

MINUTES

TRIM ID: CD/15/556502*

| Meeting details | | | |
|-----------------------|---|--------------|-----------|
| Meeting title: | Marine Search and Rescue Working Group | | |
| Meeting date: | Sunday, 7 August 2016 | Time: | 10am-12pm |
| Location: | Life Saving Victoria, 200 The Boulevard, Port Melbourne | | |

| Attendees | Title/Business area |
|-----------------|--|
| John Todor | Superintendent, Victoria Police (Chair) |
| George Dixon | Sergeant |
| Russell Rees | Acting Head of Marine Search and Rescue Office |
| Wes Oswin | Newly appointed Manager of Marine Search and Rescue Office |
| Mark Bainbridge | Australian Volunteer Coast Guard |
| Chris Newman | |
| Adam O'Neill | |
| Rick Cooper | Independent MSAR Provider Representative |
| Robert Paoletti | Coast Watch Ocean Grove |
| Elieen Murray | Southern Peninsula Rescue Squad |
| Andrew Kay | Torquay Marine Rescue |
| Dan Knapp | Volunteer Marine Rescue |
| Adrian Mnew | Director Maritime Safety, Transport Safety Victoria |
| Tony Murphy | Director Capability and Response, EMV |
| Tim Wiebusch | Acting Director of Marine Pollution, DEDJTR |
| Brad Dalglish | Victoria State Emergency Services |
| Peter Briddle | Apollo Bay Ocean Rescue |



| Apologies | Title/Business area |
|------------------|---|
| Andrew Graystone | Parks Victoria |
| Barry Joyce | Coast Watch Ocean Grove |
| Tony O'Day | Country Fire Authority |
| Tim Madigan | Emergency Services Telecommunications Authority |
| Greg Scott | Life Saving Victoria |
| John Parker | Victoria State Emergency Services |
| Anthony de Wit | Ambulance Victoria |
| Russell McMurray | Acting Executive Director of Emergency Management, DEDJTR |
| Russell Lemke | Port Fairy Marine Rescue Services |
| Mark Arneil | Inspector, Victoria Police |
| Jason Lawrence | Country Fire Authority |
| Kane Treloar | Life Saving Victoria |
| Mark O'Conner | Metropolitan Fire and Emergency Services Board |
| Graeme Davis | Parks Victoria |

AGENDA

| Item | Subject | Time | Speaker/Action |
|------|---|------|----------------------------|
| 1. | Opening/apologies | 10 | John Todor |
| 2. | Office of Marine Search and Rescue <ul style="list-style-type: none"> Update on progress Update on outcomes of the survey Introduction of the Manager of the Marine Search and Rescue Office | 20 | Russell Rees |
| 3. | Interim Arrangements <ul style="list-style-type: none"> Feedback on Interim Arrangements will be discussed | 50 | Discussion |
| 4. | State-wide Risk Assessment <ul style="list-style-type: none"> Presentation on outcomes Discussion of assessments | 20 | Russell Rees Discussion |
| 5. | Project Groups <ul style="list-style-type: none"> Membership for the three project groups will be finalised | 15 | John Todor |
| 6. | Closing <ul style="list-style-type: none"> Summary of actions from this meeting | 5 | John Todor |
| 7. | Next scheduled meeting - TBC | | |

1. Welcome and apologies

The Chair welcomed members and apologies were **noted**. The [minutes from the last meeting](#) were accepted.

2. Progress Update

Russell provided a progress update. This report can be viewed [here](#).

Russell recognised the hard work that has gone into providing us with the necessary information. The quantity and quality of information provided is a credit to the units and flotilla members.

The Marine Search and Rescue breakfast was a successful event.

Wes Oswin has been appointed as the Manager of the Office of Marine Search and Rescue. He starts officially on 15 August. Russell will finish on 17 August.

Funding has been secured for the next financial year. However the ongoing funding for the Marine Search and Rescue Office depends critically on the information gathered in the survey as is needed to build a convincing argument for recurrent funding.

Outstanding Issues still needing development and action

- Operational protocols for dispatch and standard interoperating procedures as there isn't a consistent process.
- Self-audit and quality assurance hasn't been picked up in the work plan yet. On Friday a discussion was held between TSV and the MSAR Office about the role of the regulator and Victoria Police.

Service Provider Survey

We have prepared a [fact sheet](#) which shows a quick summary of some of the information we have collected.

These surveys have been returned by all providers with the exception of a few. There is still an opportunity to get information in, as it all adds to our knowledge and ability to provide support.

- Based on the response from the survey and conversations with VMIA it appears that across Victoria the value of assets are being underestimated and underinsured.
- Based on the response to the survey it appears at least 50% of fuel costs are being funded by the units.

Insurance Provision

A significant amount of the information collected in the survey related to insurance. We would like to recognise the huge amount of effort put into providing this information to us.

There are considerable inconsistencies in the insurance information provided as part of the survey. Some providers don't know how much insurance is costing them or what it covers. As a result of these inconsistencies we are less confident with the insurance information provided. It has been difficult to interpret the information when description/naming of vessels is inconsistent. In addition to this VMIA have advised us that the ratio of premiums vs claims suggests that either the data hasn't been collected correctly, or the data isn't correct. One solution is that an insurance expert speaks to each provider to discuss.

