



I hereby give notice that an ordinary meeting of the Ethnic Peoples Advisory Panel will be held on:

**Date:** Wednesday, 23 July 2014  
**Time:** 6:00pm  
**Meeting Room:** Boardroom  
**Venue:** Auckland Town Hall  
Ground Floor  
301-305 Queen Street  
Auckland

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## **Ethnic Peoples Advisory Panel OPEN AGENDA**

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### **MEMBERSHIP**

<b>Interim Chairperson</b>	Feroz Ali
<b>Members</b>	Carlos Abdelrahman Asoka Basnayake Naoe Hashimoto Anita Keestra Yee Yang 'Square' Lee Angela Lim Kafeba Mundele Wong Liu Shueng Dave Tomu Christian Dee Yao
<b>Liaison Councillor</b>	Cr Denise Krum

(Quorum 6 members)

**Rita Bento-Allpress**  
**Democracy Advisor**

**18 July 2014**

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## **TERMS OF REFERENCE**

The Terms of Reference set out the purpose, role and protocols of the Panel.

Panel members will also be expected to abide by the Code of Conduct for members of Auckland Council advisory panels.

### **Purpose**

The purpose of the panels is to provide strategic advice to the Council on issues of significance to their communities and to advise on effective engagement by Council with those communities.

### **Outcomes**

The Panel will provide advice through an agreed annual work programme, integrated wherever possible, with other panels and approved by the Regional Strategy and Policy Committee.

### **Annual work programme**

The Council will advise the Panel of the areas of strategy, policy and plan development that are likely to require comment or advice from the Panel during the course of the year. The work programme should also provide scope for the Panel to respond to issues and concerns arising from its communities and to develop its own priorities.

As resources allow, budget is available for the Panel to support activities that clearly contribute to the agreed work programme but the Panel may not access external resources for activities or events, except with the agreement of Council

### **Submissions**

Panel advice will contribute to Council decision-making, but panels will not make formal submissions on Council strategies, policies and plans, for example, the Long Term Plan. In their advisory role to the Council, Panels may have input to submissions made by the Council to external organisations but do not make independent submissions, except as agreed with Council.

This does not prevent individual members being party to submissions outside their role as Panel members.

\* The above information is a summary of the 2014 Terms of Reference document and is based on the Governing Body decisions of 19 December 2013

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**1 Apologies**

An apology has been received from member Carlos Abdelrahman.

**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.

**3 Confirmation of Minutes**

That the Ethnic Peoples Advisory Panel:

- a) confirm the ordinary minutes of its meeting, held on Wednesday, 18 June 2014, as a true and correct record.

**4 Extraordinary Business**

Section 46A(7) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

“An item that is not on the agenda for a meeting may be dealt with at that meeting if-

- (a) The local authority by resolution so decides; and
- (b) The presiding member explains at the meeting, at a time when it is open to the public,-
  - (i) The reason why the item is not on the agenda; and
  - (ii) The reason why the discussion of the item cannot be delayed until a subsequent meeting.”

Section 46A(7A) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

“Where an item is not on the agenda for a meeting,-

- (a) That item may be discussed at that meeting if-
  - (i) That item is a minor matter relating to the general business of the local authority; and
  - (ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but
- (b) no resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion.”



## Information: Draft Local Board Plans Consultation

File No.: CP2014/16080

### Purpose

1. To receive information regarding the consultation process for local board plans and an overview of the key themes arising from the draft local board plans.

### Executive summary

2. Local boards will be adopting their 2014 local board plan by 31 October 2014. Local board plans are strategic plans for the following three years and beyond. The plans reflect the priorities and preferences of the community. They guide how local boards make decisions on local activities, provide input into regional strategies and policies and work with other agencies, including council-controlled organisations.
3. The draft 2014 local board plans are now available for feedback. The consultation documents include the draft plans, summary documents and submission forms and are available on <http://www.shapeauckland.co.nz/LocalBoardPlans>. A number of local boards decided to have the summary documents and submission forms translated into other languages to reach communities that they wished to target for engagement.
4. An analysis of the draft plans shows that there are a number of common themes across local boards including the protection of the environment, access to public transport, safe and inclusive communities, access to community facilities, encouraging active and healthy lifestyles, local economic development and thriving town centres.
5. Local boards would welcome feedback on the draft local board plans from the Ethnic Peoples Advisory Panel. Alternatively members of the Ethnic Peoples Advisory Panel may choose to make submissions as individuals or as representatives of other organisations.
6. Once the Ethnic Peoples Advisory Panel have a finalised work programme an analysis can be done on how this relates to the outcomes, objectives and initiatives in local board plans. This analysis could help inform and prioritise any dialogue between local boards and the Panel.

