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BORDER EXECUTIVE BOARD

MINUTES

3pm – 4pm, Thursday, 22 July 2021

Held at the Customhouse, 1 Hinemoa Street, Harbour Quays, Wellington

Present: Christine Stevenson (Chair, NZ Customs), Maree Roberts (MoH) for Ashley Bloomfield (MoH), Suzanne Stew (MBIE) for Carolyn Tremain (MBIE), David Taylor (MFAT) for Chris Seed (MFAT), Peter Mersi (MoT), Karen Adair (MPI) for Ray Smith (MPI)

In attendance: Fiona McKissock (BEB), Sonia Mani (BEB), Clare Bugden (BEB), Catriona Robinson (MBIE), Andy Milne (MBIE), Grier Cox (DPMC)

In attendance for items: Item 2 – Shelley Tucker (MoT), Morag Ingram (BEB)

Apologies: Ashley Bloomfield (MoH), Carolyn Tremain (MBIE), Chris Seed (MFAT), Ray Smith (MPI), Cheryl Barnes (DPMC)

Item 1: Welcome, apologies, meeting context

1. The Chair welcomed the BEB members and invitees to the meeting.

Item 2: Vaccination Order Amendment - Supply chain exemption criteria and process

2. MoT acknowledged the input from MoH, the Senior Officials Group, and BEB staff into preparing the supply chain exemption criteria and process outlined in the paper. It was noted that this work should be considered in the context of larger issues related to nation-wide economic exemptions and the need to manage supply chain risks.
3. Members discussed the expected cumulative impact of requests for exemptions. It was noted that the onus of making the case for exemptions rested with the PCBUs, and that group requests would still need to be considered individually to ensure fairness.
4. Members discussed the proposed options for authorisation of exemptions, noting a preference towards having a streamlined process that preserved the ability to consult MoH. Members sought clarity on the requirement for the DG of Health to specifically authorise any exemption, noting that the panel includes MoH.
5. The Board **agreed** to the proposed type of evidence that will be sought from PCBUs – noting the desire to strike a balance between the intent of the Order and the need to manage supply chain risks.
6. The Board **agreed** to the process, which seeks to ensure transparency and efficient and just assessment of the applications.
7. The Board **agreed**, upon confirmation with the DG of Health (who was absent from the meeting), to authorise the Chair of BEB to endorse the cross agency panel's recommendation and forward to Hon Chris Hipkins as Minister for COVID-19 Response.
8. **Action:** Maree Roberts to confirm with DG Health, on his involvement in authorising exemptions.

Item 3: Debrief of CEs hui on Safe and Smart Borders - Reconnecting NZers with the World

9. The Chair provided a brief update on the hui on 'Safe and Smart Borders - Reconnecting NZers with the World' held on 13 July 2021, noting the attendance of around 35 CEs, industry leaders and government officials.
10. The hui was held with the intent to set the context and start considering the options and parameters for air operations once decisions have been made on opening borders and reconnecting NZers with the world. The proposed next steps would be an agile, 8-week sprint process to determine potential options and likely solutions.
11. MoH noted the DG of Health was keen to consider the end-to-end journey around reconnecting from a public health viewpoint which includes consideration of the Delta variant of the COVID virus.

Item 4: Travel Health Pass work programme resourcing

12. MoT noted delays in the progress of work related to the Travel Health Pass programme. Members discussed the complexity of the programme including resourcing, inter-dependencies, emerging global technology platforms, operationalisation requirements, legislation, and privacy. Work is being undertaken to determine the costs with the Board to receive updates.

Item 5: Other issues and priorities

13. s9(2)(f)(iv) OIA
[Redacted]
14. s9(2)(f)(iv) OIA
[Redacted]
15. The Chair acknowledged Sonia Mani for her work handling the secretariat functions of the BEB (and BSGG) during the past 12 months, and noted that Clare Bugden would be taking over the function starting next week.

Item 6: Minutes and action items

16. The minutes from the meetings of 08 July 2021 were taken to be an accurate record.



BORDER EXECUTIVE BOARD

MINUTES

3pm – 4pm, Thursday, 29 July 2021

Held at MPI, Charles Fergusson Building, 34-38 Bowen Street, Wellington

Present: Christine Stevenson (Chair, NZ Customs), Ashley Bloomfield (MoH), Andy Milne for Carolyn Tremain (MBIE), Chris Seed (MFAT), Peter Mersi (MoT), Michael Inglis for Ray Smith (MPI)

In attendance: Fiona McKissock (BEB), Cheryl Barnes (DPMC), Bridget White (MoH), Clare Bugden (Secretariat)

In attendance for items: Items 1 to 4 – Ruth Fairhall and Megan Stratford (DPMC);
Item 4 – Mat Black (Customs)

Apologies: Ray Smith (MPI), Carolyn Tremain (MBIE)

Item 1: Welcome and Apologies

1. The Chair welcomed everyone to the meeting and confirmed the agenda.

Item 2: Australia Quarantine Free Travel (QFT) Suspension

2. Andy Milne provided the Board with an update on the QFT suspension with Australia and the implications for managed isolation and quarantine (MIQ). The Board noted the focus for MBIE and MFAT were travellers from New South Wales due to MIQ capacity constraints.
3. The Board noted the approach with the Trans-Tasman travel window closing at 11.59pm, 30 July 2021. Registration of interest for travellers from New South Wales for contingency allocation opens from 10am, 30 July 2021 and closes at 2pm, 3 August 2021. The registration of interest process will inform understanding of the scale of travellers to New Zealand. The Board noted there were no issues to report with the preparation of the registration of interest process.
4. The Board discussed the challenge of managing demand from countries other than Australia and reintroducing Australia to the MIQ model. It also discussed Australia travel route capacity recognising the impact of crew availability and the need to maintain the supply chain. The Board acknowledged that the issue remains complex.
5. The Board noted there were no issues to report with how the border was operating. The Chair thanked Andy Milne for his leadership, and his team at MIQ, along with other agencies that continued to support QFT change.

