-style-type: none"> Decrease in public knowledge about recreational safety. Increase in the range of recreational activities. Little investment in proactive safety message promotion – particularly land, snow and avalanche safety information. Lack of understanding by inbound tourists about New Zealand’s conditions and weather. Poor coordination and cohesion between the plethora of competing agencies which provide safety advice. 	<ul style="list-style-type: none"> Individuals fail to take adequate precautions and/or responsibility for their own safety. Unacceptable levels of harm to New Zealand residents and foreign tourists. Harm to the reputation of New Zealand as a tourist destination. Unrealistic public expectations of the SAR sector. 	Likely	Moderate	(May 14)	Risk treatment 2015/05/A: Ensure the public has access to good quality, consistent safety advice. Maintain the NZSAR Adventure Smart website (http://adventuresmart.org.nz/) and support the promulgation of consistent sector messaging.	Green	Example - Safety Code material. Example: Safety Partnership.
						(May 14)	Treatment option 2015/05/B: Recreational safety - provision of consistent information to the media. Support the relevant agencies to provide timely information to the media on personal responsibilities and better preparation when undertaking outdoor recreational activities.	Yellow	
						(May 14)	Treatment option 2015/05/C: Support domestic safety organisations. Support the SAR prevention efforts of domestic safety information providing agencies. Encourage and harmonise collaborative action.	Green	
						(Nov 15)	Treatment option 2015/05/D: Develop an NZ Inc Recreational Safety Strategy.	Yellow	
2015/06	Mass Rescue Event Catastrophic mass rescue event overwhelms SAR capabilities.	New Zealand's SAR sector has very limited capacity to respond to large scale SAR events. New Zealand has a very large SAR region with little or no SAR assets in much of the region. Significant numbers of vessels and aircraft with large amounts of passengers transit the NZSRR.	<ul style="list-style-type: none"> Significant numbers of people injured or killed that could have been rescued. Severe reputational damage to SAR agencies. Severe reputational harm to New Zealand as a tourist destination. 	Rare	Severe	(May 15)	Treatment option 2015/06/A: Develop mass rescue policy and plans. In conjunction with partner agencies, develop appropriate mass rescue policies and plans.	Yellow	This risk is seen as high consequence but low likelihood. It is mainly controlled by the professionalism of ships officers and pilots together with advanced technology to help navigate such ships.
						(May 15)	Treatment option 2015/06/B: Conduct regular mass rescue exercises. In conjunction with partner agencies, exercise the mass rescue plans in all Police districts to validate and refine them.	Yellow	
2015/07	COSPAS SARSAT failures LEOSAR satellite degrade or LEOLUT failure before the MEOSAR system is ready.	<ul style="list-style-type: none"> Failure of the NZ LEOLUT prior to the MEOSAR system being accepted into service Failure of LEO SAR satellites before the MEOSAR system is accepted into service. 	<ul style="list-style-type: none"> NZ unable to receive distress beacon activations. NZ unable to assist Australian SRR related beacon activations. 	Rare	Major	(Nov 15)	Treatment option 2015/07/A: Engage with LEO LUT providers to fix or replace the NZ LEO LUT. Should this be necessary – it would only likely be necessary for a short period and could be costly.	Green	Existing low-altitude and high-altitude satellites are being replaced by medium-altitude satellites. In 2016-2017 the existing ground station will no longer be reliable and the aviation and maritime SAR capabilities will reduce.
			Entire COSPAS SARSAT system rendered partially or totally ineffective.				Treatment option 2015/07/B: Advance the in-service date for the MEOSAR system. The MEOSAR system is currently undergoing trials and it may be possible to bring it into service earlier than planned.		

Risk #	Risk Description	Reasons or Causes	Consequences	Probability	Impact	Risk Level (Reviewed)	Risk Treatment(s)	Post Treatment	Comments/Examples
2015/08	Health and Safety Incident or audit exposes SAR sector health and safety deficiencies.	NZ's H&S regulatory environment is changing. The SAR sector needs to adapt to the new requirements and implement the required changes for the SAR context.	SAR organisations fail to implement appropriate / necessary H&S processes and procedures and in the event of an audit or plans to mitigate severely negative H&S incident are: <ul style="list-style-type: none"> Exposed to risk of prosecution. Suffer reputational damage. Experience an outflow of personnel due to perceived risk. 	Unlikely	Major	(May 15)	Treatment Option 2015/08/A: Implement sound H&S processes and procedures NZSAR Council H&S processes and procedures for the SAR sector have been approved and are being implemented. The four SLA documents include H&S provisions from Jul 2014. SAR sector H&S monitoring and reporting has commenced.		
		SAROPs and SAREXs often expose SAR people to an array of hazardous environments and situations. The sector is likely to experience a significant H&S related incident at some point.	<ul style="list-style-type: none"> Experience an outflow of personnel due to excessive H&S process requirements. Likely to expect significant external pressure / investigation / regulation / over watch following the trigger event. 	Rare	Severe	(May 15)	Treatment Option 2015/08/B: H&S incident contingency planning SAR providing agencies and coordinating authorities are encouraged to develop contingency plans for use in the event of a SAR related severe H&S incident. Plans may include media, internal personnel and SAR partner engagement as well as grief & trauma counselling etc.		
2015/09	SAR Expectations Stakeholders and public develop unrealistic expectations of SAR capacity and capabilities	A lack of knowledge about SAR sector capabilities and limitations may lead to unwarranted expectations.	In the event of a mass rescue, mass search or a SAR incident at the extremities of the NZSRR, the media, public and senior stakeholders may unduly criticise SAR agencies and/or demand actions by SAR agencies that are beyond our capabilities.	Rare	Major	(July 2015)	Treatment Option 2015/09/A: Advise senior stakeholders of SAR Sector capabilities and limitations Prepare a briefing note for ODESC and Ministers regarding SAR capabilities and limitations.		
		Regular reporting of successful SAR operations may lead to a false sense of SAR capabilities by the media and significant stakeholders.	Inappropriate SAR sector investment due to a misunderstanding of SAR expectations				Treatment Option 2015/09/B: Advise media stakeholders of SAR Sector capabilities and limitations Distribute the NZSAR annual report to media outlets. RCCNZ and NZ Police hold an annual SAR media briefing and specifically note SAR sector capabilities and limitations.		
			Members of the public may suffer undue hardship or cause unnecessary cost on the SAR system due to misunderstanding its capabilities and limitations.	Likely	Moderate	(Nov 15)	Treatment Option 2015/09/C: Undertake a benchmarking survey of SAR expectations Engage with the public on occasions to ascertain what their expectations of SAR are and measure trends in expectations.		
2015/10	SAR Technology The SAR community may not know of or be able to acquire technologies that have the capacity to significantly increase SAR effectiveness.	Technology development and change occurs at a very fast pace. Technologies which might aid or transform SAR are difficult to identify and hard to fund.	The sector may be challenged operationally and criticised by not utilising the most appropriate technology for an operation.	Likely	Moderate	(Nov 15)	Treatment Option 2015/10/A: Organise occasional SAR technology workshops to identify technological trends and opportunities relevant to SAR.		
		Different SAR agencies might select different, non compatible SAR technologies.	Non compatible technologies may hinder our capacity to collaborate and cooperate.				Treatment Option 2015/10/B: Seek funding to permit the establishment of a contestable SAR initiatives fund.		