### Recommendation/s

That the Ethnic Peoples Advisory Panel:

- a) note the common themes arising from the draft local board plans and considers how this might relate to the panel's work programme.
- b) note that the draft 2014 local board plans are available for feedback and considers options for providing feedback.

### Comments

7. A presentation was provided to the June meeting of the Ethnic Peoples Advisory Panel on the development and role of local board plans. Legislation requires that local boards develop and adopt local board plans by 31 October 2014. Local board plans are strategic plans for the following three years and beyond. They guide how local boards make decisions on local activities, provide input into regional strategies and policies and work with other agencies, including council-controlled organisations.

8. The plans reflect the priorities and preferences of the community. Feedback was sought from the Panel on engaging with ethnic peoples across Auckland. The feedback obtained from the Panel has been circulated to the local board teams for consideration in engagement strategies.
9. The formal consultation process on local board plans started on 7 July. The consultation documents include the draft local board plans, summary documents and submission forms. These are available on <http://www.shapeauckland.co.nz/LocalBoardPlans>. Hard copies can be accessed in libraries, service centres and local board offices or requested by calling 09 301 0101.
10. The local boards listed below decided to have the summary documents and submission forms translated into languages to reflect communities that they wished to target for engagement.

Board	Translations
Orakei	Chinese
Puketapapa	Chinese; Hindi; Samoan
Albert-Eden	Chinese
Howick	Korean; Chinese
Mangere-Otahuhu	Samoan; Tongan
Otara-Papatoetoe	Samoan; Tongan; Hindi
Maungakiekie-Tamaki	Samoan; Tongan; Chinese
Kaipatiki	Korean; Chinese
Manurewa	Samoan
Upper Harbour	Korean; Chinese
Devonport-Takapuna	Chinese; Korean
Whau	Chinese
Henderson Massey	Samoan; Chinese

11. Each draft local board plan sets out outcomes that the board would like to achieve. Below is a summary of the common themes among the outcomes of the 21 draft local board plans.
  - Protect, enhance, respect and restore the natural environment so that it is available for recreational use now and in the future.
  - A transport system that is well-connected, offers a range of options and real choice.
  - A safe community with a sense of belonging, where people from all walks of life feel valued, connect with each other and participate in local matters and activities; a place that people are proud of and choose to live.
  - Community facilities that are welcoming and encourage participation in community activities.
  - Encouraging active and healthy lifestyles through the provision of places and opportunities for play and relaxation such as parks, open spaces and sports facilities.
  - Well-planned vibrant town centres that support the local economy and provide a hub for the local community.

- A strong local economy and a range of local employment opportunities.
12. The draft local board plans describe a range of objectives and initiatives that the boards identify as achieving their outcomes. Below is a summary of objectives and initiatives that are common among many boards.
- Ecological remediation and preservation of waterways and harbours.
  - The development of cycle ways and walkways that provide:
    - a safe and realistic alternative travel choice
    - opportunities for active recreation
    - connectivity - between towns and villages, open spaces and other transport options.
  - Increasing the use of public transport and decreasing reliance on cars by providing a convenient, reliable, efficient and affordable public transport system.
  - Community development that creates safe neighbourhoods and enables strong support for community-led initiatives and community organisations.
    - Parks, reserves and open spaces that:
      - people can enjoy, that are safe, pleasant and encourage healthy lifestyles
      - provide sufficient green space for the community's needs, and continues to do so as the population grows
      - are better connected to each other
      - provide appropriate facilities and are developed to encourage greater use.
  - Protect, preserve and celebrate the built and cultural heritage, for example by identifying heritage buildings and developing heritage trails.
  - High quality sports and recreation facilities that are well-maintained, fit for purpose, which accommodate a wide range of activities and are developed to accommodate population growth. Particular emphasis is on improving and upgrading sports and playing fields.
  - Local events that promote and recognise cultural diversity, build identity and bring people together.
  - Arts and culture programmes and facilities that enable the community to participate in the arts and express cultural identities, for example through the installation of public art and the development of arts facilities.
  - Growth in the local economy for example, by focusing growth in specific areas, developing innovation hubs and, supporting business associations and Business Improvement Districts (BIDs).
13. There are some objectives and initiatives that are still common among local boards, but to a lesser extent to those listed above.
- Reducing environmental impact, increasing recycling and minimising waste to landfill. Several boards have a key initiative planned to either upgrade, scope or develop a recycling centre, waste recovery centre or recycling network.
  - Preserving the natural environment through weed management and pest eradication.
  - Establishing and continue to support existing Youth Connections programmes.
  - Providing safe, well-maintained and efficient roads, primarily through specific initiatives within the local board area such as road widening and traffic calming.
  - Increasing opportunities for tourism, in particular to help grow the local economy.

