



New Zealand Search and Rescue Consultative Committee Meeting

Minutes of Meeting

New Zealand Search and Rescue
Consultative Committee Meeting
Wednesday 13 July 2011
1.00pm – 4.00pm
Ministry of Transport, Cook Room
Level 6, 89 The Terrace
Wellington

Attendees:

Mike Davies – DOC
Bruce Reid – Coastguard
Colin Small – Coastguard
Carl McOnie – SARINZ
John Scobie – LandSAR
Ross Browne – LandSAR
Duncan Ferner – NZSAR
Amy Greig – MoT

Bruce Johnson – NZ Police
Gerry Prins – NZ Police
Rodney Bracefield - RCCNZ
Nigel Clifford - RCCNZ
Rachel Roberts - NZSAR
Carl van der Meulen - NZSAR
Tim Costley - RNZAF
Daryl Carpenter - MSC

Apologies:

Haydn Smith – LandSAR
David Waters, Ambulance NZ
Geoff Price, NZDF
Ken Matthews, CAA
Lloyd Matheson, AIA
Jeff Sayer, AREC
John Yaldwn, AREC

1. Welcome

Carl van der Meulen opened the meeting and extended a special welcome to Tim Costley, representing the NZDF.

2. Apologies

Apologies were received as listed above.

3. Minutes from Last meeting

The Consultative Committee endorsed the minutes of the previous meeting, which was the combined NZSAR Council and Consultative Committee meeting of 13 April 2011. The minutes will be approved by the NZSAR Council when it meets on 3 August 2011.

4. Matters Arising

a) **Strategic Discussion SAR and CDEM**

This item has been deferred to item 10 of this meeting agenda.

b) **General Business - HSL**

Discussions were held on this outside the meeting forum as agreed.

5. Service Level Agreement Monitoring Report for the Apr – Jun Quarter

Coordinating Authorities: There were 540 SAROPs in the Apr- Jun Quarter. This is a 12% decrease on the same period the previous year. NZDF assess used 11 times during cat 2 SAROPs (8x P3K2 taskings).

SLA Partners: All reporting requirements for the Quarter have been met by the SLA partners. 2,145 Coastguard volunteers responded to 551 non-SAR related calls for assistance during the quarter.

The Secretariat thanked the group for continuing to provide accurate statistical information. This data ensures a level of creditability with the Council and Ministers when it comes to funding and Search and Rescue sector in general moving forward.

Issues and Updates

a) **Coastguard**

- Verbal update to be provided during sector update.

b) **LandSAR**

- Greg Bishop has been appointed to the LandSAR board
- LandSAR Training Strategy 2011-15 has been released
- Pete Corbett has been employed as LandSAR National Operations Manager.

c) **SLSNZ**

- SLSNZ has a new interim CE and a new Management Team in place.

d) **AREC**

- No issues to report

6. Sector Update

RCCNZ:

RCCNZ reflected they have been domestically busier this quarter than this time last year, they noted a 20% increase in task related activities. No particular trends appear obvious for the increase however; it could have something to do with the economic climate.

RCCNZ have observed an increase in Marine related incidents, again, no obvious reasons why.

RCCNZ are focussing on increase work around 'prevention'

Delegates from RCCNZ recently attended a Pacific Islands Maritime Safety Forum. There was a general agreement on wanting to create a collective agreement between pacific nations. The forum was well run and productive. A summary report on RCCNZ's findings from the forum will be available shortly.

RCCNZ recently ran a short period of training for Helicopter Operators on the use of 406 MHz direction finding equipment. Funding was from NZSAR using an unexpected small surplus that arose at the end of the Financial Year. A question was raised around NZSAR funding of this training given other possible requests for funding. It was emphasised that this particular opportunity arose at very short notice and was considered to be a suitable priority given the time and money available. It was not expected to set a precedent (further queries on this matter should be raised with the SAR Secretariat).

NZDF:

5 Squadron has had a busy period supporting SAR activities in the Pacific from Tarawa. 3 Squadron has supported two SAR Operations in the Manawatu.

The helicopter transitioning project is on track. NZDF will be able to provide business as usual SAR support during the Rugby World Cup.

DOC:

No updates/issues to report from Aoraki, Mt Cook.

A current restructure is underway; it's a bit of an unsettling time for staff with a potential decrease in staff numbers estimated at 100. DOC wanted to reiterate that if you are currently dealing with any DOC staff on particular issues, there may be changes to this in the future and a few bumps along the way as DOC resettles itself.

DOC expressed thanks to the Secretariat for their work recently on the Prevention messages. DOC are happy to be able to provide clear, concise, and useful safety messages. DOC will be adding links and update their website in order to include the preventative messaging.