New Zealand Search and Rescue

NZSAR11-2

3 February 2016

NZSAR Consultative Committee
NZSAR Council

DRAFT 2 SEARCH AND RESCUE COMMUNICATIONS – LAND ENVIRONMENT

1. All Search and Rescue (SAR) operations and exercises involving the deployment of SAR teams or assets are heavily dependent on dependable communications for their safe and effective conduct.

Background

2. LandSAR and AREC volunteers, NZ Police and RCCNZ (Coordinating Authorities), and other SAR agencies use a variety of communication channels for voice communications and to exchange data and information. In the land environment most operational communication currently uses VHF and HF radio. Teams also use mobile phones, satellite phones and computers to communicate with each other during training and operations. Personal Locator Beacons (PLBs) or SEND devices are frequently carried in the field to provide emergency communications.

3. While the NZ Police and AREC used to supply almost all VHF and HF radios for SAR operations, most of the communications assets (all types) used are now owned and operated by a range of SAR organisations. With a few exceptions, these communications assets are currently compatible across SAR organisations.

Issues and Challenges

4. For operational communications, there has been considerable evolution in four main areas:

- Organisational arrangements for the supply of communications equipment and the training for its use has changed considerably, and no longer reflects the currently documented arrangements.
- Communications technology and expectations of communications has changed, and continues to change at a very rapid pace.
- The nature, speed and expectations of coordinated SAR operations and emergency incidents where SAR agencies might be involved continues to change.
- Government agencies are working together to develop communications arrangements that are likely to impact on the SAR sector.

5. As a sector, we do not currently have an integrated and holistic plan or strategy that sets out exactly what our communications user requirements and our organisational responsibilities are. Nor do we have a clear understanding of the equipment we have now, what we might need in the future or how we will manage, service or train for any technology that we might own or use. With some exceptions, we are not well integrated into the communications thinking and plans of the wider emergency management sector.

6. Without an integrated, whole of SAR sector operational communications arrangement, we face a number of risks including:

- confusion around organisational responsibilities and investment;
- mismatch between SAR need and SAR communications equipment;
- non compatibility between SAR agencies and/or our wider EM partners;
- poor investment decisions through ad hoc procurement;
- excessive expenditure and unnecessary duplication;
- complicated and unnecessary SAR training;
- failure to identify and select the most appropriate technologies; and
- poor management of expensive assets.

Intent

7. The intent of this project is to create an integrated operational communications strategy for land search and rescue operations.

Objectives

8. The strategy will:

- outline the SAR sector's current radio communications arrangements and likely future operational radio communications needs for the land environment;
- define the core responsibilities for operational SAR communications of: Police, RCCNZ, LandSAR, AREC, DOC, NZDF, SAR helicopters and other relevant SAR agencies;
- establish arrangements for agencies to collectively work together to select, procure, maintain, train for and operate SAR communications equipment or services;
- propose a logical and affordable framework to manage and pay for SAR VHF channel licences.
- align with the operational communications direction of the wider emergency management sector and whole of government approach;
- support the safe and efficient conduct of SAR operations;

- enable SAR agencies to make coordinated and integrated operational communications decisions; and
- be efficient with scarce SAR resources.

Considerations

9. The strategy should consider, comment or explore the following:
 - Costs, funding and affordability of the possibilities given the nature of the SAR sector.
 - The whole of government radio network project. Where this project is going and its potential implications on the SAR sector.
 - The whole of government common operating picture project. Where this project is going and its potential implications on the SAR sector.
 - Operational communications as a service / commercial option(s) for service provision.
 - The capabilities and versatility of modern VHF and HF communications systems and how these capabilities may be used by SAR.
 - Location based services such as live tracking of SAR people and teams;
 - VHF repeater arrangements including access to existing or planned repeater networks and/or digital backbones throughout NZ.
 - The possibility of networked operational communications.
 - The need for and provision of internet capabilities for land based SAR operations.
 - Digital operations.
 - Encryption of operational SAR communications.
 - Satellite based operational communications.
 - Compatibility with marine and aviation SAR communications.
 - MNZ / MOC / CGNZ / SLSNZ communications arrangements.
 - International trends and practices.

Key Stakeholders

10. A range of stakeholders should be consulted in the development of this strategy including:

- LandSAR
- AREC
- NZ Police
- RCCNZ
- DOC
- NZDF
- SLSNZ
- Emergency Helicopter Division of Aviation NZ
- Coastguard NZ
- NZDF
- Radio Spectrum Management
- NZ Fire Service
- Ambulance NZ
- MNZ / MOC
- Territorial Local Authorities

Project Dependencies

11. This project is dependent on:

- Access to the relevant people and information
- A sound analysis of SAR data to identify current and future trends in SAR demand and the corresponding view of what communication technology may be needed to support SAR operations.

Out of Project Scope

12. This project does not include:

- 'Search management software' such as SARTrack, spatial mapping software or SARMAP etc.
- Operational tools that do not communicate to other tools. Examples include GPS units.
- Incident Management computer hardware

Indicative Timeline

- Confirm TOR, let contract – January - February 2016
- Information gathering, interviewing February – April 2016
- Analysis and write-up – April / May 2016
- Present draft strategy – May 2016.
- Revise and finalise – June 2016

Duncan Ferner
Secretariat Manager
New Zealand Search and Rescue

Appendices:

- A. Existing and/or planned operational SAR communications capabilities, policies and procedures.
- B. LandSAR Communications Review Needs

Appendix A

Existing and/or planned operational SAR communications capabilities, policies and procedures

LandSAR. LandSAR Groups currently own and use at least 500 VHF radio handsets from at least two manufacturers, a number of HF radio sets, dozens of portable and fixed repeaters and around 12 IPStar field internet connection units. A small number of satellite phones are held by Groups as well as some hybrid GPS/satellite phone/text devices (e.g. DeLorme inReach). In more recent times 'live tracking' technology has been trialled as a means of communicating between field teams and IMT.

LandSAR has several policy/procedure documents relating to operational communications technology. These all relate only to radios and seem to have been developed over the last five years or so on ad hoc basis. They include:

- 'Use of Radio Frequencies Policy' (2008)
- National Radio Channel Plan (?2009)
- VHF Replacement plan (2012)

NZ Police.

