

# College of Air and Transport Surface Nurses - Annual Plan

## Years: 2024/2025

Cost Centre: 476101  
Membership at 31/8/24: 466

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### Process:

Please complete your draft Annual Plan, in consultation with your Professional Nursing Advisor (PNA) by  
PNA to forward it to the Manager, Nursing and Professional Services by

**30th November 2024**

**7<sup>th</sup> December 2024**

The manager will review annual plans, discuss outstanding queries, and forward to the accounts manager for inclusion into the NZNO  
wide budgeting process

NZNO Budget to the Management and Board

**December and February**

APPROVAL ANNUAL PLAN			
Name	Position	Signature	Date
Lynette Will	Chair		
Mairi Lucas	Manager, Nursing and Professional Services		

## Committee - Please include details for all committee members (do not include the PNA)

Name of committee member	Committee role	Region where located
Lynette Will	Chairperson	Dunedin
Patrice Rosengrave	Secretary	Christchurch
Sam Collis	Treasurer	Dunedin
Jackie Hardy	Committee member	Hawkes Bay
Tania Parr	Newletter Editor	Nelson
Avryl Way	Webpage Manager	Waikato
Helen Poole	Course Coordinator	Auckland
Andrea Gibb	Membership	Wellington
Jodie Purches	Committee Member	Auckland

## Committee meetings & AGM/Conference planned for 2024-2025 financial year (April 1<sup>st</sup> – March 31<sup>st</sup>)

Core Funding is provided for up to TWO face-to-face meetings annually.

Dates	Meeting type: Zoom/Teams, Face to Face	Number of committee attending	Location of Meeting	Duration of meeting e.g. 1day, 1 hour
29th and 30th April	Face to Face	8	Wellington NZNO offices	16 hours
10 <sup>th</sup> June	Teleconference	8		1.5 hrs
23rd September	Face to Face (AGM)	8	Christchurch ASA COASTN conference	8 hrs
18 <sup>th</sup> November	Teleconference(course planning)	8		1.5 hrs

2025 February (Date to be confirmed)	Face to Face	8	Wellington NZNO offices	16 hours

### Membership participation on national external working groups

Members name	Email address	Name of working party and the host organisation	Status of national group
Tania Parr	Tania.Parr@nmdhb.govt.nz	Aeromedical commissioning programme - ACP	In progress
Avryl Way	Avryl.way@waikatodhb.health.nz	ACP / ASA COASTN Conference Committee	In progress
Germain Sandford	Germaine.Sandford@cdhb.health.nz	ACP	In progress
Andrea Gibbs	andrea.gibbs@ccdhb.org.nz	National Travel and Transport Health and Safety aviation subgroup	In progress
Jackie Hardy	Jackie.hardy@hbdhb.govt.nz	Central Region Critical Care Leadership Group	In progress
Patrice Rosengrave	Patrice.rosengrave@cdhb.health.nz	ASA COASTN Conference Committee	In progress

## Goals for the financial year (1 April 2024 to 31 March 2025) from the NZNO Strategic Plan.

**Outward facing:** Patient outcomes that are culturally safe, every nurse has the power and resources to do the job, decisions on nurse resourcing are based on NZNO's 5 fixes.




**Inward facing:** Every member across the sector is engaged and actively participates, new ways of campaigning are utilised, membership lifted.

**Areas of Focus:** Please refer to NZNO Strategic Plan for interpretation of each area of focus.

1. Te Tino Rangatiratanga
2. Building member power
3. Workforce
4. Education
5. Registration
6. Quality, Health and Safety
7. Bargaining
8. Political
9. Immigration
10. Allies
11. Te Tai ao

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Please rate your progress on your areas of focus according to the following rating when you meet and note in meeting minutes

