

NEW ZEALAND SEARCH AND RESCUE

Rapu Whakarauora Aotearoa



Minutes of Meeting
NZSAR Council Meeting
1:00 to 3:00pm, Tuesday 9 March 2021
3 Queens Wharf and online via Teams

Present:

Name	Agency
Peter Mersi (Chair)	MoT
Nic Brown (via Teams)	NZ Police
Keith Manch	CAA
Michael Bassett-Foss	Independent Council Member
Michael Shapland	NZDF
Rhys Jones	FENZ
Nigel Clifford	MNZ

In attendance:

Name	Agency
Duncan Ferner	NZSAR
Hannah Black	NZSAR
Tania Seward	NZSAR
Andrew Greig	NZSAR
Carl van der Meulen	NZSAR
Rhett Emery	NZSAR
Bridget Hesketh	NZSAR
Chris Elliott	NZSAR
Paul Craven	RCCNZ

1. Welcome

Peter Mersi opened the meeting and welcomed all attendees.

2. Apologies

Name:	Agency:
Bruce Parkes	DOC
Kirstie Hewlett	MoT

3. Minutes of Meeting 10 December 2020

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

4. Matters arising from previous meeting

#	Item	Actions & Decisions	Responsibility	Actions Taken/Status
8.	NZSAR Operational Framework	Action. Update the Operational Framework to include a specific section on people smuggling and link it to the relevant AoG documentation.	Carl van der Meulen	Completed
		Action. Provide the Council with a final version of the updated Operational Framework for consideration/approval at its next meeting.	Carl van der Meulen	On Agenda
10.	NZSAR Risk discussion – SAR Information	Action. Discuss access by MSC of raw SARdonyx data.	Nic Brown and Duncan Ferner	Discussed. Not fully resolved
		Action. Update the Risk Matrix.	Duncan Ferner	Completed
		Action. provide a briefing for Council discussion on SAR and recreational safety sector 'information hubs' and explore options for a more streamlined and efficient approach to sharing data, information and analysis.	Secretariat	Under action as part of Information strategy development
11.	2021-2023 NZSAR Strategy	Action. Update the draft Strategic Plan 2021 – 2023 to include: <ul style="list-style-type: none"> the COVID-19 risk an additional section on the SAR and Recreational Safety review including a note that it may be appropriate to review the NZSAR Council Goals and Risks after the SAR sector review previous (2019/2020) and outyear investment (in different colours). 	Duncan Ferner	Updated
		Action. Update the draft strategic plan and recirculate it out of session for further consideration / approval.	Duncan Ferner	On Agenda
12.	SAR sector Chairs and CE's meeting	Action. distribute the draft minutes from the SAR Chairs and CEs meeting held 15 September 2020.	Duncan Ferner	Completed
13.	Rescue Helicopter tasking / coordination	Action. Update the Council on progress regarding Rescue	Andy Greig	On Agenda

		Helicopter tasking and coordination issues.		
14.	Benchmarking Prevention Activities (BePA)	Decision. The Council accepted the 2020 Benchmarking Prevention Activities (BePA) Report	NZSAR Council	
		Action. NZSAR Secretariat to provide the full BePA report to Michael Bassett Foss.	NZSAR Secretariat	Completed
		Action. include the BePA report within the sector review.	NZSAR Secretariat	Under Action
		Action. Prioritise BePA recommendations.	NZSAR Secretariat	Under Action
15	NZSAR Budget	Decisions: The NZSAR Council: <ul style="list-style-type: none"> • approved NZSAR Secretariat reforecast for the remainder of the 2020 – 2021 financial year • approved the 2021-2022 and 2022-2023 budgets for the NZSAR Secretariat • approved the NZSAR training budget for 2021, 2022 and 2023. 	NZSAR Council	
16.	Public Rescue Equipment	Action. Further develop, consult (incl DOC) and refine the Principles for Public Rescue Equipment.	NZSAR Secretariat	Under Action
17.	Safer Walking Framework	Decision. The Council accepted the updated Safer Walking Partnership Framework.	NZSAR Council	

5. SLA / MOU Performance Monitoring Report

The SLA / MOU Monitoring Report was received by Council.

