

NEW ZEALAND SEARCH AND RESCUE

Rapu Whakarauora Aotearoa



Minutes of Meeting
NZSAR Council Meeting
9:30 to 11:30am, Tuesday 7 June 2022
3 Queens Wharf

Present

Name	Agency
Bryn Gandy (Chair)	MoT
Tusha Penny	NZ Police
Brett Clayton	NZDF
Brendan Nally	FENZ
Bruce Parkes	DOC
Bronwyn Turley	MoT
Kirstie Hewlett	MNZ
Michael Bassett-Foss	Independent Council Member

In attendance

Name	Agency
Justin Allan	MNZ/RCCNZ
Bev Driscoll	MoT
Duncan Ferner	NZSAR
Andrew Greig	NZSAR
Wendy Harrison (minutes)	NZSAR
Rhett Emery	NZSAR
Alita Bigwood	NZSAR
Daryl Bloomfield	NZSAR
Matt Wheble	NZSAR
Bridget Hesketh	NZSAR
Tania Seward	NZSAR
Evan Hughes	NZSAR

1. Welcome and Interests Register

Bryn Gandy (Chair) opened the meeting and welcomed attendees. Michael informed the Chair that his role on the Review Team should be added to the Interests Register.

Bryn also acknowledged the success of the NZSAR Awards. Duncan made special mention of the work done by Tania Seward.

3. Apologies

Name	Agency
Darryn Webb	NZDF
Kerry Gregory	FENZ

Brendan Nally, Acting Commander, joined the meeting at 9.52am in place of Kerry Gregory, who had been called away to an emergency.

4. Minutes of Meeting 15 March 2022

Minutes from the previous meeting were accepted as a true and accurate record.

5. Matters arising from previous meeting

#	Item	Actions, Decisions and Noting	Responsibility	Actions Taken/Status
6.	Director's Report	<p>Decision: The Council:</p> <ul style="list-style-type: none"> • Endorsed the four proposed funding criteria. • Agreed SAR FED funding should be ongoing unless appropriately and specifically time limited. 	Duncan Ferner	Complete / Actioned
		<p>Action:</p> <ul style="list-style-type: none"> • NZSAR Secretariat will arrange a meeting to discuss a collective approach from all the SAR agencies to be involved with the NEMA Trifecta Programme. 		Several bilateral discussions, ongoing.
7.	NZSAR Awards 2021	<p>Decision: The NZSAR Council:</p> <ul style="list-style-type: none"> • Confirmed the recipients for the 2021 NZSAR Awards. • Confirmed that letters of recognition should be sent to the agencies and individuals whose nominations were unsuccessful. 		2021 Awards complete.

8.	NZSAR risk discussion – SAR Expectations	Action: <ul style="list-style-type: none"> • <i>NZ Secretariat to organise a deep dive regarding the increased use of SEND devices as there is an increase in capability demand for SAR services via RCCNZ.</i> 		Not yet actioned.
10.	Nationally Significant SAREX scope	Decision: The Council: <ul style="list-style-type: none"> • Approved in principle a series of phased exercises in the financial years 2022/23 and 2023/24. • Directed the Secretariat to prepare a business case for the Ministry of Transport seeking to release \$1.35 million for a nationally significant series of exercises in the financial years 2022/23 and 2023/24. • Approved the establishment of a Steering Group for the nationally significant SAREX with membership to include representatives from Maritime New Zealand, Police, and the Civil Aviation Authority, and other available members from the NZSAR Council. • Approved an exercise planning team that reports to the Steering Group. 		Business case finalised and forwarded to MoT for consideration/ approval. Steering group established. First meeting held 19 May 2022.
11.	Search and Rescue Assurance Framework	Decision: The Council: <ul style="list-style-type: none"> • Agreed to the proposed assurance framework shown in Annex 1 including: <ul style="list-style-type: none"> ○ the Framework elements (Agencies, Other resources; 		'Look and feel' proposal of assurance reporting for Council Consideration at Item 6.d.

		<p><i>Operations system, Sustainability; Prevention and Preparedness, Legislation/Regulations)</i></p> <ul style="list-style-type: none"> ○ <i>the areas of focus for each element</i> ○ <i>what 'fit-for-purpose' means for each element.</i> 		
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6. Director's Report

Duncan Ferner updated the Council on key points from the Director's Report.

From a service delivery viewpoint, COVID has been navigated successfully, it has had a marked impact on non operational work.