Progress rating	Colour
Not started	
Started and progressing well	
Progressing	

Achieved	
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2024-2025							
Objectives	Steps to achieve goal/objective	Estimated Costs	Progress meeting 1 Apl 2024	Progress meeting 2 June2024	Progress meeting 3 Sept2024	Progress meeting 4 Nov 2024	Progress meeting 5 Feb 2025
1) Continue to represent flight and surface transport nurses on both national and international forums, identifying opportunities for representation and giving <b>a voice for political engagement</b> at a local level, nationally and internationally. <b>Maranga Mai - Political, Building member power</b>	<ul style="list-style-type: none"> <li>Members of COASTN are on several working groups: ECCT, ACP, National Stroke Pathway (SCR), DHB air ambulance group/national Air Desk Clinical Oversight Group.</li> <li>COASTN will continue to seek representation from all relevant groups around Aotearoa, New Zealand.</li> <li>COASTN will provide Introduction letters and formal requests to be involved in any relevant strategy or service reforms/reviews(local/national).</li> <li>COASTN will have mechanisms to ensure all members are informed of these group activities and have opportunities to voice their/services and/or teams views.</li> <li>With every change in Government, COASTN will introduce the College and outline their work to the new Health Minister and other relevant MPs, reminding them that we are the transport nursing body of Aotearoa New Zealand and</li> </ul>	Estimated Costs include Travel, meals and accommodation = \$11,000/ year for 3 face to face meetings.					

	<p>will require to be consulted on any aspects that affect the transport of patients.</p> <p>Question- Did we do a letter to Shane Reti, David Seymour and Casey Costello ???</p> <ul style="list-style-type: none"> <li>• COASTN will promote the College and make COASTN visible to Te Whatu Ora regional and district managers.</li> <li>• Moving forward, COASTN aims to work</li> <li>• Te Whatu Ora to ensure safe patient transportation for all patients from all areas of the motu as a priority.</li> <li>• The committee seeks involvement with relevant submissions identified by NZNO or the Committee itself.</li> <li>• The Committee encourages College member involvement with relevant submissions as identified by NZNO or by the Committee</li> </ul>						
<p>2) The national committee will seek out and engage with its members and other transport nursing groups nationally and internationally with the aim of increasing member numbers and power.</p> <p><b>Maranga Mai -</b></p>	<ul style="list-style-type: none"> <li>• Encouraging College members to take every opportunity to promote transport nursing as a career option and most specifically non-members to join NZNO and COASTN.</li> <li>• Should COASTN members choose to be NZNO delegates COASTN will support them as able.</li> <li>• Share E-magazine with COASTN members and non-members, Australian flight nurses and Pacifica members.</li> <li>• Engage nationally and internationally in developing alliances where and when appropriate to strengthen relationships- FNA at the 2024 ASA conference</li> </ul>	<p>*COASTN has agreed to three face-to-face meetings as the budget allows. Costs for face to face meetings included in estimated costs described above.</p>					

<p><b>Political, Building member power, Education, Registration, Workforce</b></p>	<ul style="list-style-type: none"> <li>• Regularly collaborate with ASA to hold combined international conferences</li> <li>• Members of COASTN will collaborate with universities in the UK (NCL adult critical care transfer service), America and other flight nurse committees in Australia. Potential engagement with Australian aeromedical courses for NZ flight nurses such as STAR (specialised training in aeromedical training)</li> <li>• The national committee meets regularly via Zoom and face-to-face to plan to achieve these documented objectives.(See meeting schedule pg 2)</li> <li>• Regions and service locations for committee members as of March 2024</li> </ul> <p>Christchurch –ICU  Nelson/Tasman – Flight team  Dunedin – NICU &amp; ICU  Waikato – NICU  Wellington – ICU  Auckland Starship – PICU  Hawkes Bay – Flight team/ICU flight team</p> <ul style="list-style-type: none"> <li>• The Committee will work to advance partnerships and strategic relations to meet the obligations under Te Tiriti o Waitangi through being proactively informed and strongly collaborative</li> </ul>						
<p>3) Include clear partnerships with Maori, Te Tiriti o Waitangi and Pacific Peoples</p>	<ul style="list-style-type: none"> <li>• Apply tikanga principles and processes to all COASTN communications, meetings, symposia, conferences</li> </ul>						

