



RECORD OF MANAGEMENT MEETING TO DISCUSS DEVELOPMENT OF THE NZSAR CORE CURRICULUM

23 April 2009, Novell House, 89 The Terrace, Wellington

Present:

Ted Preston (consultant, NZSAR Secretariat)
Duncan Ferner (NZSAR Secretariat)
Carl van der Meulen (NZSAR Secretariat)
Nigel Clifford (RCCNZ)
Rodney Bracefield (RCCNZ)
Dean Lawrence (CNZ)
Phil Pollero (CNZ)
David Shearer (SARINZ)
David Waters (Ambulance NZ)
Gerry Prins (Police)
Bruce Johnston (Police)
Hadyn Smith (LandSAR NZ)

Opening Comments

Duncan welcomed everyone to the meeting and noted that the NZSAR Council had accepted, without reservation, all the recommendations of the NZSAR Training review. The Council also directed that the recommendations be implemented as soon as possible in order to bring improvements to New Zealand search and rescue.

Duncan outlined three intentions for the day.

- To plan how we manage the development of the Core Curriculum.
- To decide how to establish the NZSAR Training Advisory Panel (TAP).
- To discuss the development of a national SAR exercise plan.

Ted noted that:

- he has not received any negative feedback on the training review, but several messages of accord with the findings together with support for momentum in developing the core curriculum as soon as is practically possible;
- there is a need to ensure that the curriculum will be relevant sector-wide, so working group members are required to take a view that extends beyond their own individual and agency interests. The working group's ideas will be communicated widely, with response and engagement being not only welcomed but expected."

Core Curriculum

Ted proposed the establishment of a working group to develop the core curriculum based on interagency training and collaboration, and that he would act as its facilitator.

Working Group. The meeting agreed that the working group will comprise: Ted Preston, Ross Gordon, Phil Pollero, Sherp Tucker, Rodney Bracefield, Bruce Johnston, and the yet to be appointed National Training Coordinator of LandSAR.

Ted will manage the tasks of the working group on behalf of the NZSAR Secretariat.

The working group will meet as soon as practical and receive travel and limited administrative support from the NZSAR Secretariat. Two meetings will be planned for May 2009.

An open discussion on the scope, principles, and objectives of the working group led to the following points being agreed.

Principles. The meeting agreed with the following guiding principles for the working group to keep in mind during their deliberations. The working group:

- Needs to adhere to existing NZSAR policies that are established in existing planning and strategy documents.
- Should ensure the NZSAR core curriculum and its outputs align with the requirements and formats of the NZQA standards framework. Doing this will simplify any future effort to integrate more closely with this framework.
- Attempt to standardise names, terminology and roles as far as possible.
- Should build upon existing training that exists within the sector wherever possible, and respect the expertise that exists within the sector.
- Needs to place emphasise on cooperative and coordinated training within the sector.
- Should, where appropriate, consider international SAR training models and curriculums.

Expectations. The meeting established the following expectations for the working group:

- Prepare a NZSAR core curriculum supported by the SAR sector for recommendation to the NZSAR Council.
- Provide collated visibility of the training that exists within the sector. This might take diagrammatic or matrix form for ease of understanding.
- Identify SAR training critical points as well as linkages, common processes and new opportunities for training collaboration and cooperation within the sector.
- To examine training for SAROP management.
- To examine training related to core SAR skills (what there is, and what there should be).
- Consider the inclusion of teaching SAREX planning, monitoring and debriefing skills within the curriculum.
- Develop a review process/ cycle for the core curriculum.
- Identify the resources and people required to implement the core curriculum.

- Recommend a prioritised plan for the development and implementation of the core curriculum. This plan should have an “outcomes” perspective.
- Identify risks to the implementation of the NZSAR core curriculum.
- Propose a communications plan to communicate the core curriculum. The NZSAR Secretariat can assist with this work.

The meeting agreed that there were no aspects of NZSAR training that were “off limits” or beyond the potential examination by the working group. It also noted that the emphasis of the NZSAR core curriculum must be on the management of SAROPs and where SAR organisations work together, not on specific SAR enabling skills.

Timeline. The meeting noted that the working group would need to complete this work on top of the members’ existing workloads and that this may create some pressure on individuals.

The agreed timeline for working group deliverables is:

- Preliminary report in time for the NZSAR Consultative Committee meeting on 12 August 2009.
- Final report to the NZSAR Consultative Committee meeting on 25 November 2009 meeting.
- Implementation of the core curriculum by 1 July 2010.

The meeting also noted its desire for the core curriculum to be a practical and pragmatic piece of work, which will enable rapid and achievable steps to be taken to improve SAR training in New Zealand. It also noted that further work may be required to implement the core curriculum, such as new course development.

Ted noted that the development of the NZSAR core curriculum would be his first priority, but that his contract would need to be extended beyond the end of June 2009 given the agreed timeline.

Training Advisory Panel

The concept of the NZSAR Training Advisory Panel (TAP) is to establish a 'pool' of experienced and knowledgeable experts drawn from the 11,000 people who make up New Zealand's SAR sector. These individuals would not necessarily "represent" their home organisations, but rather be able to provide expert advice about a range of SAR and SAR related skills.

The TAP will take the form of a list maintained by the NZSAR Secretariat, which will detail names, relevant skills and contact details.

The TAP can then be drawn upon in an as needed basis by members of the sector. It is envisaged that the TAP will be of use to SAR project teams (such as the one developing the NZSAR core curriculum), the NZSAR Council/Secretariat and others within the sector who may want specific advice from time to time. It is not envisaged that the TAP would be convened as a formed group, but , as and when, the need arises, some or all of the members of the TAP may be brought together for specific purposes.

The NZSAR Secretariat will request nominations from the sector for the TAP.

National SAREX Plan

The recommendations from the training review on the development of a national SAREX plan were discussed. The meeting agreed that:

- The sector is not making the best of its training opportunities through inadequate coordination of significant SAREXs. SAREX planning, evaluation and debriefing can also be enhanced. The teaching of specific SAREX skills in these areas needs to be considered as part of the NZSAR core curriculum.
- "Significant SAREXs" were not easy to classify, but were generally thought to be the medium to large scale SAREXs, which included two or more SAR partners.

- The NZSAR Secretariat will provide greater visibility of significant SAREXs through an online calendar. The sector will need to participate in providing information to populate the calendar.
- The development of agreed significant SAREX guidelines and templates for use by the sector would be of assistance.
- The use of “cold cases” offers significant potential on which to base SAREXs.
- The distribution of lessons learnt from SAREX experience is important. Avenues such as newsletters or bulletins, as well as an online database may be suitable.
- The NZSAR Council has a place in providing national SAREX policy, objectives and in assisting the long term coordination of significant SAREXs. The Council may also be asked to consider the provision of resources to assist in the preparation and evaluation of selected significant SAREXs. A combination of these elements will form the national SAREX plan.
- The national SAREX plan needs to be in place by 1 July 2010.