

Meeting Minutes

TE TARI PŪREKE
 FIREARMS SAFETY AUTHORITY

Firearms Community Advisory Forum

Date	19 October 2023 (9.30 pm to 12.15 pm)
Venue	Deerstalkers House, Thorndon
In attendance	<p>New Zealand Police & Te Tari Pūreke Catherine Petrey, Charlotte Etheridge, Daniel Kawana, Danielle Barr, Douglas Brett, Ewan Kelsall, Hika Maxwell, John Herbert, Katie Gunatunga, Kendra Hill (Chair), Laura Munro, Lauren Gennills, Mike McIlraith, Peter Baird, Rachel Bolt, Sarah Peacock, Tina Berkett</p> <p>Others Denise Hutana (Minutes)</p> <p>FCAF Members Adam Smith, Andrew Bakker, Andrew Edgcombe, Antonia Kohler, Arthur Cozens, Gary Elmes, Gerald, Gwyn Thurlow, Jade McCormack, Jared Wright, Joe Green, Kirsty Marshall, Piripi Curtis, Roger Duxfield, Ross Mason, Sharron Davie-Martin, Steve Goodman.</p>
Apologies	Emilia Steer, Lindsay Keats, Pete Thomas, Peter Furley, Peter Nobel, Piper Benbow, Steve O'Donnell

Item 1	Welcome, apologies, introduction of new members, processes and meeting rules (Kendra Hill)
Discussion	The Chair welcomed everyone to the meeting.
Item 2	Confirm previous minutes and action points (Kendra Hill)
Discussion	<p>The Forum noted that the minutes from the meeting held on 29 June 2023 had been confirmed by email as a true and accurate record and are published on the website.</p> <p>https://www.firearmssafetyauthority.govt.nz/about-us/firearms-community-advisory-forum-fcaf</p> <p>The Forum discussed the Actions from the previous meetings (see Table below).</p>
Item 3	Rule 3 (Ewan Kelsall)

Discussion	Members have provided feedback on Rule 3 of the Firearms Safety Rules. Forum members were invited to take part in a discussion and asked for examples to be included in the guidance document.
Actions	There were no actions from this discussion.
Item 4	Firearms System Performance – Deep Dive (Tina Berkett)
Discussion	<p>Forum members provided feedback on the following questions.</p> <p>Do you believe the training that is provided to new firearm licence applicants is sufficient?</p> <p>The training is a 3.5-hour theoretical course provided by the Mountain Safety Council that covers handling of firearms, stages of readiness and concludes with an exam.</p> <p>Members noted:</p> <ul style="list-style-type: none"> • The course is a start, sets the scene for the next steps and in stills the basic knowledge. • A key focus should be to encourage new firearm holders to join a club. Clubs provide guidance, mentoring and further training specific to the use of the firearm. • Safety is the key aspect. Evidence shows that nonintentional incidences often involve experienced hunters. In most firearm incidences the firearm is technically handled correctly. <p>Do you believe there is consistent messaging/communication about the seven basic rules of firearm safety?</p> <p>The rules are available in both English and Te Reo, in hard copy (from shops, libraries and some dealers), a downloadable pdf, on Kindle or online (https://www.firearmssafetyauthority.govt.nz/firearms-safety/7-rules-firearm-safety/).</p> <p>Members comments:</p> <ul style="list-style-type: none"> • Raising awareness of the rules is important. • An advertising campaign should be considered (e.g., social media campaign, advertising slots on major hunting shows, hunter quick tips in shows, you-tube videos). You-tube has the advantage that it is enduring. <p>Are there any other opportunities that Te Tari Pūreke should consider to ensure the seven basic rules of firearms safety message is getting through?</p> <ul style="list-style-type: none"> • Other training providers should be considered (e.g., New Zealand Deerstalkers Association and Pistol New Zealand). • This would provide new firearm holders with a choice for training that would be specific for their use of the firearm.
Actions	There were no actions from this discussion.
Item 5	Break
Discussion	The Forum noted that the Te Reo Firearms Safety Code was available for viewing.
Item 6	Clubs and Ranges (Pete Baird)

