



MINUTES: Firearms Community Advisory Forum

SUBJECT	Firearms Community Advisory Forum
DATE	Thursday, 21 July 2022
TIME	09:30 – 12:30
VENUE	Police National Headquarters and via WebEx
ATTENDEES	Mike McIlraith (Chair), Steve Goodman, Steve O'Donnell (WebEx) Ross Mason, Gwyn Thurlow, Andrew Edcombe, Gary Elmes, Ewan Kelsall, Joe Green, Peter Furley, Don Rood, Roger Duxfield, Andrew Bakker, Piripi Curtis, Kirsty Marshall (WebEx), Peter Noble, Peter Thomas, Catherine Petrey, Caitlin Kearney
GUESTS	Geoffrey Dunn, Lachie Marshall, Gautam Manger (WebEx), Laura Gjelstad, Caro Robinson, Andrew Matheson (WebEx)
APOLOGIES	Jared Wright, John Herbert, Hamish Wilson

Agenda item 1: Welcome, apologies, processes, meeting rules, introduction to new member, previous minutes, and action points.

The Chair welcomed everyone. Apologies from Jared Wright, John Herbert and Hamish Wilson were noted. Angela McLeod, Steve O'Donnell and Kirsty Marshall joined via WebEx and were welcomed by the Chair.

The Chair also:

- noted the new monthly online catch-ups sessions commencing next week. These are not intended to replace any additional out of session meetings that may need to occur.
- reiterated that FCAF meetings and minutes adhere to the Chatham house rule.
- acknowledged work the previous secretariat Jennifer Locke has done for FCAF.
- confirmed a permanent secretariat is beginning in August.

The previous meeting minutes confirmed and Action Points (see below).

- Action Point one: This is ongoing, noting the HR process continues. The numbers of staff in this area continue to grow.
- Action Point Two: This is complete. The Chair thanked those FCAF members that took part in the workshops and noted Police are working hard to engage firearm user groups to get input based on their technical knowledge

	ACTION POINTS MARCH 2022 MEETING	ASSIGNED TO	STATUS
1.	POLICE TO SHARE LINKS TO ARMS MANAGER ROLES AS THEY COME AVAILABLE	SECRETARIAT	ONGOING
2.	POLICE TO CONFIRM WORKSHOP DATES FOR THE REGISTRY DEVELOPMENT	POLICE	COMPLETE.

Agenda item 2: Registry consult process update

Police provided an overview of the proposed discussion paper on Arms Amendment Regulations for June 2023. The PowerPoint that was talked to was circulated to FCAF prior to the meeting and Police confirmed that it could be shared with members' networks.

By June 2023, the Registry has to be up and running. The Arms Act 1983 (the Act) sets out things that must be recorded in the registry:

- licence holders' names, dates of birth, and addresses
- licence and endorsement details
- the make, model and identifying markings of firearms held by licence holders
- any other particulars required by regulations.

There is a transitional period of 5 years after the registry is established in June 2023 for firearms licence holders to input information on their arms items. A member queried whether the purchase of ammunition will bring about the requirement for all buyers to enter information on firearms held into the registry. Police confirmed that dealers and ammunition sellers will have to input any amount of ammunition sold. Firearms licence holders will not have to provide that information to Police but the purchase of ammunition will activate a requirement on them to provide information on all the specified arms items they possess. Regulations will confirm the time an individual purchaser has to input all their information.

By June 2023, there must also be regulations in place to support the registry provisions in the Act. Police is developing a discussion paper which sets out proposals on particulars that will need to be included to support the provisions in the Act, such as:

- the personal and licence details of licence holders
- details of specified arms items they possess and their location
- the transfers of arms items
- imports, exports and manufacturing of specified arms items and ammunition
- loss theft and destruction of arms items.

It also includes proposals on:

- what information licence holders must provide during the 5 year transitional period
- who will have access to the registry
- how long information will be kept.

There was some discussion around the existing legislation relating to temporary transfer of firearms (less than 30 days) being exempt from being inputted into the registry. Police confirmed this doesn't apply to dealers or to private transfers of pistols, restricted weapons, prohibited magazines, or prohibited firearms. A member endorsed the exclusion of temporary transfers from a rural perspective, noting it makes sense and ensures rural licence holders aren't breaking the law. Another member expressed a concern that the timeframe of 5 years in which information would be obtained was too long and asked whether it could be changed. Police confirmed it would require a law change, although it would be reviewed as part of the statutory review of the Act.

A member asked whether Police is trying to track what a firearm licence holder possesses at any time or who has possessed a firearm previously. Police advised that the focus is on recording what a licence holder is holding but, in some situations, it will be of use to look back in time to determine who had previously possessed the firearm. Police confirmed licence holders will not be able to see who previously possessed the firearm, prior to who they acquired it from.

