



New Zealand Search and Rescue Council

Minutes of Meeting

2:00 – 4:00pm Wednesday 27 August 2008
6th Floor Te Waka Boardroom, Novell House,
89 The Terrace, Wellington

Attendees: Wayne Donnelly (MoT), Geoff Logan (NZ Police), Duncan Ferner (NZSAR Secretariat), Steve Douglas (CAA), Catherine Taylor (MNZ), Rachel Roberts (NZSAR), Nigel Clifford (MNZ), Howard Broad (NZ Police), Peter Stockwell (NZDF), Zeld Coetzee (MoT), Carl Van Der Meulen (DIA), Rory Addison (MoT), Ted Preston.

1. Welcome

Wayne Donnelly (Chair) welcomed everyone to the meeting. The NZSAR Secretariat Manager introduced Carl Van Der Meulen, who had been appointed to the Secretariat as Senior Adviser. Carl will take up the position on 1 September 2008.

2. Apologies

None

3. Minutes of previous meeting

The minutes of the previous meeting held on 28 May 2008 were accepted.

4. Matters arising from the previous Minutes

Item 10: ZK-HTF Review:

The NZSAR Secretariat Manager reported that responses to the recommendations of the 2006 ZK-HTF independent review had been updated.

5. Reviews and Research

5.1 Training

Ted Preston was introduced and welcomed. He is conducting a review of the conduct of SAR individual and collective training and its effectiveness throughout the sector, as identified in the NZSAR Strategic Goals (2008). The Terms of Reference (TOR) for this review were circulated prior to the meeting.

5.2 SAROP and SAR asset location

The NZSAR Secretariat Manager reported that the Massey University GIS section is studying the geographical relationship between SAROPs and SAR assets. This should ultimately inform decision makers about the relationship between where SAROPs occur and where SAR assets are located. Geographical information of asset locations in a GIS format (lat/long or map grid) is being gathered from Consultative Committee members. The study is expected to conclude at the end of June 2009.

5.3 Volunteer

A draft TOR for a Volunteer Review had been circulated to Council Members prior to the meeting. The NZSAR Secretariat Manager sought feedback from Council on it. Council generally agreed that the scope of the review was detailed and perhaps too large, and that the purpose statement required refinement.

Action:

- Redraft the TOR for the review, particularly its purpose and scope; and
- Consult with other agencies who have done similar studies such as the Ministry of Social Development,.

Responsibility:

NZSAR Secretariat

5.4 NZSAR Governance

A draft TOR for a Review of NZSAR Governance Arrangements was circulated prior to the meeting. The Council discussed the TOR and questioned the need for such a review.

Action:

- Consult with Minister King as both Minister of Transport and Minister of Police to determine her views.

Responsibility:

Ministry of Transport

6. NZSAR Strategic Funding

6.1 Service level agreements (SLAs)

The Secretariat Manager reported that SLAs had been signed with Coastguard NZ, Surf Life Saving NZ and LandSAR NZ. An agreement with Amateur Radio Emergency Communications (AREC) has not yet

been reached as AREC needs to form itself into a legal entity. Once that is completed, SLA negotiations will recommence.

6.2 Monitoring

SLA monitoring reports will be presented at the next Council meeting.

6.3 Initiatives for Financial Year (FY) 2009 - 2010

Duncan Ferner asked Council for guidance for a budget initiative for 2009/10. Extensive discussion ensued.

The Council **noted** that:

- The existing initiative addressing strategic risks was for only two years and concluded in June 2010.
- The Land Transport Management Amendment Act was now in place opening the possibility of accessing hypothecated marine fuel excise duty for SAR and other recreational marine purposes from July 2009.
- The Ministry of Transport needed to provide appropriate policy guidance to enable access to hypothecated marine fuel excise duty.
- Rationalisation of SAR funding sources would be desirable.

The Council **directed** that:

- a new SAR initiative to address strategic SAR risks was to be prepared for commencement in the 2009/2010 FY.
- the NZSAR Secretariat should prepare the business case for all non-MNZ specific elements;
- MNZ should prepare MNZ specific elements; and,
- existing business cases may be used but they should be updated if required.

6.4 RCCNZ finances

Catherine Taylor spoke of the various streams of funding for RCCNZ and the changes in their fixed variable costs over the previous four years. These changes now presented considerable risk to MNZ and were not fully addressed by the new strategic SAR initiative. She outlined Maritime NZ's accounting practises which separated RCCNZ's costs from the rest of Maritime NZ's business.

Catherine informed Council that she had a conflict of interest as Maritime NZ needed to ensure its other maritime interests were also addressed, not just its search and rescue interests. She indicated that Maritime NZ would prepare the business case for a RCCNZ related budget initiative for FY 2009/10 as the RCCNZ faced a number of serious risks that could affect its ability to operate effectively – particularly relating to variable SAR costs.

Catherine reinforced that rationalisation of SAR funding sources, (hypothecated and Crown appropriation) was desirable.

