

Corporate Services Schedule – Schedule between FSE and NZP

Terminology:

Service delivery models are divided into three categories throughout the Corporate Services Schedule:

Service Delivery Responsibility Model:	Definition
Police Delivered	New Zealand Police is responsible for delivering the service, including managing how the service is provided and meeting any agreed service expectations. Firearms Safety and Education may request or receive the service but does not lead delivery.
Firearms Safety and Education Delivered	Firearms Safety and Education is responsible for delivering the service, including managing resourcing, processes, decisions and outcomes. Police has no delivery role unless otherwise agreed.
Shared Delivery	Both parties have defined responsibilities for delivering the service. Each party is accountable for the elements assigned to it, and delivery arrangements, priorities and handover points should be agreed between the parties.

Service funding models are divided into five categories:

Service Funding Models:	Definition
Core Services	Services routinely provided to FSE to support the working arrangement and funded through the agreed overhead contribution, subject to standard Police service levels, capacity and prioritisation.
Additional Capacity Services	Additional resource, effort or volume required beyond normal or expected service levels. These services are subject to availability, prioritisation and agreement on how any additional costs will be met.
Cost Recovered Service	Services delivered by Police where the actual and reasonable costs are recovered from Firearms Safety and Education, in accordance with an agreed cost recovery approach.
Firearms Safety and Education Funded Service	Services that are the responsibility of Firearms Safety and Education and funded from its appropriation or budget. Police is not expected to fund or deliver these services unless separately agreed.
Negotiable Services	Services where responsibility, scope, priority, resourcing, funding and service levels need to be agreed before delivery. These may depend on demand, capacity, operational risk or the maturity of Firearms Safety and Education's operating model. Actual and reasonable costs are recovered from Firearms Safety and Education, in accordance with an agreed cost recovery approach.

Fleet

Purpose: The purpose of this table is to establish clear operational responsibilities between Firearms Safety and Education and New Zealand Police Fleet Services Group in relation to providing a fully maintained operating lease to Firearms Safety and Education.

The Services We Provide	The Service Delivery Model	Service Funding Model	Firearms Safety and Education Responsibilities	NZ Police Responsibilities
New Zealand Police Fleet Management and Support	Shared Delivery	Cost Recovered Service	Will identify service requirements	Will provide service by agreement
Fleet Allocation	Shared Delivery	FSE Funded Service	Will identify allocation requirements	Will provide service to meet allocation requirements

Prosecutions

Purpose: The purpose of this table is to establish clear operational responsibilities between Firearms Safety and Education and New Zealand Police in relation to prosecution activity arising under the firearms regulatory framework, including regulatory prosecutions, criminal proceedings arising from Police investigations, and Firearms Prohibition Orders.

The Services We Provide	The Service Delivery Model	Service Funding Model	Firearms Safety and Education Responsibilities	NZ Police Responsibilities
Prosecution of Individuals	Shared Delivery	FSE Funded Service	Will prosecute all regulatory offences	Will prosecute criminal matters arising from Police investigations.
Firearms Prohibition Orders	Police Delivered	Core Services	Will support Police by providing relevant regulatory information where required.	Will seek a Firearms Prohibition Order at sentencing in appropriate qualifying cases and take enforcement action where required.

Property

Purpose: The purpose of this table is to establish clear operational responsibilities between Firearms Safety and Education and New Zealand Police in relation to property accommodation, existing Police property footprints, future property requirements, property support services, fit-out, maintenance, security systems and decommissioning.

