



New Zealand Search and Rescue Combined Council and Consultative Committee

Minutes of Combined Meeting

**New Zealand Search and Rescue Council and Consultative Committee
2:00 – 4:00pm Wednesday 28 May 2008
Ministry of Transport
Level 6
Novell House
89 The Terrace
Wellington**

Attendees:

Geoff Logan (NZ Police)	Nigel Clifford (RCCNZ)
Rory Addison (MoT)	Brendan Comerford (Kordia)
David Waters (Ambulance NZ)	Brett Sullivan (Surf Life Saving NZ)
Duncan Ferner (NZSAR Secretariat)	Colin Small (NZ Coastguard)
Bruce Reid (NZ Coastguard)	John Scobie (LandSAR)
Rachel Roberts (Outlook Media)	John Seward (RCCNZ)
Zelda Coetzee (MoT)	John Fogden (CAA)
Darryl Carpenter (MSC)	Mike Cuddihy (DoC)
Jeff Sayer (AREC)	Peter Williams (MNZ)
John Funnell (AIA)	Wayne Donnelly (MoT)
Catherine Taylor (MNZ)	Steve Douglas (CAA)
Howard Broad (NZ Police)	Peter Stockwell (NZDF)

1. Welcome

Wayne Donnelly, Acting Chief Executive of the Ministry of Transport introduced himself and welcomed everyone to the combined meeting of the NZSAR Council and the Consultative Committee.

2. Apologies

John Yaldwyn (AREC), Peter Jones (Federation of Commercial Fishermen), Erik Barnes (Antarctica NZ), Jim Stuart-Black (NZ Fire Service), Gerry Prins (NZ Police)

3. Minutes of the previous meeting

The minutes of the previous meeting of the NZSAR Consultative Committee held on 28 February 2008 were accepted as a true and accurate record.

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

Those matters arising from the previous meeting are on the agenda.

5. **NZSAR Strategic Funding**

5.1 **Budget Initiative**

Strategic funding of \$4.169m of Crown appropriation each year for two years has been approved by Government.

Funding is currently aimed at:

- **Search and Rescue Training and Education:** A number of joint Police and RCCNZ work streams have been identified and training activities currently in place will be amplified and improved. These include, air observer training and refresher courses and on scene coordinator training.
- **Changes and improvements to RCCNZ:** Funding will enable increased staff numbers and upgrading of some equipment.
- **2009 NZSAR Seminar:** An annual SAR Sector seminar is envisaged, with the first proposed for May 2009. The conference would be aimed at SAR leadership and would include a combined SAR Council and Consultative Committee meeting and annual NZSAR Awards. The conference will present an opportunity for organisational strengthening, presentations by experts, branding and networking.

The Meeting agreed that the first seminar should be conducted in Wellington, be held over a Friday and Saturday and include both the 2009 Combined meeting and the NZSAR Awards ceremony.

The SAR Secretariat Manager (SSM) welcomed any further suggestions and/or ideas.

- **SAR NGO funding:** SAR NGO funding is aimed at partially supporting SAR voluntary organisations to enable predictable, sustainable SAR responses and to strengthen organisational performance. \$2.79m per year for two years is appropriated for this purpose. The SSM reported that negotiations have started on Service Level Agreements (SLA). The Treasury provided guidelines for monitoring and measurement of funding and MoT will be involved in the monitoring process.
- **Improving NZSAR Governance:** A small portion of the funding will enable the addition of one person to the NZSAR Secretariat.

5.2 Land Transport Management Amendment (LTMA) Bill

The SSM gave an update on progress of the LTMA Bill. The Transport Select Committee has reported back to the House. They recommended to the House that money be made available for:

- Search and Rescue as a generic activity;
- Recreational boating safety education and awareness;
- Maritime safety services that benefit the users of pleasure craft; and
- Administrative costs.

The aim was still for this legislation to be passed before July 2008. Once the Bill has been passed, policy will be developed re administration of and accountability for funding.

It is expected that the LTMA Bill's hypothecated funding will take over from appropriated funding within two years. However the Bill is yet to be passed and the policy to support it is still under development.