Item 3: Reconnecting New Zealanders

6. The papers were taken as read. Ruth Fairhall and Megan Stratford led a discussion with the Board on the proposed approach to the August 2021 Cabinet paper relating to Reconnecting New Zealanders. The Board noted the approach will be tested with the Ministerial Advisory Group.

7. s9(2)(f)(iv) OIA, s6(a) OIA

s6(a) OIA, s9(2)(g)(i) OIA

s9(2)(g)(i) OIA

Decisions and Actions

8. The Board **noted** the update on Reconnecting New Zealanders.

9. **Action:** Cheryl Barnes and Ruth Fairhall s9(2)(g)(i) OIA

Item 4: Travel Health Pass

10. Mat Black joined for this item and provided the Board with a verbal update on the Travel Health Pass initiative. The Board noted the rapid movement with activity. The Travel Health Pass has been prioritised as part of Reconnecting New Zealanders and the scope and design of the first release is being confirmed.

11. The Board noted the Travel Health Pass requires significant investment and that the business case is progressing. The Board advised that the business case needs to be clear on the level of confidence with information, particularly financial.

12. The Board sought clarity on the ability to resource the Travel Health Pass initiative. It was noted that the technology element looks resourced. The Border Executive Board DCE COVID-19 and Systems Improvements groups have been requested to consider the impact that the prioritisation of the Travel Health Pass will have on other work streams and if they can identify policy, legal, and privacy resources, which is expected to be a challenge.

Item 5: BEB Revised Terms of Reference for Independent Reviews

COMMERCIAL IN CONFIDENCE

13. The papers were taken as read. The Board noted the purpose of the item was to confirm revised terms of reference for the COVID-19 Maritime Border Measures (Tranche 2), and the Border Worker Testing and Vaccination (Phase 2) – Maritime and Aviation.

14. The Chair invited comment from members. The Board noted feedback from Health officials around focussing on the public sector as well as the newer grouping of private sector Border Workers which will be shared with the provider. The Board discussed the independent reviews and provided feedback on having pragmatic recommendations for the border system.

15. The Board noted DPMC will confirm with the Border Executive Board secretariat whether there are any outstanding matters from past reviews for the COVID-19 Assurance Framework.

Decisions and Actions

16. The Board **agreed** the revised terms of reference for the Review of COVID-19 Maritime Border Measures (Tranche 2).

17. The Board **agreed** the revised terms of reference for the Review of Border Worker Testing and Vaccinations (phase 2) – Maritime and Aviation Borders.

18. s9(2)(b)(ii) OIA

Item 6: Other Issues and Priorities

- 19. The Board discussed how to support government staff posted to work overseas including wellbeing, ability to return to New Zealand at the end of their posting or at short-notice, and the impact on new postings. The Board discussed the potential to utilise existing processes within MIQ.
- 20. The Board noted there were no new vessels of interest or issues to note with maritime quarantine.

Board Decisions and Actions

- 21. Action:** MBIE (MIQ) to confirm how existing processes can support government staff posted overseas.

Item 7: Minutes and Action Items

- 22. The minutes from the 22 July 2021 meeting were confirmed to be an accurate record.
- 23. The open actions items were reviewed. The Board noted actions 25, 31 and 44 will be responded to at the 5 August 2021 meeting. Action 45 was closed. The Director General of Health confirmed the Chair may endorse recommendations for supply chain exemptions from the Vaccine Order being forwarded to the Minister for COVID-19 for consideration.

The meeting closed at 4.00pm. The next meeting is scheduled for 5 August 2021.

Released under the Official Information Act 1982



BORDER EXECUTIVE BOARD

MINUTES

3pm – 4pm, Thursday, 5 August 2021

Held at MPI, Charles Fergusson Building, 34-38 Bowen Street, Wellington

Present: Christine Stevenson (Chair, Customs), Ashley Bloomfield (MoH), Megan Main for Carolyn Tremain (MBIE), David Taylor for Chris Seed (MFAT), Peter Mersi (MoT), Ray Smith (MPI)

In attendance: Clare Bugden (Secretariat)

In attendance for items: Item 2 – Sharon May, Caroline De-Haast (Customs), Item 3 – Bridget White, Darryl Carpenter (MoH)

Apologies: Chris Seed (MFAT), Carolyn Tremain (MBIE), Fiona McKissock, Sarah Holland (BEB), Cheryl Barnes (DPMC)

Item 1: Welcome and Apologies

1. The Chair welcomed everyone to the meeting, noted the apologies, and confirmed the agenda. The Chair acknowledged Peter Mersi and Megan Main, as part of the awards team, for the positive feedback to the border worker finalist presentation for the Spirit of Service Awards.