The Services We Provide	The Service Delivery Model	Service Funding Model	Firearms Safety and Education Responsibilities	NZ Police Responsibilities
Internal Property Negotiations <i>Includes desk allocations</i>	Shared Delivery	Cost Recovered Service	Will seek support from Police Property where issues arise with existing property arrangements.	Will facilitate and negotiate matters relating to existing Police property arrangements.
Management of Firearms Safety and Education FTE footprint within Police Property	Shared Delivery	Cost Recovered Service	Will advise Police of any intended changes to FSE footprint requirements.	Will maintain oversight of the FSE footprint within Police property.
Planning and scoping of any future Firearms Safety and Education property	Shared Delivery	FSE Funded Service	Will plan and scope any future Firearms Safety and Education expansion outside existing footprint	Will negotiate movements of Firearms Safety and Education staff within existing Police property footprints.
Negotiations for new and existing sites, whether temporary or permanent.	Shared Delivery	Cost Recovered Service	Will negotiate new Firearms Safety and Education sites	Will negotiate contracts relating to existing Police sites.
Maintenance and upkeep of new Firearms Safety and Education properties occupied or utilised by Firearms Safety and Education personnel.	Shared Delivery	FSE Funded Service	Will be responsible for maintenance and upkeep of new Firearms Safety and Education properties.	Will provide property support services for existing Police sites and, by agreement, for new Firearms Safety and Education sites on a case-by-case basis.
Building related security systems during any fitout in compliance with New Zealand Police site security risk assessments.	Shared Delivery	FSE Funded	Will ensure any new fit-out or security system requirements are identified and funded for Firearms Safety and Education properties.	Will provide advice and support to ensure building-related security systems align with Police site security risk assessments.
Property Decommissioning	Shared Delivery	FSE Funded	Will negotiate with Police on decommissioning requirements and be	Will provide decommissioning support for the existing Police footprint and, by prior

			responsible for Firearms Safety and Education-only property decommissioning.	agreement, for Firearms Safety and Education-only property.
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Integrity and Conduct

Purpose: The purpose of this table is to establish clear operational responsibilities between Firearms Safety and Education and New Zealand Police in relation to complaints, integrity matters, conduct and criminal investigations, insider threat assessments and protected disclosures involving Police employees working within Firearms Safety and Education.

The Services We Provide	The Service Delivery Model	Service Funding Model	Firearms Safety and Education Responsibilities	NZ Police Responsibilities
Complaints and concerns about Police Employees	Police Delivered	Cost Recovered Service	Will respond to complaints and notify Integrity and Conduct for follow up.	Will assess complaints and, where required, refer them to the National Assessment Team (NAT).
National Integrity Unit	Police Delivered	Cost Recovered Service	Will notify Police of suspected insider threat matters involving FSE personnel and provide relevant information where required.	Will assess and investigate insider threat matters involving FSE personnel where required.
Integrity & Conduct (Investigations)	Police Delivered	Cost Recovered Service	Will advise Integrity and Conduct of matters requiring internal investigation and make relevant staff available where required.	Will investigate code of conduct matters involving Police employees working within FSE.
Protected Disclosures	Shared Delivery	Cost Recovered Service	Will advise Police when protected disclosures are raised by Firearms Safety and Education staff and seek Police support where required.	Will work with Firearms Safety and Education to ensure protected disclosures are managed in accordance with policy, process and law.

Health, Safety and Wellness

Purpose: The purpose of this table is to establish clear operational responsibilities between Firearms Safety and Education and New Zealand Police in relation to health, safety and wellness obligations for Police employees working within Firearms Safety and Education, including compliance with the Health and Safety at Work Act 2015 and engagement with Safer People within New Zealand Police. This table is framed with reference to the Commissioner of Police retaining ultimate responsibility and accountability for Police employees working within Firearms Safety and Education.