14. Local boards would welcome feedback from the Ethnic Peoples Advisory Panel which can be provided to Karen Titulaer by 29 August. Alternatively members of the Ethnic Peoples Advisory Panel may choose to make submissions as individuals or as representatives of other organisations.
15. Once the Ethnic Peoples Advisory Panel has a finalised work programme an analysis can be provided on how the focus areas in the work programme relate to the outcomes, objectives and initiatives in local board plans. This analysis could help inform and prioritise any dialogue between local boards and the Panel.

## **Consideration**

### **Local board views and implications**

16. Local boards would welcome feedback from the Ethnic Peoples Advisory Panel on the draft plans and appreciate efforts by panel members to encourage members of their communities to submit on the draft plans.

### **Maori impact statement**

17. The purpose of this report is to inform the Ethnic Peoples Advisory Panel of the consultation on local board plans and key themes arising in the draft plans. While this will not have a direct impact on Māori, any learnings on engaging with particular communities may have a beneficial impact on engagement with Māori, particularly Māori ratepayers and residents.

## **Implementation**

18. Feedback on the draft local board plans from the Ethnic Peoples Advisory Panel can be provided to Karen Titulaer by 29 August.
19. If Panel members wish to submit on the draft plans in their personal capacity or representing another organisation this is most easily be done online on [shapeauckland.co.nz](http://shapeauckland.co.nz). Hard copies of the consultation documents can accessed in libraries, service centres and local board offices or requested by calling 09 301 0101. Submissions are due by 5pm, 6 August.
20. Submissions can be made on individual or multiple draft local board plans.

## **Attachments**

There are no attachments for this report.

## **Signatories**

Authors	Karen Titulaer - Senior Policy Advisor
Authorisers	Anna Bray - Policy and Planning Manager - Local Boards Anaru Vercoe - Manager, Community Policy & Planning

## Information: Draft Arts and Culture Strategic Action Plan

File No.: CP2014/16005

### Purpose

1. To receive information on the draft Arts and Culture Strategic Action Plan.

### Executive summary

2. The project lead on the draft Arts and Culture Strategic Action Plan (ACSAP) has provided a memo to inform the Ethnic Peoples Advisory Panel that the Draft Arts and Culture Strategic Action Plan (ACSAP) is out for public consultation until July 24.
3. The memo also highlights ways in which the ACSAP can inform the panel's work programme.
4. Finally, the memo outlines the timeline for this project and possible future input opportunities for the panel.

### Recommendation/s

That the Ethnic Peoples Advisory Panel:

- a) receive the information memo on the Draft Arts and Culture Strategic Action Plan.