Wayne Donnelly noted that MoT was currently developing policy to enable hypothecated marine fuel excise duty funding to be accessed for SAR and other purposes commencing FY 2009/10.

7. NZSAR Secretariat Matters

7.1 Statistics

A NZSAR Strategic Statistics plan was presented to Council for approval. The plan proposes methodologies to collect collate and analyse strategic NZSAR statistics.

Council **approved** the Strategic Statistics Plan.

7.2 Annual Report

The NZSAR Annual Report 2007-08 is well underway and Council agreed with the proposed page plan as presented by the Secretariat Manager.

7.3 NZSAR Seminar 2009

The Secretariat Manager briefed the Council on initial planning for the NZSAR Seminar to be held in May 2009. The dates under consideration are 15/16 or 22/23 May 2009. The seminar will include the NZSAR Awards for 2008, a combined Council and Consultative Committee Meeting as well as SAR workshops by mode, information sessions, organisational capacity sessions and opportunities for networking. Indicative cost and attendance numbers were provided.

The Council **endorsed** the planning to date and provided guidance regarding costs, attendees and speakers.

The Council **agreed** that they would make themselves available, as far as possible, to attend the seminar as appropriate.

8. General Business

8.1 Wanganui incident NZ Police report

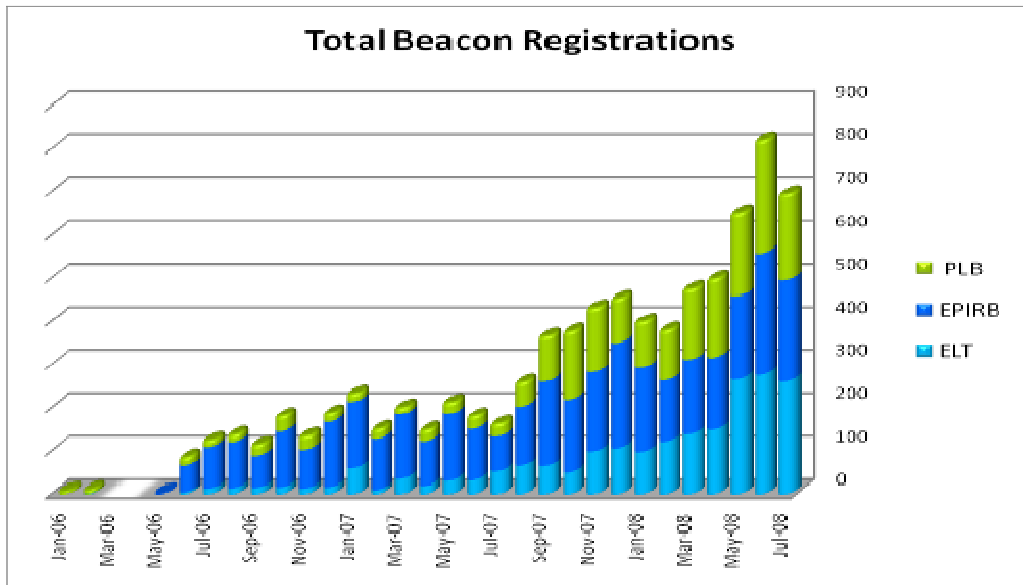
There was nothing new to report. The inquest into the incident was due in September 2008.

8.2 Report from NZSAR Consultative Committee Meeting

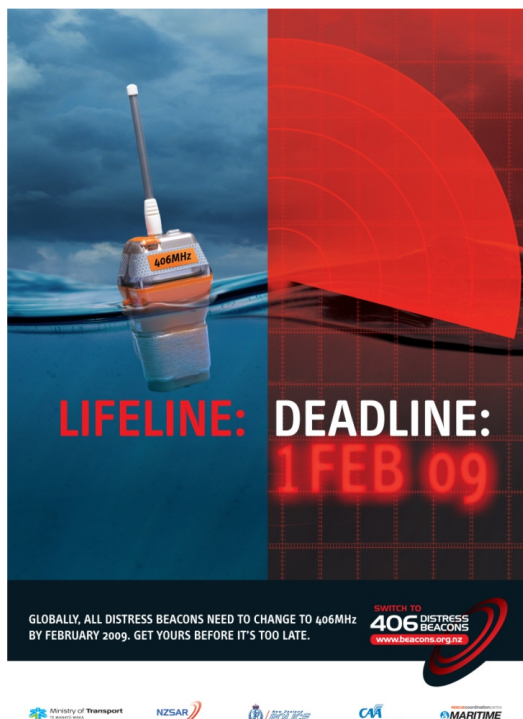
A report on the meeting of the Consultative Committee, held on 20 August, was distributed prior to the meeting. The Council **accepted** the report.

8.3 Beacons

The Secretariat Manager noted that registration of 406MHz beacons was steadily increasing with over 10,000 in the RCCNZ database.



The new draft advertising creative for the beacons campaign was shown to the Council.



The meeting concluded at 3:30pm.

Proposed next meeting: 26 November 2008

Wayne Donnelly
Chair