

MINUTES

TRIM ID: CD/16/422439

Meeting details			
Meeting title:	Marine Search and Rescue Reform Implementation Board Meeting		
Meeting date:	Thursday, 18 August 2016	Time:	1600hrs
Location:	EMV, 121 Exhibition St, Melbourne L23 Russell4 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
Mark Arneill	Inspector, Victoria Police (for Superintendent John Todor)
Mark Bainbridge	Coast Guard Representative
Rick Cooper	Independent Representative
Rebecca Duffy	Secretariat, EMV

ACTION ITEMS

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	In progress
3.	MSAR Office to provide out of session progress 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	In progress
5.	MSAR office to draft acknowledgement letter for Russell Rees for signature by Craig Lapsley	Wes Oswin	In progress
6.	MSAR Office to schedule bi-monthly meetings for October, early December and February	Wes Oswin	In progress

AGENDA

Item	Subject	Time	Speaker/Action
1.	Opening/apologies	5	Craig Lapsley
2.	Office of Marine Search and Rescue Noted as presented <ul style="list-style-type: none"> • Progress Report • Update on outcomes of the survey – Fast Facts • Working Group meeting • Introduction of the Manager of the Marine Search and Rescue Office 	15	Wes Oswin and Tony Murphy
3.	Interim Arrangements <ul style="list-style-type: none"> • Finalisation of Interim Arrangements 	5	Discussion
4.	Risk Assessment <ul style="list-style-type: none"> • Finalisation of Risk Assessment (copy to be provided) 	10	Discussion
5.	Insurance developments	10	Wes Oswin
6.	Business case development <ul style="list-style-type: none"> • Strategic Fit document 	10	Tony Murphy
7.	Other business	5	All
8.	Next scheduled meeting - TBC		All

MINUTES

Opening/Apologies – Craig Lapsley

- Russell Rees has finished employment with EMV. Wes Oswin was welcomed as the Manager of the Marine Search & Rescue Office
- Apologies from Superintendent John Todor – Inspector Mark Arneil present in lieu. Peter Corcoran Transport Safety Victoria also an apology

Working Group

- The second Working Group meeting was held on Sunday, 7th of August 2016
- Wes Oswin provided a précis of the Progress Report presented to the Working Group meeting and also an overview of the Working Group minutes
- The next meeting of the Working Group will be 6 November 2016
- The minutes of the Working Group were noted

MSAR Fast Fact Sheet

- Discussion regarding survey results and tabled at meeting
- The MSAR Fast Fact Sheet was also reviewed and discussed

Interim Arrangements

- Interim Arrangement updates were tabled at meeting
- A final proof still needed to be undertaken
- A commitment was made at the Working Group meeting to finalise and publish the Interim Arrangements in the coming weeks
- There was a discussion regarding a reasonable starting date for the Interim Arrangements and it was agreed that 1 January 2017 was appropriate
- Craig Lapsley asked that the Interim Arrangements be updated with a covering page listing “Issue date” and “Effective from date” and that the document be published with an explanatory communique from Craig Lapsley on 1 September 2016, effective 1 January 2017

Risk Assessment

- Wes Oswin tabled the Risk Assessments at the meeting
- There was discussion around the Risk Assessment format and methodology
- MSAR providers have provided feedback and the document has been updated to incorporate feedback
- The data still requires some normalisation
- The Risk Assessment will be integral to capability assessments in the future
- Opportunity for peer review from VicPol as well as perhaps an independent from NSW or SA
- Discussion regarding geospatial map/image of traffic and capability in different conditions to identify gaps etc. Wes Oswin to investigate ways to geospatially map risk assessment and in time the MSAR capability

Insurance developments

- Wes Oswin gave an overview of the meetings with the VMIA
- Discussions have been positive and are exploring options for VMIA to provide a broad insurance policy for all MSAR units
- The MSAR office still needs to validate and confirm some claim data. Working with AVCG to clarify.
- Further discussion with VMIA to occur in the coming weeks
- Craig Lapsley asked that an out of session brief to occur post VMIA meeting when next steps are known

Business Case Development -Strategic Fit Document

- Tony Murphy and Wes Oswin provided an overview of the business case
- An Expenditure Review Sub Committee (ERSC) submission has been made. Favourable feedback has been received and it has progressed to options analysis with more detail required
- The Business case needs to be submitted to DJR in December 2016 and ERSC in January 2017 with the outcomes announced in May 2017

Other Business

MSAR Recruitment Drives

- Tony Murphy stated that EMV was keen to work collectively with MSAR units to promote positive messages on MSAR recruitment initiatives. A recent newspaper article appearing in the Herald Sun covering the Geelong AVCG Flotilla was noted.

National Volunteer Marine SAR Committee

- Wes Oswin noted that a letter is expected to be received for the Emergency Management Commissioner seeking a Nominee for the National Volunteer Marine SAR Committee. The committee has largely been busy advising on the AMSA scheme R – EX 24 work but hopes in the future to work on more strategic MSAR issues such as consistent national training arrangements and the like

Waratah Beach MSAR unit

- Wes Oswin also noted that a letter had been received from a group of volunteers in the Waratah Beach shallow inlet area advising that there was a committed group of locals wanting to revive the service
- It was identified the capacity & assessment work stream should identify a gap in the region
- Interim arrangements are the appropriate process to facilitate approval of a potential MSAR unit in the region
- Wes Oswin to respond to the group outlining process and next steps

Russell Rees Acknowledgment

- Craig Lapsley asked that a letter be drafted to Russell Rees listing the key achievements to date and thanking him for his service as interim Manager.

Emergency Management Common Operating Picture (EM-COP)

- There was discussion on the EM-COP geospatial IT platform currently being implemented and the potential for its use in the MSAR sector
- System currently in use by the US Coast Guard and has been successfully piloted in Victoria
- A demonstration of the system is scheduled for 24/08/16. TSV, Rick Cooper, Mark Bainbridge, VICPOL and MSAR office attending

NEXT MEETINGS

- Craig asked that Bi-monthly meetings be scheduled as soon as possible for October, early December and February