



New Zealand Search and Rescue

**Minutes of NZSAR Council Meeting
Wednesday 26 August
2.00pm – 4.00pm
Level 6, Te Waka Boardroom, Novell House
89 The Terrace**

Attendees: Martin Matthews (MoT), Heather Staley (MoT), Catherine Taylor (MNZ), John Lanham (CAA), Phil Gibbons (NZDF), Viv Rickard (Police)

Present: Duncan Ferner (NZSAR Secretariat), Carl van der Meulen (NZSAR Secretariat), Nigel Clifford (RCCNZ), Roger Brown (MoT), Rachel Roberts (NZSAR), Bruce Johnston (Police), Amy Greig (MoT), Wayne Higgins (MoD)

1. Welcome:

Martin Matthews (Chair) welcomed everyone to the meeting. He indicated that the main item for the meeting was Council discussion around the Defence Review.

2. Apologies:

Steve Douglas (CAA)
Commissioner Howard Broad (Police)

3. Minutes of Previous Meeting:

The minutes of the previous NZSAR Council meeting held on 4 March 2009 were accepted as a true and accurate record.

4. Matters arising from the previous Minutes:

Duncan Ferner (SSM) briefed the Council on the following matters arising from the previous Minutes:

- *Identifying and learning SAR lessons.* Will be incorporated in the new-look website and also Link newsletter
- *NZSAR Review Policy.* Approved out of session.
- *Training Advisory Panel.* Work ongoing.
- *Training Implementation Plan.* Work ongoing.

5. **Service Level Agreements – Monitoring Report:**

Carl van der Meulen provided a Monitoring Report for the April – June Quarter, and an overview of the 2008/2009 year, for the Service Level Agreements.

The report included a summary of the SAR activities carried out by the SLA partners over the quarter. The Coordinating Authorities were satisfied with the services provided by the SLA partners. Carl advised the Council that changes have been made to the Police and RCCNZ database forms, which will enhance the sectors reporting and monitoring abilities. The overview of the year included some extra information on total volunteer hours provided by the SLA partners. Some individual points to note are:

LandSAR

- Some LandSAR groups are still struggling with getting P130 details from Police, especially event numbers.

Coastguard

- 32 new or refurbished Coastguard Rescue Vessels have been completed over the last 16 months.
- The Coastguard Unit at Cape Egmont has been terminated, and Maketu Sea Rescue has been appointed as a new Coastguard Unit.

Surf Life Saving NZ

- SLSNZ are already using the updated terminology relating to people at risk during SAROPs. 84 people were designated as being at risk, with 33 lives saved, 27 lives rescued, 20 people assisted and 4 fatalities during the SLSNZ half year reporting cycle.

AREC

- The ARC SLA has been signed off for the 2009/2010 year.
- There are no current reporting requirements from AREC for this year.

The Council accepted the monitoring report.

TOPO 50 Update – Carl briefly spoke of the TOPO 50 project, which is the new map series being introduced by LINZ. The new map series will be in use from 23 September 2009. Carl advised the Council that the sector is ready for the launch.

Statistics Update – Carl briefly provided the Council with some early statistics for the 2008/2009 year. Of note was the significant increase in land based distress beacon alerts. The annual statistics report will be presented to the Council at the next meeting.

6. Strategic Discussion

Open discussion took place on the 2009 Defence Review. Wayne Higgins (MoD) provided background information to the Council on the review. This is the first review for 12 years and it is looking at policy options, military capability, procurement, HR issues, financials and modelling scenarios. The public consultation process was held from 26 June – 24 August. So far 210 responses have been received.

The policy, capability and strategy paper went to the Strategy Committee on 17 August, a Defence Assessment report is to be completed for the Minister by the end of November 2009. The final paper is expected to go to the Minister in March 2010.

The Council noted that it welcomed the review and agreed that it would like:

- to see the role NZDF has in SAR expressed more explicitly in the Review/ Assessment.
- to see an explicit reference to NZDF commitment to SAR within the domestic/ inshore NZ context, not just the wider Pacific.
- SAR requirements to be considered as part of wider considerations around Maritime Domain Awareness. We have a strategic SAR risk around New Zealand's search and locate capacity in the less than 50nm zone around NZ.
- Defence to recognise, and articulate, the importance of SAR training for all SAR partners. Specifically that SAR groups train with/ are trained by NZDF in use of their assets.
- to see greater coordination between NZDF and domestic SAR coordinators and providers to maximise training opportunities and to ensure the best possible operational SAR outcomes. This may be as simple as ensuring the location of Defence assets is visible to SAR so they can be operationally requested or to forward plan SAR exercises etc. This is for all relevant assets/organisations, not just helicopters.

The Council also noted that :

- Operational NZDF helicopter use in the SI for SAR is inhibited by the long transit times from Ohakea.
- NZ's SAR obligations in and around Antarctica may grow. This has Defence implications as it will most likely be NZDF assets that are requested to assist.
- SAR is interested in the potential of UAVs and recognises defence leadership in this area.
- For NZ to meet its international SAR obligations, a P3-like capability is vital given distance/areas involved.
- The changing nature of major NZDF assets (Protector vessels / helicopters / P3's, ISTAR etc) will change the nature of SAR engagement. NZDF may find itself being requested more frequently due to the superiority of their platforms and / or because they are more available in NZ for tasking.

Wayne Higgins noted the views of the Council and undertook to provide that information to the Defence Review team.