Item 2: Ahumoni Hoahoa Update

2. The papers were taken as read. Sharon May and Caroline De-Hasst joined for this item to provide an update on the Ahumoni Hoahoa initiative and seek agreement of the programme objectives.
3. The Board noted the verbal update on activity underway. The Board noted the resource challenges and supported inviting other public service agencies to participate in the system level initiative. The Board recommended separating out the revenue agencies need to deliver core services from the revenue generated from users. This will acknowledge the fixed costs of running a required minimum level of service. The Board invited Ahumoni Hoahoa to give them feedback on any constraints with the Public Finance Act 1989, noting an interdepartmental board is a new way of working.

Decisions and Actions

4. The Border Executive Board:
 - a. **endorsed** the objectives and actions for the four identified themes: sustainability of the Border Executive Board; financial sustainability; collective investments; cost recovery of border charges.
 - b. **noted** the work completed by the Ahumoni Hoahoa work stream to date.

Item 3: Border Worker Testing Register – Monitoring and Assurance

5. The papers were taken as read. Bridget White and Darryl Carpenter joined for this item. The Board clarified the purpose was to respond to three open actions and that no action was required.
6. The Board acknowledged the progress with saliva testing and the positive feedback from border workers of a less invasive test becoming available. The Board raised the accuracy of reporting and how workers over-due for testing were being following up. It noted employers are followed up actively to ensure testing and reporting remains up-to-date.
7. The Board enquired if there were sectors of interest around testing levels and if any further support could be given to PCBUs. It noted that the saliva testing roadshows were reinforcing the need for testing. The Board shared their experience that 1:1 engagement with hesitant staff had a positive impact with vaccination uptake, although was resource intensive.

Decisions and Actions

- a. **noted** the update on border workforce testing (open action point BEB 25)
- b. **noted** the update on the Border Workforce Compliance Team and Implementation Plan for all forms of testing (open action point BEB 31)
- c. **noted** the final report on the Rapid Review of Border Worker Testing Phase 1 and that the recommendations have either been completed, are near complete, or relate to ongoing BAU work (open action point BEB 44)
- d. **noted** phase 2 of the Rapid Review of Border Working Testing will incorporate testing and vaccination
- e. **agreed** that the final report on the Rapid Review of Border Worker Testing Phase 1 will be proactively released (via the BEB secretariat), accompanied by the action plan
- f. **requested** a report back on the two in progress Rapid Review of Border Worker Testing Phase 1 recommendations, when they are completed: ref a) programme governance and assurance; ref e) data governance model.

Item 4: Managed Isolation and Quarantine (MIQ) Quarterly Update Q4 2020/21

8. The papers were taken as read. The Board noted the purpose was to consider the quarterly assurance update for MIQ that followed the report being considered by the MIQ chief executive assurance group.
9. Megan Main led the item, outlining the key points of the report and the emerging risks. The Board noted the risk environment is dynamic and the report is a snapshot at a quarter end. The Board discussed the new risks of: increasing MIQ capacity (infrastructure, people, and practices); the perception MIQ is failing due to how it manages demand/bookings; and complacency post vaccination.

IN CONFIDENCE

10. The Board noted the outlier high risk rating for workforce which reflects the complexity and multiple elements that are being managed. The Board noted MIQ will continue to conduct reviews to ensure continuous improvement. The Board acknowledged MIQ's response to the suspension of quarantine free travel with Australia and travellers coming back to New Zealand.

Decisions and Actions

11. The Border Executive Board **noted** the Managed Isolation and Quarantine (MIQ) Risk and Assurance Quarterly Update Q4 2020/21.

Item 5: Border Executive Board 2020/21 Performance Report to 30 June 2021

12. The papers were taken as read. The Board noted the purpose was to consider the performance of the Border Executive Board for 2020/21, noting the appropriation performance will be reported as part of Vote Customs Annual Report. The Board did not raise any issues with the report.

Decisions and Actions

13. The Border Executive Board

- a. **noted** the 2020/21 performance report to 30 June 2021
- b. **noted** the upcoming activity for July to December 2021.

Item 6: Other Issues and Priorities

14. No matters were raised.

Item 7: Minutes and Action Items

15. The minutes from the 29 July 2021 meeting were confirmed to be an accurate record.

16. The open actions items were reviewed. The Board noted actions BEB 25, BEB 31 and BEB 44 were closed as part of agenda item three. Actions BEB 46 and BEB 47 were carried forward.

The meeting closed at 4.07pm. The next meeting is scheduled for 12 August 2021.



BORDER EXECUTIVE BOARD

MINUTES

3pm – 4pm, Thursday, 12 August 2021

Held at MPI, Charles Fergusson Building, 34-38 Bowen Street, Wellington

Present: Christine Stevenson (Chair, Customs), Carolyn Tremain (MBIE), Chris Seed (MFAT), Peter Mersi (MoT) from 3.30pm, Bridget White for Ashley Bloomfield (MoH), Steve Gilbert for Ray Smith (MPI)

In attendance: Sarah Holland for Fiona McKissock (BEB), Cheryl Barnes (DPMC), Clare Bugden (Secretariat)

In attendance for items: Item 2 – Sally Giles (MoH)

Apologies: Ray Smith (MPI), Ashley Bloomfield (MoH), Fiona McKissock (BEB)

Item 1: Welcome and Apologies

1. The Chair welcomed everyone to the meeting, noted the apologies, and confirmed the agenda. The Board noted the meeting commenced without a quorum.

