



# New Zealand Search and Rescue Consultative Committee

## Minutes of Meeting

New Zealand Search and Rescue Consultative Committee  
1.00pm – 3.30pm, Wednesday 25 November  
Ministry of Transport  
Level 6  
Novell House  
89 The Terrace  
Wellington

### Attendees:

Nigel Clifford – RCCNZ	David Shearer - SARINZ
Rodney Bracefield – RCCNZ	Hadyn Smith - LandSAR
Ted Preston – Contractor	John Scobie - LandSAR
John Fogden – CAA	Colin Small - Coastguard
Brett Sullivan – SLSNZ	Bruce Reid - Coastguard
David Waters – Ambulance NZ	Gerry Prins – NZ Police
Mike Davies – DOC	Rachel Roberts - NZSAR
Darryl Carpenter – MSC	Amy Greig - MoT
Carl van der Meulen – NZSAR Secretariat	
Duncan Ferner – NZSAR Secretariat	

### 1. Welcome

Duncan Ferner (NZSAR Secretariat Manager [SSM]) welcomed everyone to the meeting of the NZSAR Consultative Committee – the last meeting for 2009.

### 2. Apologies

John Funnell (AIA), Simon Eichelbaum (NZDF), Roger Brown (MoT), Erik Barnes (Antarctica NZ), Bruce Johnston (Police), Jeff Sayer (AREC) John Yaldwin (AREC)

### Absent

Jim Stuart-Black (NZFS)

### 3. Minutes of the previous meeting

The minutes of the previous meeting of the NZSAR Consultative Committee held on 12 August 2009 were accepted as a true and accurate record.

#### **4. Matters arising from the previous meeting**

All matters arising from the previous meeting are part of the agenda for this meeting.

#### **5. Service Level Agreement Monitoring Report Jul – Oct 09**

##### **LandSAR NZ**

LandSAR provided assistance for 49 SAROPs.

407 LandSAR volunteers used during the Quarter.

2,483 volunteer hours provided.

64 people were designated as being at risk during these SAROPs.

57 people were rescued.

7 people perished.

##### *Issues and Updates*

LandSAR adopted a new constitution at their AGM in September

LandSAR has produced a media guide for its membership

##### **Coastguard**

Coastguard provided assistance for 90 SAROPs.

703 Coastguard volunteers used during the quarter.

1,348 volunteer hours provided.

90 people were designated as being at risk during these SAROPs.

1 person was saved.

55 people rescued.

29 people assisted.

5 people perished.

##### *Issues and Updates*

The vessel replacement project is on track with 17 projects nearing completion. Coastguard expressed general concern about LGB funding. A channel 16 protocol with Police and RCCNZ has been established.

Coastguard wanted to reiterate their position regarding their comment about the LBG Outdoor Safety Grant. They requested that the information above be reworded before being provided to the SAR Council. Coastguard would like to review the final wording before it goes to the Council.

NZSAR secretariat informed the committee that there will be a new category in SAR recording stats. It will account for Search and Rescue missions where people are never found or not found until a long period afterwards. The secretariat is not yet sure how to record this information, it will be introduced next year.

##### **AREC**

The coordinating authorities are satisfied with the services provided by AREC during the half year.

## *Issues and Updates*

AREC provided assistance for 14 SAROPs.  
29 AREC volunteers used during the quarter.  
163 volunteer hours provided.  
20 people designated as being at risk.  
10 people rescued.  
9 people assisted.  
1 person unaccounted for.

### **6. NZSAR Core Curriculum**

The Improving Search and Rescue Outcomes in New Zealand, core curriculum was distributed to the Consultative members. Some general discussion was held on the curriculum; the following recommendations were agreed to:

**Endorse** the New Zealand SAR Core Curriculum (set out in Appendix 1) and forward to the NZSAR Council for approval.

**Note** that SAR activities are linked to the wider field of Emergency Management.

**Support** the work in progress, facilitated by the NZSAR Secretariat to:

- a. Produce the integrated training package for Incident Management (topic 4) as set out in Appendix 3.
- b. Develop the CDEM Competency Framework for SAR purposes;
- c. Prepare a guideline or template for development of SAW pre-plans based on the CDEM Exercises document;
- d. Convene a workshop of SAR trainers (mid-2010) to:
  - Review the use of the core curriculum in the context of collaborative training, and examine future developments and possibilities;
  - Discuss SAR-related interagency training in general.