<p>Maranga Mai- Te Tino Rangatiratanga</p>	<ul style="list-style-type: none"> <li>• COASTN national committee recruitment efforts to reflect Aotearoa, New Zealand's population to provide equitable representation on the National Committee.</li> <li>• Encourage Māori and Pacific transport nurses to join NZNO and those NZNO members to join COASTN to provide equitable representation within the membership.</li> <li>• Embed a Te Ao Māori lens on our structure, policies and processes and work alongside/seeking advice and guidance from Te Poari</li> <li>• Apply a bicultural approach when working with all members</li> <li>• COASTN is working on changing the logo to incorporate our bicultural landscape</li> <li>• Have visibility of Māori members by keeping membership current</li> </ul>	<p>As budget allows, up to a maximum of \$2000.</p> <p>Costs for the AGM are largely covered by ASA, \$10000 for committee</p>					
<p><b>4) Providing transport nurses with a current, relevant education programmes and opportunities Maranga Mai -"</b></p>	<ul style="list-style-type: none"> <li>• Planning for the 2024 AGM and joint international conference with ASA in CHCH.</li> <li>• See dates for scheduled COASTN AGMs and symposiums, Face-to-face and Zoom meetings</li> <li>• COASTN Passport -Standardised skills and competencies developed several years ago and now due for update review <ul style="list-style-type: none"> <li>• Sub-group to review, consider if obsolete update standards, Skills and Competencies and Passport including review of formats-hard copy</li> <li>• Promotion of Passport once review is completed</li> </ul> </li> </ul>	<p>entry to conference, (accom/travel costs decribed elsewhere).</p> <p>\$1000 towards merch/apparel/promotional materials.</p>					



<p><b>Political, Building member power, Education, Registration, Workforce, Quality Health &amp; Safety</b></p> <p>Provide the internationally patronised Aeromedical Retrieval Course annually <b>Maranga Mai -Political, Building member power, Education, Workforce, Quality Health &amp; Safety</b></p>	<ul style="list-style-type: none"> <li>• Continue to advertise, word of mouth, Kai Tiaki (now online), NZNO promotional materials, COASTN website and E-magazine, Facebook</li> <li>• The Aeromedical Retrieval Course continues to be successfully</li> <li>• Relationship with AUT is required to be reviewed annually</li> <li>• Inclusion of HUET course to be reviewed annually</li> <li>• Sponsorship to be considered for the Aeromedical Retrieval Course</li> <li>• The committee and course coordinator will regularly review course attendance numbers, content and costings. The next course is expected to run in March 2025</li> <li>• Candidate selection is also considered to ensure a good geographical representation throughout NZ. Represent the uniqueness of Aotearoa/New Zealand</li> <li>• Consideration of international applicants</li> <li>• Ensure opportunities are available to encourage nurses to consider flight nursing as a career option, for example, providing education and offering buddy flights if service allows.</li> </ul>	<p>The Aeromedical Retrieval Course cost is a separate budget plan</p> <p>Huet costs – \$50,000</p> <p>Expected revenue \$5000</p> <p>*COASTN takes responsibility if the course runs at a deficit</p>					
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<p>Continue to offer scholarship assistance to members to access further education</p> <p><b>Maranga Mai - Workforce, Education, Quality Health &amp; Safety</b></p> <p>Award for Outstanding Nursing Achievement in Transport Nursing Aotearoa</p> <p><b>Maranga Mai - Workforce, Education, Quality Health &amp; Safety</b></p>	<ul style="list-style-type: none"> <li>• Reviewed annually and allocated depending on the financial situation of the College</li> <li>• Members reminded each year to nominate suitable candidates</li> <li>• Award includes funds for recipient to undertake further education/research that benefits Transport Nurses</li> </ul>	<p>Scholarships up to \$3500, \$1000 to COASTN Nurse of the year award, and \$2500 for scholarship for aeromedical retrieval course.</p>					
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