NEW ZEALAND SEARCH AND RESCUE

Rapu Whakarauora Aotearoa

NZSAR Council Minutes

Tuesday, 11 June 2024, 9.30am to 12 noon 3 Queens Wharf, Wellington and MS Teams

1. Present

Name	Agency
Kirstie Hewlett	Maritime NZ
Cat Wilson	DOC
Carmen Mak	MoT
Graham McLean	Maritime NZ
Andrew Shaw	NZDF

Name	Agency
Giuliana Petronelli	Independent
Russell Wood	FENZ
Mike Hill	CAA
Mike Rusbatch	NZ Police

In attendance

Name	Agency
Duncan Ferner	NZSAR
Andrew Greig	NZSAR
Tania Seward	NZSAR
Penny Salmon	NZSAR
Daryl Bloomfield	NZSAR

Name	Agency
Wendy Harrison	NZSAR
Bridget Hesketh	NZSAR
Aimee Flanagan	NZSAR
Matt Mintrom	NZSAR

2. Apologies

Name	Agency	
Steph Rowe	DOC	

Name	Agency	
Brendan Nally	FENZ	

3. Welcome & Interests Register

Kirstie Hewlett opened the meeting and welcomed attendees. Russell Wood advised he was a member of the Steering Group for the North Island Weather Events.

4. Minutes of meeting on Monday, 18 March 2024

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

Summary of actions from previous meetings

#	Item	Actions	Responsibility	Actions taken/ Status
4.	Minutes of meeting Tuesday 12 December 2023	Action: Duncan and Graham to meet and discuss Maritime's concern and look at the meeting dates for the Lead Agency Workshop in April and ODESC meeting in May.	Duncan Ferner / Graham McLean	Exercise Whakarauora Tangata is complete.
6.	Directors Report	Considered the Director's Report.	N/A	N/A
6a.	SLA and MOU Investment Report Q2 2023/24	Noted the Q2 2023-24 SLA and MOU Investment Report	N/A	N/A
6c.	SAR Operational Activity	Noted the level of SAR operational activities for the second quarter of 2023/24.	N/A	N/A
	Reports	Noted based on the incident levels recorded across the first six months of 2023/24, there is a strong expectation that recorded SAR incidents for 2023/24 will be of a similar volume to last year.	N/A	N/A
6d.	SAR Sector Assurance report	Action: Ensure the Assurance Report clearly reflects its purpose, and the ratings encompass a global strategic position at the date of the report. SOG is requested to consider this carefully when reviewing the next Assurance report.	NZSAR	
		Noted:		
		 the current level of assurance that operational search and rescue is fit for purpose is 'considerable.' 	N/A	N/A
		since December 2022, the 'considerable' assurance raw rating has slipped from 72.3% to 70.1% now representing the increasing pressure on the sector and the time it takes to resolve the complex issues presenting.		
		that the following areas of focus of the Framework's elements have been assessed at either 'low' or 'moderate' and work is in progress as follows to improve the level:		
		 Secretariat – work is being prioritised with non-urgent 		

#	Item	Actions	Responsibility	Actions taken/ Status
		activities being postponed until current vacancies can be filled.		
		 SAR Aviation Assets - NZ Police, RCCNZ, and the NZSAR Secretariat continue working together to consider possible tasking options and implementing standards to address discrepancies and concerns. 		
		 Funding – Given the current level of time-limited FED funding, the tightening of available funding and increasing costs, consideration is being given to the implications for both the next FED funding and Budget rounds. SAR NGOs are also being encouraged to continue to explore all avenues of funding though the environments e.g. fundraising is very difficult. Funding is critical for robust, sustainable organisations and agencies are forecasting material deficits. 		
		Operational Management – Work to scope an appropriate Category 1 incident management operating system to replace the multitude of current methods and systems is paused while responsibility for the work is resolved. No sector-wide common operating picture system or process exists.		
		Operational Currency – Discussions continue to permit the resumption of NZSAR Council sponsored independent reviews. A process will be developed to address the current gap between lessons identified and lessons learnt.		
		Health and Safety at Work Act 2015 – A set of guidelines to clarify overlapping PCBU duties has been drafted and agencies are considering how to implement them and are intending to leverage off the Aviation Futures workstreams.		
		Agreed the proposed weighted levels of element criticality to assurance noting that in future assurance will be reported using a weighted view of		