The performance report indicates that we are well placed and no significant risks have been identified. The content from Q1 was overall better but there are still gaps. Milestones are lacking in the Q2 report.

Michael Bassett-Foss noted it was taking a while for all agencies to progress, but that this was to be expected due to limited agency capacity to provide the plans needed to meet government requirements.

Some business cases have not yet been submitted to MoT, this could take a few more months.

Nigel Clifford queried whether funding is lost if not allocated within the year. Peter Mersi advised that work has been done to ensure funding remains available via the March baseline update process.

6. SAR Sector Update

The SAR Sector Update was received by Council.

SAR sector organisations have noted that there has not been a significant difference in domestic tourism figures even though there have been no overseas tourists due to COVID-19. Preparations were made in anticipation of increased recreational activity over summer, but this did not turn out to be the situation.

7. SAR Quarterly Activity Report

The October to December 2020 Activity Report provided the Council with a high-level summary of SAR activity for the period.

The Council noted that numbers are within historical norms. There appears to be a time lag between an incident occurring and final approval. This has resulted in an under-representation of numbers. The Secretariat is currently working with authorities to find ways to expedite the sign-off process ahead of end of financial year.

Rhys Jones commented that trends around different topics would be useful. Duncan Ferner advised that there is a deeper dive located elsewhere, though the information could certainly be improved. Another comment noted that improvements around prevention could also be made.

8. NZSAR Operational Framework

Carl introduced the final draft of the Operational Framework (third edition) outlining the consultation process that has been followed, which includes the endorsement from the NZSAR Consultative Committee. Carl explained the noteworthy additions to the third edition, noting there are no substantive changes that would affect the delivery of SAR services, and the restructured layout of the Framework to make it read better.

One update is that the Framework will have a light-touch review each year, instead of a significant rewrite every 4 or 5 years. Council members discussed the level of content in the Framework, which is currently necessary given the breadth and structure of New Zealand's SAR system. The Council suggested this should be looked at as part of the annual review next year. The Council requested a change to the purpose statement in the Operational Framework (section 1.3) from establishing the arrangements, to articulating the arrangements.

Action: NZSAR to update section 1.3 of the Operational Framework (third edition) by replacing the word 'establishing' with 'articulating'.

Decision: The Council approved the third edition of the Operational Framework for the New Zealand Search and Rescue Region.

9. NZSAR Awards

Michael Shapland raised the idea of sending a letter to nominees to advise them of the fact that they've been nominated but were unsuccessful, as a way to encourage volunteers to stay on and thank them for their effort.

The Council has agreed to this suggestion on the basis that the letter avoids mention of the nomination and rather acknowledges the individual/organisation's achievement in order to avoid contention. Rhys Jones suggested that the letter be addressed to the organisation rather to an individual.

Actions:

- Council members to advise Duncan/Tania of names and email addresses of anyone they wish to invite to the award ceremony on 18 May by **Friday 26 March**.
- Tania to draft letter template that will be signed by Peter Mersi on behalf of the Council. Letters to be sent to the organisations of unsuccessful nominees.

Decision: The Council confirmed the recipients for the 2020 NZSAR Awards.

10. NZSAR Risk Discussion and Environmental Scan

The Council were advised that the third edition of the Environmental Scan is now an online document.

A distress beacons campaign was run this summer which appears to have been successful.

Michael Bassett-Foss noted that we are heading in the right direction, public awareness has improved, and some good work has been done by NZSAR in this space.

A concern around 'risk homeostasis' was raised, perhaps areas other than beacons should be also focussed on.

Duncan advised that Colmar Brunton has been engaged to assist with the rethinking of surveys.

It was noted that it is important to find the right 'channel' to encourage people to change their attitudes: for example, social media for younger people, etc.

A comment was made regarding standardisation of signage. Duncan advised that this is being looked at through the Land Safety Forum, though this could take some time. A suggestion was made to perhaps form a Beach Safety Forum.

Duncan advised that the Scan will be made available to other SAR sector governance boards.

Decision: The Council accepts the proposed changes to the NZSAR Risk Matrix.

11. SAR Sustainability

Duncan put forward the proposal to explore the sustainability of the SAR sector.

Rhys Jones acknowledged that the transition to sustainability takes time so the earlier the better in terms of starting this process as new technology will also need to be implemented.