TBC

RCCNZ.

RCCNZ possesses no radio system intended for land communications. When radio communications are required for Category 2 land based SAROPs, RCCNZ utilises the communication capabilities inherent in the organisations that they have tasked.

AREC.

TBC

DOC.

TBC

NZDF

TBC

TLAs

TBC

Other ?

Appendix A

LandSAR Communications Review Needs

LandSAR paused its own communications review to allow this whole of sector strategy to be developed. Once completed, the strategy will provide guidance to LandSAR on a variety of operational communications matters. Within their own project, specific questions LandSAR are seeking answers for include:

- 1. Ascertain and document, in some detail, the 'user requirements' of LandSAR volunteers for SAR communication technology, both current and for the foreseeable future.*
- 2. Review and re-state the criteria and process for allocating communications technology that meet these user requirements, to Groups by National Support Office.*
- 3. Describe how the technology that meets our user requirements is best utilised and how LandSAR volunteers are best training to utilise it.*
- 4. Describe how LandSAR NZ can develop and maintain a 'research & development/best practice identification' service on behalf of LandSAR Groups*
- 5. Develop and deploy a contemporary asset management software system for the communications technology assets we own.*

LandSAR will also:

- 1. Create an inventory of known operational communications tools and devices used in the SAR context currently (e.g. mobile phone technology, radios and VHF/HF technology). Describe these tools and devices and our current understanding of their use.*
- 2. Describe in some detail the current and future user requirements (of communications technology) of LandSAR Groups in all known operational and training situations.*
- 3. Investigate, describe and recommend the decision-making criteria and allocation process for the procurement (by National Support Office) of particular communications tools and devices (both currently in use and future tools and devices). This should include describing how available communications technology options will be matched to the user requirements.*
- 4. Define and describe a feasible and affordable R&D function that LandSAR NZ could sustain on behalf of Groups.*
- 5. Access and deploy a contemporary asset management system for communications technology hardware owned and managed by LandSAR Groups.*

1. Brochure Activity

- As at 28 September 2015 there were 39,971 brochures in Jasons' warehouses. Auckland held 19,900, Christchurch held 8,672 and Queenstown held 11,399.
- During this quarter another 50,000 brochures were printed and added to stock, bringing levels to around 89,000.
- As at 18 January 2016 this number had reduced to 84,856. Auckland held 48,650, Christchurch 10,307 and Queenstown 25,899.
- During this quarter the following organisations ordered brochures directly through Sharon:
 - Godfrey Hirst NZ (Auckland) – 150
 - Mars NZ (Auckland) – 250
 - Otago University International Office – 600

2. Website Maintenance and Analytics

- Visitor numbers to the main site are generally consistent when compared to the same period last year.
- This quarter saw a total of **5,341** visitors, compared to 5,791 visitors last quarter and 4,590 visitors during the same period last year.
- Add mobile site visitors to these numbers and the overall visitor number for this quarter rises to **7252** compared to 7224 last quarter and 6385 last year.
- Visitors are mainly from New Zealand, followed by Australia, the USA, UK, Germany, France, Canada, Brazil, the Netherlands and Singapore.
- Visits from most countries have increased, especially Canada (up 62.9%), Singapore (up 50%), France (up 13.83%), Netherlands (up 12.73%), USA (up 12.20%), and Australia (up 9.20%). However, NZ visitors have dropped by 3.15%, UK visitors have dropped by 3.74%, Germany by 24.79% and Brazil by 64.50%. *Note – these drops are mitigated by the mobile site which has seen an increase in visitors from NZ, UK and Germany.*
- Top pages are all Outdoor Intentions Process pages, Land – including Walking & Hiking and 4x4 Driving – and Water and Boating Adventures.
- DOC continues to be the top referral site for traffic for both sites, followed by AdventureSmart mobile website, Water Safety NZ, GWRC, Te Araroa - NZ's Trails, MSC, newzealand.com (Tourism NZ), Camping Our Way, Lake Wanaka Tourism and Beacons.

Mobile Site

- Visitor numbers to the mobile site have increased by nearly 7% compared to last quarter and by 222% compared to the same period last year.
- This second quarter of the 2015/16 financial year saw **1911** visitors compared to 1788 visitors last quarter and 594 visitors in the same quarter last year.
- Visitors are mainly from New Zealand, followed by the USA, Russia, Germany, Australia, UK, China, India and Spain.
- Visits from all countries have increased significantly: NZ (up 107.55%), USA (up 1,275%), Russia (up 2008%), Germany (up 500%), Australia (up 26.67%), UK (up 60%), China (up 766.67%), India (up 200%) and Spain (up 666.67%).

3. Social Media Activity and Facebook

- The AdventureSmart Facebook had 110 'likes' at 1 October 2015 and 135 at 31 December.
- The quarter began with the Safer Boating Week campaign, which AdventureSmart supported on Facebook.

4. Other Marketing Activity

- Tourism Radio are advertising AdventureSmart in motorhomes throughout the country (as from July 2014).
- Arrival began advertising AdventureSmart (at no cost) on their new app.
- The process began to trademark the AdventureSmart logo – this is still in progress.

NZSAR

New Zealand Search
and Rescue



NZSAR Consultative Committee Meeting

10 February 2016



1. Welcome

- Dave Comber – NZSAR Council
- Nick Pyatt– NZFS
- Jared Stevenson – NASO
- Steve Caldwell – LandSAR

2. Apologies

- Simon Trotter – Antarctica NZ
- David Waters – Ambulance NZ
- Stu Rooney – NZFS

Please fill out the attendance register

3. Minutes

Minutes of the meeting 5 November 2015 to be approved



4. Matters Arising (21 April)

Item 6

SLA monitoring report. Secretariat to explore with RCCNZ the possibility of creating/updating website banners for websites to promote beacon registration.

Secretariat/RCCNZ

In progress

Item 8

Risk. Meeting members to send thoughts through to Secretariat on risk description. Secretariat to update and present to NZSAR Council.

All

Complete

Item 10

SAR Governance Review – extra council member. NZSAR is to update the discussion paper and take it to the NZSAR Council meeting November 19.