Item 2: Health at the Border – Programme and Priority Actions

2. The papers were taken as read. Sally Giles joined the meeting for this item. The Board noted the purpose was to approve the Systems Improvement initiative Health at the Border work programme and priority actions. Sally Giles led a discussion with the Board noting it is future state; beyond COVID-19.
3. The Board raised and discussed the topics below.
 - *Alignment with health reforms* – noted the opportunity for the upcoming reforms to strengthen Health at the Border. The Ministry of Health has a new leadership role for the health reforms that is expected to consider how Health at the Border will fit now and in the longer term.
 - *Reference to infection, prevention and control (IPC) measures* – noted it is implicit that IPC is a health function and will be considered in the programme deliverables.
 - *Strengthening consideration of operational implications before decisions are made* – acknowledged COVID-19 work has been done at pace. The Board supported early engagement with operational agencies continuing to ensure expectations can be met and there is minimal disruption with implementation. Health is working with partner agencies to ensure Health at the Border can be operationalised.
 - *Implications of maritime quarantine* – noted Customs and Health are conducting reviews of the recent four vessels that will include clarifying the COVID-19 operating framework. Noted a Health presence at ITOC will improve efficiencies and communications during a response. The Board supported standing up the Health presence at ITOC as soon as practical, noting funding was still to be confirmed.

- *Rapid testing on arrival and departure* – Health is considering the use of rapid testing. The Board noted rapid testing would strengthen maritime risk mitigation. Health will advise the COVID-19 rapid testing pilot team to consider including maritime.
- *Consistent passenger experience with Australia* – noted the opportunity for alignment with risk and intelligence but different legislation leads to different operational experiences e.g. pre-departure testing.

4. The Board had a quorum for decisions.

Decisions

5. The Border Executive Board:

5.1. **noted** Health at the Border Systems Improvements work stream has developed a programme of work for a future border with a strengthened and enduring health presence

5.2. **agreed** to the Health at the Border proposed work programme

5.3. **agreed** to the three priority actions identified on the *Health at the Border* proposed work programme

- health is permanently represented at the Integrated Targeting Operations Centre (ITOC) based in the Auckland Customhouse
- develop options for the range and delivery of health functions at the border
- review and update the Ministry of Health publication Responding to Public Health Threats of International Concern

5.4. **noted** agency officials will further progress the implementation of these actions including finalising terms of reference and project plans

5.5. **invited** a report back on progress in approximately eight weeks with a more detailed work programme, including timeframes.

Item 3: Reconnecting New Zealanders to the World Forum – 12 August 2021

6. The Board discussed the Reconnecting New Zealanders to the World Forum, hosted by the Prime Minister on 12 August 2021 where the framework for re-opening our borders was unveiled. Key points for the Board included vaccinations being available for all New Zealanders from 1 September 2021 and a phased approach to opening the borders, with a self-isolation pilot in 2021.

7. The Board supported DPMC taking the opportunity to regularly and proactively share vaccination uptake statistics to give the business community a sense of progress.

Item 4: Other Issues and Priorities

8. **Self-isolation pilot October to December 2021** – the Board discussed resourcing the pilot. It was noted DPMC has been identified as the policy and governance lead, with confirmation pending of which agency will operationalise the pilot.

9. The Board discussed ways to manage workforce capacity constraints (and the wellbeing of people) as new activity is drawing on the same group of people.

10. **Change of meeting day** – the Chair advised the meeting day will be changing to support attendance. New invitations will be sent out.

Item 5: Minutes and Action Items

11. The minutes from the 5 August 2021 meeting were confirmed to be an accurate record.

12. The open actions items were reviewed.

- Action BEB 46: scheduled to be discussed at 26 August 2021 meeting
- Action BEB 47: closed. MIQ existing processes can be utilised for government staff posted overseas. Agencies to contact MIQ for assistance.

The meeting closed at 4.11pm.

The next meeting is scheduled for 26 August 2021.

Released under the Official Information Act 1982



BORDER EXECUTIVE BOARD

MINUTES

4pm – 5pm, Wednesday 1 September 2021
Held online via MS Teams

Present: Christine Stevenson (Chair, Customs), Carolyn Tremain (MBIE), Chris Seed from 4.15pm (MFAT), Ray Smith (MPI), Maria Cotter for Ashley Bloomfield until 4.33pm then Ashley Bloomfield (MoH)

In attendance: Fiona McKissock (BEB), Clare Bugden (Secretariat)

In attendance for items: Items 2 Jamie Bamford and Mat Black (Customs), Item 3 Mat Black (Customs)

Apologies: Ashley Bloomfield until 4.33pm, Peter Mersi (MoT), Cheryl Barnes (DPMC)

COVID-19 Alert Level Status

Regions south of Auckland are at **Alert Level 3**. The Alert Level settings will be reviewed on 6 September 2021.

Auckland and Northland are at **Alert Level 4**. Auckland will be reviewed on 13 September 2021. It is expected that Northland will drop to **Alert Level 3** at 11.59am on 2 September 2021.

Item 1: Welcome

1. The Chair welcomed everyone to the meeting and confirmed the agenda. The Board noted the meeting was being held online due to COVID-19 Alert Level 4 and 3 being in place.

