



DISCUSSION PAPER

Transition of GIA and Deed Governance Arrangements

Recommendation

The participants of the IGB Biosecurity Forum, as potential Deed Signatories, are asked to consider the proposed transition arrangements for formal Deed governance and provide advice to the IGB on the:

- a. Time table for transition
- b. Operations under interim policies and processes pending their review and agreement by Deed Signatories through the Deed Governance Group
- c. The proposed advisory role of current IGB members through transition

Introduction

The Interim Governance Body (IGB) provides leadership and guidance to government and industry to facilitate the development and adoption of the Government Industry Agreement on Biosecurity Readiness and Response (GIA) including supporting frameworks for implementation of the GIA Deed (the Deed). It is an interim body only, with its members both voluntary and representational.

The IGB represents the interests of potential GIA signatories in the absence of formal arrangements that will be established when the deed becomes operational.

The Terms of Reference for the IGB requires that it act as a focal point for government and industry to facilitate the development, adoption and transition to operation of the GIA.

With the Deed nearing completion and several industry organisations likely to sign the Deed by the end of 2013, transition arrangements for Deed governance will need to be implemented.

There are operational imperatives to develop a range of policies and procedures to enable the implementation of the Deed that should not be deferred until the Deed Governance Group (DGG) is established. These include the operational rules for the DGG.

It is proposed that these are developed as interim processes that are approved by IGB and reviewed by the Deed Governance Group after it is formally constituted by Deed Signatories on 1 July 2014.

Indicative timing for transition, based on indications from industry organisations of their intent to sign the Deed is in [Table 1](#).

IGB Terms of Reference

1. To act as a focal point for government and industry to facilitate the development, adoption and transition to operation of the GIA.
2. To identify issues and possible solutions to progress the development and adoption of the GIA.
3. To provide leadership and guidance to the Secretariat as it establishes its role and work program in order to:
 - ensure the independence of the Secretariat
 - direct the annual work plan of the Secretariat through priority and budget setting/resource allocation, and reporting, and
 - direct and advise on policy and communications.

To provide advice to the GIA Joint Working Group on policy issues arising from the development and implementation of the GIA Deed.

To provide oversight and guidance of GIA actions in moving from the MOU phase to the Deed.

To review the governance arrangements when the deed is signed, by government and at least one industry organisation, and provide recommendations to the Deed Governance Group on the transition of interim to formal governance arrangements under the Deed.

To provide continuity until the Deed Governance Group is fully operational.

Deed Governance arrangements

[Extracted from the final Deed V1 30 June 2013]

4.1 Governance

Explanatory Note

This Deed establishes a GIA Governance Group (the Governance Group') and GIA Secretariat (the Secretariat'), and the governance operations needed to administer this Deed and its provisions.

The Governance Group

- 4.1.1 Each Signatory to this Deed will be entitled to appoint one person to represent its organisation on the Governance Group.
- 4.1.2 Each member of the Governance Group will meet their own costs related to being appointed to the Governance Group.
- 4.1.3 The purpose of the Governance Group is to:
 - a. Have oversight of Deed processes; and,
 - b. Give direction to the Secretariat.
- 4.1.4 The Governance Group will not have decision-making powers in terms of any financial or other commitments of any Signatory.

- 4.1.5 The Governance Group's primary responsibilities will be to:
- a. Approve the annual work plan and budget for the Secretariat.
 - b. Monitor the delivery of the Secretariat annual work plan, and review the budget and finances.
 - c. Approve policies and procedures that are developed by the Secretariat.
 - d. Consider and recommend to Signatories any amendments to this Deed.
 - e. Appoint, and monitor the performance of, the Secretariat.
- 4.1.6 The Governance Group will set its operational rules, and amend them when and if it sees fit. These rules may include variations to consensus decision-making and the circumstances in which they would be applied.
- 4.1.7 The Governance Group may delegate designated responsibilities to an executive committee, working group, sub-committee or individual.

Table 1. Proposed transitional arrangements for Deed governance to 1 July 2014.

2013					2014							
Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
IGB continues until first industry and MPI signs the Deed.			Transitional Deed Governance Group convenes with IGB members either transitioning to full members or taking on an advisory role.								Advisory members withdraw. Deed Governance Group is formally constituted.	
Policy and processes for the DGG, Secretariat and Handbook approved as interim.			Interim arrangements are followed.								Interim policies reviewed and endorsed.	
IGB Biosecurity Forum						IGB Biosecurity Forum					Inaugural meeting of Deed Governance Group	DGG Biosecurity Forum
											Recruit new Manager, GIA Secretariat	

IGB – Interim Governance Body

DGG – Deed Governance Group (ref. Section 4.1 of the Deed)