**Note** that the Current Courses/Core Curriculum matrix (Appendix 2) will require ongoing support from SAR organisations to keep it up to date as courses evolve;

Promote the adopted Core Curriculum to the executive and training sections of those SAR organisations that have such a structure, and promote to the wider SAR community the benefits such a Core Curriculum will provide in operational effectiveness;

**Agree** that the NZSAR secretariat send this report to the NZSAR Council (with the endorsement of this Committee); expressing:

- a. A view that the SAR Council support the development of programmes to implement the Core Curriculum, with the

expectation that all SAR organisations with also support the running of training programmes, as at present;

- b. Acknowledgement of the contributions made by individuals and organisations in the development of the SAR core curriculum

It was suggested that (Topic 14) be included in recommendation 3 – the Secretariat agreed to make this change before the paper is sent to the SAR Council.

Ted Preston (NZSAR contactor) thanked the members of the working group who assisted with the creation of the Core Curriculum; Ted felt it was a positive process from the start.

NZSAR Secretariat requested suggestions for contractors to progress the core curriculum. NZSAR secretariat thanked Ted Preston for his work on the Core Curriculum.

## **7. NZSAR Workshops**

### Land Communications Workshop – 22 Oct 2009

- Workshop was a success; NZSAR Secretariat thanked the workshop hosts. There were many SAR agency representations and lots of action points going back to the sector.
- Report and follow up action is being finalised and will be available on the NZSAR website.
- Agreement on need to collaborate to ensure efficient use of resources.

### Hoist Operators Workshop – 19 / 20 Nov 2009

- Very successful workshop, held at Ohakea. Interesting and useful information came out of the workshop, and lots of discussion and networking. It was agreed another workshop should be held in two years time.
- Report and follow up action is being finalised and will be available on the NZSAR website.

### Dementia Workshop

- This workshop will be held late March/early April 2010.
- Intended to be a forum for responders to workshop SAR common issues related to dementia related SAR responses. A second forum may be held to discuss strategic issues.
- Attendance approximately 20 – 40 people by invitation.
- Location likely to be Auckland

### Marine Search and Rescue Workshop

- It was agreed one workshop held nationally would be better than the original two (one in the North and one in the South).

- NZSAR Secretariat will circulate topics to be covered in this workshop to help gauge interest.
- Anticipate approximately 100 people to attend by invitation.

#### Avalanche Workshop

- Intended as a workshop to develop a standardised NZ SAR avalanche strategy including:
  - o Pre plans
  - o Communications
  - o Electronic aids for location
  - o Training issues
  - o Exercising
  - o Collaboration.
- An expert working group will assist the Secretariat to bring it together.
- Expected to be held May 2010 in the South Island.

The Secretariat indicated that the workshops would be reoccurring, when required. The Secretariat welcomes suggestions for workshop ideas.

### **8. Land Prevention Messages and Participation Survey (MSC)**

Darryl Carpenter spoke to the Committee about the current work on the publication of the key NZ Outdoor Safety Code. Bede Eagle is the MSC coordinator for this work and looks forward to receiving feedback regarding the document. The key messages target inbound tourists about the safety of outdoor activities.

It was agreed it would be useful to have one clear message for tourists and New Zealander's alike that informed them of the risks of outdoor activities and how to stay safe.

Darryl also spoke to the recent research publication titled Outdoor Recreation Participation and Incidents in New Zealand. The publication is a study relating incidents to participation levels, partly funded by the NZSAR Council.

The committee was invited to read the document and provide feedback to the authors (Annie Dignan and Gordon Cessford). The research will be repeated again in 4 year's time in order to make longitudinal comparisons. The Secretariat noted that Australian SAR people are particularly interested in this research.