Coastguard:

Experienced a fairly quiet quarter. Cat 1's 40 % down on this time last year. Operational costs have increased slightly which is unfortunate but expected.

TAIC reports are available. The results from the reports make for interesting reading.

Fatality numbers are decreasing; this is largely to do with fewer activities on the water at this time of year. This could also be attributed to a better education boating public and a better awareness of boating safety. The current economic climate could also be deterring people from purchasing as much boat fuel and maybe therefore, they aren't venturing out as far as normal.

Coastguard is currently working on a MoU between itself, NZ Police and the RCCNZ. This will be finalised soon.

A restructure of the Northern region is nearly complete.

Radio Operator training has been finalised.

SARINZ:

SAR Sector training delivery trends – All indications are that 2011 will be in line with past years.

To date the Institute has delivered 64 training events to over 1000 SAR participants from across the sector. Substantive training continues to spearhead the training needs at this time with 65% of the training being formal courses - Again this is in keeping with past year averages.

What is encouraging is the real cross section of SAR organisations participating in the training events. We are seeing good multi agency participation especially at the leadership, CIMS and management level.

A few International SAR agencies are beginning to adopt some SARINZ skills training into their competencies frameworks.

Generally feedback for training has been extremely positive.

R&D

SARINZ currently has a number of research and development projects on the go and are working in consultation with a number of key stakeholders, partners both internationally and nationally to get those outputs to the sector;

Current projects which SARINZ are assisting, leading or collaborating on include:

- *Lost Person Behaviour (LPB) field guide*
- *LPB Smartphone App*
- *LPB/GIS technology project*
- *CIMS development project*
- *ROI/ROE research*
- *Search Planning*
- *Also working with NZSAR on the - On Scene Coordinators (OSC) course and the Incident Management Project.*
- *TPP Land Search and Rescue Curriculum.*

LandSAR:

Around 8,500 administration hours were used this quarter. SARINZ training is way up this quarter (can be attributed to the Christchurch earthquake).

Greg Bishop has been appointed as the new LandSAR director. On the whole LandSAR were really pleased with the level of applicants who applied for the position.

Work on the next Strategic Plan is currently underway.

LandSAR are looking at a new uniform for LandSAR staff. It will be durable, comfortable high visibility type clothing – suitable for search and rescue work.

Pete Corbett has been employed as the new LandSAR National Operations Manager.

SLA has been finalised, the MoU is still currently being worked on.

A LandSAR review following the Christchurch earthquake will be presented to the Board around August.

NZ Police:

Police are looking at their use of aviation assets during SAR incidents, to ensure there is a consistent practice around the country. Police have been very involved with the development work on the new NZSAR courses, and have just hosted an On Scene Coordinator with RCCNZ course which was well run, and had lots of positive learning's.

Police appreciated the Avalanche workshop that was recently held in Christchurch.

MSC:

Outdoor intentions: MSC have progressed the Outdoor Intentions project to where the Steering Committee (DoC, NZP, NZSAR, RCC, LandSAR) are looking into the two on-line providers and signing off the hard copy/e-mailable intentions form. The project is progressing well

AdventureSmart: MSC have been working closely with NZSAR to develop Stage 2 of this information portal. A test site has been developed where the NZSAR CC will have the opportunity to work with the site, provide feedback, input, links etc. This project needs sector buy-in to work well and the stakeholder engagement phase begins soon – this will be you and your chance to have a decent look at this work.

Visitor Risk Management: Outdoor intentions and AdventureSmart are two projects within this wider programme of work. The key principle of the VRM programme is that outdoor participants are responsible for their own safety. Our role is ensuring that people have access to good information (and outdoor safety education) from which to make their self-responsible, good judgement decisions www.avalanche.net.nz : the review and redevelopment is almost complete – follow the link and see what you think. This is the MSC contribution to the 2011 season in addition to the DoC funding for the avalanche forecasting and public

advisory, the Ski Fields who are supporting the co-ordination of the avalanche programme and the snow and roading industry who are using the info-exchange (info-ex) portal and data/information generation activity for ski areas, heli-ski operations as well as the Milford Road operations

Dept of Labour review: the two contracted parties Outdoors NZ (ONZ) and Tourism Industry Association (TIANZ) have now signed their contracts with DoL and are in the process of confirming their MoU's with each other. In the meantime the project has progressed work in the generic guidelines development and additional work is about to commence into activity specific guidelines and data/information collection and management. It is still a little unclear what impact the DoL review will have on SAR at this stage.