The Extension of FED Funding process has been delayed within the Ministry. The five-month delay in commencing this process is placing considerable stress upon the SAR agencies and the NZSAR Secretariat. Michael asked if there is anything that can be done. Bronwyn advised that Duncan has been raising this internally. The Ministry has a plan in place, and now have internal resourcing. The Ministry is aware of the impact on the sector.

The Nationally Significant SAREX exercise has made good progress. The first meeting of the Steering Committee has been held and funding has been signed off last week.

The Water Capabilities Working Group - there is some room for discussion in swift water and flood water work and who is accountable for the tasking of this work. A meeting will be held next week to discuss this further.

Three surveys have been developed to better understand the sector and measure the effectiveness of selected NZSAR Council investments – 2022 volunteer engagement survey, 2022 SAR Awareness and Expectations survey and the Distress Beacons survey.

NZSAR is being audited as part of the Ministry's audit process. Council members are asked to complete and sign the annual assessment of the Secretariat.

The Secretariat has supported or led several streams of engagement with various agencies.

A range of SAR related prevention initiatives took place over the summer.

The National SAR Support Programme has been significantly influenced by the pandemic this financial year. Currently forecasting a \$550,000 underspend at the end of the financial year. The delivery of business cases has had operational delivery

delays. Phasing of work has been revisited by SAR agencies with the extension of funding. There have also been supply chain issues.

The Secretariat is fully staffed.

Land Safety Forum. The group approach is less mature, and some tend to defend their positions with vigour rather than take a collaborative approach to common problems. The Review team has observational oversight currently. The operating style is struggling to find a clear purpose and way of working together. There is an out of cycle meeting where they want to land the working strategy programme. DOC hosts the Forum and have made strong decisions with staff changes.

6a. SLA and MOU Investment Report Q2 2021/22

Bridget advised that contingency funding for the Nationally Significant Exercise and to Coastguard's IT development have been released with the final CNZ business case currently with the Ministry. Approval of that business case will mean all the contingency funding has been released the achievement of a major milestone. The Secretariat is working with DOC regarding their underspend.

Decision:

The Council:

- ***Noted the 2021-22 Quarter Three SLA and MOU Investment Report.***

6b. SAR Sector Update

The Council noted this report.

6c. SAR Quarterly Operational Activity Report

Duncan advised that it had been a busy quarter but to note there were no major variances. This is the reflection of the type of seasonal weather.

Tusha said it was disappointing that Coastguard were forced to cancel the Old4New lifejacket upgrade campaign. She asked if the insights and lessons learned were deep enough and does there need to be any more support around this. The ability to spend lots of time analysing data is a challenge at the moment.

Kirstie commented is it appropriate that the life jacket upgrade programme was appropriate here. Should be able to have conversations around search prevention. Bev said from a review perspective, there are some gaps in some places and need to treat it in a more integrated way. What we are learning is important and leads into how to define what your work programme is and priorities, there is never enough capacity to do it.

Daryl advised it had been a busy quarter but have positive feedback on the data from Police and getting records updated.

Decision:

The Council:

- **Noted** the level of SAR operational activities for the period 1 January to 31 March 2022.

6d. NZSAR Assurance Report

The Council agreed at its last meeting to consider how the assessment report should be presented.

The consensus was support for the proposed report layout. A summary with a high-level guide of how things are categorised should be included. The challenge is to capture assurance across the system and trying to be certain that the data points referred to are appropriately providing assurance e.g. there still needs some thinking around assurance regarding helicopters.

The desire to use existing data points and current reporting reflecting the elements of the framework was agreed. The Council agreed this assurance system was not another accountability stream, rather it is intended as a tool to provide systemic assurance and identify gaps/issues that needed to be addressed.

Tusha advised that NZ Police have established a Risk and Assurance group and happy for this to be run past them.

Action:

- *Police will pass on the contact details of the Police's Risk and Assurance Group to the Secretariat.*

Action:

- *NZSAR to report back to the Council with a framework including some data points developed and accurately reflected in the report.*

7. NZSAR Risk Discussions – COVID / SAR Training

Duncan tested with the Consultative Committee at the last meeting to ask if the COVID risk was to be kept. The Consultative Committee strongly advised to keep it as is, as the perception is that COVID is still a risk.

The Training Risk was brought forward as it hadn't been reviewed since 2019. There have been some small changes to the wording in the Risk matrix.