The Services We Provide	The Service Delivery Model	Service Funding Model	Firearms Safety and Education Responsibilities	NZ Police Responsibilities
Staff Wellness	Shared Delivery	FSE Funded	Will provide wellness support for Police employees reporting to the FSE CE.	Will provide health, safety and wellness advice and guidance to FSE when requested.
Incident Management and Response	Firearms Safety and Education Delivered	FSE Funded	Will lead incident management and response for matters involving Police employees reporting to the FSE CE.	Will provide advice and support for incident management and response when requested by FSE.
Health and Safety at Work framework <i>incl. Policies, committees, assurance of compliance with policies</i>	Police Delivered	FSE Funded Service	Will maintain a health and safety framework in accordance with the Police framework and settings.	Will provide advice when sought and facilitate connection into senior health and safety committees.
Health and safety governance	Police Delivered	Core Service	Will participate in relevant Police health and safety governance groups where required.	Will incorporate FSE into relevant wider Police health and safety governance arrangements where appropriate.
Health and Safety System Access - Enterprise Resource Management (ERM)	Shared Delivery	Cost Recovered Service	Will be responsible for entering, maintaining and updating the Firearms Safety and Education component of ERM.	Will provide access and support for ERM to assist FSE with health, safety and wellness management.
Health and safety Assurance and Reporting	Police Delivered	FSE Funded Service	Will participate in and comply with relevant Police led health and safety assurance and reporting requirements	Will ensure assurance and reporting aligns with wider Police health and safety policies and templates. Will include FSE health and safety data in assurance reporting provided to Police H&S governance groups.
Health and Safety Training	Police Delivered	FSE Funded	Will ensure all Police employees reporting to the FSE CE are adequately trained in their health and safety obligations consistent with all other Police employees.	Will provide access to relevant health and safety training for Police employees reporting to the FSE CE.

Return to work	Shared Delivery	FSE Funded	Will lead and be primarily responsible for return-to-work management for Police employees reporting to the FSE CE.	Will support FSE managers with return-to-work policy and process advice.
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Training / Learning and Development

Purpose: The purpose of this table is to establish clear operational responsibilities between Firearms Safety and Education and New Zealand Police in relation to training, learning and development for Police employees working within Firearms Safety and Education, including mandatory training, onboarding, development boards and role-specific training.

The Services We Provide	The Service Delivery Model	Service Funding Model	Firearms Safety and Education Responsibilities	NZ Police Responsibilities
Mandatory Training for Police Employees	Police Delivered	Core Service	Will be responsible for ensuring all Police employees reporting to the FSE CE complete required mandatory training.	Will provide access to mandatory training for all Police employees reporting to the FSE CE.
All Firearms Safety and Education Staff training (outside mandatory training)	Firearms Safety and Education Delivered	FSE Funded Service	Will provide training for Firearms Safety and Education staff outside mandatory Police training requirements.	Will advise FSE of updates to relevant Police training material or policies where they affect Police employees working within FSE.
Leadership Capability / Development Boards	Firearms Safety and Education Delivered	FSE Funded Service	Will resource, facilitate and manage development boards for all Police employees reporting to the FSE CE.	Will provide process materials, where requested, that align with Police policy for development boards.
Role-specific Training within FSE	Firearms Safety and Education Delivered	FSE Funded Service	Will provide role-specific training for Police employees reporting to the FSE CE.	Will provide access to relevant materials where they may affect training for Police employees reporting to the FSE CE.

Human Resources and Payroll

Purpose: The purpose of this table of the schedule is to establish organisational-wide capability and compliance, provide strategic HR advice, deliver quality HR services that meet business needs, and ensure Firearms Safety and Education meets legislative requirements within the Employment Relations Act 2000 and applicable Individual and Collective Agreements.

The Services We Provide	The Service Delivery Model	Service Funding Model	Firearms Safety and Education Responsibilities	NZ Police Responsibilities
Payroll: Provide full payroll service provisions to Regulator staff	Police Delivered	Cost Recovered Service	Will be responsible for recording all leave, overtime, and staff changes within payroll cut-off timelines for Regulator staff	Provide full payroll service provisions (including approval of pay for Regulator staff).
HR Information Systems: Provide access to HRIS systems and specialist support to users, maintain the FSE organisational structure, position management, process organisational changes in the system and deliver HR reporting as required.	Police Delivered	Cost Recovered Service	Will utilise Police HR information systems, and provide required inputs and assurance	Provide access to HRIS, provide specialist support to Regulator staff when required, maintain the Regulator structure in relevant HRIS, including position management and organisational changes.
HR Administration Services (HR Connect / Hub): Provide HR Administration services to Regulator staff, including recruitment administration, creation of letters and processing employee movements	Police Delivered	Cost Recovered Service	Will utilise the HR Administration Services provided, provide required inputs and assist in enabling the accurate and efficient delivery of administration services.	Provide full HR Administration Services to Regulator staff.
HR Generalist Advice: Generalist advice to Regulator staff across the full employee lifecycle, including advice and delivery relating to HR issues such as conduct and disciplinary matters, performance management and personal grievances, career development, policy and CEA interpretation.	Police Delivered	Cost Recovered Service	Utilise the HR Generalist Advice provided.	Provide full HR Generalist Advice.
HR Business Partnering	Police Delivered	Cost Recovered Service	Utilise the services provided. Support consistent adoption of relevant policies, frameworks, and initiatives.	Provide full BP support and partnership. Tailor the BP offering to the needs of the FSE as a customer.
Culture and organisational development	Shared Delivery	FSE Funded Service	Firearms Safety and Education will have its own Organisational Development team.	Provide access to relevant collateral and systems, culture, leadership development, change management and capability development tools, templates