6. Class Reviews

A proposed system for deciding the definitions and coordinating responsibilities for search and rescue activities was circulated and **approved** by the NZSAR Council. The Council directed that the new system will come into effect on 1 July 2008. The new definitions and coordinating responsibilities for search and rescue activities are attached.

Actions:

The NZSAR Secretariat Manager is to:

- Prepare and release a press statement.
- Publish widely in relevant printed media.
- Update NZSAR documentation.
- Publish on NZSAR website.

All members of the NZSAR Consultative Committee agreed to:

- Publish and circulate new system of classification internally.
- Update internal documentation.

7. Draft NZSAR Strategic Goals

The SSM thanked those who commented on the widely distributed draft Strategic Goals 2008. Comments received have been incorporated into the document.

Following discussion, it was agreed that an additional goal to research the location and nature of SAROPs in relation to SAR assets. This research, sponsored by the Secretariat, is intended to inform decision making throughout the sector. The Council **approved** the Strategic Goals 2008 with the inclusion of the discussed amendments.

8. Non essential use of SAR resources

The SSM requested permission to develop a policy relating to the non essential use of SAR resources. It was noted that an increasing number of SAR incidents were possibly non essential and that the sector received frequent comment that it should charge for such incidents. The proposal was **endorsed** by the combined meeting with the caution that this policy would need to be carefully framed.

9. General Business

9.1 Sector update

- **RCCNZ:** Nigel Clifford reported that the RCCNZ has established good contacts internationally at the recent COMSAR meeting enabling them to coordinate efforts relating to Antarctica. Changes have been made to the ICAO manual relating to how RCCNZ provides medical advice and assistance, as well as to electronic issues with regards to standardisation of what equipment can do.
- **Amateur Radio Emergency Communications:** Jeff Sayer spoke briefly about AREC training and future plans for AREC.
- **Ambulance New Zealand:** David Waters reported that a National Standard had been published. The Ministry of Health directed Ambulance New Zealand to develop a National Ambulance Strategy. This may have some implications for SAR.
- **NZ Coastguard:** Bruce Reid noted that the summer has seen an increase in recreational boat usage but no increase in calls for assistance. A memorandum of understanding has been agreed with Surf Life Saving New Zealand. Coastguard was pleased about the Service Level Agreements being negotiated. They reported that they now have 10 new vessels on the water (including a repositioned vessel at Queenstown). They should have tracking systems (TrackPlus) in all vessels before the end of 2008. A three day senior boat masters course is being introduced. Coastguard now has 10 air patrols and will be producing an air patrol manual.
- **LandSAR:** NZ LandSAR reported that they are focussing on a program of brand awareness, a project on lost person behaviour, a review of standards and their annual conference in November. LandSAR had a busy summer period.

- **Surf Life Saving New Zealand:** Brett Sullivan reported on a busy summer, with SLSNZ contributing to saving approximately 1700 – 1800 lives. In addition, they supported approximately 300 category 1 searches. Brett noted that it was busier on the East coast with less activity on the West coast. Priorities are the World Water Safety Conference, a coastal risk assessment, first aid training, education and awareness, blue water (Coastguard NZ)/white water relationship and an improved communications network.
- **New Zealand Defence Force:** Delays in the introduction of new and upgraded capability suitable for SAR such as the RNZAF P3K Orion and Project Protector vessels for the Navy were noted.
- **New Zealand Police:** Police, with RCCNZ, delivered the Air Observers course in April to 1 rescue pilot, 2 RCCNZ staff, 8 Coastguard members & 30 Police. In May 36 Police and 4 Doc staff have been trained at the Police National SAR course.

Police have purchased 50 Datum Marker Bouys (DMBs). Both a training and operational DMB will be held by each of the 25 SAR Squads for use in their community for marine SAREXs and SAROPs. Instructions for use will be supplied with the DMBs. Their use will facilitate more accurate planning for drift, enabling faster detection of missing parties. Police are still awaiting delivery of the DMBs.

Attendance at the ANZPAA Project 25 -review of Advanced Diploma and Diploma of Public Safety (Police SAR Coordination and Management) resulting in more specific and better aligned courses of study that will ensure students are better equipped to undertake the functions expected of them.

