

TOR of Border Sector Industry Stakeholder Forum (NZ) (RKC guideline General Annex 1)

The Border Sector Industry Stakeholder Forum is a joint border agency/industry forum made up of representatives from key border-related industries and interests and members of agencies that make up the Border Sector Governance Group. The primary focus of the Forum is stakeholder engagement in relation to the four priority work programmes of the border sector agencies.

1. Background

Cabinet agreed in October 2007 that an ongoing Border Sector governance structure be established to provide a mechanism for joint decision making and guidance on:

- Border sector strategy, planning and monitoring;
- Border sector performance;
- Operations and Information Systems (IS) projects with wide ranging border sector implications; and
- Application of a whole of government view to border sector management and operations.

The core membership of the Border Sector Governance Group is:

- Comptroller, New Zealand Customs Service (Chair);
- Secretary, Department of Labour;
- Director-General, Ministry of Agriculture and Forestry;
- Chief Executive, Ministry of Transport;
- Chief Executive, The Department of Internal Affairs;
- Chief Executive, New Zealand Food Safety Authority.

The Border Sector Secretariat supports the work of the Border Sector Governance Group and is hosted within the agency of the Chief Executive that is the Border Sector Governance Group Chair.

Border sector agencies have recognised that there are opportunities to improve the management of the border system by adopting a more cohesive and coherent approach. Agencies agree that they need to increase their collaboration with each other, stakeholders and other jurisdictions to manage growing trade and travel volumes and risk complexity, and to take advantage of gains from emerging technologies. There are also opportunities for agencies to collaborate further on border operations and information systems development, and to incorporate stakeholders' perspectives. Improved collaboration will increase the border sector's overall effectiveness and efficiency, within the context of existing accountabilities for each agency.

2. Border Sector Governance Framework

The strategic framework for the border sector is set out below

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|-------------------------|---|
| Sector Vision | i) Deliver excellent border management outcomes for New Zealand By thinking and acting as one |
| Sector Objective | An integrated and responsive border management system that best serves New Zealand's interests by facilitating trade and travel while managing risk |

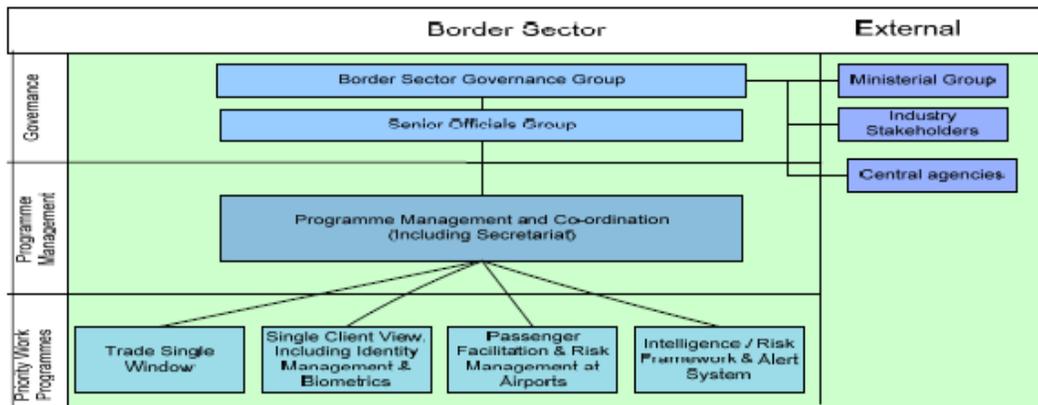
| Sector | Protection | Facilitation | Partnership and Responsibility |
|----------|---|--|---|
| Outcomes | New Zealand is protected from goods, organisms and people that pose a risk to our interests | New Zealand's economic and social interests are enhanced by facilitating the flow of legitimate trade and travel across the border | Everybody understands and undertakes their roles for the effective management of the border |

Priority Work Programmes

Border sector agencies have identified four priority areas for the sector to deliver on over the next three to five years in order to meet the agreed facilitation, protection and partnership outcomes. The priority work programmes are as follows:

- Trade Single Window
- Passenger facilitation and risk management at airports
- Identity at the border for facilitation, protection & partnership
- A border sector Intelligence / risk framework and alert system.