				and other offerings. Thought leadership and specialist advice.
Employment Investigations	Police Delivered	Cost Recovered Service	Utilise the services provided.	Provide employment investigation services as and when required. Procurement and engagement of external employment investigation capability and capacity where required.
Organisational change – design and delivery	Police Delivered	Cost Recovered Service	Utilise the services provided.	Full provision of design and delivery relating to structural change in FSE business group, aligned to Police policy and procedure.
Employment Legal advice	Police Delivered	Cost Recovered Service	Utilise support provided.	Provide employment legal advice across the full employee lifecycle, including mediation and ERA proceedings. Procurement and engagement of external legal counsel where required.
Industrial Relations, HR policy and employment agreements Including Service Organisation engagement, collective bargaining, maintenance of relevant policy and employment agreements, support of remuneration and benefit frameworks and implementation.,	Police Delivered	Cost Recovered Service	Utilise support provided. Support consistent interpretation of policy and employment agreements.	Provide full Industrial Relations, HR policy and employment agreement service offering.
Recruitment	Shared Delivery	Firearms Safety and Education Funded	Manage all recruitment. Establish separate accounts for all third-party external providers relating to recruitment and selection tools (i.e. advertising, references, psychometric assessment). FSE are responsible for independent audit and quality control of hires.	Will provide access to relevant recruitment systems (i.e. Success Factors Recruitment) for the processing and management of hiring.

Workforce Management

Purpose: The purpose of this table is to establish clear operational responsibilities between Firearms Safety and Education and New Zealand Police in relation to workforce strategy, workforce planning, workforce analytics and alignment with wider Police workforce management policies and practices.

The Services We Provide	The Service Delivery Model	Service Funding Model	Firearms Safety and Education Responsibilities	NZ Police Responsibilities
Workforce Strategy and Planning	Police Delivered	Cost Recovered Service	Will use Police Workforce Strategy and Planning services.	Will provide Workforce Strategy and Planning services including (but not limited to) access to relevant workforce management collateral, systems and advice where required.
Workforce Analytics	Police Delivered	Cost Recovered Service	Will use Workforce Analytics services provided by Police for Firearms Safety and Education staff.	Will provide Workforce Analytics services including (but not limited to) access to relevant workforce data (including establishment RAT), systems and reporting where required.
Workforce Scheduling	Police Delivered	Cost Recovered Service	Will use the workforce scheduling services provided by Police for Firearms Safety and Education staff	Will provide scheduling services which includes schedules for new hires, overtime and leave management, training records.

Strategic Communications and Media

Purpose: The purpose of this table is to establish clear operational responsibilities between Firearms Safety and Education and New Zealand Police in relation to strategic communications, media response, communication and engagement policies, OIA and parliamentary support, crisis communications, issues management, ministerial office support, stakeholder engagement, and brand and visual identity.