#	Item	Actions	Responsibility	Actions taken/ Status
		criticality and the feedback received from SOG representatives.		
		Discussed the levels of assurance reflected in this report and the actions to address lower levels of assurance.		
7.	2023 NZSAR Awards	Noted the advice provided by the Awards subcommittee.	N/A	Successful 2023 Awards
		Noted the selection criteria in the NZSAR Awards policy (enclosed).		event completed Tues 21 May
		Confirmed the recipients for the 2023 NZSAR Awards, including the two additional Awards.		2024.
		Confirmed that letters of recognition should be sent to the agencies and individuals whose nominations were unsuccessful.		
8.	Risk item – Cohesive and Effective SAR Training	Action: Graham to provide Duncan with more information regarding the emergency towage vessels. Duncan will update the relevant Operational capability risk on page eight of the risk register.	Graham McLean / Duncan Ferner	Complete – see risk register
9.	Recreational Safety and SAR Review	Action: NZSAR Secretariat will organise a meeting for Council members and NGO CE's to look at the Councils value add and what the future looks like focusing on SAR and the original Cabinet minute. An independent facilitator will be engaged to lead a half day strategic workshop.	NZSAR	MNZ took over and ran this workshop. No Secretariat involvement.
		Discussed the recommendations from the 2023 Recreational Safety and Search and Rescue Review and provide Council input to the Ministry of Transport's advice process.	N/A	N/A
10.	Strategic Discussion:	Action : Defer the priorities discussion until after the strategy session.	NZSAR	Priorities approved by
	SAR Sector Priorities	Did not Agree the Council's search and rescue / frontline safety service priorities for the 2024/25 year.		Chair out of session.
		Noted the Chair will approve and sign the annual letters of intent and agreement on behalf of the Council.	N/A	To occur in June 2024

#	Item	Actions	Responsibility	Actions taken/ Status
11.	Aviation Futures progress	Noted progress on the Aviation Futures project & commented on aspects of the project.	N/A	N/A
13.	SAR Sector Carbon Emissions report 2022/23	Noted SAR Sector Carbon Emission Report 2022/23 & discussed options to manage SAR sector carbon emissions.	N/A	N/A
14.	Land Quarterly survey	Considered the outputs of the Land Based Quarterly Survey.	N/A	N/A
15.	Technology in SAR	Action: Bronwyn and Duncan to meet to discuss whether the mobile phone locating project can be done along side the security work that is being done by the Ministry.	Bronwyn Turley / Duncan Ferner	Complete. Work does not correlate.
		Noted:		
		the Council approved the 2020 SAR technology strategy which provides direction to SAR agencies for the development and integration of existing or emerging technologies.		N/A
		the Secretariat hosts an Innovation and Technology Forum twice annually to support cross sector collaboration. An additional Unmanned Aerial Vehicle (UAV) online workshop will be held on 26 March 2024.		N/A
		processes now exist for SAR coordinators to locate mobile phones of missing persons (responsive or non- responsive) inside coverage areas.		
		the Secretariat is establishing a project to explore options to locate the mobile phone of missing persons (responsive or non-responsive) outside of coverage areas.		

5. Matters arising

There were no matters arising.

6. Directors Report

Duncan spoke to the key points from the Directors Report.

Exercise Whakarauora Tangata is in its final phase. Most, but not all, exercise objectives have been met. The higher-level discussion exercise did not take place. The workshop scenario worked well and had potential for re-use. Discussions with DPMC have explored options for a watch desk type tabletop discussion exercise based upon existing NZSAR Council membership. This could potentially occur as part of the Councils meetings in December 2024 or March 2025. Duncan noted a Council level discussion exercise was successfully held in 2019.

The Council agreed that operational level SAR was not the issue and that coordination by, and between, Police and Maritime NZ was well practiced and understood. Agency functional responsibilities are also reasonably clear. However, challenges remain at the higher levels and how / when / SAR may interface at the watch group level.