Police also gave a brief overview of the key areas the regulations will have to cover. The consultation document will have proposals relating to:

- what personal and licence details will be recorded
- what arms items (out of the full list of arms items) will be recorded
- what particulars of arms items will need to be recorded (e.g. make, model, etc of firearms)
- how details of transfers by dealers will be entered/recorded
- how details of transfers by licence holders (including private sales but excluding transfers of less than 30 days) will be entered/recorded
- how imports and exports will be entered/recorded
- loss theft and destruction of arms items.

There will also need to be regulations relating to what will happen during the first five years after the registry is established. Regulations will also stipulate the actions licence holders must take if they have not entered into the registry any details of arm items held, in the first five years of its establishment. A member raised an example of a film crew that have firearms licences but don't own a firearm. Police confirmed that the process for advising Police of this situation would be straightforward.

Police then provided an outline of what the discussion paper will cover in relation to who will be able to access information in the registry, noting there is already provision in the Act for some government agencies (Customs, Ministry of Foreign Affairs and Trade and Department of Conservation) to access the registry for certain purposes if they have a Direct Access Agreement .

There was discussion around privacy and security of the registry. Police acknowledged the need to be very thorough in relation to security and confirmed there will be a high standard for this. A member noted people will be concerned about privacy and that the discussion paper will need to provide reassurance. Police acknowledged this and noted obligations under Privacy Act must also be met.

Lastly, Police provided a timeline for finalising the regulations. A member asked whether FCAF will see a draft version of the discussion paper before it is made public. Another member raised that the last discussion paper eroded the firearms-owning community's trust in and confidence in Police and giving FCAF the opportunity to review the document ahead of it being made public might mitigate the same thing happening again. Police agreed to meet with those that could stay on following the meeting to go through the document and to arrange additional in-person discussions.

A member raised whether firearms could be tagged to a club – the Chair asked that this matter be raised later.

Agenda item 3: Pipeline and renewal process

Police's Operations Manager for the Historical File Support Team (HFST) joined the meeting.

Police advised that a HFST has been working on processing firearms licence applications that are older than 120 days (as at 1 June 2022). It started as a small team in August 2021 and is increasing now to focus on apps older than 120 days as at 1 June this year. Police is looking at a streamlined renewal process, enabled by ongoing monitoring of existing licence holders. This will be a triaged approach and targeting interviewing after triage. The quality assurance process that is already in place will be also applied to the targeting interview approach.

Police provided an overview of the number of applications that fall into the historical file category and of those how many are renewals and how many carry endorsements. Police confirmed that of those applications, the priority is processing the applications made before their current/previous licence expired. A proof of concept of the targeted interview approach is commencing in the next few weeks,

starting with 50 renewal applications. If this goes well, the proof of concept will then be continued with 250 more applications, before looking at how to roll it out nationally. A member queried the proposed timeframe for processing these renewal applications. Police advised that with the current recruitment of new staff, the aim is to have applications for a renewed licence completed by end of year.

A member provided positive feedback in relation to a vetting process they were recently involved with. Police advised that over the last year, Regional and District Manager roles have been established to progress licence applications under 120 days old. The establishment of the HFST has enabled Districts to focus on the new applications coming in while the HFST can focus on the older applications.

Police confirmed that this process is also looking at conducting renewal interviews over video calling with the unrelated referee or next of kin referee. A member raised a concern about this. Police confirmed this process works on the basis that the individual has previously been assessed and there is no additional information to suggest a change. The proposed streamlined approach will be assessed before being fully adopted. Another Member raised concern with language Police is using, in relation to people 'already being fit and proper' when renewing their licence. Police agreed with this comment and noted that a new fit and proper assessment will be made before a licence is issued.

There was some discussion about the video calling platform that would be used and some suggestions as to alternate platforms. Police advised that there are no changes to advise FCAF of.

A member supported the proposed targeted renewal process, noting that from a rural perspective this would work really well.

Another member raised that when doing online vetting interviews, Police needs to be sure that the interviewee is safe and doesn't have a coercer in the room. Police and member noted one way of mitigating this is asking the individual to do a scan of the room to confirm they are alone.

Later in the meeting, Police confirmed that if FCAF members are aware of individuals in the licence pipeline that require a firearms licence for work, they can contact Police to expedite the process.

Agenda Item 4: Break

Agenda item 5: Registry service experience activity

Acknowledged previous policy presentation. The presenter advised that they work closely with the policy development to make sure the technology is developed in parallel and also that the policy is informed by the way the technology must work.

The registry service design work commenced in June - doing a lot of work in parallel – trying to complete delivery of online forms at the moment. Service design has been compacted to 9 weeks.