The Services We Provide	The Service Delivery Model	Service Funding Model	Firearms Safety and Education Responsibilities	NZ Police Responsibilities
Communication and engagement policies	Police Delivered	Core Services	Will adhere to Police communication and engagement policies.	Will provide FSE access to relevant Police communication and engagement policies, advice and support where required.
Media monitoring and management	Firearms Safety and Education Delivered	FSE Funded Service	Will manage media monitoring and response for matters involving FSE regulatory activities.	Will manage media response for enforcement or criminal matters led by Police.

Support OIAs including release, PQs and select committee processes	Firearms Safety and Education Delivered	FSE Funded Service	Will support OIAs, releases, parliamentary questions and select committee processes for matters involving FSE regulatory activities.	Will support OIAs, releases, parliamentary questions and select committee processes for enforcement or criminal matters led by Police.
Crisis communications & IMT support	Firearms Safety and Education Delivered	FSE Funded Service	Will lead crisis communications and IMT support for matters involving FSE regulatory activities.	Will lead crisis communications and IMT support for enforcement or criminal matters led by Police.
Issues management, risk identification and mitigation	Firearms Safety and Education Delivered	FSE Funded Service	Will identify, manage and mitigate communications risks for matters involving FSE regulatory activities.	Will identify, manage and mitigate communications risks for enforcement or criminal matters led by Police.
Support for Ministers' offices	Firearms Safety and Education Delivered	FSE Funded Service	Will be responsible for communications support to the office of FSE's responsible Minister.	Will be responsible for communications support to the office of the Minister of Police.
All comms, marketing and engagement delivery functions including partnership and stakeholder management	Firearms Safety and Education Delivered	FSE Funded Service	Will deliver communications, marketing and engagement functions for FSE regulatory activities, including partnership and stakeholder management.	Will support communications, marketing and engagement for enforcement or criminal matters led by Police.
Brand and visual identity advice and management	Firearms Safety and Education Delivered	FSE Funded Service	Will be responsible for matters involving FSE brand and visual identity.	Will be responsible for matters involving the Police brand and visual identity.

Legal

Purpose: The purpose of this table is to establish clear operational responsibilities between Firearms Safety and Education and New Zealand Police in relation to legal services, including legal advice to the Chief Executive, contracts and commercial advice, legislation design and drafting, Arms Act advice, litigation oversight and regulatory practice advice.

The Services We Provide	The Service Delivery Model	Service Funding Model	Firearms Safety and Education Responsibilities	NZ Police Responsibilities
Legal advice and training to support the Chief Executive	Firearms Safety and Education Delivered	FSE Funded Service	Will provide internal legal counsel to support the Chief Executive of FSE.	Will provide legal advice and support to Police on Police-led matters where required.
Contracts and commercial arrangements advice for the Chief Executive	Firearms Safety and Education Delivered	FSE Funded Service	Will provide legal advice on FSE contracts and commercial arrangements.	Will provide legal advice and support to Police-on-Police contracts.

Legislation design and drafting advice for the Arms Act	Firearms Safety and Education Delivered	FSE Funded Service	Will provide Arms Act legal advice, including advice on regulatory actions.	Will provide Arms Act legal advice to Police on matters relating to policing and enforcement.
Litigation Oversight	Firearms Safety and Education Delivered	FSE Funded Service	Will provide litigation oversight for FSE regulatory matters.	Will provide legal support to Police for Police-led litigation or joint litigation matters where required.
Effective regulatory practice advice	Firearms Safety and Education Delivered	FSE Funded Service	Will provide legal advice to support effective regulatory practice for FSE.	Will provide legal advice and support to Police on Police matters that intersect with FSE regulatory practice.
Employment Legal Advice	Police Delivered	Cost Recovered Service	Will use the Employment Legal Advice provided by Police	Provide employment legal advice across the full employee lifecycle, including mediation and ERA proceedings. Procurement and engagement of external legal counsel where required.

Policy and Planning

Purpose: The purpose of this table is to establish clear operational responsibilities between Firearms Safety and Education and New Zealand Police in relation to legislative and regulatory policy input, operational policy, and alignment between FSE, Ministry of Justice policy advice and Police policy requirements.