### Attachments

No.	Title	Page
A	Memo on the Draft Arts and Culture Strategic Action Plan	13

### Signatories

Authors	Rita Bento-Allpress - Democracy Advisor
Authorisers	Anaru Vercoe - Manager, Community Policy & Planning





## Memo

9 July 2014

To: Ethnic People's Advisory Panel  
From: Maree Mills, Project lead ACSAP, Principal Strategy Analyst, Community and Cultural Strategy Unit

Subject: Draft Arts and Culture Strategic Action Plan

### Purpose of the memo

- Inform the Advisory Panel that the Draft Arts and Culture Strategic Action Plan (ACSAP) is out for public consultation until July 24
- Highlight how the ACSAP could inform the Panel's work programme
- Invite members of the Panel to communicate the Draft Plan to their networks and encourage feedback

### Background on the project

The ACSAP will set out the strategic direction for the planning and delivery of arts and cultural activities in Auckland, over the next ten years. This 'whole of Auckland' plan will be delivered in partnership with Auckland Council and other key players in the arts and culture sector. To date, the Department for Culture and Heritage, Creative New Zealand, Creative Coalition, ASB Community Trust, Independent Māori Statutory Board, Auckland Council and its Council Controlled Organisations have agreed to deliver the Plan. As we are going through consultation, we are hoping to attract further partnership and get more people on board.

The ACSAP delivers on the vision set out in Chapter 3 of the Auckland Plan to "**integrate arts and culture into our everyday lives**".

To achieve this vision, the draft ACSAP proposes six goals:

1. All Aucklanders can access and participate in arts and culture.
2. Auckland values and invests in arts and culture.
3. A network of vibrant arts and culture organisations meets Auckland's diverse needs.
4. Arts and culture is intrinsic to Auckland's place making.
5. Auckland celebrates a unique cultural identity.
6. Auckland has a robust and flourishing creative economy.

The scope of arts and culture activities in this action plan excludes sports and recreation, as well as historical and environmental heritage, as there are other plans that cover these areas.

## Significance for Ethnic People's Advisory Panel

### Ethnic People in the draft ACSAP

Priority 1 of chapter 3 of the Auckland Plan is to "value and foster Auckland's cultural diversity". In September 2013, a workshop was organised involving creative practitioners and community leaders. A number of actions were identified based on the feedback received during this session and previous feedback from community groups on other council's plans.

The draft ACSAP acknowledges that "With 40% of our population born overseas, we have an ever-increasing number of ethnicities and distinctive cultures". Celebrating Auckland's many cultures and showcasing and engaging with diverse audiences are a focus of the Plan.

Examples of actions in the draft Plan are:

- Investigate an Arts Passport scheme that could include reducing the cost of travel to arts and culture facilities and events, and making empty seats available at reduced cost to targeted groups
- Use arts and culture activities to promote and celebrate Te Reo Māori, Pasifika languages and other non-English languages spoken in Auckland
- Promote the unique contribution of Māori, Pacific Island and Asian arts to our cultural richness through creative sector awards and community-specific awards
- Foster opportunities for the intergenerational sharing of culture

### Linkage with your work programme

Given that the Advisory panel hasn't finalised their work programme, opportunities for alignment are as followed:

### Consultation period – June 23 to July 24

According to the Panel's Terms of Reference, you are not allowed to make formal submissions on council strategies. However, you may have input to submissions made by council external organisations. Please note that this does not prevent individual members being party to submissions outside their role as Panel members.

Public consultation on the Draft ACSAP spans from June 23 to July 24. Over that period, we invite you to spread the word to your networks and encourage them to give feedback.

A summary document is made available to the public through:

- Shape Auckland, Auckland Council engagement platform:  
<http://www.shapeauckland.co.nz/>

- Auckland Council Website:  
<http://www.aucklandcouncil.govt.nz/EN/newseventsculture/Arts/Pages/helpshapeaucklandartsandculture.aspx>
- And at our arts, culture and community facilities, including libraries and local boards offices

There are two options for the public to give feedback:

- Answer the survey form available online and at the facilities named above
- Send an open submission to [acsapfeedback@aucklandcouncil.govt.nz](mailto:acsapfeedback@aucklandcouncil.govt.nz)

The full draft Plan is also available on request at  
[acsapfeedback@aucklandcouncil.govt.nz](mailto:acsapfeedback@aucklandcouncil.govt.nz).

Over the consultation period, don't hesitate to contact us directly  
[acsapfeedback@aucklandcouncil.govt.nz](mailto:acsapfeedback@aucklandcouncil.govt.nz).

#### **Input before the final adoption of the Plan – October 2014**

A revised version of the plan based on the feedback collected during the consultation period, including from panel members (July) and the formal engagement with Local Boards (August) will be presented to the Arts, Culture and Events Committee in October for final adoption.

