



## MINUTES

Meeting details			
<b>Meeting title:</b>	Marine Search and Rescue Reform Implementation Board Meeting		
<b>Meeting date:</b>	Thursday, 20 October 2016	<b>Time:</b>	1600hrs
<b>Location:</b>	EMV, 121 Exhibition St, Melbourne L23 Russell 4 Conference		

Attendees	Title/Business area
Craig Lapsley	Emergency Management Commissioner
Tony Murphy	Director Capability and Response, EMV
Wes Oswin	Head of Marine Search and Rescue Office
Peter Corcoran	Director Maritime Safety, Transport Safety Victoria
Mark Bainbridge	Coast Guard Representative
Rick Cooper	Independent Representative
Michael Holloway	DEDJTR (for Russell McMurray)
Sally Waring	Secretariat, EMV

Apologies	Title/Business area
John Todor	Superintendent, Victoria Police

UPDATE ON ACTION ITEMS FROM LAST MEETING			
Item	Action	Allocated to	Status
1	MSAR Office to finalise Interim Arrangements, provide covering page with 'issue date' and 'effective from' date as well as an explanatory communique.	Wes Oswin	In progress
2	MSAR Office to investigate opportunities to geospatially map the risk assessment and MSAR capability	Wes Oswin	Completed
3	MSAR Office to provide out of session update re VMIA insurance options	Wes Oswin	In progress
4	MSAR office to respond to volunteers at Waratah Beach regarding revival of MSAR unit	Wes Oswin	Completed
5	MSAR office to draft acknowledgement letter for Russell Rees for signature by Craig Lapsley	Wes Oswin	Completed
6	MSAR Office to schedule bi-monthly meetings for October, early December & February	Wes Oswin	Completed

# AGENDA

Item	Subject	Time	Speaker/Action
1	Opening/apologies/review of actions	5	Craig Lapsley
2	Marine Search and Rescue Office – Progress Report	15	Wes Oswin & Tony Murphy
3	Insurance – (VMIA)	10	Wes Oswin
4	Project Working Group – Overviews <ul style="list-style-type: none"> <li>• Finance &amp; Insurance</li> <li>• Risk &amp; Capability</li> <li>• Training &amp; Assessment</li> </ul>	10	Wes Oswin
5	Interim Arrangements <ul style="list-style-type: none"> <li>• Finalisation of Interim Arrangements</li> </ul>	5	Wes Oswin
6	Geospatial Mapping of Risks and Capability <ul style="list-style-type: none"> <li>• Finalisation of Risk Assessment (copy to be provided at meeting)</li> </ul>	10	Discussion
7	Business case development update	10	Wes Oswin & Tony Murphy
8	Funding Options <ul style="list-style-type: none"> <li>• Boat Registration and Licensing Levy</li> <li>• Volunteer funding MSAR announcement</li> </ul>		Wes Oswin Update & Discussion
9	Other business	5	All
10	Next scheduled meeting – 7 December 2016		

## MINUTES

### 1. Opening/Apologies – Craig Lapsley

- Apologies from Russell McMurray DEDJTR and Michael Holloway was present in lieu.

### 2. MSAR Office Progress – Wes Oswin

Update included an overview of the following areas, and minutes from the last meeting were noted:

- Insurance
- Project Working Groups
- Interim Arrangements
- Geospatial mapping
- Business case update
- Funding options

Other updates included:

- TSV held a MDEMS consultation session on 27 September 2016 where two groups were formed to address technical and operational issues for the Marine Distress Emergency Monitoring System
- Wes and Craig attended the blessing of the fleet in Frankston which was a successful event
- The BSFP grant scheme planning is currently open and MSAR providers have been asked to contact the MSAR Office initially prior to making application.
- Wes was in Gippsland on Saturday to meet with the Gippsland squadron flotillas

### **3. Insurance developments**

- Wes Oswin gave an overview of the progress with VMIA
- All survey data is now submitted and collated
- Have reached an agreement in principle with VMIA to provide insurance.
- The extent of the proposed insurance coverage was outlined
- Draft ministerial briefs and letters have been prepared, and VMIA and DTF are comfortable with the content
- The Finance and Insurance Working Group is being kept up-to-date with the progress
- Recommended that an application should be made to fund the scheme through the recently announced Emergency Services Volunteer Sustainability Grants Program
- This could potentially fund VMIA insurance for two years rather than one – discussions ongoing with VMIA about this.
- The VMIA cover should result in some cost savings as well as more extensive and consistent insurance cover

### **4. Project Working Groups**

- Project Groups are underway having already met twice this month
- The first round was via teleconferencing (during 4-6 October)
- Second meetings were face-to-face on Sunday 16 October for Training and Assessment and Risk and Capability. Finance and Insurance is scheduled for 25 October 2016 at Sandringham Coast Guard

#### **Training and Assessment**

- Doug King is coming on board to assist with the Training and Assessment work stream
- He will be reviewing all current training and assessment process and will report back to the Working Group to organise the next steps
- He will also be considering interstate and overseas training programs in this review

#### **Risk and Capability**

- Russell Rees facilitated this section and will be assisting with Risk and Capability workload
- Russell showed descriptors and flow charts of the methodology to be used to develop the capability strategy
- The TSV Vessel Report needs to be updated to include some missing assets
- MSAR capability maps will be distributed for the teleconference meetings in two weeks

### **5. Interim Arrangements**

- Interim Arrangement have been delayed as some details needed to be clarified, with respect to vessel standards and AMSA EX24.
- The arrangements will be re-circulated to the Working Group
- A communique will be written and version control added.

## 6. Geospatial Mapping and Capability

- The MSAR units have been geocoded in a GIS
- This allows use in emergency management systems like EM-COP and EMAP WATER
- The geospatial mapping overlays capability data with marine incident data in different conditions
- Initial assessment indicates some capability gaps on the coast at Apollo Bay and in East Gippsland in moderate conditions. There would appear to be very good capability in fair conditions.
- Russell will investigate the human operation capability of each provider to match the conditions and assets

Things to consider:

- When there are incidents on the water, will we issue a warning?
- Is there a need to issue a warning?
- Need a consistent approach when warning communities
- Where will this information be captured? Does Victoria Police have the capacity?
- There does not appear to be processes around documenting calls
- Perhaps EMV-COP could be customised for use in MIR incident management?

**Next steps:**

- **An overarching capability strategy to be developed**

## 7. Business Case Development

- Business case is currently in final draft
- Will be meeting on Friday 21 October to review the case and will be completed by 2 November 2016
- Business case will be integrated into a separate business case being developed by DEDJTR.

## 8. Funding Options

- Wes discussed progress on a potential MSAR levy
- Wes has met with key stakeholders to gauge support
- All stakeholder agreed that sustainable funding for MSAR is necessary and there is broad support for the reform
- A Meeting is set for next week with DEDJTR to determine the direction to consider a sustainable funding option for the sector

## 9. Other Business

- The State Maritime Non-Search and Rescue Plan is being released
- There is a need to capture good data to analyse sector performance over time
- Discussion on the need for a policy to govern non-SAR fundraising activities in the sector vs commercial activity

## 10. Next Meetings

- The next meeting is scheduled for 7 December 2016