The Services We Provide	The Service Delivery Model	Service Funding Model	Firearms Safety and Education Responsibilities	NZ Police Responsibilities
Legislative and regulatory policy input	Firearms Safety and Education Delivered	FSE Funded Service	Will provide FSE policy input through Ministry of Justice policy processes and work with Police Policy on joint policy matters where required.	Will provide Police policy advice to Ministers and work with Ministry of Justice and FSE on joint policy matters where required.
Operational Policy	Firearms Safety and Education Delivered	FSE Funded Service	Will be responsible for developing and maintaining FSE operational policy.	Will be responsible for Police operational policy, including Police Instructions and Checkpoint, where it relates to the arrangement.
Business Reporting (Annual Report, Statement of Intent)	Shared Delivery	Core Services	FSE to prepare FSE content and provide to Police Business Reporting Team	FSE to be included in Police Annual Report and Sol within a dedicated FSE section
Business Reporting (Select Committee Estimates and Annual Review Justice Select	Shared Delivery	Core Services	FSE to prepare and provide all estimates measures, data and question responses to Police Business	Will facilitate the inclusion of FSE estimates measures, data and question responses into the Police coordinated

Committee questions and preparation)			Reporting Team	process
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Delivery Capability

Purpose: The purpose of this table is to establish clear operational responsibilities between Firearms Safety and Education and New Zealand Police in relation to the provision of delivery capability (programme and project management) resource, including recruitment, onboarding and employment contract management. This service is delivered as part of the Policy and Planning Group above but is separated for clarity. Note: the table below reflects the intent of both parties to support the establishment of FSE on 23 September 2026. Beyond 23 September 2026, Delivery Capability becomes the full responsibility of FSE, whereby the provision of delivery capability resource by New Zealand Police is subject to agreement.

The Services We Provide	The Service Delivery Model	Service Funding Model	Firearms Safety and Education Responsibilities	NZ Police Responsibilities
Contract management (People)	Shared Delivery	Cost Recovered Service	Will be responsible for backfilling Delivery Capability positions where existing contracts expire.	Will provide access to relevant Police employment contract policies, processes, templates and advice where required.
Contract management (People)	Firearms Safety and Education Delivered	Cost Recovered Service	Will be responsible for employment contract administration for Delivery Capability staff who wish to remain assigned to Firearms Safety and Education	Will provide access to relevant Police employment contract policies, processes, templates and advice where required.
Delivery Capability resource management	Shared Delivery	Cost Recovered Service	Will assign, direct and oversee the allocation of work tasks	Will maintain line management responsibilities and the provision of pastoral care for those staff remaining with FSE at the point of transition. Beyond that point Police will not provide an ongoing service of identifying and managing additional delivery capability resourcing for FSE other than in exceptional circumstances and by agreement
Sentient PPM tool	Police Delivered	Cost Recovered Service	Will advise Police of requirements for Sentient use outside of time sheeting/ cost recovery of Delivery Capability or ICT staff; will advise of FSENZ staff Sentient licensing requirements and cover the cost of these as advised by Police	Will provide access to Sentient by agreement and when licence costs are covered by FSE. Will provide general training and advice on a best endeavors basis.

Assurance

Purpose: The purpose of this table is to establish clear operational responsibilities between Firearms Safety and Education and New Zealand Police in relation to assurance services, protective security, identity cards, organisational governance, risk management, controls, audit activity, monitoring, compliance and access to relevant Police assurance policies, templates and advice.