Please let your lead officer know if you would like someone to speak at your August/September meeting with a report on feedback from the consultation and proposed changes to the ACSAP.



**Maree Mills | Principal Strategy Analyst**  
**Auckland Strategy and Research**  
Direct dial (09) 977 6524 | Mobile 021 815041  
Auckland Council, Level 23, 135 Albert Street, Auckland Central





8. In May 2012, after considering a research report on key alcohol-related issues for Auckland, the Regional Development and Operations Committee (RDOC).the RDOC approved the development of an Auckland Council LAP, subject to the passing of the Bill (resolution number RDO/2012/78(d)). This decision was later confirmed by the Governing Body in January 2013, after the new Act received Royal assent on 18 December 2012.
9. The Act prescribes the process that councils must follow in developing a LAP, which includes a requirement to publicly consult on a draft LAP before adopting a provisional LAP.
10. The matters that can be included within a LAP are as follows:
  - location of licensed premises by reference to broad areas; and/or by reference to proximity to premises or facilities of a particular kind or kinds;
  - whether further licences (or licences of a particular kind or kinds) should be issued for premises in the district concerned or any stated part of the district;
  - maximum trading hours;
  - the issue of licences, subject to discretionary conditions; and
  - one-way door restrictions.
11. Rules relating to each of these matters can be applied to: on-licences (e.g. bars, restaurants, taverns, nightclubs); off-licences (e.g. bottle stores or supermarkets) and club licences (e.g. sports clubs, RSAs) through the LAP. For special licences, a LAP can only include rules on hours, discretionary conditions and one-way door restrictions.
12. Once adopted, licence decision-makers will need to “have regard to” the LAP when deciding whether to issue or renew a licence.

#### **Development of Auckland Council’s LAP**

13. Auckland Council has followed an extensive process in preparing its draft LAP. To date this has included:
  - establishing stakeholder reference groups and a Joint Political Working Party;
  - completing the Local Alcohol Policy Research Project, in accordance with statutory requirements;
  - identifying, assessing and engaging with politicians and key stakeholders on issues and options available;
  - developing a position paper with staff recommendations based on issues and options analysis and feedback received, and reporting this for further feedback.
  - developing a draft LAP based on analysis, research and feedback received on the Position Paper.
  - the Regional Strategy and Policy Committee adopting the Local Alcohol Policy Project: Statement of Proposal for public consultation (resolution number REG/2014/60(a) on 13 May 2014.
14. The council is currently consulting on the draft Local Alcohol Policy using the special consultative procedure. The period for written submissions opened on 16 June 2014 and closes on 16 July 2014.
15. Council staff are also running a parallel process to enable local boards, advisory panels and CCOs to provide feedback on the draft LAP (through resolutions on reports).
16. Public hearings will be held in Late August/ September 2014 and advisory panels will be invited to attend a meeting with the Hearings Panel. It is anticipated that the Hearings Panel will report back to Governing Body with a provisional LAP in October 2014.

### Engagement with ethnic peoples regarding the LAP

17. The council has used various means to heighten awareness of the policy within ethnic communities and to get input from ethnic peoples at each key stage of the policy development process.
18. As part of the development of the draft LAP:
  - Staff held various public meetings across the region, to which community networks and ethnic community groups were invited.
  - A member of the Ethnic Peoples Advisory Panel (Dr. Amail Habib) was appointed to the Local Alcohol Policy Political Working Party, which met consistently throughout 2013.
  - Ethnic media were regularly updated on the policy development as part of the Mayor's Office briefings.
19. As a part of the special consultative procedure, council staff have undertaken the following to engage specifically with ethnic people on the draft LAP:
  - Media releases and the media pack were sent to all ethnic media, who were also invited to the media briefing.
  - Press adverts ran in the Mandarin Pages and the Chinese Herald.
  - A radio advert about the LAP consultation process was played on stations with high ethnic audiences, including Radio Tarana, Radio Himm (one advert has been translated into Hindi), and several Chinese radio stations.
  - Stalls were held at markets and facilities in areas proposed to be included in the Priority Overlay under the draft LAP. The council intentionally targeted markets and facilities that attract Asian (including Southern and Western Asian), Pacific, Māori and other minority populations. These sessions were led by a third party contractor, Waycom Ltd., who has particular expertise in engaging with minority communities.
  - Updates were sent out to ethnic networks through the Strategic Advisor (Diversity) in the Community Development & Safety department.
20. An information pack was also distributed to the Ethnic Peoples Advisory Panel in the first week of public consultation.