- **Aviation Industry Association:** John Funnell noted that increased fuel cost and wages is having a significant impact on the aviation industry and the cost of operations. In addition, oil exploration has had a major impact on the availability of pilots. Of 16 rescue helicopters, 10 are based in the north Isle and 6 in the South Isle most of which now have NVG equipment.
- **Maritime Operations Centre (MoC):** Brendon Comerford noted an increased period of activity for the MoC which didn't start to decrease until April. He described automatic identification systems as having the capacity to reduce MoC workloads. Brendon said the MoC was looking at its communications equipment with a view to upgrading it in the near future. This may include an automatic system for weather reports. He also explained that a significant number of MoC incidents involved calls originating from outside of NZ waters and not picked up by other countries. Some internal training and succession planning has also occurred.

9.2 International Contact update

This item was addressed in the sector update.

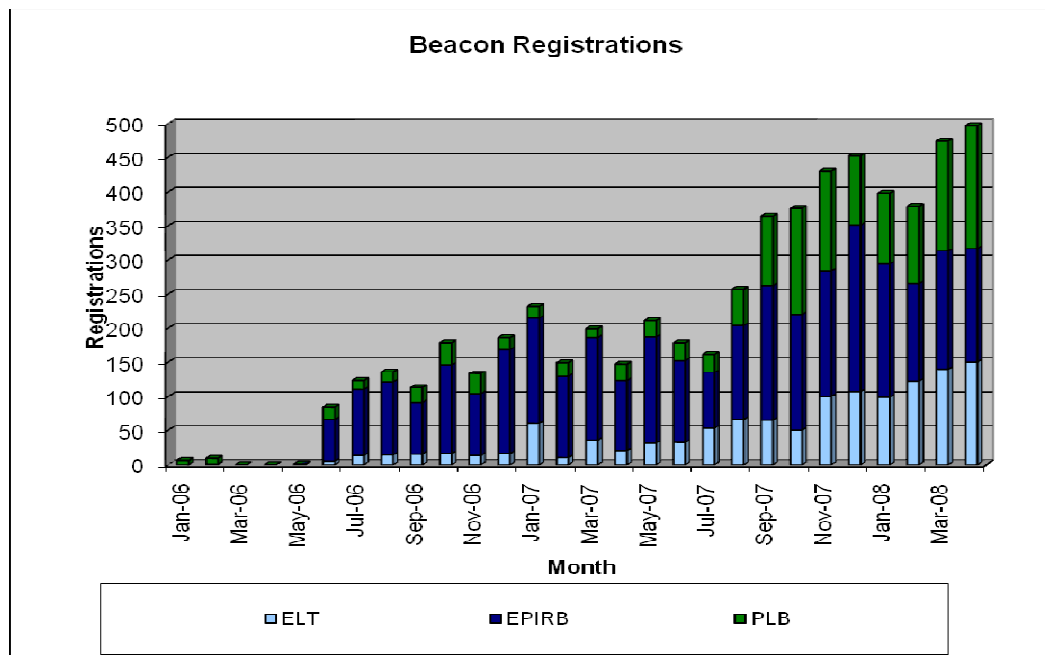
9.3 Beacons Campaign

The SSM briefed the meeting on the progress of the beacons campaign since the last meeting and gave an outline of the plan for remaining 12 months of the beacons campaign. The SSM noted:

- February 2009 is not far away
- The campaign will ramp up this summer
- It will aim for the hard to reach people
- The message will be more urgent
- A survey is planned for March 2009

Figure 1 illustrates 406MHz beacon registrations as recorded by RCCNZ.

Figure 1 – Beacon Registrations



9.4 406 MHz direction finding

The SSM noted that the US Coastguard had conducted a successful trial of 406MHz direction finding equipment. Nigel Clifford said that such equipment is of significant interest in the international SAR community and that the US delegation presented on it at a recent IMO meeting. Peter

Stockwell said that the RNZAF's upgraded P3K and C130 and the new NH90s would have the capacity to direction find 406MHz transmissions.

