



New Zealand Search and Rescue Council

Minutes of Meeting

2:00 – 4:00pm Tuesday 27 February 2007

6th Floor Te Waka Boardroom, Novell House,
89 The Terrace
Wellington

Present: Russell Kilvington, Cath Taylor, Duncan Ferner, Paul Fistonich, Lyn Turner, Bruce Johnson, Geoff Logan, Howard Broad, Peter Williams, Peter Stockwell

1. Welcome

Bruce Johnson welcomed attendees and informed the meeting that Alan Thompson was called away to a meeting in Canberra and had asked him to chair the meeting in his absence.

2. Apologies

Apologies from Alan Thompson

3. Minutes of previous meeting held on 29 November 2006

Minutes of previous meeting were approved.

4. Matters arising from the Minutes

a. **NZSAR Awards.** The SAR Secretariat Manager (SSM) advised the meeting that, in his opinion, the late submission by NZ Defence Force of a nomination for the NZSAR Award did not fall within the established criteria. As an alternative he suggested some form of "Certificate of Recognition" which could be awarded in such cases where it is not appropriate to award the SAR Award.

After some discussion this proposal was accepted so long as it didn't conflict with any other awards currently available.

Action: SSM to investigate further and prepare an improved SAR awards policy and advise members prior to the next Council meeting

b. **NZSAR Strategic Funding:** The Chair and the SSM advised the Council on the status of the current SAR budget initiative. Indications from the Ministers office are that it has been placed in the marginal group of initiatives which are unlikely to receive a positive outcome.

The Council expressed disappointment at the news and a short discussion ensued centred on how to proceed should the initiative fail completely. Commissioner Broad undertook to raise the matter in support of the initiative, together with Alan Thompson, with Minister King at their next meeting.

5. **Review of the NZSAR Secretariat.** The Chair introduced the review into the NZSAR Secretariat and commented that it was a necessary and useful exercise. It was, however, noted that carrying out all the recommendations will be dependent on the outcome of the budget bid.

No significant issues were raised by the meeting concerning the content of the report. NZ Police noted that there was a perceived risk of the SAR Secretariat “being lost” in the Ministry, because of its physical home, and there was a need for the NZSAR Secretariat’s brand to be more independent.

It was agreed that the review had been formally received by the NZSAR Council.

Decisions of the NZSAR Council (by recommendation):

- (1) Review Recommendation 1: The SAR Secretariat should continue in its current form. It should not be disestablished or reconstituted.
 - NZSAR Council decision: The SAR Secretariat should continue in its current form. It should not be disestablished or reconstituted for the time being and it should be regularly reviewed.

- (2) Review Recommendation 2: The Canadian approach, with its whole-of-sector focus, continues to be an appropriate model for the development of the Secretariat.
 - NZSAR Council decision: Accepted.

- (3) Review Recommendation 3: The Secretariat should be provided with formal terms of reference specifying the role, functions and outputs expected to be performed or delivered.
 - NZSAR Council decision: Accepted. The SSM is to research the relevant background papers to check on what material currently exists, and provide advice to the Council on what is required to fulfil this recommendation.

- (4) Review Recommendation 4: The ambiguity involved in the Secretariat’s role should be addressed by:
 - The nature of the role being acknowledged in the terms of reference;
 - Stakeholders participating in processes such as the recruitment and performance assessment of the Manager;
 - The Manager being demonstrably accountable to the Council for certain outputs;
 - The Secretariat operating under a NZSAR “brand”.
 - NZSAR Council decision: Accepted. The SSM is to research the relevant background papers to check on what material currently exists, and provide advice to the Council on what is required to fulfil this recommendation.

- (5) Review Recommendation 5: The priorities for the work programme are the implementation of the strategic plan and the development of a community of interest among SAR stakeholders.

- NZSAR Council decision. The Council noted that the capacity of the NZSAR Secretariat to complete any work program will be reliant on the availability of funding. The Council decided that the priorities of the NZSAR Secretariat shall be set by the NZSAR Council.
- (6) Review Recommendation 6: The Secretariat's funding should be increased by \$250,000 pa commencing on 1 July 2007 to provide for the engagement of a second person with analytical and project planning skills (\$150,000), a budget for implementing projects under the strategic plan (\$50,000) and an enhanced communications plan (\$50,000).
- NZSAR Council decision. The NZSAR Council noted that the capacity to deliver on this recommendation will be reliant on the outcome of current SAR budget initiative.
- (7) Review Recommendation 7: The existing contributory funding arrangement should be replaced with an appropriation in Vote: Transport.
- NZSAR Council decision. The NZSAR Council noted that the capacity to deliver on this recommendation will be reliant on the outcome of current SAR budget initiative.

It was suggested by NZ Police that a letter be sent to Brian Murray, thanking him for the review stating that the recommendations are accepted and consideration of some of them will be deferred until the outcome of the budget bid is known.

Actions:

- SSM to draft letter a letter of thanks to Brian Murray for Alan Thompson's signature as Chair of Council.
 - SSM to research the NZSAR Secretariats terms of reference, roles, functions and outputs and provide advice to the Council.
8. **NZSAR Strategic Plan.** The meeting discussed and accepted that much of the content in the current NZSAR Strategic Plan cannot be properly addressed until future funding is established. It was agreed that the SSM prepare a list of what can be achieved currently within current funding limitations and circulate it to Council members outside the meeting for consideration.
- **Action:** SSM to provide NZSAR Council members with a suggested list of priorities from the current NZSAR Strategic Plan that can be continued within current funding limitations.
9. **Matters from NZSAR Consultative Committee.** The SSM reported back that there were three approved new attendees at the Consultative Committee meeting: NZ Surf Lifesaving, Kordia and The Federation of Commercial Fishermen.

10. **General Business**

- a. **GOES 9.** The SSM advised the Council that he has received notification that the GOES 9 satellite will be decommissioned mid 2007 without replacement. MNZ noted that this will have implications for their LUT which they will investigate.
- b. **NZSAR Communications.** SSM outlined to the meeting a plan for a regular communication with SAR stakeholders and other interest groups. The Council agreed it was a good idea subject to funding.
- c. **ZK-HTF.** The SSM updated the meeting on the CAA's progress with the recommendations from the ZK-HTF Independent Review.
Action: The SSM will circulate the updated response plan documentation with the draft minutes.
- d. **Drowning Prevention Strategy.** The SSM advised the Council that he had officially been invited to represent the NZSAR Council at meetings for the Drowning Prevention Strategy. This was well received by the Council.

11. **Proposed next meeting.** 30 May 2007, combined with the NZSAR Consultative Committee. It was agreed that the NZSAR Council would meet separately from the combined meeting for 1 hour prior in order to discuss the funding initiative.

Meeting concluded at 3.10 pm.

Bruce Johnson
Chair