New Governance Structure



3. Scope

The BSGG Industry Stakeholder Forum (the Forum) is an advisory, not a decision making group. It provides border agencies and key industry stakeholders with an important avenue for ensuring industry and border agency interests and strategic directions are mutually understood and aligned where appropriate and possible.

The Forum's primary focus is on matters relevant to the four priority work programmes which is where the border agencies' common interests primarily lie. In addition, there will be regular stakeholder engagement occurring within each of the priority work programmes.

The Forum will complement existing day-to-day engagement with border agencies. These day-to-day type interactions and project-specific matters will continue to be handled at the operational level.

4. Membership

The membership of the Forum consists of members of the Border Sector Governance Group and representatives from key private sector industries at Chief Executive or Chairman level with an 'at the border' interest. Industry Representative Participants will be invited to join the Forum by the Chair of the Border Sector Governance Group.

A. Industry Representatives

Participants will be invited to join the Forum by the Chair of the Border Sector Governance Group. The list of current participants includes the following industry representatives:

- Co-Chair, Australia - New Zealand Leadership Forum
- Co-Chair, Australia -New Zealand Leadership Forum Common Borders Working Group
- Chief Executive, Auckland International Airport
- Chairman, Airports Association New Zealand
- Chairman, New Zealand Shippers Council Inc
- Executive Director, Board of Airline Representatives New Zealand
- Chief Executive, Business New Zealand
- Chief Executive, Meat Industry Association
- Chief Executive, Fonterra Co-operative Group Ltd
- Chair, Port Companies of New Zealand
- Chairman, New Zealand Pacific Business Council
- President, Custom Brokers & Freight Forwarders Federation of New Zealand
- Chief Executive, Export New Zealand
- Chair, Tomorrow's Cargo Logistics
- Chief Executive, New Zealand Cold Storage Association
- Chief Executive, Tourism New Zealand
- Chief Executive, Air New Zealand
- Secretary, Importers Institute
- President, Federated Farmers of New Zealand

5. BSGG Stakeholder Forum Role

A. The main objectives of the Forum are:

- To create a strategic dialogue between border agencies and industries about at-the border interests and future directions with respect to each of the four priority work programmes.
- To provide a mechanism for industry to provide feedback to the BSGG on how the proposed work programme ought to operate from a stakeholder perspective.
- To provide a forum for raising/addressing sectoral issues of mutual interest.

B. The main roles of the Forum are:

- To engender collaborative border agency–industry stakeholder engagement
- To identify opportunities and avenues for border agency–stakeholder engagement and collaboration
- To consider emerging sectoral developments and issues.

6. Operating parameters

A. Principles

- The Forum will be strategically focused, consultative and discussion-oriented in nature.

- The Forum will include sharing information and views on issues raised by any participant. As such, it may challenge thinking as well as provide input and advice to longer-term analyses and considerations affecting the border sector.
- The Forum is not a decision-making forum, and will not focus on operational or administrative matters.

B. Focus for the meetings:

- BSGG progress report on the four work programmes
- Feedback from industry on the work programmes, and how the sector has been operating from an industry stakeholder perspective
- Looking at future trends and matters of common interest.

Any papers for consideration at meetings will be provided at least five working days prior to meetings. Minutes of the meetings will be taken and provided to all participants. Minutes may be discoverable under the Official Information Act. The Chair of the Border Sector Governance Group will chair the Stakeholder Forum.

C. Timeframe

At least two Stakeholder Forums will be held each year at Chief Executives' or Chairman level, with BSGG Chair to revisit this decision as appropriate. It is envisaged that the meetings will be held in April/May and October/November. On occasion the Chairs may convene additional meetings for a particular purpose.

7. Other BSSG Meetings

In addition, stakeholder meetings will be convened through each of the priority work programmes. It will be responsibility of the Chair of each work programme to convene these stakeholder meetings.

The Chair of the BSSG may also wish to convene a meeting of the wider group of agencies with a border sector interest (approximately 20 in total), as the need and/or opportunity arises.