Kirstie spoke to her lack of comfort of undertaking any form of exercise in the coming months.

Action: A Council nationally significant SAR watch desk type discussion exercise will be planned for March 2025. Representatives from NEMA and DPMC will be invited.

<u>SARdonyx</u> – The SARdonyx service continues to operate effectively. Dot Loves Data is progressing its work to establish an integrated data analysis service inclusive of front-line water safety service data.

<u>SAR Research</u> – volunteer research to support the four key NGOs is well underway. NZIER has conducted three workshops with the partner agencies to determine the costs, inputs, activities, and benefits and develop a logic model.

<u>SAR Training</u> – the multiagency training calendar has been delivered as expected for the first half of 2024. Land Search and Rescue have been contracted to deliver both multi-agency and LSAR training.

<u>Te Ao Māori Advice</u> – The SAR Kaihautū hui was held on 22 May 2024. There was good feedback from those who attended. Also, there is particular interest around rāhui. DOC has a particular interest in this and how it might be communicated to the larger public should rāhui be put in place.

<u>Health, Safety & Wellbeing</u> – a HS&W review of the four NGOs is underway with the report is due shortly. Russell advised that FENZ has done work on their critical risks identification process and there was a gap around the loss of the two firefighters in Muriwai. Russell will send this report through to Andy.

Action: FENZ to send FENZ Critical Risk report to the NZSAR Secretariat

<u>Aviation State Safety Programme</u> – Mike Hill advised that ICAO continues to work on this. Mike noted that while most obligations around SAR in NZ are being met, we have failed previous ICAO audits. We should anticipate an ICAO safety audit in 2025. The Councils assurance work may prove to be helpful in that process.

<u>SAR Prevention</u> – The NZSAR Beacons campaign has finished successfully. There has been an increased uptake in beacons by the public of approximately 120,000 units across all types of beacons. The refreshed Water Safety Code has been accepted. Work is underway by the Secretariat to update the Safety Code collateral for the sector. The Land Safety Forum is going from strength to strength. NZSAR Secretariat have commissioned a small piece of work to scope and plan improvements and reach of Tīaki safety messaging.

<u>Search and Rescue Briefings to the Associate Minister of Transport</u> – the Associate Minister for Transport has or will shortly receive various briefings. He has visits with the Coastguard and has met with Land Search and Rescue. The Minister had reframed his request to ask for priorities over three years and this still needs to be submitted.

<u>SAR reviews and lessons management</u> – Senior officials agreed the current Council policy remains as is and will proceed as have done so in the past.

<u>Budget bids</u> –two budget bids were flagged at the last Council meeting. Both bids were successful. The first one was for Emergency Management for severe weather response. NEMA also received some additional funding. The other bid was for frontline water safety services. Mike Rusbatch asked about as we work with a lot of volunteers, will they naturally be comfortable with this potential expanded response service. Duncan advised they are comfortable that enhanced capabilities can be achieved. It is also something that their members are wanting to be better able to support their communities.

Confirmation: – Council confirmed the Council Priorities 2024/25 priorities agreed by the Acting Chair out of session were suitable for the Letters of Intent.

Council Strategy beyond 2024 – The Council strategy expires at the end of this year.

<u>Service Level Agreements</u> – The current Service Level Agreements are valid until the end of June 2025. The annual review of 2023/24 and letter of intent process for 2024/25 commences this week.

<u>S9(1)</u> Fuel Excise Funding process 2024/25 – The Ministry is considering funding applications in late 2024 and after viewing the draft outline plan, it looks as though applications will be sought around October with a view to getting ministerial decisions in the first quarter of 2025. This is going to put us under pressure, but this can be managed. The Ministry is developing advice to Ministers regarding transitioning from FED funding to road user charges. This risk has been raised with the Ministry.

<u>Secretariat Activities and Engagements</u> – Duncan advised that the Secretariat are two full-time staff down and this is impacting the Secretariat to deliver the workplan. Presently working with the Ministry to extend the Research Senior Advisor.

<u>2024 Public Sector Reputation Index survey</u> – for the first time New Zealand Search and Rescue have been included in this survey and came in second overall.

Decision

The Council considered the Director's Report.

