

#	Item	Actions	Responsibility	Actions taken/ Status
		<p>training calendar with the exception of the Air Observers and On Scene Coordination courses.</p> <p>NZSAR to inform the PAC that the training calendar has been approved, apart from the Air Observers and On Scene Coordination courses.</p>		
		<p>Moderations for 2024 proposed by PAC to be approved by Governance Group:</p> <ol style="list-style-type: none"> 1. Stretcher Management & Rope Safety 2. SARTrack Technical & User 3. Marine SAR Technical 4. Managing the Marine response 	Governance Group	Approved
		<p>Two new tutors were proposed in addition to those in the training report: Steve Ritson and Kerry Walker</p>	Governance Group	Approved

7. Proposal for gap analysis and review of On Scene Response

Carl stated that Craig (during the previous PAC meeting) proposed a collective review of on-scene responses, that will then inform the On Scene Coordination course updates. Craig also proposed that Aaron Nicholson be invited to the next PAC meeting to also discuss how to bridge the gap in the On Scene Coordination roles, from SAR Manager to Response Coordination.

Carl then stated he believes the conversation should be split: PAC to discuss from the training perspective and Subject Matter Experts to discuss the operational side, which would be a separate meeting.

The Governance Group members agreed this is needed in this space.

Action:

A scope and proposal will need to be put together to progress this – NZSAR to discuss with Police.

8. Air Observers course

Andy referred to the moderation that was done in 2023 to this course and how it has some evidence of needing work. Kate stated that some of the information in the report is incorrect as well, which should have been picked up by PAC.

Concern was expressed by Carl around the fact that this course was requested to be run in 2024 and questioned which agencies requested the course and how many people to attend. Aimee said it was solely a Police request.

Kate stated she was not comfortable with people who will not be observers attending this course – need to ensure the right people are attending who will be able to utilise what they learn regularly as there is skill fade if not using skills enough.

Action:

- Agreed the Air Observers' course will be paused as long as Police concur (Aimee to check with Police)
- Aimee will discuss the need for the Air Observers course with Lea to see how urgent the need is.
- Course needs to be reviewed and rewritten.
- Air Observers moderation report – needs to be noted that the report states that RCCNZ deliver training for it but that is incorrect – should be reviewed for correctness.

9. On Scene Coordination course

Kate stated that one of the main problems with this course is that it is based on international standards when it should be based on NZ standards.

The hope is to have this course back later in 2024 if the review and rewrite can occur before then. This course will be part of the work Aaron will be looking at as well.

Action:

Workshop(s) to be set up for both courses to be reviewed, in conjunction with the gap analysis and review.

10. To note from PAC

Aimee went through the three points from PAC to note:

- A. SAR Competency Framework: becoming a standing agenda item at PAC meetings to work through what the sector needs

- B. Land Search and Rescue Tutor forum scope: Land Search and Rescue are planning to widen the scope of who can attend to make the forum a learning and development professional development opportunity. This is still being scoped and will be presented at a later meeting.
- C. Tutor recommendations: There were no questions or comments regarding the proposed new tutors.

11. Next meeting

27 June 2024

12. Actions, decisions and noting

#	Item	Actions, decisions and noting	Responsibility	Status
7		A scope and proposal will be put together to progress the gap analysis and review.	NZSAR and Police	To be done – need funding
8		Aimee will discuss the need for the Air Observers course with Lea to see how urgent the need is.	NZSAR and Police	To be done – Lea away now until August
		Air Observers course needs to be reviewed and rewritten.	PAC	To be done – need funding
		Air Observers moderation report – needs to be noted that the report states that RCC deliver training for it but that is incorrect – should be reviewed for correctness.	PAC	Has been noted by PAC and will be part of the course redevelopment
9		Workshop(s) to be set up for both courses to be reviewed, in conjunction with the gap analysis and review.	NZSAR	To be done – need funding