The NZSAR Secretariat informed the Committee that NZSAR are able to provide funding for research where possible. If you are interested in looking into research and require sponsorship contact the secretariat.

## **9. Sector Update**

### **RCCNZ**

RCCNZ had a relatively quiet winter mostly involving standard incidents such as tramping, bush, marine. Increased number of beacon registrations, average 500 per month, (there were 600 in the previous month). There is a current lack of funds to advertise about the importance of beacon registrations and a possible decline in the percentage of people registering their beacons.

RCCNZ have been involved in boat shows (Mystery Creek, New Plymouth, visits to different organisations etc). The Centre is busy preparing for the summer and whaling season. There has been some recent media interest in the icebergs.

### **CAA**

CAA has noted some media interest in Icebergs also due to commercial opportunities for aviation providers. CAA is participating in the *Review of risk management and safety in the adventure and outdoor commercial sectors in New Zealand* run by the department of Labour. Congratulated the NZSAR Secretariat on the Hoist workshop at Ohakea – it was a well run workshop, and the CAA found it to be a valuable couple of days.

### **SLSNZ**

Coming into their busy time of year – awareness campaigns, school programmes etc. There have been some significant changes to the SLSNZ organisational structure recently with 4 districts liquidated so far. A new Chief Executive starts with SLSNZ in early December.

### **Ambulance NZ**

New Air Ambulance/Air Rescue standard will be signed off in the New Year. The standard will have some impact on civilian emergency helicopters when they are conducting SAR operations.

### **MOC**

The MOC had a relatively quiet winter with the number of incidents being down on previous years. Recent Tsunami alerts kept MOC busy – some learning available in this area after feedback received from the last Tsunami warning. The MOC is replacing old recording equipment and has commenced the southern seas whether and iceberg forecast.

### **DoC**

DoC is involved with the *Review of risk management and safety in the adventure and outdoor commercial sectors in New Zealand*. Noted that DoC consents about 4000 activities on DoC managed land. The outcome of the review is important for DoC. The Department is currently working on a stocktake on activities and their safety requirements.

### **MSC**

MSC is also involved with the *Review of risk management and safety in the adventure and outdoor commercial sectors in New Zealand*.

Recently working on the NZ Safety Codes and is impressed with the collaborative approach of organisations to this task. MSC has also published the Outdoor Recreation Participation and Incidents in NZ research document.

### **SARINZ**

SARINZ has seen a 30% increase in students and are expecting around 2,500 in 2009. SARINZ has distributed an RFP for research into what sort of search and rescue response will be required in 30 years.

SARINZ is moving premises but will have the same contact details.

### **NZ Police**

Police have attended lots of the recent NZSAR workshops. Incident management training courses will be held in February 2010. Bruce Johnston is currently on sick leave, he is expected to be back to work sometime in Jan 2010.

### **LandSAR**

The LandSAR constitution has been updated. The Council has been disestablished with the Board now being responsible for all LandSAR activities. Nearly all LandSAR groups have affiliated (less two). The groups are utilising the *Assessment Tool for Groups* which will assist the organisation define its own capabilities in a more structured way and ensure paid staff are used effectively and efficiently. New competencies are being rolled out over a four year period.

LandSAR participants thought the recent Communications and Hoist workshops were helpful and well run. Work continues in improving reporting performance.

### **Coastguard**

The Whakatane Communications Room has been upgraded. Nowcasting has expanded to 19 sites with approximately 90% coverage of the main boating areas in New Zealand` .

The Coastguard Chief Executive was appreciative of the opportunity to attend and speak at both Police SAR coordinators meetings for 2009. A new Coastguard unit has been accepted at Makatu and Cape Egmont is no longer part of Coastguard. A French naval vessel with New Calendonian Coastguard personnel on board had a 5 day visit to New Zealand. Coastguard is part of the refocus of the National Pleasure Boat Safety Forum and is preparing for what is expected to be a busy summer.

## **10. SAREX Plan 2010/2011**

The National SAREX plan will be established following a SAREX planning meeting to be held on 10 March 2010.