6.a SLA and MOU Investment Report Q3 2023/24

The monitoring report outlined the Councils investments into partner agencies. Coastguard had concerns around information management projects and there were challenges with timelines. Timeframes are getting more realistic now as they have better expectations of themselves of the things they cannot achieve.

Decision

The Council noted the Q3 2023-24 SLA and MOU Investment Report.

6.b SAR Sector update

This paper was a summary of the SAR sector summary reports provided to the Consultative Committee on 14 May.

6.c SAR Operational Activity Reports

The projection for the end of the financial year is almost slightly above from last year. The sustained increase over the last five years seems to be levelling off.

Decision

The Council noted:

- the level of SAR operational activities for the third quarter of 2023/24.
- based on the incident levels recorded across the first nine months of 2023/24, there is a strong expectation that recorded SAR incidents for 2023/24 will of a similar volume to last year.

7. Risk item - Health, Safety & Wellbeing

There is very little proposed change for this risk. As advised, the four NGOs currently being HS&W audited. The draft report will be recieved shortly.

Kirstie outlined a risk of staff fatigue in the RCC. Staff are grappling with work, having to bring people from off shift. MNZ has put in a bid for another watch. Kirstie has concerns service delivery noting that people are tired and can make mistakes. Graham asked if the risk adequately captures SAR demand. There are a number of contributing factors, and some treatments could be more explicit.

Action

 Graham to provide the Secretariat revised wording around the Health, Safety & Wellbeing risk.

8. NZSAR Council Budgets and workplan 2024/25

Given the challenges with resourcing and understanding what the Council is seeking from the Secretariat, three budget possibilities were prepared for the Council.

Kirstie advised there had been conversations from the last two private Council workshops about what the strategic direction of the Council should be. She believes they have got to a place where they can now work with the Ministry of Transport to support a briefing to Ministers.

Kirstie advised that the Council does not support the recommendations from the MOTs Recreational Safety and SAR Review. She also believes the Council don't want to be kicking off a whole lot of new things and complete things that have been started.

Carmen agreed with Kirstie. She advised the Secretariat to take a conservative approach to the work plan. The overarching principle is keep doing what we are doing, do no more than "keep the lights on" and not start anything new.

Duncan noted that there needs to be guidance so a set of principles can be applied to the work programme. For example, there are training courses that need to be developed which the Police and RCC have asked for. There are also several projects that restart in July annually which, in some cases will need to be recontracted.

Decisions. The Council:

- Approved the NZSAR Council full budget for the 2024/25 FY totalling \$4,346,000.
- **Declined to encourage** the Ministry of Transport to permit recruitment against the two vacant Secretariat positions.
- Noted some Secretariat commitments extend to the 2025/26 FY and out years.
- Approved the updated NZSAR training budget for 2024.
- Action: Duncan is to prepare further advice on the proposed workplan to the Chair and Carmen. The workplan is to be minimised, sufficient only to "keep

the lights on". This advice is to include an assessment of the implications of stopping the work.

9. Annual Secretariat assessment 2023/24

The Annual Secretariat assessments are due and need to be completed as soon as possible. The information goes to the Ministry for their reporting purposes.

10. Recreational Participation Framework

At present there is no reasonable context to understand drivers as to why the sector may undertake more or less SAR. Maritime New Zealand undertakes leading research looking at the participation hours of recreational boat users. This is not mirrored across the land and in the water sectors. This information is important to place the number SAR incidents within a known and consistent context. There are also new mobile phone counting options to support understanding of participation. Is the Council comfortable with work?

Mike observed that, in terms of any business case, it needs to have evidence based. Mike can clearly see the benefit of this research in terms of understanding demand and understanding the correlation to the amount of harm that arises from participation. This research may also help with strategic direction setting.

Kirstie said this felt like new work and the Council had already agreed that no new work could proceed.

Decision

 The Council did not endorse the recreational participation measurement framework.

11. Rāhui and Search and Rescue

A successful Kaihautū forum was held last month, and it was reported on how te ao Māori is being brought into the sector. Coastguard is a good example of this with their renaming and rebranding. This is making themselves more welcoming for Māori to join them.