### Summary of Auckland Council's draft Local Alcohol Policy

#### *Purpose*

21. The purpose of the draft LAP is to provide guidance to the DLC and ARLA on alcohol licensing matters in a manner that:
  - is appropriate to the Auckland Council region;
  - reflects the views and preferences of Auckland's communities and stakeholders; and
  - is consistent with the object of the Act.
22. Overall, the draft LAP aims to reduce Auckland's issues with alcohol-related harm by:
  - prioritising areas where the LAP can have the greatest impact on harm reduction;
  - controlling where new licences are allowed;
  - controlling how many new licences are allowed;
  - reducing the hours that licensed premises can sell alcohol overall;
  - identifying additional conditions that the DLC can apply to licences to help improve the consistency of standards across Auckland's premises.

23. This purpose aligns with the object of the Act, the requirement for the LAP to be reasonable in light of this object, and the policy intent of the Act to provide greater local input into licensing decisions.

*Policy areas*

24. Auckland’s differing communities and areas means a blanket approach to policy provisions is not suitable. The draft LAP categorises the Auckland region into three broad areas, each of which has different rules (reference to draft policy: Part B: Section 2 and appendices):

- **Broad Area A (City Centre, Ponsonby, Newton):** The three centres included in this broad area function as the region’s main entertainment hub. However, these areas also experience high levels of alcohol-related harm, including crime and anti-social behaviour.
- **Broad Area B (rest of the region):** The intended outcomes across the region are relatively consistent and therefore can be achieved through consistent policy tools.
- **Priority Overlay (areas with high levels of alcohol-related harm):** The Priority Overlay identifies areas and communities that experience higher levels of alcohol-related harm. The overlay will help protect these areas from further harm by imposing specific policies and rules.

*Summary of on-licence provisions*

25. The table below summarises the provisions within the draft LAP that relate to on-licences.

**Table 1. Summary of draft LAP provisions for on-licences**

Policy lever		Location, Density, Proximity	Hours		Conditions on the licence
Policy tool		Environmental and cumulative impact assessment	Standard maximum hours	Trial extensions	Variety of discretionary conditions
Broad Area A		Required for high risk applications	9am – 3am	Preferred in City Centre	A range of discretionary conditions are able to be applied to on-licences; some conditions are appropriate for all licences and some for application on a case-by-case basis.
Broad Area B	Metro Centre	Required for high risk applications	9am – 1am	Preferred here over rest of Broad Area B	
	Neighbourhood centres	Required for nearly all applications		Unsuitable for extensions	
	Rest of Broad Area B	Required for most applications		Limited occasions where appropriate	
Priority Overlay		Required for all applications	Same as underlying area; more restrictive hours encouraged	Ineligible for extensions	

**Note:** A more detailed version of this table is provided in A3 at Attachment B.

26. These provisions are designed to:
- reduce alcohol-related harm by:
    - requiring greater scrutiny of new on-licence applications, taking into account not only the applicant’s proposals but also the surrounding environment and existing licences; and
    - significantly reducing licence hours from the previous 24-hour licensing regime, and only allowing best practice on-licence operators to trade later, who will also be subject to higher standards.
  - provide targeted policy interventions and additional protection for vulnerable communities from alcohol-related harm in the Priority Overlay; and
  - improve practices amongst the on-licence industry through a range of discretionary conditions.