Secretariat

Complete

5. SLA Monitoring Report

Outputs	Coastguard	LandSAR	AREC	SLSNZ
Provision of expert services to CA				
Provision of expert advice to CA				
Provision of IM Team Members				
Summary of non-SAR activity				
Up to date details available for CA				
Participation in joint SAREX				
Attendance at Forums				
Nominations for NZSAR Awards				



5. SLA Monitoring Report

Summary for the 1 October – 31 December 2015 Quarter

Measures	Police	RCCNZ	Totals
SAROPs	446	214	660
Lives at Risk	391	469	860
Lives Saved	37	41*	78
People Rescued	137	25	162
People Assisted	184	32	216
LandSAR Taskings	111	2	113
Coastguard Taskings	88	2	90
SLSNZ Taskings	31	0	31
AREC Taskings	8	0	8
Performance of SLA Partners	Satisfactory	Satisfactory	Satisfactory

** This includes 33 lives saved during the rescue of the crew from the F/V Glory Pacific No.8, which caught fire just inside the northern part of the NZSRR.*



5. SLA Monitoring Report

Summary for the 1 October - 31 December 2015 Quarter

Reporting requirements for the Quarter have been met by all of the SLA partners

Outputs	Coastguard	LandSAR	AREC	SLSNZ	Totals
SAROPs Attended	101	108	8	7	--
Volunteers Involved	623	1,085	18	40	1,766
Volunteer Hours	1,614	8,163	277	81	10,135

2,256 Coastguard volunteers responded to 608 non-SAR related calls for assistance during the quarter.



5. SLA Monitoring Report

SLSNZ

- The Southern Region communications network is under development, with the Christchurch network becoming operational at the start of the current season, and Otago planned for the start of next season.
- The roll-out of the New Patrol and Membership data base has largely been completed according to plan but some club administrators have not yet come to grips with the data entry side of the new system, creating a back log of patrol incidents and operational information.

Coastguard

- Coastguard has almost completed work on the national membership project, and hopes to launch this in March.
- Coastguard NZ has been offered funding for the VHF frequency change project, and is now working through licensing issues.
- Phil Pollero has been appointed to the newly established position of National SAR Training Manager.



5. SLA Monitoring Report

AREC

- Have no issues or updates to report for the quarter.

LandSAR

- Steve Caldwell has been commenced work as the new Chief Executive for LandSAR, replacing Harry Maher who resigned at the end of 2015.
- During the quarter LandSAR has focussed on:
 - Continuation of the deployment support for the Safety Management System which was deployed organisation-wide in December 2014
 - Continuation of the development of the national Competencies Framework assessment system
 - Completion of the 2015 Group Planning Tool process and preparation of the national 2016 Training Calendar in conjunction with NZSAR, NZ Police and other SAR sector agencies



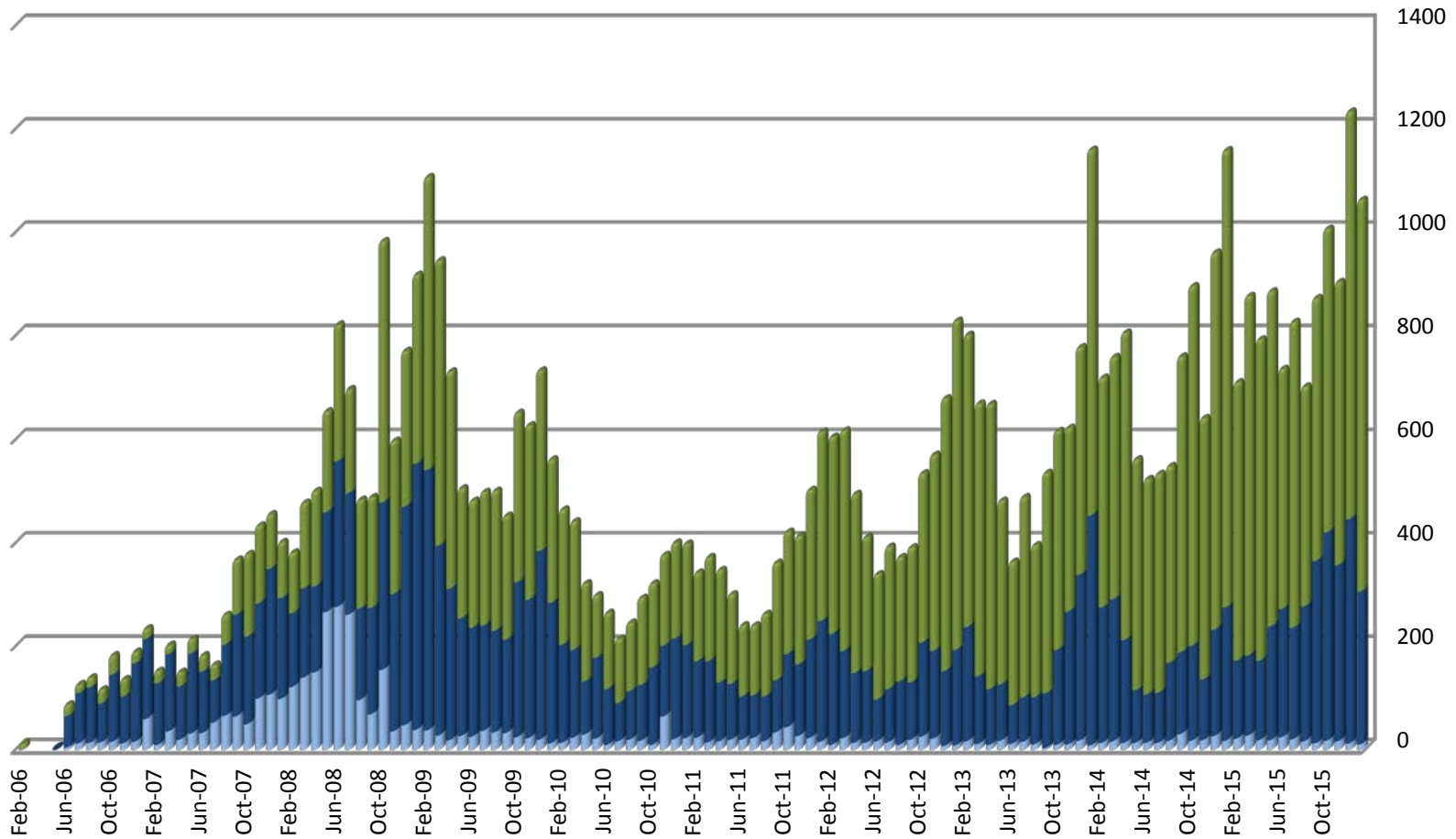
5. SLA Monitoring Report

MSC

- A joint SLA between the Mountain Safety Council, the Department of Conservation and NZSAR was signed late last year for the provision of an Avalanche Advisory. Measures and reports will be developed prior to winter 2016.



5. Beacon Registrations (60,745)



6. Sector Update



Paper distributed

6. Sector Update (RCCNZ H&S)

Task	Progress	Tracker
Review all MOU's & SLA's	70%	
Review all H&S policies & procedures	100%	
Design & Implement organisation charts	70%	
Scripts for SAROPs	70%	
Communications Plan	100%	
Links to NZSAR H&S Strategic meeting	80%	
Report on use of project across the wider SAR network	80%	



7b. RISK discussion: Cohesive SAR Training

Cohesive SAR Training
 The SAR sector's training lacks cohesion and a sector focussed integrated training framework.