Action:

- *The Secretariat is to update the Training Risk on page 4 as proposed in red text.*

8. NZSAR Budgets 2022 - 2025

Duncan advised the proposed budget carries forward workstreams from previous years and incorporated additional funding commencing in the 2022-23 financial year.

The training budget is unchanged and aligns with calendar years until December 2023. The Nationally Significant SAREX will cross over two financial years.

Decision:

The Council:

- **approved** the NZSAR Secretariat Budget for the 2022-2023 financial year totalling \$5,835,000.
- **approved** the NZSAR Secretariat high-level budgets for the 2023-24 and 2024-25 financial years.
- **noted** the previously approved NZSAR training budget for 2022 and 2023.

9. SARdonyx future options

Duncan advised that the right of renewal with Beca comes up in one year. A decision needs to be made shortly whether Beca is retained or go back to market. A service data repository should be developed together with data analytics to accompany SARdonyx. This will provide both search and rescue and water safety analytics.

Kirstie advised that Maritime NZ is working on a project that is similar and a discussion is required about how this all relates.

Bev said through the Review, information is being pulled to get a broad picture of all the data that exists across organisations.

Tusha asked if there is a gap around police usage and the experience of SARdonyx, the key thing is, that it is not intuitive. What are the plans to make SARdonyx more people friendly. Work is needed to improve the user experience and integrate with police IT systems.

Tusha said that there is a need to push past excuses of COVID, she advised to go to her if there are any access problems with Police engagement. Tusha has asked for Police to do a QA on their usage.

Decision:

The Council:

- **Agreed** to the extension of the SARdonyx software as a service contract with BECA for a further five years from July 2023.
- **Noted** the NZSAR Secretariat has allowed up to \$216,000 for the establishment of a data repository and associated analytical capability in the 2022/23 financial year.

Action:

- *NZSAR Secretariat to **talk with** MNZ Analytics team regarding Project Nimbus to see if it could meet the NZSAR Councils data and analytic needs.*

10. Annual Secretariat Assessment

Duncan asked Council members to complete and return the annual assessment of the NZSAR Secretariat's performance for 2021-2022 by Agency.

Action:

- *Council members will complete, sign and return the NZSAR Secretariat assessment forms.*

11. P8 Poseidon for SAR Brief

Leon Fox gave a presentation on the new P8 Poseidon.

- There is a good planned out transition from the P3 to the P8.
- Getting four new P8s. It is jet rather than turbo prop so aircraft gets to rescue quicker.
- Greater serviceability. P3 is getting more unreliable.
- Very few airfields that can get into, can operate in the Pacific.
- There is a communications upgrade.
- Inflight Mission support at all times.
- Can get down to the Ross Sea.
- Continue to drop life rafts.
- Capability release will be in a phased approach. Need to grow squadron. Critical period is first six months of 2023. No change to RCC to NZDF asset request process.

RCCNZ and NZDF will meet to discuss further the radar capability for the marine environment when using radar for the land environment.

12. SAR Awareness and Expectations Survey

900 people (weighted to reflect the current makeup of the NZ population) were surveyed regarding SAR awareness and their expectations. 44 percent have some awareness of how SAR works but the public have an unrealistic expectation of timeframes of SAR rescue response time, with most people expecting to be rescued within six hours.

Half of those surveyed think SAR should be free and 46% think the person being rescued should pay part of the costs.

The question about cost could be drilled down in the next survey.

Decision:

The Council

- **noted and discussed** the information in the two survey outputs.

13. Letters of Intent 2022

Duncan advised the purpose of this paper is to formally record the out-of-cycle agreement to the attached 2022-23 Letters of Intent for search and rescue, avalanche advisory and water safety services drafted by the Secretariat in consultation with each agency and the signatories to the 2020-2023 Service Level Agreements.

Duncan has confirmed that formal feedback has been received before signing. It was noted that the Council does not like that Surf Life Saving New Zealand has two organisations.

