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## Ethnic Peoples Advisory Panel

### OPEN MINUTES

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Minutes of a meeting of the Ethnic Peoples Advisory Panel held in the Council Chamber, Auckland Town Hall, Ground Floor, 301-305 Queen Street, Auckland on Thursday, 17 October 2013 at 5.30pm.

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#### PRESENT

<b>Chairperson</b>	Dr Camille Nakhid	
<b>Deputy Chairperson</b>	Rev Amail Habib	
<b>Members</b>	Asoka Basnayake	
	Sadiqa Hajee	
	John Hong	from 5.40pm, item 4; until 6.30pm, item 5
	Kafeba Mundele	from 5.50pm, item 5
	Cr Richard Northey, ONZM	until 7.40pm, item 7
	Ann Pala, QSM	
	Grace Ryu	
	Jeet Suchdev, JP,QSM	until 7.43pm, item 7
	Kudakwashe Tuwe	
	Susan Zhu	

#### APOLOGIES

Bevan Chuang	for non-attendance
John Hong	for lateness and early departure
Kafeba Mundele	for lateness
Jeet Suchdev	for early departure

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## 1 Apologies

Resolution number EPAB/2013/79

MOVED by Member C Nakhid, seconded by Member A Habib:

**That the Ethnic Peoples Advisory Panel:**

- a) **accept an apology from Member Chuang for non-attendance, Member Hong for lateness and early departure, Member Suchdev for early departure and Member Mundele for lateness.**

**CARRIED**

## 2 Declaration of Interest

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

There were no declarations of interest.

## 3 Confirmation of Minutes

Resolution number EPAB/2013/80

MOVED by Member S Hajee, seconded by Member A Basnayake:

**That the Ethnic Peoples Advisory Panel:**

- a) **confirm the ordinary minutes of its meeting, held on Thursday, 19 September 2013, as a true and correct record.**

**CARRIED**

## 4 Extraordinary Business

There was no extraordinary business.

## 5 EPAP Actions Progress Report

*Member Hong entered the meeting at 5.40 pm.*

Resolution number EPAB/2013/81

MOVED by Member C Nakhid, seconded by Member A Habib:

**That the Ethnic Peoples Advisory Panel:**

- a) **receive the EPAP actions progress report.**

**CARRIED**

## **6 Chairperson's Report**

*Member Mundele entered the meeting at 5.50 pm.*  
*Member Hong exited the meeting at 6.30 pm.*

The following topics were discussed by the Panel:

- Selection processes for an ethnic advisory panel;
- Briefing report to an incoming Ethnic Panel;
- Feedback on the Ethnic Youth Hui;
- Follow up from meeting with Susan Devoy.

Resolution number EPAB/2013/82

MOVED by Member A Habib, seconded by Member A Pala:

**That the Ethnic Peoples Advisory Panel:**

- a) **thank the Chairperson for her report.**
- b) **request Council officers distribute the proposed model for the Panel before the meeting with his worship the Mayor;**
- c) **request Council officers investigate options regarding the members' mailbox access after 1 November;**
- d) **thank Austin Kim and Raewyn Stone for the support on the Ethnic Youth Hui;**
- e) **thank Councillor Northey for his support to the Panel;**
- f) **request notes from meeting of 5 September be sent to Dame Susan Devoy;**

**CARRIED**

The meeting adjourned for dinner at 6.40 pm.

Secretarial note: At 6:40 pm, Councillor Northey was invited by the Chairperson to hand out the certificates of commemoration to Panel members who did not attend the September meeting – Member Tuwe and Member Zhu.

The meeting reconvened at 7.07 pm.