Most agencies have started to explore the topic of sustainability already, the question is how to implement it without too much of an impasse.

Peter Mersi suggested that the Council could play a role in establishing best practice/base lines/knowledge sharing and even support individual agencies in lobbying for government assistance by way of letter of intent (e.g. coast guards will need to change boat engines).

Decision: The Council agreed to the establishment SAR sustainability workstream.

12. Helicopter Tasking

The Council was advised that the new process for tasking helicopters commenced on 1 March 2021, which in general appears to be working well.

A review will be undertaken in three months' time.

Nigel Clifford acknowledged the good work that has been completed in this area. Rhys Jones informed the Council that FENZ has an air desk which can be used as a standby if required.

Decision: The Council noted the changes to SAR Coordinating Authorities tasking helicopters that are contracted to NASO.

13. 2021 to 2024 NZSAR Strategy & Workplans

The Council was presented with the draft NZSAR Strategy 2021 to 2024 and was invited to approve it.

Decision: The Council approved the NZSAR Strategy 2021 to 2024.

14. NZSAR Appropriation Changes

The Council continued a conversation which had come up earlier with Michael Bassett-Foss querying whether there was any risk with financial distribution being pushed back past Year 3.

Peter Mersi advised that the reason for it having been pushed back was because of capacity in system, and that it will possibly be pushed out to Year 4. There is the ability to push funding back to Year 4, provided the issue is identified early enough in order to ensure that the transfer is put into the system in good time.

Decision: The Council noted the SAR related appropriation changes requested as part of the 2021 March Baseline Update Process.

15. Noting Table – Annual Statistical Report

An Annual Statistical Report was produced designed to reflect various The purpose of the report is to provide a general summary of search and rescue data, with a long-term aspiration to assist analysis of SAR across multiple agencies.

16. Noting Table – Volunteer Data Standard

The Senior Officials Group approved a change to the Volunteer Data Standard so that only three data points are now required to be provided to the NZSAR Secretariat. These data points are: date of birth, gender, and ethnicity.

17. Noting Table – SAR and Recreational Safety Sector Review Update

Due to COVID-19, no meaningful progress has been made to initiate this review response requirements and other pressures. Of \$500k appropriated this financial year, a request has been submitted to shift \$400k to the 2021/22 Financial Year due to these delays.

Michael Bassett-Foss queried whether any additional support was required to support the work moving forward. Peter Mersi advised that, particularly due to COVID, there is a resource constraint within MoT at present.

18. Noting Table – NZSAR 2020/21 Workplan Update

An update of the Secretariat workplan was provided to Council.

19. Noting Table – Innovation and Technology Strategy

KPMG were the successful bidder in the procurement process to create an Innovation & Technology Strategy for New Zealand's SAR sector. A key consideration was their knowledge of our sector and their track record, particularly with the MBIE Emergency Caller Location Information System project.

20. Noting Table – Land Safety Forum

Alex Hardy has been hired as the Land Safety Forum coordinator. He is an employee of DOC, however his role in the forum is independent of DOC.

The \$787,000 allocated to DOC for the Forum establishment has been moved from Vote Transport to Vote Conservation.

21. Noting Table – Beacons Marketing

The Council was given an update of the Beacons campaign. Nigel Clifford informed the Council that the launch of MNZ's new beacons.org.nz website, incorporating online beacon registration, had been successful with no glitches in the system and 75 beacons registered in the first weekend.

22. Noting Table – Volunteer Matters

The Council noted the work undertaken with the sector agencies to support cooperation and collaboration, while working towards achieving the volunteerism aims in the service level agreements.

23. Noting Table – SAR Reviews Register

The Council noted the status of SAROPs reviews.

24. Noting Table – SAR Training and Exercising Update

Contracts with TEC, LandSAR and TTP have all been signed. Training for 2021 has commenced. The Secretariat will work with the TEC to speed up the process for 2022.

25. Noting Table – SARdonyx Update

Council noted the current work on SARdonyx – in particular, the collaboration change request which should be available for user testing from late March 2021.

26. General Business

The request to reschedule this meeting for two hours going forward was raised.

Decision: The Council agrees to the change in meeting length to two hours for the next meeting.

Action and Responsibility Table

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