Decision:

The Council:

- **Confirmed** approval of the 2022-23 Letters of Intent for search and rescue services with:
 - the New Zealand Association of Radio Transmitters (NZART) AREC Emergency Funds Trust for services from Amateur Radio Emergency Communications*
 - Coastguard New Zealand*
 - Land Search and Rescue*
 - Surf Life Saving New Zealand*
- **Confirmed** approval of the 2022-23 Letter of Intent for avalanche advisory services with the Mountain Safety Council
- **Confirmed** approval of the 2022-23 Letters of Intent for water safety services with:
 - Coastguard New Zealand*
 - Surf Life Saving New Zealand*
- **Noted** the 2022-23 Letter of Agreement for search and rescue services with the Department of Conservation

- *Noted that a 2022-23 Letter of Agreement for search and rescue services with the New Zealand Police will commence once their future work plan covering search and rescue services is finalised.*

14. Engagement: NEMA - CDEM / Local Gov / Health

Health NZ

The NZSAR Secretariat are experiencing some challenges with some external agencies. Health NZ has commenced its Aeromedical Commissioning Programme (ACP). This has resulted in the capability of the aircraft and made it more expensive. It has taken two years to negotiate the agreement on how this aircraft can be shared. As yet, the impact on SAR is not known. There has been some engagement with Police and RCCNZ. It was suggested that NZSAR Council try to get a knowledgeable SAR person on the ACP Board with Nigel Clifford as a suggestion.

Actions:

- *Secretariat is to continue to attempt to engage with Health NZ regarding SAR concerns about the ACP.*
- *If required, draft a letter for Bryn's signature to the CEO Health NZ on the matter.*

NEMA/CDEM

The SAR sector has increasing involvement with both NEMA and CDEM groups across New Zealand.

Local Government

Effective engagement with Local Government by the SAR and recreational safety sectors is problematic.

Fire and Emergency NZ

The Secretariat continues to engage with staff at Fire and Emergency NZ.

15. Recreational Safety and SAR Sector Review

Bev advised that work is progressing well on the Review. It is a big undertaking and getting to understand the Recreational Safety and Search and Rescue Review. Some findings are starting to come through. Bev is just checking in on the direction of travel with Council. It has been hard to explore the two systems combined to support wellbeing of New Zealanders and hard to disentangle the two.

The Review has had engagement with Water Safety NZ about what they are doing across Iwi.

Justin advised that RCCNZ are doing more work with local government and is happy to share this with Bev. RCCNZ needs as much time as possible to consider the review work in September 2022.

The Review team has had engagement with Sports NZ, they are keen to grip this up and recognise this is not the best time for Water Safety NZ. There is some early engagement with ACC. NEMA is interesting, hard to know what their position is as

they are engaged with the Trifecta programme. One question is that should this be nested with MoT or could it be NEMA.

Bev said many thanks to the organisations who have been instrumental in helping with the review so far.

16. Noting Table – SAR Training 2022 and Framework

To 30 May 2022, Tai Poutini Polytechnic have delivered 8 face-to-face courses and one on-line CIMS3 course. TPP is aiming to deliver 35 face-to-face courses and the online CIMS3 course. To 30 May 2022, LandSAR have delivered 24 – 30 courses. LandSAR is aiming to deliver 96 courses.

17. Noting Table – Distress Beacons Campaign Summer 2021-22

This year's campaign was viewed 12.1 million times, with 62,000 clicks through to the campaign landing page. Last year's campaign was viewed 6.3 million times with 23,000 clicks (a 191 percent and 261 percent increase respectively). The investment was the same for both campaigns (\$74,990).

18. Noting Table – 2022 Volunteer Engagement Survey

This survey ran during April and May and ended on 30 May 2022. The survey was successful – the participant organisations received reasonable response rates from their volunteer workforces and have gained useful insights from the information collected. Once the vendor has produced outputs, these will be shared with the NZSAR Council at the 8 September meeting.

19. Noting Table – SAR Training and Exercising Update

As of 30 May 2022 – nine District SAREX's have been delivered. Of these nine exercises only four were evaluated. Potentially, 86 percent of SAREX funding was not used in this 2021/2022 financial year. Two tabletop exercises are planned in June 2022.

Most SAREXs were cancelled due to impact of the COVID environment and staffing capacity.

20. Noting Table – NZSAR 2020-21 Workplan Update

The 2021/22 National SAR Support Programme has not been fully executed due to COVID-19, which has imposed restrictions resulting in cancelled workshops, as well as affecting the ability of sector agencies to engage.

Workplans for the 2022-23 NSSP are being developed, which includes some deferred activities from 2021-22.

21. Noting Table – SAR Reviews Register

Category I Search Suspension - Work is underway between NZSAR Secretariat and NZ Police to address the recommendations of the Independent Review of Category I Search Suspension undertaken by Malcolm Burgess NZMN in 2021.

Management of Spontaneous Volunteers - This report remains under consideration by Police.

22. General Business

Bryn acknowledged Duncan and the team for the quality of the papers.