There is a work programme under Recommendations. It is up to the Council whether to progress these but there are a couple of priorities within the list. One would be the work done on rāhui. Police have people in the space, and they are supportive of this work. Trying to create expectations of NGO partners to be inclusive.

The Council **Supported** the ongoing work and general direction of work in this area and **Endorsed** the proposed recommendations and future steps to:

i. Ensure rāhui has a shared understanding within an aligned approach across the SAR organisations.

- ii. Develop expectations and accountabilities for all levels of SAR leadership regarding Te Ao Māori so it is treated with mana, value, and respect.
- iii. Enable engagement with mana whenua.
- iv. Continue projects to understand and develop Rāhui and Wai Puna a system of safety including training packages to teach rāhui within SAR and accompanying implementation support for key SAR organisations.
- v. Develop a process for communicating rāhui for the SAR context.

12. North Island Severe Weather Events Report & SAR

The report has been released and the Council is being asked to note the report and the recommendations that the Council is familiar with. The work programme is consistent with these recommendations and have now established a cross sector working group which is led by Police and FENZ.

SAR NGOs are concerned as its not clear who is paying for their operational costs.

The severe weather budget bid was successful which will afford the opportunity to build capabilities that don't currently exist now and rebuild damaged facilities. While there are elements of new work, it is a continuation of a work stream that the Council approved initially in December last year.

Kirstie was not sure about the working group as this will be creating another working group in the system. She has a concern about representing the SAR voice around a table and think agencies need to represent their own voice. Kirstie agreed there has to be a piece of work done with the NGOs around emergency management and the role in the system and how they are funded for it. Need to have conversations with own boards about what our roles are.

Graham asked for those sitting on the ESOLG is there a value add for a working group? Would it be effective for this to be incorporated into ESOLG? Should another system mechanism be set up where another other exists?

There was brief discussion around Maritime NZ being more directly involved with ESOLG. This topic will be continued separately.

Decision

The Council:

- Noted that the NISWE Report identified issues in the immediate rescue response to the North Island Severe Weather events.
- **Noted** that the issues identified, and recommendations made were largely consistent with the December 2023 NZSAR Council paper.
- Made no decision regarding the establishment of a cross-sector working group to ensure NISWE follow up work is coordinated and cohesive.
- Noted the Government has committed \$23m to the SAR NGOs through Budget 2024 for Emergency Preparedness. This includes targeted EM

capabilities, training, PPE, and regional equipment caches to improve the response to future severe weather or emergency events.

13. Enchanter TAIC Recommendations Update

Graham advised the current state is in the project scoping phase and focussing on particularly the second recommendation because it links to the Aviation Futures as well. Maritime are hosting a number of workshops to identify those requirements across the country. The next step in the process once the scoping has been done, is to start doing the gap analysis around whether risk areas sit in relation to that. Will update the Council when the scoping work has been completed.

14. Aviation Futures Progress

An aviation futures team has been formed and it will be working from Maritime NZs RCC from next week. They will be getting into the standards space for aviation across search and rescue and identifying what are the right standards required for New Zealand's needs around aviation.

The team will look at aviation assets, how they play a key role in category 1 and 2, and, as the paper points out, the coordinated effort between Police and Maritime NZ.

There are complications with category 1 and 2 aviation taskings. While bringing it into one space isn't conceptually difficult once you have got the right operational mechanisms in place, the team will identify what is required in terms of capacity and capability. RCC and Police have been involved in this work.

Its too early to describe the consequences, outcomes, resourcing or management. It is envisaged as an efficiency exercise with less duplication and more synergy.

Decision

• The Council **discussed and noted** the Aviation Futures project.

15. Noting paper – SAR Training update

The 2024 training calendar for the sector is tracking well, with 45 courses scheduled until the end of May, of which only three have been cancelled. There is an extensive list of courses on a waitlist should any further courses be cancelled.

SAR Training Student Survey

A draft report has been received and disseminated through the Programme Advisory Committee for feedback. The results indicate the current training programme generally continues to meet participants' expectations.

SAREXs

Since 1 July 2023 12 general SAREXs have been funded and delivered, with a spend of just over \$64,000.

The Secretariat is currently working with the Police to draft the funding agreement for 2024-25 SAREX calendar.