Item 2: Systems Improvements Programme update

2. The papers were taken as read. Jamie Bamford led a discussion with the Board regarding the status of the Systems Improvements Programme and the impact of the Traveller Health Declaration System initiative. The Board were advised that there are a range of opportunities and challenges from the Reconnecting New Zealanders programme.
3. The Board discussed the challenging environment, acknowledging the high volume of work underway across the public service, the interconnectedness of initiatives, the difficulty of initiatives being of similar priority, and workforce capacity constraints. The Board noted several of the Systems Improvements initiatives will form part of the Traveller Health Declaration System deliverables, while some are expected to continue (indicated green in the project status report).
4. The Board supported inviting Rob Huddart to some meetings to maintain the link between the Border Executive Board and the Reconnecting New Zealanders programme, noting other meetings are maintaining a border connection.

Decisions

5. The Border Executive Board:
 - 5.1. **noted** the impacts of the Traveller Health Declaration System, Reconnecting New Zealanders and its associated Future Border sprint upon the Systems Improvements Programme

IN CONFIDENCE

- 5.2. **agreed** that the majority of the Systems Improvements Programme effort be transferred into supporting the delivery of the Traveller Health Declaration System work, Reconnecting New Zealanders and its associated Future Border sprint work and other priority responses to the COVID resurgence
- 5.3. **noted** the opportunities that the Traveller Health Declaration System work, Reconnecting New Zealanders and its associated Future Border sprint work offer the overall Systems Improvements Programme
- 5.4. **noted** that some Systems Improvements work can still be progressed as it is not impacted by this priority work although this may be subject to change
- 5.5. **noted** the Cabinet report due at the end of the 2021 remains on track
- 5.6. **requested** clarity on the impact to specific Systems Improvement initiatives, as it emerges.

Item 3: Traveller Health Declaration System

6. The papers were taken as read. Mat Black led a discussion with the Board on the status of the Traveller Health Declaration System initiative. The Board noted work is progressing and most project leadership roles have been appointed. There is a capacity constraint with the Programme Manager role under recruitment.
7. The Board raised the connection with the Future Border sprint work, noting the projects are communicating with each other to clarify how work will be delivered, and through which work-stream. The Board acknowledged again the interconnectedness of this initiative with other work, capacity constraints across the system, and the challenge of initiatives having similar priority.

Decisions

8. The Border Executive Board:
 - 8.1. **noted** the status report for the Traveller Health Declarations System for the period ending 24 August 2021.

Item 4: Decision Papers

Border Executive Board Annual Report 2020/21 – Performance Story

9. The papers were taken as read. The Board noted the purpose was to approve the Annual Report 2020/21 performance story, which is required under the Public Finance Act 1989.

Decisions

10. The Border Executive Board:
 - 10.1. **approved** the Border Executive Board Annual Report 2020/21 performance story, with minor editorial changes to be incorporated
 - 10.2. **agreed** that the Chair may finalise the Border Executive Board Annual Report 2020/21 for publication, noting Board members will be consulted on any substantive content changes.

Statement of Intent – Border Executive Board Standard Text for Agencies

11. The paper was taken as read. The Board noted the purpose was to endorse generic text about the Border Executive Board for inclusion in border agencies Statement of Intent documents.

~~IN CONFIDENCE~~

Decisions

12. The Border Executive Board:

- 12.1. **endorsed** the standard text being shared with border sector agencies for inclusion in their Statement of Intent (Appendix 1), with a minor editorial change
- 12.2. **noted** agencies retain the right to amend the text for their Statement of Intent.

Rapid Review Border Worker Testing Phase 1 – Report Back on Last Two Actions

13. The papers were taken as read. The Board noted the item responded to the request to receive confirmation that the last two actions from the Rapid Review of Border Worker Testing Phase 1 had been completed.

Decisions

14. The Border Executive Board:

- 14.1. **noted** that all the recommendations from the Rapid Review of Border Worker Testing Phase 1 have now been completed
- 14.2. **approved** the Terms of Reference for the Border Workforce Senior Officials Group with the following feedback to be incorporated
 - widen the membership of the Group to include private sector representation such as airport, sea-port, airline, freight
 - schedule the review of the TOR with the Board in 2021
- 14.3. **requested** an update on how the Border Workforce Senior Officials Group will connect with the Board, particularly around meeting the TOR activity to provide assurance to the Board on whether the implementation of the Required Testing Orders is achieving the desired effects, including reporting on compliance.

Item 5: Other Issues and Priorities

15. **COVID-19 Resurgence** – the Board acknowledged the range of meetings underway relating to the resurgence and that the Border was represented at the regular National Response Leadership Team meetings.
16. The Board discussed the response activity, acknowledging the impact and practicality of having an ongoing resurgence capacity and an enduring health presence at the border; particularly workforce capacity. The discussion will be revisited post resurgence and include exploring what could be learnt from how the Ministry for Primary Industries prepares and responds to outbreaks.
17. **Quorum** – the Board agreed the quorum for a Board meeting will be three substantive members. A substantive member holds formal delegations as a chief executive.

Item 6: Minutes and Action Items

18. The minutes from the 12 August 2021 meeting were confirmed to be an accurate record.

The meeting closed at 5.00pm.

The next meeting is scheduled for 8 September 2021.

Appendix 1: Standard Text for Border Agency Statement of Intent Documents – Customs Example



BORDER EXECUTIVE BOARD

Border Executive Board

The Border Executive Board started in January 2021 to provide effective governance of the New Zealand border by ensuring there are no gaps in the end-to-end border processes for people, goods and craft. It builds on the long history of successful collaboration amongst border agencies, and is the first inter-departmental executive board to be established under the Public Service Act 2020.