SAR training has evolved, developed and is often delivered within organisational silos. The perspectives of individual organisations have frequently taken precedence over the needs and goals of the wider sector.

Training variances can impact on sector collaboration and degrade inter agency and internal cohesion. Training divergence can lead to incompatible incident management systems, different understanding of language and incompatible expectations, SAR processes and priorities. These factors can contribute to deficient SAR services, inefficiencies and potentially avoidable loss of life.

Moderate

Moderate

(1 May 2015)

(1 May 2015)

Risk treatment 2015/03/A: Suitable individual SAR skill acquisition training is available funded and sound.
 SAR (ACE) funded skill acquisition training is available for SAR people so that they may achieve the relevant SAR competencies at no cost to themselves.

Risk treatment 2015/03/B: Collaborative SAR training and exercising
 Continue cooperative and collaborative training, exercising and relationship building. See treatment option 2014/04/A for a treatment option based on cross-agency training.

(Ongoing)

(Ongoing)

SAR Managers
(2 (or 1) Weeks – NZ Police College)

Manage the Marine Response
(3 Day – Regional)

Extended Search Planning – Land
(3 Day Regional)

Marine Technical Skills
(Plotting, Charting, SAD, SAC)
(1 Day + pre course - Regional)

Manage the Initial Response – Land
(3 Day Regional)

CIMS 4
(2 or 3 Day – Regional)



7b. RISK discussion: Cohesive SAR Training

- SAR Management training now largely joint
- Terms, processes, procedure, forms etc largely agreed and mostly used by all.
- SAR (ACE) is starting to function reasonably effectively.
- SAR agencies are keeping a close eye on their own training.

7b. RISK discussion: Cohesive SAR Training

- Individual training – Possible opportunities
 - Embed H&S thinking
 - Need or want?
 - Continuation Training
 - Insource vs outsource
 - Standards – NZQA – is this us?
- Collective
 - SAR exercises – NZSAR's place?
 - Joint exercises – to address assessed need
 - Evaluation and learning
 - MRO / Extended Search

8. 2015/16 NSSP

Workshops & Seminars	SAR Training
• SAR Evaluation Seminar	• Training Support and Advice
• Organisational Support	• Air Observer training & Training material
• SAR Case Study Seminar	• Marine Formal Search Planning (aft gap analysis)
SAR Data management and IT	• START material
• Maintain SARNET, Website, START, RDB etc	• Formal Search planning Land (Complete)
• SAR Dashboard	Prevention
• IMT Time Line	• AdventureSmart & Rec Safety Partnership
• Data Store maintenance and operation	• Visitor Intentions
• SAR Data Standard (Continues)	• Safety codes, printing and advertising
SAR Documentation	• Wander Support
• SAR Forms and Guidelines	• NZ Inc Recreational Safety Strategy
Exercises	SAR Research
• Support Police SAREXs	• Fatality Analysis
• MRO SAREXs	• Outdoor Safety Code – evidence base
• Abnormal Flight Behaviours	• SAR Demand and Supply Study – Marine
Secretariat	• Prevention knowledge research
• Communications and publications	• SAR Expectations
• NZSAR Awards	• SAR Demand and Supply study – land
• Travel, meetings, advice, administration etc	• SAR Communications – Land
• Advice	

8a. SAR Data Standard

- Current version is less than 100 pages.
- Holding the first consultation workshop in March with Police and RCCNZ.
- Aiming to circulate the Data Standard within the sector by the end of March.
- ITRS will be used as the IT peer reviewer of the standard.
- Next step: consider options for data collection...

8b. NSSP 2015/16

SAR Communications – Land

The intent of this project is to create an integrated operational communications strategy for land search and rescue operations.

- Needs
- Technologies
- Responsibilities
- Arrangements
- Affordable
- In sympathy with other radio communications initiatives



8c. NSSP 2015/16

SAR – Aviation Engagement

The intent of this project is to develop an encompassing framework for SAR Coordinating Authority and aviation asset operational and non-operational engagement.

- To provide assurance
- End to end – from a SAR point of view
- H&S
- MOU /SLA etc
- Monitoring
- Air Rescue / Air Ambulance standard



8d. NSSP 2015/16

SAR Research

- **SAR Fatalities** – to provide an enhanced evidence base for search and rescue prevention messaging and activities. It will do this by identifying the primary and contributing causal factors in recreational fatalities where SAR has been involved.
- **SAR Expectations** - What expectations do people have of the SAR sector? Considering expectation with consideration to aspects such as personal responsibility versus SAR system responsibility, regulatory environment relating to personal actions and/or responsibilities, and payment for SAR services.

8e. NSSP 2015/16

Prevention

- **“NZ Inc” Recreational Safety Framework**
 - Support organisations collective prevention efforts to reduce the incidence of SAR operations.
 - Better define NZSAR’s prevention place and role
- **AdventureSmart**
 - Wide brochure distribution across NZ
 - Mobile site up 222% on last year
 - Visitor Intentions pages redesigned.
 - Look to going all responsive when \$ allows
 - Digital/social media engagement