16. Noting paper – NZSAR 2-23-24 Workplan Update

The Secretariat remains short one FTE and one FTE is on a short-term contract which limits delivery of the agreed work programme.

17. General Business

There was no general business.

18. Next meetings

10 September and 10 December

19. Actions, decisions and noting

#	Item	Actions, decisions and noting	Responsibility	Actions taken/ Status
6.	Directors Report – Whakarauora Tangata	Action: A Council nationally significant SAR watch desk type discussion exercise will be planned for March 2025. Representatives from NEMA and DPMC will be invited.	Secretariat	Placed on work programme
6.	Health Safety and Wellbeing	Send the FENZ Critical Risk report to the NZSAR Secretariat	FENZ	Under action
6.	Council Priorities	Confirmed the Council Priorities 2024/25 priorities agreed by the Acting Chair out of session were suitable for the Letters of Intent.	Council	Letter of intent completed and sent
6.	Directors Report	Considered the Director's Report.	Council	N/A
6.a	SLA & MOU Investment Report Q3 2023/24	Noted the Q3 2023-24 SLA and MOU Investment Report.	Council	N/A
6.c	SAR Operational Activity Reports	Noted the level of SAR operational activities for the third quarter of 2023/24.	Council	N/A
		Noted based on the incident levels recorded across the first nine months of 2023/24, there is a strong expectation that recorded SAR incidents for 2023/24 will of a similar volume to last year.		

#	Item	Actions, decisions and noting	Responsibility	Actions taken/ Status
7.	Risk item – Health Safety & Wellbeing	Action: Provide the Secretariat revised wording around the Health, Safety & Wellbeing risk	Graham McLean (MNZ)	Not yet received
8.	NZSAR Council Budgets and workplan 2024/25	 Approved the NZSAR Council full budget for the 2024/25 FY totalling \$4,346,000. Declined to encourage the Ministry of Transport to permit recruitment against the two vacant Secretariat positions. Noted some Secretariat commitments extend to the 2025/26 FY and out years. Approved the updated NZSAR training budget for 2024. 	Council	Budgets submitted to MOT.
		Action: Prepare further advice on the proposed workplan to the Chair and Carmen. The workplan is to be minimised, sufficient only to "keep the lights on". This advice is to include an assessment of the implications of stopping the work.	Duncan	Completed
10.	Recreational Participation Framework	Did not endorse the recreational participation measurement framework.	Secretariat	Discontinue
11.	Rāhui and Search and Rescue	Supported the ongoing work and general direction of work in this area and endorsed the proposed recommendations and future steps to: i. Ensure rāhui has a shared understanding within an aligned approach across the SAR organisations. ii. Develop expectations and accountabilities for all levels of SAR leadership regarding Te Ao Māori so it is treated with mana, value, and respect. iii. Enable engagement with mana whenua. iv. Continue projects to understand and develop Rāhui and Wai Puna – a system of safety including training packages to	Council	Rob Hewitt re engaged until end of 2024 as Kaihautū Māori

#	Item	Actions, decisions and noting	Responsibility	Actions taken/ Status
		teach rāhui within SAR and accompanying implementation support for key SAR organisations. v. Develop a process for communicating rāhui for the SAR context.		
12.	North Island Sever Weather Events Report & SAR	Noted that the NISWE Report identified issues in the immediate rescue response to the North Island Severe Weather events.	Council	N/A
		Noted that the issues identified, and recommendations made were largely consistent with the December 2023 NZSAR Council paper.		
		Made no decision regarding the establishment of a cross-sector working group to ensure NISWE follow up work is coordinated and cohesive.		
		Noted the Government has committed \$23m to the SAR NGOs through Budget 2024 for Emergency Preparedness. This includes targeted EM capabilities, training, PPE, and regional equipment caches to improve the response to future severe weather or emergency events.		
14.	Aviation Futures Progress	Discussed and noted the Aviation Futures project	Council	N/A
15.	SAR Training update	Noted short briefs the SAR Training Student Survey and SAREXs	Council	N/A
16.	NZSAR 2023-24 Workplan Update	Noted the short update on the 202-24 workplan	Council	N/A