Discussion	<p>Te Tari Pūreke provided an overview of Clubs and Ranges:</p> <ul style="list-style-type: none"> The Clubs and Ranges team: <ul style="list-style-type: none"> is committed to ensuring that clubs and ranges have the tools and skills to work effectively with shooting clubs, individual shooting range operators and those responsible for other facets of the shooting communities in New Zealand. aims to ensure that ranges remain open and safe and that the processes encourage the establishment of more ranges. Range applications are prioritised using required timeframes and a risk profile (eg high risk (open shooting) or less risk (target shooting in a tube). Shooting range applications are processed by Te Tari Pūreke and supported by an independent external expert. To date, 234 improvement notices have been issued as the range was not fit for purpose. This could be due to a number of reasons (e.g. lack of understanding, weather, finance, falling membership or non-adherence). Since July 2023 no improvement notices have been issued. <p>The forum discussed the current ledger statistics (below).</p> <table border="1" data-bbox="368 824 1406 1350"> <thead> <tr> <th>Affiliation</th> <th>Club Application</th> <th>Range Operators Application</th> </tr> </thead> <tbody> <tr><td>TSNZ</td><td>113</td><td>95</td></tr> <tr><td>NZCTA</td><td>74</td><td>75</td></tr> <tr><td>Black Powder</td><td>3</td><td>4</td></tr> <tr><td>NRANZ</td><td>21</td><td>16</td></tr> <tr><td>Service Rifle</td><td>2</td><td>0</td></tr> <tr><td>NZAFTA</td><td>3</td><td>0</td></tr> <tr><td>NZDA</td><td>40</td><td>17</td></tr> <tr><td>NZ Handloaders Assn</td><td>1</td><td>1</td></tr> <tr><td>No affiliation</td><td>32</td><td>25</td></tr> <tr><td>PNZ</td><td>1</td><td>8</td></tr> <tr><td>Other</td><td>10</td><td>79</td></tr> <tr><td>Total</td><td>300</td><td>320</td></tr> <tr><td colspan="3">New clubs approved</td></tr> <tr><td colspan="2"></td><td>263 (37 pending)</td></tr> <tr><td colspan="2">Individual new ranges</td><td>889</td></tr> <tr><td>New ranges certified or recertified</td><td>416</td><td>Including 340 existing pistol ranges</td></tr> <tr><td>Total known active ranges</td><td>1239</td><td>Including the 340 existing pistol ranges</td></tr> </tbody> </table> <p>Police Shooting Range Manual</p> <p>The Forum noted:</p> <ul style="list-style-type: none"> It is planned to release a new version of the manual in early 2024 after consultation with the Clubs and Ranges Engagement Group. (link to the current version https://www.police.govt.nz/about-us/publication/new-zealand-police-shooting-range-manual-exposure-draft) The Police Shooting Range Manual is a year into its formal publication and received external validation both by NZ Defence and the world leading SME Mr Frank Compton (Maj Retd) MBE. An additional 215 range visits were conducted (by invitation) with other discipline ranges. 	Affiliation	Club Application	Range Operators Application	TSNZ	113	95	NZCTA	74	75	Black Powder	3	4	NRANZ	21	16	Service Rifle	2	0	NZAFTA	3	0	NZDA	40	17	NZ Handloaders Assn	1	1	No affiliation	32	25	PNZ	1	8	Other	10	79	Total	300	320	New clubs approved					263 (37 pending)	Individual new ranges		889	New ranges certified or recertified	416	Including 340 existing pistol ranges	Total known active ranges	1239	Including the 340 existing pistol ranges
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Item 7	Targeted Renewal Approach (Charlotte Etheridge)																																																						
Discussion	<p>The Forum noted:</p> <ul style="list-style-type: none"> The purpose of the approach is to tailor vetting process and allocate resources effectively. 																																																						

	<ul style="list-style-type: none"> • That the changes in legislation will enable an intelligence-based approach that triages licence applications based on the information available. •
Actions	There were no actions from this discussion.
Item 8	Update: Disposal of illegally held or unwanted firearms (Kendra Hill)
Discussion	<p>The Forum noted that Te Tari Pūreke has developed guidance for those who do not wish to keep or cannot legally possess a firearm.</p> <p>https://www.firearmssafetyauthority.govt.nz/sites/default/files/2023-11/Disposal-and-Surrender-of-Firearms-Final-Version-2023.pdf</p>
Actions	Te Tari Pūreke to send members a link to the information on transferring firearms to a licensed firearms dealer.
Item 9	Registry update
Discussion	<p>The Forum noted:</p> <ul style="list-style-type: none"> • Approximately 10,000 licence holders have registered their firearms. • The aim is to have a fully populated Registry and licence holders are required to register their firearms within 30 days of an activating circumstance (such as purchasing a firearm). • For licence holders who have not registered their firearms after an activating circumstance, the engagement process includes a series of reminders (written at 15 and 30 days, followed by phone calls and compliance notices). • Activating circumstance is automatically generated. • The online system does not allow for some unique firearm details to be recorded. Licence holders in this situation have received guidance to enter details “close to” but some have expressed concern that this might produce a negative response around incorrect data. Te Tari Pūreke responded and said the call centre is available in those circumstances. • Te Tari Pūreke call centre hours are 8.30am and 5pm, Monday to Friday.
Action	Te Tari Pūreke to discuss with forum members the issue relating to some people getting emails that have not had an activating circumstance.
Item 10	Policy
Discussion	<p>The Forum noted:</p> <p>General election</p> <p>A briefing will be provided to the incoming Minister after a new Government is formed on the background to the policing and arms regulatory system (including key statistics).</p> <p>A briefing to the incoming Minister will be published on the website when available. Previous briefings can be found in this link.</p> <p>https://www.police.govt.nz/about-us/publications/corporate/briefing-to-incoming-minister</p>
Action	Te Tari Pūreke to send slides on Blank Firing Guns to forum members.