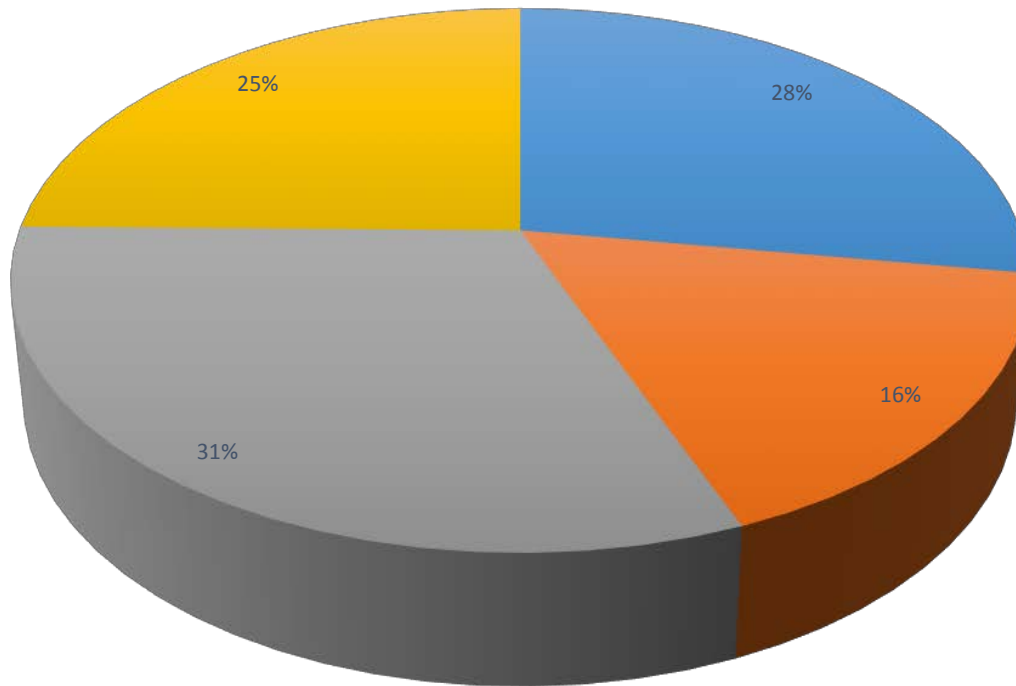
9a. SAR (ACE) Training Update

As at Dec 2015	Dec 2014	Dec 2015
Total SAR ACE EFTs	153	158.1
Number of courses to date	76	99
Number of courses cancelled (YTD)	40	19
Number participants registered for courses	1425	1607
Total number participants attending	1130	1341
Average numbers registered for course	18.7	16.23
Average Number attending per course	14.8	13.5
% non-attendance	21%	17%