Supplementing the survey is the assessment that TSV has undertaken of approximately 30 boats. The outcome of this assessment was a valuation of assets that differed to the insurance value and the value provided as part of the survey.

Information relating to insurance on vessels has been most difficult to finalise. Despite this we have been able to meet with VMIA to begin the discussion re insurance options, and this will progress over the next months. VMIA run and manage Victoria's insurance. The intention is to have them approve an insurance scheme. The Minister of Finance will need to directly approve this scheme. To ensure that this is approved it is critical we can provide a business case. The aim is to develop a scheme of cover for the following property and operational risks:

- Vessels and motors
- Buildings and contents
- Vehicles and trailers
- Plant, including piers, jetties and floating berths
- Equipment, including radios, navigation aids and computers
- Personal injury for volunteers
- Personal property for volunteers, and
- Public liability and personal indemnity for volunteers and service provider organisations

The aim is to have an insurance scheme in 2016/17 that providers can choose to opt into. Ideally everyone will opt into this scheme.

AGREED ACTION:

- **We are still interested in receiving information from those who haven't completed the survey or appendix 1. Amy Miller will contact the providers who haven't provided information in the next week.**

3. Interim Arrangements

Thank you to everyone who provided feedback on the Interim Arrangements. The feedback was useful.

The updated interim arrangements table will be circulated shortly.

- There is work arising out of the interim arrangements that needs to go to the Project Groups.
- This is a working document and we will continue to update it.
- The name of this document will be updated to 'Operating Arrangements'.
- The work that is outstanding on the Interim Arrangements is not so significant that it stops the Working Group accepting the Arrangements with the understanding that we will continue to update this document.

It was agreed by the Working Group that once the feedback has been incorporated the arrangements will be circulated as the accepted Interim Arrangements.

AGREED ACTION:

- **Amy Miller will circulate the updated interim arrangements feedback table.**
- **Russell Rees and Wes Oswin will work to incorporate the feedback into the interim arrangements. Once this is complete they will be circulated.**

4. Risk Assessments

These were finalised and sent out as drafts for feedback from service providers. We received fantastic feedback on these however not every provider completed feedback.

- It is difficult to judge likelihood. We received feedback from a number of providers that there is a lot more going on than the reported incidents. The difficulty with including this information is that because they aren't reported we have no way of knowing how many or what type of incidents have occurred.
- The other complexity of likelihood relates to severe conditions where there are fewer people on the water but the consequence is more severe.
- The risk assessment highlights where we might want to look at targeted training as part of resource provision.
- The Working Group is asked to review the Risk Assessment as it is presented as a state-wide assessment. The risk assessment should also be considered in light of the information provided by TSV on serious incidents. Once the TSV report on MSAR incidents for 2015/16 is completed we will circulate this.
 - [Serious Incidents - 1 July 2015 to 30 April 2016](#)

Key Changes:

- Southern Peninsula and Queenscliff have been updated to be consistent.
- The Risk within the bays has been increased to reflect the volume of traffic.

There are three types of areas that pose the highest risk in Victoria:

- Beyond 15nm
- Areas that have heavy traffic
- Dangerous waters close to shore including bars

To resource these three types of risk it is likely we will look at three types of boats that are appropriate for: beyond 15nm, close/ shallow waters and a boat that is in-between.

5. Project Group Nominations

We have received a number of nominations for the project groups. The limit for these groups is 10 people.

The project groups are open to the government agencies. These groups will be run by the MSAR Office. Everyone will be able to dial into these meetings. We will look at using CFA and SES facilities to run video conferences as well as we are aware that travelling for meetings is a significant commitment for some people.

The intention is that the MSAR Office will contract in experts who will complete the work under the guidance of the project group.

AGREED ACTION:

- Amy Miller will circulate the updated nominations for the project groups.
- Working Group members will provide any additional nominations for the project groups to Amy Miller via amy.miller@emv.vic.gov.au before Friday 19 August.

7. Next meeting

Next meeting will be held Sunday, 6 November 2016.

| AGREED ACTIONS | | | | |
|-----------------------|--|--------------------|-----------------|--|
| No | Action to be taken | Assigned to | Due date | Status (as at meeting) |
| 1. | TSV to contact AMSAR to see if they would be willing to meet with the Working Group or training project group. | TSV | 17/06/16 | MSAR Office will speak with TSV |
| 2. | Amy Miller will contact the providers who haven't completed the survey or appendix 1 | Amy Miller | 15/08/16 | In progress |
| 3. | Amy Miller will circulate the updated interim arrangements feedback table. | Amy Miller | 12/08/16 | Completed |
| 4. | Russell Rees and Wes Oswin will work to incorporate the feedback into the interim arrangements. Once this is complete they will be circulated. | MSAR Office | | Completed |
| 5. | Amy Miller will circulate the updated nominations for the project groups. | Amy Miller | 12/08/16 | Completed |
| 6. | Working Group members will provide any additional nominations for the project groups. | Working Group | 19/08/16 | Completed |