MSC member agency gathering: MSC is holding a member agency gathering on Wednesday 3rd August to present the new strategic plan, key sector issues and influences and then delve increasingly deeper into community leader development. This is one of the key areas that MSC has identified for getting the outdoor safety message directly into the community. The train-the-trainer model needs to be better structured, delivered and accepted. It is anticipated that this (and the teacher training for EOTC) will make a considerable difference in SAR ops regarding community outdoor activity

AREC

The AREC SLA has been re-signed; thanks were expressed to the Secretariat.

Brian Purdie, who is a past AREC National Director, has been appointed as the new training Officer.

While in the UK John Yaldwyn met with the National Policing Improvement Agency to discuss their long term requirement for a replacement nationwide secure radio system. The current Airwaves Tetra system is used by some 300 sharp end agencies and is to be replaced around 2015.

AREC have provided input to the new LandSAR Voice Procedures manual.

AIA

Lloyd Matheson has been in Wellington all of last week attending the AIA Conference. The Air Ambulance AGM was interesting and significant. Peter Turnbull from NEST is now the new chairperson for that division (John Funnell is vice chairman). Lloyd believes that between the Helicopter Division and the Air Ambulance Division of the AIA they have made some progress of moving things along towards adopting a One Air Ambulance Standard, but there is some tidy up work to be done by the AIA Executive in order for this finalised, but they came away from that venue thinking they had made considerable progress in tidying things up from the AIA perspective.

7. National SAR Support Programme:

2010 – 2011 was the first year of the NSSP. The programme relies heavily on participation, goodwill and hard work by SAR people throughout the sector. The NSSP is a coordinated set of initiatives which support and effect NZSAR Council goals and is managed by, but is separate from the policy and Council support functions of the secretariat. The 2010 – 2011 NSSP achieved what it planned to do which is a great success and even included some additional priority activities that weren't initially planned in the programme.

NSSP Achievements included the Air Observer training and refresher courses, 406MHz DF training, and a series of workshops (*including Tech workshop, training and education, air operator's workshop, avalanche workshop*). Achievements also included Avalanche pre plans, On Scene Coordinator training development and On Scene Coordinator course delivery, SAR Incident Manager/Controller training, Boat Ramp Survey support, Marine SAR manual support, SAREX support and SAR *prevention (the safety codes, sector messaging and advertising, Adventuresmart amongst others)*.

The NZSAR Secretariat achievements for the 2010 – 2011 included the support of the regular Council and Consultative Committee meetings, SLA disbursement and monitoring, SLA Funding review, New 3 year SLA, the collation and preparation of the SAR statistics, NZSAR Operational Framework, Communications (*Link newsletter and Annual Report amongst other things*), Research (*Beacon, GIS*).

The provisional plan for NSSP for 2011 – 2012 includes Air Observer training and air observer refresher training, NZSAR Workshops (*Marine, Wander, Hoist, event planning and workshop support*), training and development, prevention initiatives, Search and Rescue Exercises, SAR Research and Studies and Communications (*video conference trial*).

8. Training Development

a. Update on Incident Management Training

The purpose of this training is to redevelop the content and delivery of SAR IM/C technical and managerial training for SAR managers and controllers in order to ensure it is coherent and suitable for the current and future requirements of the SAR IM/C function. The principles for this training will include Alignment with the NZSAR Core curriculum, maximum use of existing IM/C training, utilise the most recent SAR documentation and manuals, make effective use of alternate training delivery methods, training to be suitable and relevant to all attendees, preferably using NZ based instructors, training must be transportable and able to delivered consistently throughout NZ and must take into consideration the requirements from the NZ qualifications framework through FRSITO.

This is a high priority project and COA endorsed. Considerable work remains on finalising details of this training and this group's involvement will be required. The aim is to deliver the initial course around May 2012.

b. On Scene Coordinator

Purpose of this training is to create and document a repeatable programme of training and assessment that provides selected individuals with the skills, attributes and attitudes of an effective On Scene Coordinator for Search and Rescue operations.

This training will aim to follow directly on from the OSC workshop held last year. The course material has been developed with assistance from the sector, there will be two courses run in 2011/2012 and the material will be collated by the secretariat.

c. Air Observers Training Update

Air Observer Training and Refresher Courses:

8 fixed wing, 4 Rotary wing, 283 students, 2 courses cancelled (due to the earthquake), good results were achieved by the system has been reviewed for 2011 / 2012.

406MHz DF Training:

7 helicopter crews, 14 hours of training, 406MHz DF equipment allows for detection at a much greater range than 12.5MHz, numerous lessons learned including characteristics of the DF equipment and its full functionality.