The Board is made up of the Chief Executives of the New Zealand Customs Service, Ministry for Primary Industries, and the Ministries of Business, Innovation and Employment, Transport, Health and Foreign Affairs and Trade. It is chaired by the Comptroller of Customs and reports to the Minister for COVID-19 Response.

The Border Executive Board is supported by a small secretariat and has four primary accountabilities:

- **Strategic border system improvements**, including developing a Border Sector Strategy, monitoring performance and user experiences across the system, advising on investment decisions for the border system, and delivering joint initiatives to build a safer and smarter border
- **Ensuring there are no gaps** in the end-to-end border processes to integrate health risk management, supporting a robust COVID-19 response while preparing to reopen the borders.

- Ensuring any gaps or **future risks** from people, goods and craft at the border will be addressed, where the risks are not already being managed by an existing agency or another government process.
- Managing the significant and pressing **fiscal challenges** that the sector is facing as a result of decreased revenues from cost-recovery activities through the COVID-19 pandemic.

Customs' Role

Customs is the servicing agency for the Border Executive Board. It is responsible for hosting the secretariat for the Board and providing administrative and corporate support.

As a member agency, Customs also leads several work streams supporting system stewardship and systems improvements outcomes alongside our legislative functions and services.

Note: this is the part each agency would write to reflect their contribution to the BEB



BORDER EXECUTIVE BOARD

MINUTES

3.30pm – 4.30pm, Wednesday 8 September 2021

Held online via MS Teams

Present: Christine Stevenson (Chair, Customs), Chris Seed (MFAT), Ashley Bloomfield (MoH), Peter Mersi (MoT), Ray Smith from 3.50pm (MPI), Megan Main for Carolyn Tremain (MBIE)

In attendance: Fiona McKissock (BEB), Cheryl Barnes (DPMC), Clare Bugden (Secretariat)

In attendance for items: Items 2 and 3 – Kirstie Hewlett (Maritime New Zealand), Harriet Shelton (MoT), Robby Smith (Customs)

Apologies: Carolyn Tremain (MBIE)

COVID-19 Alert Level Status

Auckland is at **Alert Level 4**. The rest of the country is at **Alert Level 2**. The Alert Level settings will be reviewed on 13 September 2021.

Item 1: Welcome

1. The Chair welcomed everyone to the meeting and confirmed the agenda.

Item 2: Chief Executives and Ports Meeting

2. The papers were taken as read. Kirstie Hewlett led a discussion with the Board to prepare for the Chief Executive level meeting with Ports on 9 September 2021. The Chief Executives of Customs, Transport, and Health are participants.
3. The meeting is designed to discuss a range of issues raised by the Ports and to work out a way to solve some of these with the sector. It was noted that the meeting is not intended to resolve all the issues raised. The issues expected to be raised are: PPE for mariner pilots; procedures for dealing with confirmed or suspected COVID-19 infection on a ship; measures to prevent COVID-19 transmission on ships and ports; and communication and engagement between agencies and the sector.

Decisions

4. The Border Executive Board:
 - 4.1. **noted** the briefing *Issues Relating to Port Operations September 2021*, that supports the 9 September 2021 meeting between government and industry Chief Executive, and union leaders.

Item 3: Reviews of the August 2021 Rio De La Plata Tauranga Marina Case

5. The papers were taken as read. Robby Smith led a discussion with the Board on the reviews completed by Customs and the Ministry of Health into the Rio De La Plata August 2021 Marina Case. The Board noted reviews into other vessels that have required a response since July 2021 will be conducted.
6. The Board shared their observations of the incident and the reviews. It noted that while there are opportunities for improvements, throughout all four maritime cases there was no transmission of COVID-19 to the community.
7. The Board supported a joint Ministry of Health and Customs approach to the remaining review of vessels and requested involving the Ports to hear their experiences and potential solutions. The Board supported the desire to get ahead of potential issues by sharing information and intelligence across agencies and Ports.

Decisions

8. The Border Executive Board:
 - 8.1. **noted** the reviews into the Rio De La Plata completed by the Ministry of Health and the New Zealand Customs Service
 - 8.2. **endorsed** the findings and recommendations of the reviews into the Rio De La Plata completed by the Ministry of Health and the New Zealand Customs Service
 - 8.3. **noted** the Ministry of Health review recommendations will be tracked as part of the agreed agency processes regarding internal reviews with the Minister's Office
 - 8.4. **invited** Customs Maritime and the Ministry of Health to present to the Board on the findings of the remaining reviews, that included input from Ports.

Item 4: Reconnecting New Zealanders

9. Cheryl Barnes provided a verbal update on the Reconnecting New Zealanders programme with the Board discussing the following policy work underway.
 - 9.1. *Suspension of trans-Tasman quarantine free travel* – advice is being tendered to Ministers on continuing the suspension, with a further review in November 2021. The Board raised the impact on flights, travellers and managed isolation bookings, suggesting seeking a Cabinet decision as early as practical.
 - 9.2. *Self-isolation pilot* – work continues to develop policy settings with the intention to start a pilot mid-to-late October 2021 with approximately 150 people. MBIE will pick up the lead at this point, and oversee implementation. The Board recommended the Future Border Sprint work feed into this pilot as it is also considering isolation options.
 - 9.3. *Vaccination of non-citizen arrivals in New Zealand* – the Board were advised of upcoming advice relating to implementing by 1 November 2021 the requirement that non-New Zealand citizens travelling to New Zealand be vaccinated. The Board discussed the proposal and the challenges with implementation, noting the numbers of people involved were still being identified.