Item 11	General Business
Discussion	<p>Website Testing</p> <ul style="list-style-type: none"> The website is being developed to improve access. Forum members will be invited to test the website. <p>Meeting dates</p> <ul style="list-style-type: none"> The proposed dates for Forum meetings for 2024 will be sent out shortly. <p>International visitors bring firearms into New Zealand</p> <ul style="list-style-type: none"> To apply for a permit to import an arms item, you must be able to lawfully possess the item when it arrives in New Zealand. So, a visitor must have a New Zealand firearms licence (visitor firearms licence) to apply for a permit to import. If a visitor will be importing a firearm, the firearm will be entered into the New Zealand Firearms Registry on their behalf. On departure, airport staff check the visitors are taking their firearms with them. The Forum suggested that visitors may not always look at the website. As the process needs to be clear and easily accessible the email to visitors coming into and leaving New Zealand with a firearm should clearly state their obligations. <p>Incidences on the Shooting Ranges</p> <ul style="list-style-type: none"> An incident report is primarily for monitoring compliance with the regulations and understanding the need for improvements and criminal liability. The Forum suggested that sharing the report with ranges could provide a learning opportunity.
Action	<p>Te Tari Pūreke to:</p> <ul style="list-style-type: none"> Email forum members inviting them to participate in website testing. Check the email to visitors coming into, and leaving New Zealand, to ensure that their obligations are clearly stated, when taking a firearm in and out of the country. Consider whether anonymised incident reports could be published. Send out proposed meeting dates for 2024. Send copies of today's presentations to members.
Meeting concluded	
Discussion	<p>The Chair thanked everyone for attending. The meeting closed at 12.15 pm.</p>

Actions Te Tari Pūreke

Agenda/ Action item	Action	Person responsible	Due date	Status
Meeting: 15 10 23				
8 - Disposal of illegally held or unwanted firearms (Kendra Hill)	Send members a link to the information on transferring firearms to a licensed firearms dealer.	Kendra		
9 – Registry update	Discuss with forum members the issue relating to some people getting emails that do not have activating circumstance.	Kendra		
10 – Policy on blank firing buns	Send slides on Blank Firing Guns to forum members.	Kendra		
11 – General Business	Email forum members inviting them to participate in website testing.	Kendra		13/11/2023 Completed.
	Check the email to visitors coming into, and leaving New Zealand to ensure that their obligations are clearly stated, when taking a firearm in and out of the country.	Kendra		
	Consider whether anonymised incident reports could be published.	Kendra		
	Send out proposed meeting dates for 2024.	Kendra		13/11/2023 Completed.
	Send copies of today's presentations to members.	Kendra		
Meeting: 29 06 23				
4 - The Registry	Provide monthly data (including waiting times) on the Register to Forum members as it becomes available.	Kendra		15/10/23 Completed. Monthly data is included in Firearms Pānui.
	Send the road map summarising the work Te Tari Pūreke is planning to undertake	Kendra		15/10/23 In progress.

	and stakeholders to be involved.			
	Send an email about validating firearms accounts to Forum members.	Kendra		15/10/23 Completed at the 29/6/23 meeting when "My Firearms Account Forms" were available for completion.
5 - Firearm Safety videos	Send the video "Treat every firearm as loaded" to participants who attended the meeting virtually.	Kendra		15/10/23 Video shared at the 29/6/23 meeting. All videos are available on u-tube. Links will be included in the next Firearms Pānui.
6 - Firearm Dealers	Send information to clubs relating to the registration of firearms in their possession.	John		15/10/23 Completed. Agenda item 15/10/23 forum.
	Update and rebrand the flowchart "Who is a Dealer?" that is available on the Police website.	John		15/10/23 In progress.
	Begin the process of finding a small firearms dealer representative to join the Forum.	John		15/10/23 In progress.
7 - General Business	Send to members a link to the online copy of the Firearm Safety Manual.	Kendra		15/10/23 Completed.
	Circulate to members the requirements for firearm licence referees.	Kendra		15/10/23 In progress.
	Co-ordinate a working group to gather issues relating to Rule 3 of the Arms code on state of semi readiness and provide feedback to the Forum in due course.	John		15/10/23 Completed. Agenda item 15/10/23 forum.
	Review the documentation relating to airport security and carrying firearm equipment on the planes.	Kendra		15/10/23 Completed. Requirements are internal to the airlines.
	Send Piripi the consent form for theatrical work.	Kendra		15/10/23 Completed.
Meeting: 23 03 2022				
Agenda Item 5	Share the flow chart to show firearm holders the triggers and steps for Registration.	Te Tari Pūreke		15/10/23 Completed. Information and registry cards are available online.
Meeting 06 12 2022				

Agenda Item 4	Send out up to date numbers (eg end of September) data on licence applications in the pipeline.	Police		15/10/23 Completed.
Agenda Item 7	Consider looking at providers to sell to retailers directly and on demand.	Police		
Agenda Item 9	Request nominations for 2 youth representatives	Police		15/10/23 Completed.
Agenda Item 9	Set dates in advance and seek feedback. Please provide feedback if school holidays does/doesn't explicitly work.	Police		15/10/23 Completed.