*Summary of off-licence provisions*

27. The table below summarises the provisions within the draft LAP that relate to off-licences.

**Table 2. Summary of draft LAP provisions for off-licences**

Policy lever		Location/ density	Proximity to sensitive sites	Hours	Conditions on the licence
Policy tool		<ul style="list-style-type: none"> <li>• Temporary freeze</li> <li>• Presumption against new off-licences</li> <li>• ECIA</li> </ul>	Environmental and cumulative impact assessment (ECIA)	Reduced hours	Variety of discretionary conditions
Broad Area A	First 24 months	Temporary freeze	DLC & ARLA directed to consider proximity to sensitive sites as part of the environmental and cumulative impact assessment	9am to 10pm regional maximum	A range of discretionary conditions are able to be applied to on-licences; some conditions are appropriate for all licences and some for application on a case-by-case basis.
	After 24 months	<ul style="list-style-type: none"> <li>• Presumption against approval</li> <li>• ECIA required</li> </ul>			
Broad Area B	Neighbourhood centres	<ul style="list-style-type: none"> <li>• Presumption against approval</li> <li>• ECIA required</li> </ul>			
	Rest of Broad Area B	ECIA required (except for very low risk applications)			
Priority Overlay	First 24 months	Temporary freeze			
	After 24 months	<ul style="list-style-type: none"> <li>• Presumption against approval</li> <li>• ECIA required</li> </ul>			

**Note:** A more detailed version of this table is provided in A3 at Attachment B.

28. This off-licence policy package is designed to:
- enable the direct consideration of proximity issues by ensuring that the DLC and ARLA are made aware of any sensitive sites and existing premises relevant to an application, allowing them to make an informed decision as to what is appropriate;
  - reduce access to alcohol from off-licences and reduced issues with pre and side-loading, especially in the central city;
  - strongly regulate off-licence density in areas with the greatest density and greatest levels of alcohol-related harm (e.g. the central city and Priority Overlay) and in neighbourhood centres, to align with feedback that 'bottle stores on every corner' are not appropriate or desirable; and
  - improve practices in the off-licence industry through a range of discretionary conditions.

#### *Other provisions*

29. The draft LAP also includes some provisions relating to club and special licences.  
30. A summary of the LAP is included as Attachment A.

## Consideration

### Local board views and implications

31. Local boards have given feedback at multiple stages throughout the policy development process. This includes both formal feedback on the Issues and Options Paper and the Staff Position Paper and informal feedback through the Political Working Party and various workshops.
32. The draft Local Alcohol Policy is also being reported to local boards throughout July and early August, so that boards can provide formal feedback through resolutions.

### Maori impact statement

33. Where possible, staff have gathered data on alcohol-related issues by ethnicity.
34. Staff have worked with Te Waka Angamua (Maori Strategy and Relations Department) and policy advisors at the Independent Maori Statutory Board (IMSB) to deliver a program for engaging with Maori on alcohol issues, including a workshop with rangatahi (youth) and a hui with mana whenua and mataawaka.
35. The IMSB was represented on the Political Working Party. Hapai Te Hauora Tapui was represented on the Public Health Sector Reference Group.

## Implementation

36. Community Policy and Planning staff have worked closely with Licensing and Compliance Services throughout the development of this draft LAP.
37. As part of the options analysis, staff carefully considered practicality and ease of implementation. The proposals included in the draft LAP meet these criteria.

## Attachments

No.	Title	Page
A	Draft Local Alcohol Policy: Summary ( <i>Under Separate Cover</i> )	
B	Policy packages for on- and off-licences ( <i>Under Separate Cover</i> )	

## Signatories

Authors	Rebecca Turner - Policy Analyst Belinda Hansen - Principal Policy Analyst Michael Sinclair - Team Leader, Regionwide Social Policy
Authorisers	Anaru Vercoe - Manager, Community Policy & Planning



## Engagement on the draft Community Grants Policy

File No.: CP2014/14705

### Purpose

1. To receive information about the consultation approach for the draft Community Grants Policy (CGP).
2. To advise on the the planned approach to engaging Auckland's diverse ethnic communities.