~~IN CONFIDENCE~~

The Board supported continuing to provide free and frank advice that highlighted the implications of implementation and what activity will need to stop or slow down as a consequence. There is an opportunity to discuss the issues at Officials' meetings.

Item 5: Other Issues and Priorities

s9(2)(f)(iv) OIA
[Redacted content]

Item 6: Minutes and Action Items

- 12. The minutes from the 1 September 2021 meeting were confirmed to be an accurate record.
- 13. The open action item BEB 46 was closed based on the update given in Item Four.

The meeting closed at 4.33pm

The next meeting is scheduled for 15 September 2021.

Released under the Official Information Act 1982



BORDER EXECUTIVE BOARD

MINUTES

12.30pm – 1.30pm, Wednesday 15 September 2021

Held online via MS Teams

Members: Christine Stevenson (Chair, Customs), Chris Seed (MFAT), Peter Mersi (MoT), Ray Smith (MPI), Shona Meyrick for Ashley Bloomfield (MoH), Carolyn Tremain from 1.05pm (MBIE)

Attendees: Fiona McKissock (BEB), Clare Bugden (Secretariat)

Attendees for items: Item 2 – Morag Ingram (BEB), Priti Patel (MoH)

Apologies: Carolyn Tremain until 1.05pm (MBIE), Ashley Bloomfield (MoH), Cheryl Barnes (DPMC)

COVID-19 Alert Level Status

Auckland is at **Alert Level 4**. The rest of the country is at **Alert Level 2**. The Alert Level settings will be reviewed on 20 September 2021.


Item 1: Welcome

1. The Chair welcomed everyone to the meeting and confirmed the agenda.

Item 2: Border Worker Vaccination Update

2. Morag Ingram and Priti Patel provided a verbal update on implementation of the COVID-19 Public Health Response (Vaccinations) Amendment Order 2021 (the Order) that requires privately employed border workers to have had their first vaccination by 30 September 2021. New government and private border workers covered by the Order must have their first vaccination before starting work.
3. The Board noted the positive uptake of vaccinations by privately employed border workers. The Board were advised of and discussed the following issues and mitigations:
 - 3.1. the interpretation and application of specific terms referred to in the Order itself, and the associated guidance document
 - layover definition and if it involves an overnight stay – advice is being worked through
 - mooring lines as an affected item – updated draft worked through with the sector and expected to be resolved
 - maritime pilot definition – updated draft worked through with the sector and expected to be resolved
 - stevedore definition – working through with a focus on function rather than title, s9(2)(g)(i) OIA
 - vaccination used – working through the impact of workers who have received another brand of vaccine that was not Pfizer. Advice is being developed.

~~IN CONFIDENCE~~

- 3.2. vaccine hesitancy, either associated with the Pfizer vaccine specifically, or vaccination in general
- 3.3. monitoring and the associated limitations of the border worker testing register system and data.
4. s9(2)(f)(iv) OIA

5. The Board thanked the team for their work and the positive uptake in vaccination.

Decisions

6. The Border Executive Board:
 - 6.1. **requested** the update to the Board on 22 September 2021 on the COVID-19 Public Health Response (Vaccinations) Amendment Order 2021 (the Order) include:
 - 6.1.1. confirmation of who is responsible for compliance and who will conduct on-site checks
 - 6.1.2. the potential to obtain written assurance of compliance from PBCUs
 - 6.1.3. an update on advice to manage risks between 1 October 2021 and further possible changes to the Order.

Item 3: Debrief of Chief Executive and Ports Meeting held 9 September 2021

Carolyn Tremain joined the meeting during this item

7. Peter Mersi led a debrief on the Chief Executives and Ports meeting held on 9 September 2021 that included port company chief executives and maritime union leaders. The Chief Executives' of Customs, Health, and Transport attended. The Board were advised of the progress made on the issues raised relating to: protective equipment for mariner pilots; vessels with (or potential to have) COVID-19 infections; risk of transmission of COVID-19 off a vessel; testing of international crews; and collective intelligence.
8. The Board discussed the coastal shipping sector and the matters impacting business. The Board invited Transport to keep it updated on developments relating to coastal shipping, noting agencies had previously considered this subject.

Item 4: Biosecurity (Information for Incoming Passengers) Amendment Bill

9. The papers were taken as read. Ray Smith advised the Board of the upcoming engagement with border agencies regarding the Biosecurity (Information for Incoming Passengers) Amendment Bill that is before the Select Committee. The Board supported the main change relating to the requirement for airlines to play a bio-security video to passengers.

Decisions

10. The Border Executive Board:

- 10.1. **noted** the Biosecurity (Information for Incoming Passengers) Amendment Bill is before the Select Committee
- 10.2. **noted** the Minister for Biosecurity has agreed that MPI will advise the Committee
- 10.3. **noted** MPI officials will consult BEB agencies as they draft the Departmental report during September 2021.

Item 5: Other Issues and Priorities

11. **COVID-19 Resurgence** – the Board had a discussion on developments relating to the resurgence of COVID-19, vaccinations, testing, mitigations for further outbreak, and the implications of the timing of the decision relating to the trans-Tasman quarantine-free travel pause.