Overview of service design: effectively every system developed must have a human centric view to understand where the pain points are for users. Whilst looking at regulatory requirements looking at how we can keep the Registry design within the provision of the regulations and make the solution workable, secure and private. Noted the balance required to drive adoption through 'do-ability'.

Overview of expected outcomes of the service design work: We have designed 'use' cases that support registration and transfer / notification of transfer. We have also developed a prototype of the use cases, designing a screen that shows if it worked like this what would you think. The purpose is to get feedback loop to capture and make sure what is designed is accessible, useable and equitable. Some FCAF members have already contributed to the process and they have provided an enormous amount of support, and testing to ensure the safety of their information. Also looking

at what support system may be needed (call centre, email etc). We want to make sure that the design blueprint supports the transactions that every party needs to do through the registry.

The high level view of service design is first focused on the fundamentals/building blocks of the use cases. The time frame is less than ideal situation but the approach is to avoid overcomplicating things.

To date, our workshops have approached the task by asking 'if this is what we think it looks like what does a mock-up look like', developing prototypes and concepts and then testing with external users. We have an experienced external party assisting us to make a better product.

The presenter gave an overview of what they have heard and learnt so far:

- Need to overcome the digital gap
- We need to earn trust of users
- Be detailed where we need to but keep terminology simple
- Challenge with uploading images
- Making sure we take a minimal approach to data being captured.

In terms of who is involved, there is a large team of internal and external people. External includes, from the firearms community including, dealers, importers, and different selection of licence holders. Lots of work underway and learning from it.

Next steps:

- Continue with the transfer from the design experience
- Prototyping and testing
- Testing the dealer experience
- Develop the high-level requirements which the solution must deliver.

Questions members noted:

- being pleased with process acknowledging work being done and thanked Police for ability to provide feedback to date. Police acknowledged the feedback and thanked the member.
- Happy with time given to review.
- No mention of individual Firearms licence applications, range certification applications & where they are going to sit. Police confirmed work relating to application management, is linked with plans for streamlining the firearms licence application processing. We know it's not a good experience at the moment. This work is part of the Arms Information System work.
- Checking that Customs will be involved at what can be added at point of import. Police confirmed Customs is a process partner that will be engaged.
- Can cell phone technology be used to identify the serial numbers on firearms? Police advised eventually but right now keeping simple. It will also depend on what the regulations provide.
- Member raised possibility of human error in inputting information. Police advised that the thinking at the moment is to look at solutions that can help the person identify an error but not to extent it divulges too much information. Doing level best to get as simple a system as possible by June 2023, a lot of smarts will come based on where pain points are identified. Police acknowledged that things will change – the solution needs to be able to evolve.
- Member had an observation that organisation recently released an app but only 3000 of 11000 members used the app. It is important from day one that the designers assumption

should be that you aren't working with young people. Also asked whether it will be web or app or phone based app? Police confirmed web-based initially.

- A lot of what has been raised is about functionality and user experience, what about non functionals/cyber security- will there be an audit? Police responded Being a govt dept need to go through C&A process, also need to meet NZISM standard for data storage. Will also be testing before going live to ensure the solution is secure.
- Like the people-centric approach and noted the Act requires number of things to be recorded. Interested in the trigger for enforcement action, will system have it geared to activate enforcement action? Police advised to raise this in general business.
- Engaging with DOC as department or user? Or diff level? Police confirmed it will be as both.
- Will there be a differentiation between possession and ownership? Regulations just recognise possession.

Police want to test a view, how many of you got the Covid record, how hard was this? A member noted that they found it easy as deal with it frequently but colleagues had to have it done for them. Young ones were okay, but older ones struggled. Police noted the challenges using online service, still working through some challenges for making it as easy as possible. Chair thanked the presenter. Confirmed we can share the PowerPoint presentation.

Agenda item 6: Clubs and Ranges regulations update

Since last FCAF meeting: finished analysing feedback on discussion paper. More than 1000 written submissions. Hot topics included:

- Proposed age restrictions on people under the age of 16 taking part in shooting activities
- Committee membership, proposal for some or all to hold FAL
- General comments about burden of compliance
- Fees, a lot of comment on proposal to recover all or some of cost through user fees
- Proposal to have to record the individual who was officer on duty at any given time of day.

Police have now developed a revised set of proposed regulations which have been sent to the Minister for review and Ministerial consultation.

Next steps: Minister will read and consider advice. Will consult with his colleagues, any feedback will come back to Police. Any changes will be made to the proposals for regulations which will be in a Cabinet paper to be considered by Cabinet in August. Following Cabinet's decision, Parliamentary Counsel Office will be instructed to draft the regulations. These regulations when drafted go back to a the Cabinet legislation committee who approve the making of the regulations. There is quite Formulaic process for the regulations to become law. Still aiming for December this year for regulations coming into force. Drafting will take biggest chunk of time; it must be done properly it cannot be rushed.