The Services We Provide	The Service Delivery Model	Service Funding Model	Firearms Safety and Education Responsibilities	NZ Police Responsibilities
Protective Security	Firearms Safety and Education Delivered	FSE Funded Service	Will maintain protective security arrangements for Firearms Safety and Education and seek Police advice where required	Will provide protective security advice, standards and support where required.
Identity Cards	Police Delivered	Cost Recovered Service	Will request identity cards through Police ID card services.	Will produce identity cards for Firearms Safety and Education in accordance with Police policy and wider service levels.
Security Clearances	Police Delivered	Cost Recovered Service	Will apply through Police processes for security clearances where required.	Will manage the process for obtaining national security clearances for Firearms Safety and Education staff where deemed necessary by the Firearms Safety and Education CE.
Organisational Governance	Firearms Safety and Education Delivered	FSE Funded Service	Will manage Firearms Safety and Education organisational governance arrangements.	Will provide access to relevant Police governance policies, templates and advice where they relate to Firearms Safety and Education organisational governance.
Assurance advice, controls and governance committees, risk management, controls and governance processes. This includes: - Delivering an annual audit work programme; - Delivery of audits and reviews, and advice	Firearms Safety and Education Delivered	FSE Funded Service	Will maintain an assurance framework for Firearms Safety and Education, including audit planning, controls, risk management, compliance, monitoring, performance and reporting.	Will provide assurance advice, access to relevant Police assurance standards and templates, and agreed support for audit, risk, controls and governance matters where required.

on any findings from these; • Maintaining an effective assurance framework; • Providing assurance on organisational legal and policy compliance; • Managing the Department's relationship with Audit NZ and OAG. • Monitoring and performance • Compliance with Public Records Act				
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ICT

Purpose: The purpose of this table is to establish clear operational responsibilities between Firearms Safety and Education and New Zealand Police in relation to ICT services, including application support, corporate and operational product support, cybersecurity monitoring and response, and device management.

The Services We Provide	The Service Delivery Model	Service Funding Model	Firearms Safety and Education Responsibilities	NZ Police Responsibilities
Core application management (Currently AIS)	Firearms Safety and Education Delivered	FSE Funded Service	Will manage and provide support for FSE core applications, including AIS where applicable.	No service provision unless separately agreed.
Support of software applications and services provided under the Corporate Products category	Police Delivered	Cost Recovered Service	Will request and use Police corporate products and services where required to support FSE business activity.	Will provide access, support and service management for agreed corporate products and services.
Support of software applications and services provided under the Operational Products category (specific to Regulatory Services).	Police Delivered	FSE Funded Service	Will request and use Police operational products and services where required to support FSE regulatory functions.	Will provide access, support and service management for agreed operational products and services.
Support of software applications and services	Police Delivered	Cost Recovered Service	Will request and use Police operational products and services where required to	Will provide access, support and service management for agreed

provided under the Operational Products category (OnDuty, Responder).			support FSE regulatory functions.	operational products and services.
Cybersecurity monitoring and response to threats	Police Delivered	Cost Recovered Service	Will comply with Police cybersecurity requirements and engage Police cybersecurity support for identified threats or incidents.	Will provide cybersecurity monitoring, advice and response support for FSE where required.
Device Management	Police Delivered	Cost Recovered Service	Will use Police devices to deliver regulatory functions where required.	Will provide device services to Police employees working within FSE.

Finance

Purpose: The purpose of this table is to establish clear operational responsibilities between Firearms Safety and Education and New Zealand Police in relation to finance services, including financial policies and processes, accounts payable and receivable, FMIS access, vote administration, budgeting, forecasting, month-end reporting and financial audits.

The Services We Provide	The Service Delivery Model	Service Funding Model	Firearms Safety and Education Responsibilities	NZ Police Responsibilities
Financial Management Information Systems (FMIS), Police as the host department will provide underlying financial systems to support the administration of the Appropriation	Police Delivered	Cost Recovered Service	Will use Police FMIS where required Expenses and capital expenditure incurred by Firearms Safety and Education shall be processed through Police's financial processes.	Corporate Finance will provide access required by Firearms Safety and Education to Police's FMIS.
Financial policies and processes aligned to the Public Finance Act 1989 and Treasury Instructions	Police Delivered	Cost Recovered Service	Will adhere to Police Finance policies and processes that underpin the Public Finance Act 1989.	Will provide Finance policy and process advice, guidance and support where required.
Vote administration of Firearms Safety and Education Appropriation. Police is the administering department for Firearms Safety and Education Appropriation under the Public Finance Act 1989	Police Delivered	Cost Recovered Service	Will provide the information required by Police Corporate Finance to administer the vote on behalf of Firearms Safety and Education. This includes obtaining the Responsible Minister approval for baseline adjustments and updates relating to Firearms Safety and Education Appropriation.	Corporate Finance will administer the appropriation on behalf of Firearms Safety and Education. This includes actioning baseline adjustments, updating accountability documents, external financial reporting and audit.