9a. SAR (ACE) Training Update

Courses by SAR Regions



■ Upper South Island

■ Lower South Island

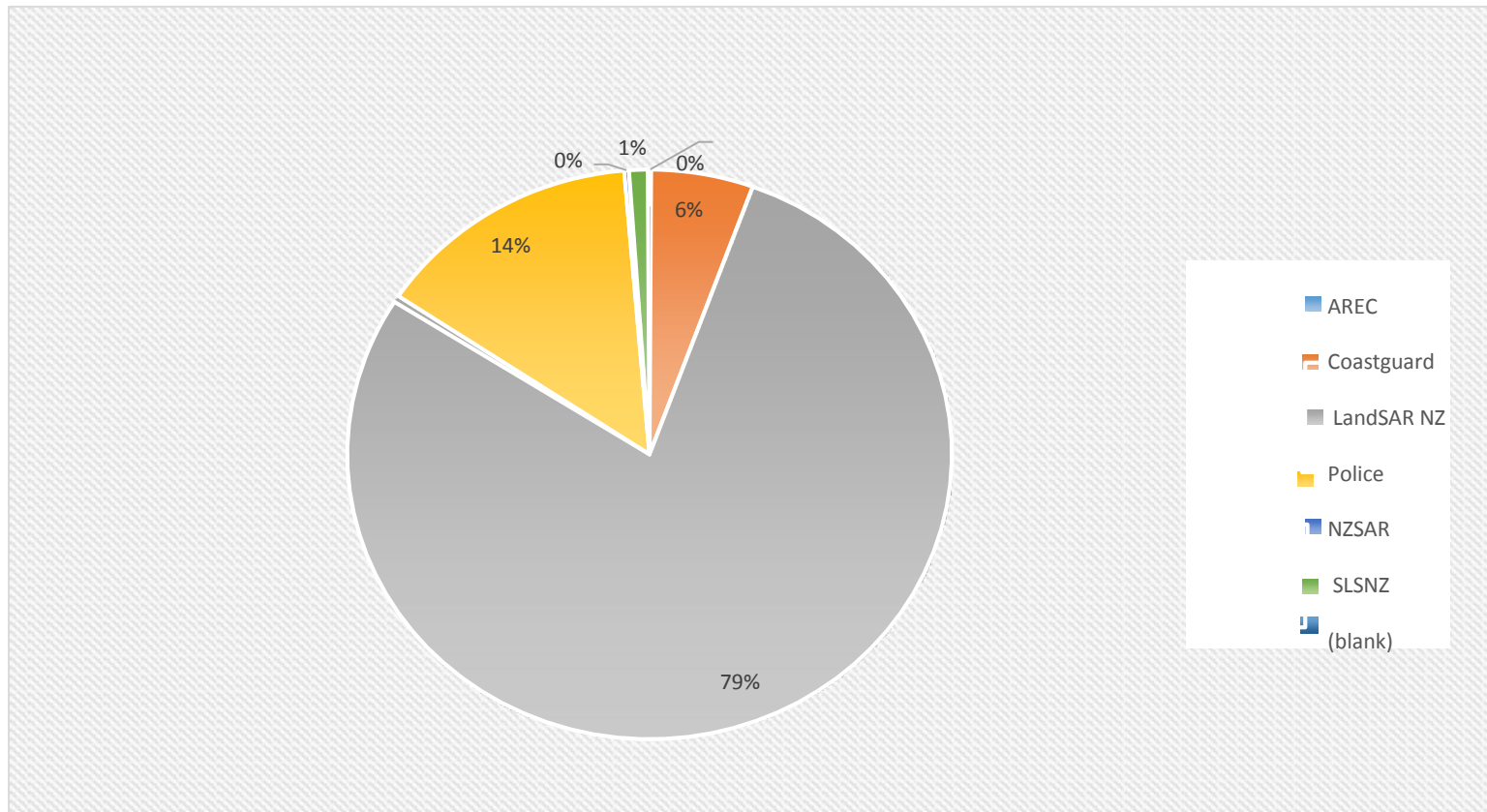
■ Northern Region

■ Lower North Island



9a. SAR (ACE) Training Update

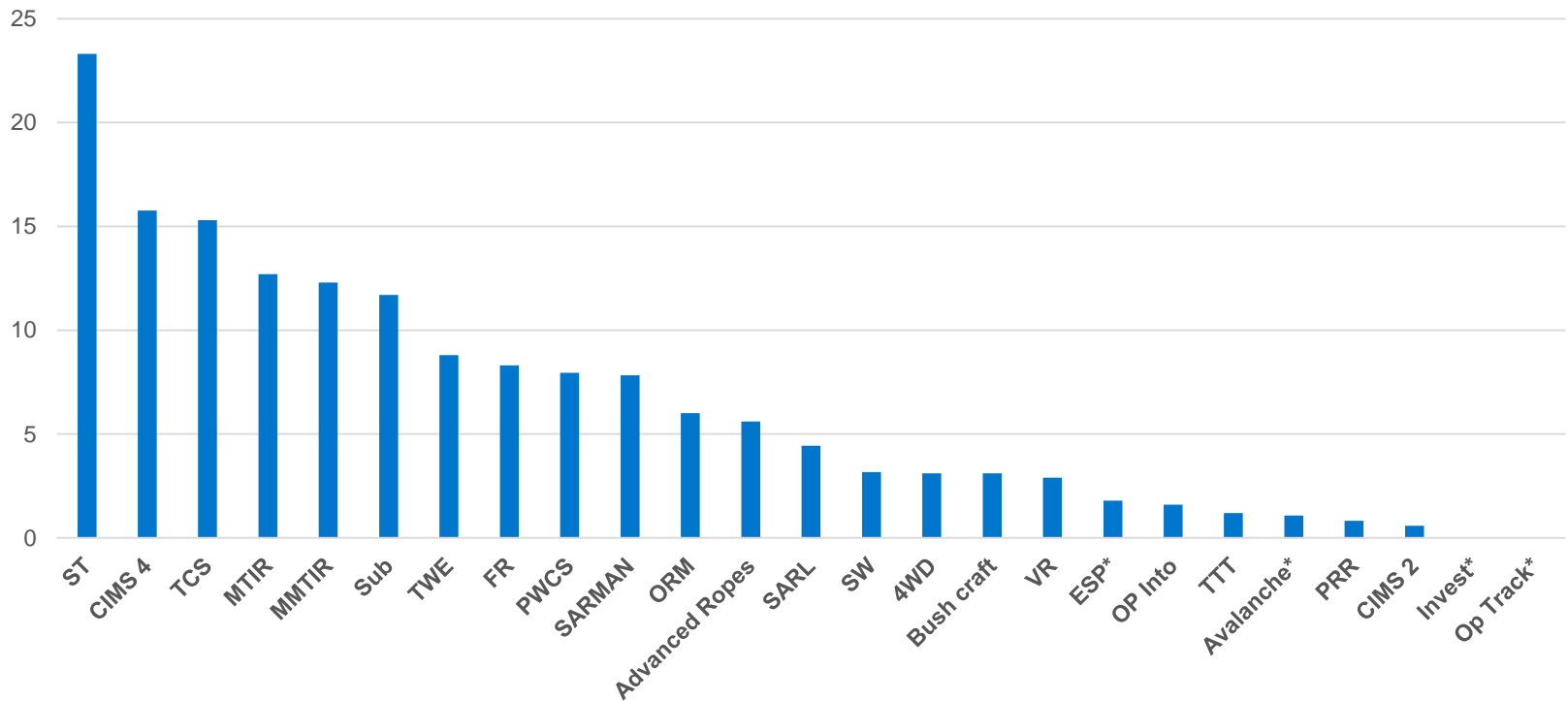
Enrolments by SAR Agency



9a. SAR (ACE) Training Update

EFT Consumption by Course

EFTS



9b. Course Development

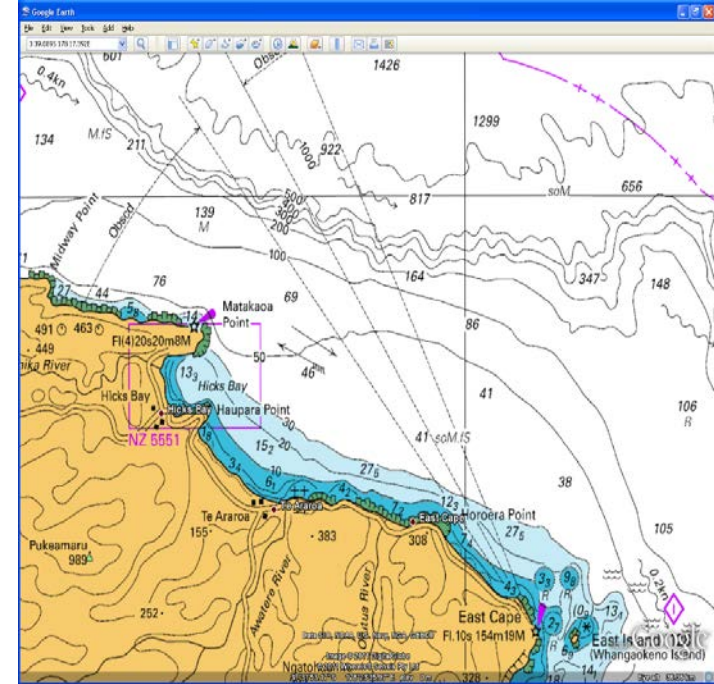
Air Observers Training

Development of two courses:

- Air Observers
- Air Observer – Team Leader

Marine Searching

- Development of Marine course as a pre-requisite to the Marine Initial Response course
- One day SAD/SAC, charting/plotting course



10. 2017-2020 cycle

a) Crown funding processes

- \$ hypothecated from the FED paid by recreational boat users
- Pays for SLAs / NZSAR / Some RCCNZ / Safer Boating
- Looked at 3 yearly

b) NZSAR Strategy rewrite

- Current Strategy runs to end of 2016
- Is synchronised with funding



11. Performance Measurement

How do we measure and report on:

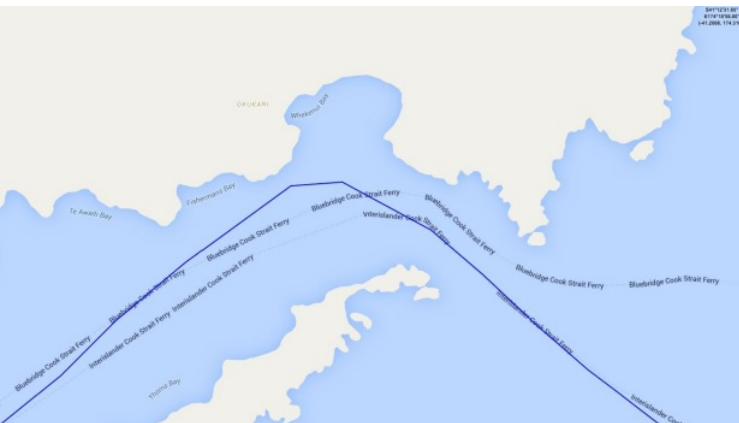
- A robust and integrated SAR System
- Efficient and Sustainable SAR Organisations
- Capable SAR People
- Reduced Demand for SAR Services
- Measure and report for ICAO / IMO
 - Survey?
 - Assessments (self?) / Inspectorate?
 - Reporting?



12. MRO Policy

2016 rewrite of the MRO policy almost completed – *will distribute this week.*

- More re-arranged rather than re-written
- Aligns with CIMS 2nd Edition
- Now an Operational policy – not Strategic policy
- Also covers abnormal flight behaviours / extended searching



13. Technology in SAR

- a) Coastguard VHF Channel Change Project
- b) Mobile phone
 - ✓ Centralised “one stop shop” at the NCCC and simple processes for requesting telecommunications provider information.
 - ✓ Need to consider how to better retain and support “mobile locate”
 - ✓ Investigate airborne options to locate mobile phones of missing persons

13. Technology in SAR

Applications: S.A.R.



