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**Agenda item 3:        *Proposed format for systematic meetings of the Joint Boards and Joint Secretariats***

**Recommendations**

The PIDC Chair is invited to:

1. **note** the format for the systematic meetings of the Joint Boards and Joint Secretariats;
  2. **welcome** the clarity provided in terms of the Joint Board meeting processes; and
  3. **support** the proposed format of the joint Board meetings.
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**Purpose**

To discuss the proposed format for future Oceania Customs Organisation (OCO), Pacific Islands Chiefs of Police (PICP) and Pacific Immigration Directors' Conference (PIDC) Joint Board and Joint Secretariat meetings.

**Background**

2. In the Declaration of Partnership discussed in Agenda Item Two, the Board will note that it is proposed that OCO, PICP and PIDC look to enhance cooperation in several areas through, inter alia, increased meetings between the organisations at the Board and Secretariat level.

3. The Board will recall that in response to a proposal made at the 2016 Regular Annual Meeting, Members **approved** in principle the running of simultaneous conferences for OCO, PICP and PIDC in 2018 culminating in a Joint Pacific Law Enforcement Conference. However, after initially supporting the proposed meeting, PICP Members in September 2016 decided against holding the joint meeting.

4. As an alternative and interim measure, OCO subsequently proposed that in working towards a possible joint conference of the three organisations at a future date, OCO, PICP and PIDC instead consider holding a joint Board meeting in 2018. The meeting would be held at the same location with respective management Boards initially meeting separately throughout the week with a joint session scheduled for the final day or two.

5. This OCO proposal was submitted for Members consideration at the recent 2017 Regular Annual Meeting and in response, Members **endorsed** continued discussions regarding possible Joint Board meeting.

6. At the last Joint Secretariat meetings in 2017, it was agreed that the best option moving forward was to host a one-day Joint Board meeting to coincide with PICP's Executive Leadership Meeting (ELT) in 2018 as they would be the first regional law enforcement organisation to host a Board meeting for the year. The date of the PICP ELT meeting was eventually confirmed for 1 March 2018 in Brisbane, Australia and the Joint Secretariats

subsequently agreed in 2018 for the planned Joint Board meeting to proceed on the fringes of this meeting.

#### **Format for systematic meetings of the Joint-Boards and Joint-Secretariats**

7. In preparation for the Joint Board Meeting, the Joint Secretariats agreed that:

- a) the principle of shared responsibility was to form the basis for hosting and chairing of the joint-meetings;
- b) since PICP would host the Brisbane Joint Board meeting, its full ELT members would be invited to attend while OCO and PIDC were each to be represented by their respective Chair, an additional Board member along with the respective Head of Secretariat (HoS);
- c) this format would be retained for future Joint Board meetings for consistency. For example, should PIDC host the next Joint Board meeting then its full Board would be invited to attend while the other two organisations would be represented by their Chair, an additional Board member and the HoS.
- d) in terms of the frequency of Joint Board meetings, it was agreed that unless there was a particular need for the Joint Board to meet and consider an issue, there was no need to have regular meetings of the Joint-Board; and
- e) the Joint Secretariats would need to meet more regularly to monitor progress on the implementation of the Declaration; at least twice a year with one meeting through teleconference and the other a face to face meeting.

#### **Strategic Implications**

8. The proposed meetings and their format for the Boards and the Secretariats provide a pathway for enhanced engagement. It supports the implementation of objectives promoting collaboration with partner law enforcement agencies contained in the Article 3 of the PIDC Constitution, the 2016 – 2018 Strategic Plan, the Results Management Suite and the Declaration of Partnership between OCO, PICP and PIDC if endorsed.

#### **Financial Implications**

9. There are no financial implications for any activities identified under this agenda item as participation costs have been factored into the PIDC Secretariat budget although Members may propose specific activities as a result of discussions during the inaugural meeting.