			Will adhere to Police Finance policies	Will provide Finance advice and guidance and support where required.
Budgeting and forecasting, for month end reporting	Firearms Safety and Education Delivered	FSE Funded Service	Will produce budgeting, forecasting, month-end reporting and end of year material for Firearms Safety and Education to Corporate Finance in a timely manner to enable Corporate Finance to meet external financial reporting obligations	Will provide access to relevant systems and collateral where required by Firearms Safety and Education to enable Corporate Finance to meet external financial reporting obligations

Procurement and Commercial

Purpose: The purpose of this table is to establish clear operational responsibilities between Firearms Safety and Education and New Zealand Police in relation to procurement and commercial services, including procurement policies and processes, contract preparation, procurement activity and contract management.

The Services We Provide	The Service Delivery Model	Service Funding Model	Firearms Safety and Education Responsibilities	NZ Police Responsibilities
Contract preparation and financials	Firearms Safety and Education Delivered	FSE Funded Service	Will manage contract preparation and related financial information for Firearms Safety and Education.	No service provision.
Procurement policies and processes	Police Delivered	FSE Funded Service	Will adhere to Police procurement policies and processes where they apply to Firearms Safety and Education.	Will provide access to relevant Police procurement policies, processes, templates and advice where required.
Procurement	Firearms Safety and Education Delivered	FSE Funded Service	Will be responsible for procurement activity for Firearms Safety and Education.	No service provision.
Contract management	Firearms Safety and Education Delivered	FSE Funded Service	Will manage Firearms Safety and Education contracts and supplier relationships.	Will provide commercial or contract management advice and support where separately agreed.
Procurement and contract negotiations support as required	Shared Delivery	Cost Recovered Service	Will source and negotiate new Firearms Safety and Education contracts	Will negotiate Firearms Safety and Education contract access relating to existing Police contracts

Firearms Safety and Education Undertaken Services

Purpose: This table captures services identified through review as being undertaken by Firearms Safety and Education where Police has no substantive delivery role. These services have been retained for transparency and consultation purposes.

The Services We Provide	The Service Delivery Model	Service Funding Model	Firearms Safety and Education Responsibilities	NZ Police Responsibilities
Ministerial Services – Ministerial request for information	Firearms Safety and Education Delivered	FSE Funded Service	Will provide information, services and advice for FSE's responsible Minister.	No service provision.
Ministerial Services – Relationship with Ministers and Ministers' offices	Firearms Safety and Education Delivered	FSE Funded Service	Will maintain the relationship with FSE's responsible Minister and Minister's office.	No service provision.
Ministerial Services – Drafting of OIAs, ministerial briefings and responses to parliamentary questions	Firearms Safety and Education Delivered	FSE Funded Service	Will draft and coordinate OIAs, ministerial briefings and responses to parliamentary questions for matters involving FSE regulatory activities.	No service provision.
Ministerial Services – Accountability documentation	Firearms Safety and Education Delivered	FSE Funded Service	Will prepare FSE accountability documentation where required.	No service provision.
Delivery Capability (post 23 September 2027)	Firearms Safety and Education Delivered	FSE Funded Service	Will employ all required project delivery staff directly. May request support for specific roles from Police on an ad-hoc basis if mutually agreed	No service provision
Future Budget Bids	Firearms Safety and Education Delivered	FSE Funded Service	Will be responsible for delivering any future Budget bids, via responsible Minister and in conjunction with the Ministry of Justice.	No Service Provision
Quarterly Investment Reporting	Firearms Safety and Education Delivered	FSE Funded Service	Will be responsible for preparing the Quarterly Investment Report (as required by Treasury) specific to the assets and investments managed by FSE	No service provision