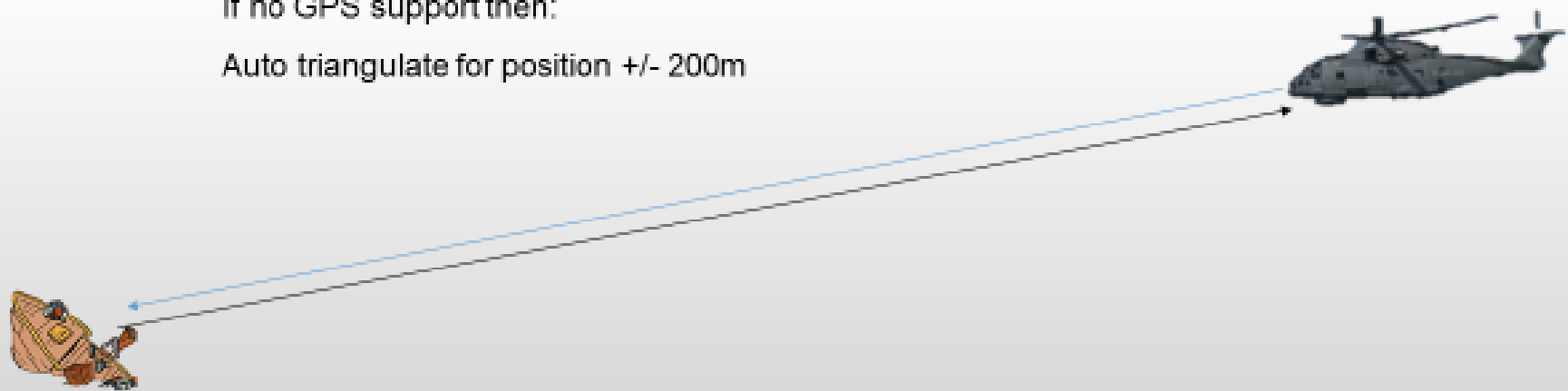
Transmit 900 MHz GSM signal @ 35km

Receive response

Send/Receive Text message, originate call.

If no GPS support then:

Auto triangulate for position +/- 200m

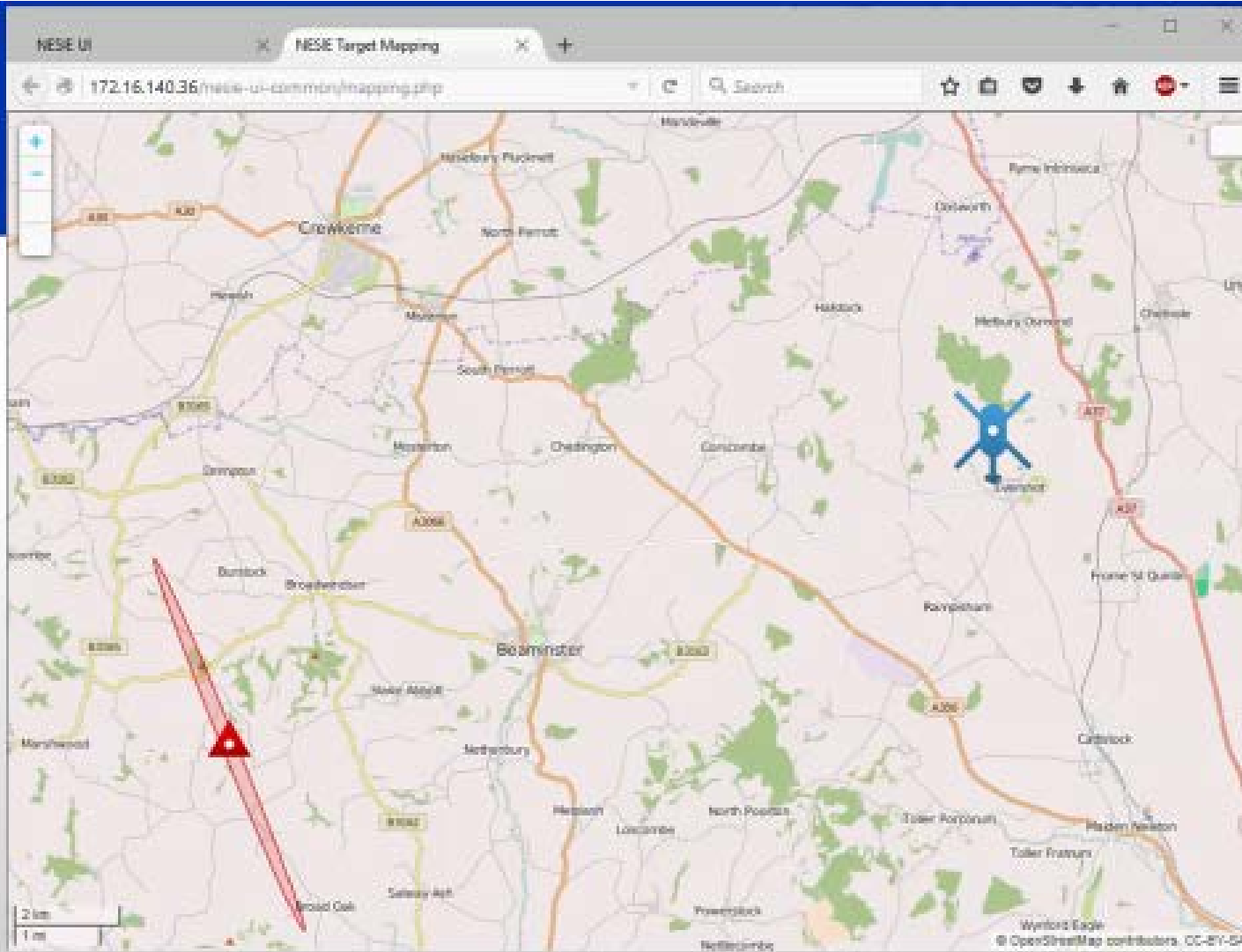


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13. Technology in SAR



Mapping including error ellipse and new symbols.



14. General Business

- a) Australia and New Zealand SAR Conference
 - ❖ 1 June 2016, Jupiters Gold Coast, Australia
 - ❖ Renowned keynote speakers
 - ❖ Attend, and be in with a chance to win a Phantom 3 Professional Quadcopter!
 - ❖ Follows the Disaster & Emergency Management Conference
 - ❖ Presentations from the sector are currently being called

14. General Business

b) NZSAR Awards

- ❖ Thursday 26 May at Parliament
- ❖ 12 Operational Activity nominations
- ❖ 11 Support Activity nominations

c) MoT & NZSAR is moving...



NZSAR

New Zealand Search
and Rescue



Next Meetings:

- Thursday 26 May & Awards
- Thursday 25 August – Combined
- Thursday 10 November

ENDS