Members raised questions:

- Where did you land with the five points. Police confirmed that cannot response as the proposals are still with the Minister to review.
- Did you hear views opposite to FCAFs view? Police confirmed only a handful of submissions that were from those wanting more control of firearms, almost entirely feedback was from firearms users. Member asked whether those that were non firearms users, were they worried about safety of the individuals? Police confirmed yes or the wider public.

Agenda item 7: RCOI update – including public and firearms community survey (RCOI rec 22b)

Recommendation 22b has a survey around trust and confidence. Police provided verbal updated noting this information is not for sharing given information is not yet public. At a general level, there is a difference in the views of the public and the firearms community. This survey will be run two more times.

Various members commented:

- Any qualitative questions? Police advised they questions were kept simple noting Police use other methods for more qualitative feedback.
- From a members perspective, there will be concern around how the results of this survey will be picked up and interpreted by those that are opposed to firearms. They may look at the results and then say, “even those involved in the system think it’s unsafe” Police thanked this member for raising this point, ahead of the public release of the survey. Police communication people will need to have lines to respond to this.
- Question the methodology of the survey – will it be difficult to take anything definitive from it.
- What was the intent of the survey? Police pointed to Royal Commission Of Inquiry recommended that Police understand the public trust and confidence in Police administration of the firearms licensing system. The survey creates baseline about what that may look like.
- Why were there many more firearms users surveyed than the general public. Police noted that some firearms users distributed the link widely.
- There has been an erosion of trust and confidence in Police from the firearms community, let’s focus on rebuilding a healthy partnership, we are moving in the right direction,
- Minimising the licensing delay will improve trust and confidence. Police acknowledged this and encouraged members to share the work we have been doing to address licensing delays.
- A member thanked Police thanked for attempts to remain transparent in the work being done.
- Observed that if the survey was done today, then the percentage involving police control of unlicensed firearms would be lower – major concern in Auckland re: unlicensed firearms and, daily shootings going on. Police acknowledged, lots of effort going on with multiple parts of organisation focusing on this,

Agenda item 8: General business

- A member referenced the interview panel they were on for proposed appointment of two staff who were to be the interface of Police and Clubs & Ranges. The final appointments will reflect high calibre -confidence. Police thanked member for being on the panel and the additional member that was on the manager panel. Helpful to get that community lens.
- Experience from previous consultation is that the public facing documents can enhance and erode the firearms communities trust and confidence and police. Would encourage FCAF eyes on public facing documents to review for anything that may be inflammatory. Police asked for comment. Another member noted that some of the stuff from firearms community isn’t helpful either, encouraged FCAF to think about how they convey messages to members. Another member agreed and said their messaging will try to be as positive as possible.
- A member raised that security concerns are not just security of peoples guns it’s also of their identify. Police noted part of collective effort is to drop the visibility of the user, target hardening, home security is about layered security.
- Re: vehicle security, member has received feedback that advice varies between districts. Can Police put a video out like the range video?
- Illegal hunting: some court cases recently. Encourage Police to support Game Animal Council etc that illegal hunting isn’t okay and this is the consequences of it. Could be a good time to have a push on the illegal hunting.
- Discussion about bolt and does a bolt have to be stored securely preferably in a separate place and separately from ammunition. Police advised that if left in a car a firearm must be disabled if

at all possible . If this involves removing the bolt then it should be carried with you or locked elsewhere in the vehicle.

- What is happening with fees review? Police advised that the document was presented at the last FCAF meeting and essentially it went to prior minister for consultation, were going to lodge. The new Minister is considering the document.
- The break in at AKL station, lots of community noise but includes coming from outside AKL. Police confirmed the events were largely based around Auckland.
- Lots of feedback regarding restricted weapons and prohibited items. People report having issues getting things registered. Doesn't seem to be an easy pathway to allow for getting the items endorsed on their licences. Each item is being assessed on a case by case and applicants are getting grilled as to these items are coming from. Isn't it better that they are listed against an established endorsed licence holder than having the items held unlawfully.
- In rural media, reports about illegal hunting never advise whether individual lost their licence.

Mike McIlriath arranged for the following Wednesday morning 9am for three hours to go through the discussion paper. – Mike to email.

Police showed informative videos that have been developed to provide guidance on Arms Amendment Regulations 2021 with a focus on secure storage.

Meeting concluded 12:30 hrs

Next meeting: 6 October at Police National Headquarters, Wellington.

ACTION POINTS JULY 2022 MEETING	ASSIGNED TO	STATUS
NIL		