Next Meetings:

8 September and 13 December.

For the meeting on 8 September, principals may be invited to attend as Bev will likely have major pieces of work on the Review to be considered by the Council.

Action:

- *The Secretariat is to prepare letters for Bryn's signature to Principals inviting them to the next Council meeting for a detailed consultation on Review matters.*

Action, Decision, Noting and Responsibility Table

#	Item	Actions, Decisions and Noting	Responsibility	Actions Taken/Status
6.	Directors Report	<p>Decision: <i>The Council:</i></p> <ul style="list-style-type: none"> • Noted the 2021-22 Quarter Three SLA and MOU Investment Report. 		
		<p>Decision: <i>The Council:</i></p> <ul style="list-style-type: none"> • Noted the level of SAR operational activities for the period 1 January to 31 March 2022. 		
		<p>Action:</p> <ul style="list-style-type: none"> • <i>Pass on the contact details of the Police's Risk and Assurance Group to the Secretariat.</i> 	NZ Police	Completed. Meeting held

		<p>Action:</p> <ul style="list-style-type: none"> • <i>Report back to the Council with a framework including some data points developed and accurately reflected in the report.</i> 	Secretariat	Completed, see item 6.d.
7.	NZSAR risk discussions – COVID / SAR Training	<p>Action:</p> <ul style="list-style-type: none"> • <i>Update the Training Risk on page 4 as proposed in red text.</i> 	Secretariat	Completed
8.	NZSAR Budgets 2022 - 2025	<p>Decision:</p> <p><i>The Council:</i></p> <ul style="list-style-type: none"> • approved the NZSAR Secretariat Budget for the 2022-2023 financial year totalling \$5,835,000. • approved the NZSAR Secretariat high-level budgets for the 2023-24 and 2024-25 financial years. • noted the previously approved NZSAR training budget for 2022 and 2023. 		
9.	SARdonyx future options	<p>Decision:</p> <p><i>The Council:</i></p> <ul style="list-style-type: none"> • Agreed to the extension of the SARdonyx software as a service contract with BECA for a further five years from July 2023. • Noted the NZSAR Secretariat has allowed up to \$216,000 for the establishment of a data repository and associated analytical capability in the 2022/23 financial year. 		

		<p>Action:</p> <ul style="list-style-type: none"> • <i>Talk with MNZ Analytics team regarding Project Nimbus to see if it could meet the NZSAR Councils data and analytic needs.</i> 	Secretariat	Completed. MNZ advice is that the MNZ product will not meet NZSAR needs.
10.	Annual Secretariat Assessment	<p>Action:</p> <ul style="list-style-type: none"> • <i>Complete, sign and return the NZSAR Secretariat assessment forms.</i> 	Council members	Completed
12.	SAR Awareness and Expectations Survey	<p>Discussion:</p> <ul style="list-style-type: none"> • <i>The two surveys were noted and discussed.</i> 	Council members	
13.	Letters of Intent 2022	<p>Decision:</p> <ul style="list-style-type: none"> • Confirmed approval of the 2022-23 Letters of Intent for search and rescue services with: <ul style="list-style-type: none"> i. <i>the New Zealand Association of Radio Transmitters (NZART) AREC Emergency Funds Trust for services from Amateur Radio Emergency Communications</i> ii. <i>Coastguard New Zealand</i> iii. <i>Land Search and Rescue</i> iv. <i>Surf Life Saving New Zealand</i> • Confirmed approval of the 2022-23 Letter of Intent for avalanche advisory services with the Mountain Safety Council 	The Council	

		<ul style="list-style-type: none"> • Confirmed approval of the 2022-23 Letters of Intent for water safety services with: <ul style="list-style-type: none"> i. Coastguard New Zealand ii. Surf Life Saving New Zealand • Noted the 2022-23 Letter of Agreement for search and rescue services with the Department of Conservation • Noted that a 2022-23 Letter of Agreement for search and rescue services with the New Zealand Police will commence once their future work plan covering search and rescue services is finalised. 		
14.	Engagement: NEMA - CDEM / Local Gov / Health	Actions: <ul style="list-style-type: none"> • Continue to attempt to engage with Health NZ regarding SAR concerns about the ACP. • If required, draft a letter for Bryn's signature to the CEO Health NZ on ACP concerns. 	Secretariat	ACP board member engaged. Letter prepared.
22.	General Business	Action: <ul style="list-style-type: none"> • Prepare letters for Bryn's signature to Principals inviting them to the next Council meeting for a detailed consultation on Review matters. 	Secretariat	Deferred