9. SAR Prevention Initiatives

Immediate plans for this work includes completing and launching the Adventuresmart website, a one stop shop for safety messaging. Promote AdventureSmart, distribute safety codes far and wide and prepare “advertorials” to support codes and Adventuresmart.

As time and funding allows, NZSAR plan to create a snow code (if there is an interest for this in the future), arrange Multi language support for codes and Outdoor intentions. Prepare a video for boating and water codes, get all 3 safety codes onto inbound aircraft, have the QR Code integrated into large collateral, mobile Adventuresmart and increase advertising.

10. SAR and CDEM Collaboration

The Secretariat is producing a guideline for collaboration between the SAR and CDEM sectors.

Organisation of SAR and CDEM:

SAR is organised into 2 categories (Cat 1 and Cat 2)

CDEM is organised for 5 levels of response

- Level 1 and 2 incidents do not require a CDEM declaration. CDEM is not the lead agency for these incidents.
- Level 3, 4 and 5 emergencies require a CDEM declaration under the Civil Defence Emergency Management Act 2022. CDEM is the lead agency for these emergencies.

SAR and CDEM – Outcomes:

CDEM assisting SAR: Welfare assistance for rescues that have moderate or large numbers of people involved, logistical support for large scale or long duration searches (accommodation or messing facilities); providing CDEM facilities (EOC, ECC) for use as Incident Control Points or staging areas.

SAR assisting CDEM: Providing trained CIMS 2 and CIMS 4 personnel to the IMT during large scale or long duration emergencies; providing personnel to assist NZRT in a response. Assisting in running welfare centres.

Mass Rescue Operations (MRO):

For a MRO the desired outcome is responding by using the appropriate national and local pre-plans for the area and type of event. SAR cannot work alone on these rescues.

SAR and CDEM Guidelines:

This includes 4 levels of proposed engagement –

1. **Inform:** Low Level engagement with the aim of informing the local CDEM group about your SAR organisation and capabilities.
2. **Consult:** Increasing the level of engagement with the local CDEM group, results in a consultative form of engagement, where there is an opportunity for feedback.
3. **Involve:** A deeper level of engagement which involves the local CDEM group in the decision making process, and where there is an ongoing level of commitment by both SAR and CDEM to the process.
4. **Collaborate:** Collaborative engagement is where SAR and CDEM come together as equals and work in partnership to a desired outcome.

NZSAR will be meeting with CDEM tomorrow to further discuss this partnership. Any feedback on this partnership and the guidelines between SAR and CDEM should be directed to the Secretariat.

11. Workshops

Aviation Workshop:

This workshop was held on 24/25 May. Very positive feedback was received via a survey that was sent to participants after the workshop; RCCNZ felt that people appreciated the opportunity to attend.

Marine Workshop:

This will be held in Auckland on 12-13 August. The cut off date for registrations is tomorrow, so act quick if you'd like to be involved. The purpose of this workshop is to improve the management and coordination of marine SAR incidents in and around NZ.

12. SAREX Support

There is up to \$5k available per Police District (there are 10 of them) for SAREX support. Not all districts are utilising this money available, if they don't use it, it will be lost. The Secretariat encouraged these areas to use the funding that is available to them. This funding is aimed at planning SAREXs, SAREX

monitoring and Evaluation, SAREX debriefing and general support. Police Districts are expected to continue commitments and sustain funding.

Additional SAREX support is planned to scope and commence the initial planning for a large scale Mass Rescue Operation type SAREX.

13. General Business

a. LGB Outdoor Safety Allocations - this was announced last week. Outdoor Safety had initial allocation topped up with an extra \$750k. This provides a total Outdoor Safety allocation of \$8,754k (up on \$477k last year).

b. EMQUAL (FRSITO) conference being held 10-13 October.

c. Show and Tell – new technologies. The Secretariat passed around two leaflets for show and tell. One was advertising the new range of mountain type quad bikes and the other was showing a new beacon type laser light that will enhance rescues and enable people in the sky to be able to find those on the ground a lot easier.

d. Next Meeting – is scheduled for Wednesday 9 November.

The Secretariat checked in with the group to make sure they were still comfortable with the frequency and location of these meetings. The group agreed they are happy to continue with 4 meetings per year and for them to be held in Wellington.

Meeting ended – 3.50pm

Carl van der Meulen
NZSAR Secretariat

| Actions Arising | | Responsibility |
|---------------------------------------|---|-----------------------|
| 10. SAR and CDEM Collaboration | Any comments or questions regarding item 10 on SAR and CDEM collaboration, including the guidelines should be addressed to the secretariat. | All |