## **7 Panel Members' Reports**

Resolution number EPAB/2013/83

MOVED by Member C Nakhid, seconded by Member A Habib:

**That the Ethnic Peoples Advisory Panel:**

- a) **receive the reports;**
- b) **thank Members Chuang, Hajee, Suchdev and Tuwe for their monthly reports.**

**CARRIED**

## 8 Sub-Committees' Reports

*Member Suchdev exited the meeting at 7.43 pm.*

Resolution number EPAB/2013/84

MOVED by Member A Habib, seconded by Member S Hajee:

**That the Ethnic Peoples Advisory Panel:**

- a) receive the Youth Sub-Committee's report.
- b) agree to include the following on a briefing report to an incoming Panel:

### Recommendations

- Prioritise areas of focus, e.g. effective engagement with communities and Local Boards,
- Less operational, more advisory, e.g. newsletter shouldn't be done by the Panel;
- Smaller agendas with focused topics of discussion on each meeting;
- Community-focused work;
- Empower community-led meetings, e.g., Ethnic Youth Hui;
- Effective feedback to communities;
- Council structures, processes and officers;
- Community relationship/requests management, e.g., Council customer service and issue management;
- Focus on the long-term status of the Panel;
- Engage not only with Council but also with organisations and government agencies who work with refugees and migrant communities (be a bridge between Council and those organisations);
- Develop and maintain effective professional working relationship with Council (particularly staff);
- How will you define expectations?
- Manageable and realistic expectations;
- Maintain gender balance;
- Written guidelines for EPAP social media;
- Governance and media training opportunities;

### Successes

- We're still here;
- Good representation of ethnic communities (religious and ethnic diversity);
- Racism conference;
- Forums and public meetings;
- Ethnic Youth hui;
- Media coverage, social media engagement and newsletter (Comms);
- Adapting work programme and input to the ToR;
- Panel's internal relationships moved from being rocky to developing solid foundations;
- Support from Mayor, Councillors and Council staff;
- Good leadership and team work;
- Advocacy on behalf of communities, e.g. Diwali Festival;
- Effected significant changes to ways of thinking about and engaging with ethnic communities;
- Achieved main objective, i.e. to communicate main interests and preferences of the ethnic communities to Council;
- Carried out work programme;
- Capacity building;
- Achievement of continuation of the Panel;
- Respected each others communities and cultures;

**What can we do better?**

- Respond to emails;
- More user-friendly email system, e.g. password change, mailbox security and smart phone access;
- Good management of our expectations, e.g. narrow and focus;
- Work in a more positive way with Council (make it work smoother);
- Secure better resourcing;

- e) agree to provide the briefing report to an incoming Panel to the Mayor;
- f) request recommendations to incoming Panel outlined on b) be included in the officers' Governing Body report on the future of the Panel;

**CARRIED**

**9 Greater Tāmaki Stormwater Network Discharge Consent – Stormwater Priorities Consultation**

Resolution number EPAB/2013/85

MOVED by Member K Mundele, seconded by Member A Basnayake:

**That the Ethnic Peoples Advisory Panel:**

- a) receive the report.

**CARRIED**

**10 General Business**

Resolution number EPAB/2013/86

MOVED by Member A Pala, seconded by Member A Habib:

**That the Ethnic Peoples Advisory Panel:**

- a) receive the report.
- b) agree to hold end of year EPAP event at 5pm on Saturday 30 November 2013, location to be confirmed.
- c) agree to continue monitoring and managing EPAP facebook page.
- d) agree that Member Tuwe will draft a letter of congratulations to Mervin Singham by Friday 18 October.
- e) note that the deadline for submitting expenses is Monday 21 October, midday.

**CARRIED**

**11 Consideration of Extraordinary Items**

There was no consideration of extraordinary items.

8.30 pm

The Chairperson thanked Members for their attendance and attention to business and declared the meeting closed.

CONFIRMED AS A TRUE AND CORRECT RECORD  
BY THE CHAIRPERSON AND LEAD OFFICER  
UNDER STANDING ORDER 3.19.2 ON

**DATE:**.....

**CHAIRPERSON:**.....

**LEAD OFFICER:**.....