Item 6: Minutes

12. The minutes from the 8 September 2021 meeting were confirmed to be an accurate record. There were no open actions to review.

The meeting closed at 1.30pm

The next meeting is scheduled for 22 September 2021.



BORDER EXECUTIVE BOARD

MINUTES

8.00am – 9.00am, Wednesday 22 September 2021

Held online via MS Teams

Members: Christine Stevenson (Chair, Customs), Peter Mersi (MoT), Carolyn Tremain (MBIE), Bridget White for Ashley Bloomfield (MoH), Andrew McConnell for Ray Smith (MPI)

Attendees: Fiona McKissock (BEB), Clare Bugden (Secretariat)

Attendees for items: Item 2 – Morag Ingram (BEB), Priti Patel (MoH); Item 3 – Richard Bargh, Kathryn MacIver (Customs); Item 4 – Terry Brown (Customs), Natasha Rave (MoT); Item 5 Terry Brown (Customs)

Apologies: Ray Smith (MPI), Ashley Bloomfield (MoH), Chris Seed (MFAT), Cheryl Barnes (DPMC)

COVID-19 Alert Level Status

Auckland is at Alert Level 3. The rest of the country is at Alert Level 2. The Alert Level settings will be reviewed on 4 October 2021.

Item 1: Welcome

1. The Chair welcomed everyone to the meeting and confirmed the agenda.

Item 2: Border Worker Vaccination Update

2. Morag Ingram and Priti Patel provided an update on progress with vaccination of border workers under the COVID-19 Public Health Response (Vaccinations) Amendment Order 2021 (the Order). Privately employed border workers covered by the Order must have their first vaccination by 30 September 2021. Government border workers covered by the Order must have their second dose by 30 September 2021.
3. The Board were advised that the uptake in vaccination rates continues to be high with 98% of government and 96% of privately employed border workers, covered by the Order, reported as having their first vaccination. Data interrogation is underway to confirm the vaccination status of the remaining small percentage of border workers who show as unvaccinated. The Board noted the guidance document has resolved issues as much as possible.
4. In regards to compliance, the Board was advised that the Ministry of Health sets the framework and monitors compliance with the Order, WorkSafe is the enforcement agency on behalf of Health, and PCBUs are responsible for ensuring their workforce is compliant. s9(2)(f)(iv) OIA
[REDACTED]
5. The Board supported the existing framework and the approach of continuing to inform PCBUs on the timeframes for exemptions and the implications of non-compliance.

6. The Board raised the potential impact on supply chains if staff are stood down for non-compliance. The Board noted the advice provided to the Minister for COVID-19 on alternative vaccines for border workers. The Board reiterated its comments to provide employers with as much certainty as possible and as quickly as possible, to inform employment decisions.

Item 3: Maritime Border Order Update

7. The papers were taken as read. Richard Bargh and Kathryn MacIver provided an update on the activity underway to ensure the maritime border remains fit for purpose.
8. The Board noted the Maritime Border Senior Officials' Group (the Group) has been established. This will help with coordination across agencies and policy and operational functions, connection with other programmes of work, and take a short and longer term view of matters influencing the maritime border. The Board endorsed working with, and keeping connected to, industry.

9. s9(2)(f)(iv) OIA [Redacted]

10. s9(2)(f)(iv) OIA, s9(2)(g)(i) OIA [Redacted]


Decisions

11. The Border Executive Board:
 - 11.1. **noted** the 21 August 2021 briefing COVID-19 Maritime Settings for Commercial Vessels
 - 11.2. **noted** the key noted from the Maritime Border Senior Officials' Group meeting 3 September 2021
 - 11.3. **noted** the verbal update on actions to ensure the Maritime Border Order remains fit for purpose.

s9(2)(b)(ii) OIA, s9(2)(j) OIA [Redacted]

[Redacted]

s9(2)(j) OIA



Item 5: Future Borders Sprint Update

14. The papers were taken as read. Terry Brown provided an update on the Future Borders Sprint work that brings public and private sector representatives together to explore and advise on future air travel operations.
15. The Board raised the need to manage expectations of the border sector's capacity to participate in multiple trials in 2021 and to be mindful that trials do not always go straight to implementation, due to what is learnt from the process. The Board noted the positive progress with Managed Isolation and Quarantine (MIQ) self-isolation trials, with support from Health. The Board endorsed the importance of a joined up approach and acknowledged that scalability will also be influenced by risk tolerance and the authorising environment.

Decisions

16. The Border Executive Board:
 - 16.1. **noted** the presentation on the Future Borders Sprint project
 - 16.2. **noted** the design of an appropriate governance structure to guide the management of the operational trials
 - 16.3. **noted** that a further update on progress and design of the framework for operational trials will be provided in October 2021.

Item 6: Other Issues and Priorities

Proposed approach to COVID-19 vaccines that New Zealand recognises for work at the border

17. The item was not considered. The impact of alternative vaccines was discussed as part of Item 2.

Other Items Raised

18. **Establishing new interdepartmental executive boards** – The Board noted the potential to establish new boards and invited a further discussion on the operating frameworks, particularly those relating to financial and employment responsibilities.

Item 7: Minutes

19. The minutes from the 15 September 2021 meeting were confirmed to be an accurate record. There were no open actions to review

The meeting closed at 9.00am

The next meeting is scheduled for 29 September 2021