## 11. General Business

- **Australian National SAR Meeting.** The NZSAR Secretariat Manager recently attended SAR meetings in Australia. A number of interesting and relevant topics were raised and full meeting notes will be circulated shortly.
- **Geographic Information Systems.** Progress continues to be made in presenting SAR information in GIS forms.
- **Beacon Registrations.** 406MHz distress beacons continue to be purchased and registered at significant levels.
- **Statistics and Stocktake.** The 2008/2009 annual report has been published and will be mailed out. The 2009 stocktake is complete. It includes a breakdown of people involved in SAR prevention and is available via the website. The 2008-2009 statistics report is 95% complete (awaiting final report from NZ Police). It will be available via the website when complete.
- **NZSAR Website.** The NZSAR website redesign is complete. Additional functionality includes a log in area, NZSAR calendar, NZSAR lessons/issues identified for sharing/learning, provision of template/procedures and NZSAR online resource database. Consultative Committee member organisations were encouraged to submit lessons learned.
- **Awards.** The NZSAR Secretariat reminded the Committee about the NZ Search and Rescue awards and encouraged the Committee to think about it and make nominations before the 15 February 2010 deadline.
- **FRSITO Conference.** The FRSITO Conference was held in October in Rotorua. It was attended by Carl and some other SAR people and was a useful opportunity to engage with the wider emergency management sector. The keynote speakers addressed similar issues to some of those that have been identified in the NZSAR Plan: the need for collaboration and cooperation between different agencies; the need to work under an effective incident management system (CIMS); and the need to train, practice, and exercise together. Also of note are the challenges the sector will face with an aging population, and the opportunities presented by the exponential growth in communications technologies.
- **Volunteer NZ Conference.** The Volunteer NZ Conference was held in October in Wellington. It was attended by Carl. There were two streams at the conference, one on the future of volunteering, and the other on volunteering management. One presentation of note dealt with the various generations, their characteristics, and how their characteristics shape their involvement in volunteering activities. Carl reported that one outcome of the relationship with VNZ, and the Office

for the Community and Voluntary Sector (OCVS), is the amendment of the emergency services sub-group used by OCVS, to specifically include the SAR sector.

- **NZ Water Safety Conference.** Will be 25 / 26 Nov, the Secretariat is presenting and attending.
- **NZSAR Volunteer Study – preliminary report.** Carl reported on progress with the volunteer study. The majority of the background information has been collected. Outstanding information to be collected includes demographic data from some of the sector's voluntary agencies. The demographic data of the sector will be compared to the general demographic data of voluntarism in New Zealand, and placed within the context of demographic trends.

The data will also be used to show the impact that volunteers have on the SAR sector, and to inform evidence based decision making for the sector.

Interviews with sector managers have started. One of the aims of these interviews is to identify any common areas of concern across the sector.

Carl will then conduct interviews/focus groups with volunteers in the sector. These will consider why people volunteer for the sector, why people stay as volunteers, and reasons for leaving. These interviews will also try to identify any common pressures that volunteers in the sector are facing.

## **12. Proposed Next Meetings:**

10 February NZSAR CC (Consultative Committee)  
10 March SAREX Planning Meeting  
21 April NZSAR CC and NZSAR Council  
21 April NZSAR Awards Function for 2009  
21 July NZSAR CC  
10 November NZSAR CC

Future meetings will start at 1.30pm to suit most attendees. The Committee felt it was useful to have a break in the middle of the meeting for coffee and networking, this will be continued.

The meeting concluded at 3.40PM.

DR Ferner  
Chair

<b>Actions</b>	
<b>5. SLA Monitoring Report</b>	<b>Secretariat</b> is to update the wording in the Coastguard NZ SLA report in consultation with Coastguard NZ.
<b>6. Core Curriculum</b>	<b>Secretariat</b> is to: <ul style="list-style-type: none"> <li>○ Make amendments to the recommendations in line with Consultative Committee comments</li> <li>○ Forward the report to the NZSAR Council for approval.</li> </ul>