The Council also asked the Secretariat Manager to be available to the Defence Review team for further discussions and/or clarification as required.

7. NZSAR Core Curriculum

A briefing paper on the development of the NZSAR Core Curriculum was discussed. The Council noted that this paper had been previously endorsed by the NZSAR Consultative Committee meeting.

The Council was pleased that the development of the NZSAR Core Curriculum appeared to be progressing well and it requested no changes to its development.

The Council noted their appreciation of the expert work done to date by the working group and requested that they finalise the draft NZSAR Core Curriculum prior to the next Council meeting.

8. Strategic Funding Update:

Roger Brown (MoT) briefed the Council on policy developments to enable access to LTMA Act (2008) Section 9(1) funding for SAR purposes. The Council noted that initiatives must be kept within defined limits.

The SSM sought Council guidance about the development of the post interim funding initiative against Section 9(1) sources. The Council indicated that it expects the initiative to be developed in line with the existing 2009/2010 interim funding (\$4.279m) and that MNZ would develop a further initiative for the recover of excess variable SAR costs.

9. NZSAR Funding:

9.1 Secretariat 08/09 and 09/10

The SSM reported to the Council on NZSAR Secretariat and NZSAR Council spending in the 2008/2009 financial year and the projected budgets for the 2009/2010 financial year.

The Council accepted the report and agreed to the projected budgets for the 2009/2010 financial year.

9.2 NZSAR Training and Education 2009/2010

The SSM briefed the Council on the proposed NZSAR Training and Education activities for the 2009/2010 year. The Council agreed to the proposal.

10. National Leadership of SAR Exercises:

The Council considered a previously circulated paper titled "Improving New Zealand Search and Rescue Exercises". The SSM spoke to the paper and following a positive discussion, the Council **agreed** to the papers recommendations to:

- **Direct** the NZSAR Secretariat, in consultation with the Police, RCCNZ and wider NZSAR sector, to prepare and maintain a national major SAREX plan based on an analysis of SAR risk, requirement and need.
- **Invite** national SAR organisations to participate in the analysis, planning, participation and evaluation of major SAREXs.
- **Direct** the NZSAR Secretariat to make available to the sector SAREX guidelines, templates and other SAREX enabling resources.

11. General Business

11.1 Report from NZSAR consultative committee, meeting held 12 August 2009.

The SSM presented the report from the Consultative Committee meeting of 12 August noting that attendance was lower than normal but that attendees participated positively. The Council accepted the report.

11.2 NZSAR Workshops

The SSM briefed the Council on a range of NZSAR workshops planned for the following months.

Dementia Workshop

- Provide a forum for responders and carers to discuss common issues related to dementia-related search and rescue response.
- Attendance will be a selected group of 20 – 30 people, the workshop is being held on 15 – 16 October and the location is to be confirmed (most likely will be held in Auckland).

Hoist Operators Workshop

- Provide a forum for SAR helicopter operators to discuss common issues related to the operation of SAR helicopters, rescue and recovery techniques and identify common procedures and safety issues.
- Attendance will be a selected group of 100 people, the workshop will be held 19 and 20 November 2009, location – RNZAF Base Ohakea.

Land Search and Rescue Communications Workshop

- Provide a forum for SAR land communicators to discuss issues related to communications for land based SAR operators and prepare an agreed current and future joint capability statement.
- Attendance will be a selected group of 20 – 30 people, the workshop will be held on 22 October, at Ministry of Transport offices.

Marine SAROP Workshops

- Provide two forums for Marine SAR leaders to discuss issues related to water based SAR operations. Attendance, location and dates to be confirmed.

SAR Avalanche and Workshop

- Provide development of a standardised NZ Avalanche strategy including: Pre plans, Communications, Electronic aids for location, Training issues, Exercising, Collaboration
- Attendance, dates and location to be confirmed.

The Council endorsed the purpose, range and scope of the proposed workshops.

11.3 Annual Report

The SSM briefed the Council on the development of the 2008/2009 NZSAR Annual Report. Cath Taylor (MNZ) asked that the SAR linkages diagram be amended to include Maritime NZ.

The Council noted that the annual report would include the updated linkages diagram and a GIS map of Category 1 SAR incidents.

11.4 Online Resource Database and Aviation Workshop

Nigel Clifford (RCCNZ) presented an update on the SAR Resource Database to the Council. Progress was noted.

11.5 NZSAR Website

The SSM advised the Council that the redevelopment of the NZSAR website was nearly complete. The new look website will have new features including:

- Secure log in area
- NZSAR calendar
- NZSAR lessons/issues identified for sharing/learning
- Provision of templates/procedures
- Access to the NZSAR online resource database

11.6 NZSAR Awards

The conduct of the 2008 NZSAR Awards was discussed. The Council agreed that it was a good model for the 2009 NZSAR Awards.

It was noted that, as yet, no nominations had been received for 2009 and that nominations close at the end of December 2009.

Meeting concluded: 4.00pm

Date of next meeting: Wednesday 9 December 2009, 2.00pm.

Martin Matthews
Chair

Action Tasks

Action	Responsibility
6 SAR Secretariat to meet with review panel for NZDF review as required	Secretariat
7 Consultative Committee Working group to progress Core Training Curriculum	Secretariat
11.3 Amendment to Diagram for Annual Report showing NZSAR linkages. MNZ to be included in top level connections.	Secretariat