9.5 NZSAR Awards feedback

The meeting agreed that recognition represented by the NZSAR Awards was important and that volunteers were appreciative of it. Recipients were particularly appreciative that Parliament was the venue for the awards presentation.

9.6 NZSAR Stocktake for 2007/2008

The NZSAR Stocktake needs to be updated. The SSM will commence work on this shortly.

- 10. Proposed next meeting:** The next NZSAR Council meeting will be held on 27 August, and the next SAR Consultative Committee meeting will be held on 20 August.

The meeting concluded at 3:20 pm.

Attachment – Coordination of Search and Rescue Activities



COORDINATION OF SEARCH AND RESCUE ACTIVITIES

Definitions

The following definitions have been agreed for search and rescue activities within New Zealand's search and rescue region:

- **Coordinating Authority.** The Coordinating Authority is the agency or body responsible for the overall conduct of the Search and Rescue Operation. The Coordinating Authority will lead and manage the operation. The New Zealand Police and the Rescue Coordination Centre New Zealand are the recognised Coordinating Authorities in New Zealand.
- **Search and Rescue Operation.** A Search and Rescue Operation (SAROP) is an operation undertaken by a Coordinating Authority to locate and retrieve persons missing or in distress. The intention of the operation is to save lives, prevent or minimise injuries and remove persons from situations of peril by locating the persons, providing for initial medical care or other needs and then delivering them to a place of safety.
- **Body Recovery.** New Zealand Police have the legal responsibility for all body recovery activities in accordance with the Coroners Act 2006. During a Category I SAROP New Zealand Police is the Coordinating Authority and will handle body recovery as part of the SAROP. During a Category II SAROP the Rescue Coordination Centre New Zealand is the Coordinating Authority and will manage all SAROP activity but, where practicable, will defer all matters relating to any subsequent body recovery activity to New Zealand Police.
- **Category I SAROP.** A SAROP coordinated at the local level; including land operations, subterranean operations, river, lake and inland waterway operations and close-to-shore¹ marine operations².
- **Category II SAROP.** A SAROP coordinated at the national level; including, operations associated with missing aircraft or aircraft in distress and off-shore marine operations within the New Zealand Search and Rescue Region³.

Responsibilities

¹ The nature of 'close-to-shore' will vary according to the availability of local resources and the need to task national assets. Typically such operations will be within NZ Territorial Waters (12 nautical miles).

² Category I SAROPs typically require the use of local personnel and resources and can be carried out efficiently and effectively at the local level.

³ Category II SAROPs typically require the use of national or international resources and may involve coordination with other States.

For any SAROP there can only be one Coordinating Authority who is responsible for the management and coordination of the operation. The current responsibilities are as follows:

- New Zealand Police are the Coordinating Authority for all Category I SAROPs.
- The Rescue Coordination Centre New Zealand is the Coordinating Authority for all Category II SAROPs.

Transfer of Responsibility

With the agreement of both Coordinating Authorities any SAROP may be re-categorised at any time and responsibility passed in either direction.⁴

Responsibility for the SAROP must be formally transferred in accordance with established Standard Operating Procedures.

Initial Actions

The Coordinating Authority to receive initial notification of an incident that may require a SAROP will undertake the initial classification of the SAROP and assume responsibility until any formal transfer required is agreed.

Information Exchange

Established protocols provide for information to be exchanged between New Zealand Police and the Rescue Coordination Centre New Zealand to ensure close cooperation, effective communication and appropriate response.

SAROP Conclusion and Suspension

Coordinating authorities will conclude or suspend a SAROP in accordance with established protocols. Where responsibility has been transferred between authorities, the initiating authority will be advised that the SAROP has been concluded or suspended.

Cost of SAROP

The cost of a SAROP is met by the respective Coordinating Authority. Where a SAROP is transferred between Coordinating Authorities, the responsibility for meeting costs also transfers from the point onward.

Statistics

The Coordinating Authority who possesses coordinating responsibility at the conclusion or suspension of a SAROP is responsible for all statistical reporting in relation to the SAROP.

⁴ Typically such re-categorisation would happen no more than once in any SAR operation.