### Executive summary

3. At its 3 July 2014 meeting, the Regional Strategy and Policy Committee endorsed the draft Community Grants Policy for public consultation.
4. The CGP will guide the allocation of council funding to groups and organisations involved in the delivery of projects, activities and services that benefit Aucklanders.
5. The draft CGP proposes a framework for a new Auckland Council community grants programme with two main components: a local grants programme (including multi-board grants to support groups whose activities cover more than one local board area) and a regional grants programme.
6. Staff engaged with the Ethnic Peoples Advisory Panel (EPAP) in 2012 to discuss an earlier version of the draft policy. Feedback from EPAP regarding accessibility has been responded to with the inclusion of a principle statement regarding fairness and equity of opportunity:

*"We value all of Auckland's diverse communities, and welcome grant applications from people of all ages, identities, abilities, cultures and ethnicities, wherever in the region they live.*

*All of our communities will have an equal opportunity to be considered for grants, and the design and management of the programme will take account of their differing needs and interests. We will ensure applicants are treated fairly regardless of their size, location or circumstances, and provide any support they may reasonably require." (page 16, Draft Community Grants Policy).*

7. Key feedback received from ethnic communities during consultation on "Thriving Communities" Community and Social Development Action Plan was the need for simpler application and accountability processes which reflects the amount of funding sought. The draft policy responds to this by including a principal regarding proportionality:

*"Auckland Council has a statutory responsibility to ensure lawful and prudent expenditure of public funds. At the same time we want to work in a way that acknowledges the integrity of community organisations, and recognises the impact of our requirements on their time and resources. We will strive to get this balance right.*

*The information we collect and our expectations of grant applicants/recipients should always be proportionate to the scale of what is being proposed or funded. The processes and documentation that organisations are asked to complete should be appropriate to the size of the grant, the situation of the applicant and the level of risk being presented to the council." (page 18, Draft Community Grants Policy)"*

### Consultation approach

8. The consultation period is Monday 14 July to Monday 11 August 2014. Consultation will include:
  - provision of easy read versions of summary document and feedback form (easy read translations are suitable for a range of people including people who have impaired vision, ESOL audiences, people with learning/intellectual difficulties, school children and people with low literacy)
  - MSWord and screen reader accessible PDF versions of consultation documents
  - distribution of hard copy summary documents and feedback forms at all Auckland Council service centres, community centres, local board offices and libraries
  - provision of information via 'Shape Auckland' and a dedicated webpage on the Auckland Council website
  - advertisement in 'Our Auckland'
  - advertisement through community and ethnic newspapers (Chinese Herald, Mandarin Pages, Samoa Observer, Taimi O Tonga, Indian Newslink)
  - NZ sign language translation via Seeflow and through their networks in the NZ Deaf community
  - promotion via Council's social media channels (e.g. Facebook and twitter)
  - provision of a dedicated community assistance email account to allow people to make enquiries and submit feedback ([communityassistance@aucklandcouncil.govt.nz](mailto:communityassistance@aucklandcouncil.govt.nz))
  - distribution of online survey to the following audiences:
    - those who provided feedback during previous consultation
    - previous applicants to community funding schemes
    - community networks via Council's advisory teams (e.g. Disability Advisors)
    - other stakeholder networks as appropriate
  - provision of hard copy consultation material and feedback forms by request
  - public workshops x 4 (sign language interpreters available)
  - hui x 2 (sign language interpreters available)
9. Feedback will be considered and staff will report a final Community Grants Policy to the Regional Strategy and Policy Committee in November 2014 for adoption.
10. The new policy will be implemented from 1 July 2015.

### Recommendation/s

That the Ethnic Peoples Advisory Panel:

- a) note that the draft Community Grants Policy has been endorsed by the Regional Strategy and Policy Committee for public consultation.
- b) provide advice on the planned approach to engaging Auckland's diverse ethnic communities.

### Attachments

No.	Title	Page
A	Draft Community Grants Policy Summary Document ( <i>Under Separate Cover</i> )	
B	Draft Community Grants Policy Feedback Form ( <i>Under Separate Cover</i> )	
C	Draft Community Grants Policy Summary Document - Easy Read ( <i>Under Separate Cover</i> )	
D	Draft Community Grants Policy Feedback Form - Easy Read ( <i>Under Separate Cover</i> )	

## Signatories

Authors	Linda Greenalgh - Policy Analyst - Region wide
Authorisers	Anaru Vercoe - Manager, Community Policy & Planning



## Significance and Engagement Policy

File No.: CP2014/15541

### Purpose

1. To provide feedback on the draft content of a new Significance and Engagement Policy, and associated guidance on measures to improve community engagement with Auckland's demographically diverse communities.

### Executive summary

2. The Local Government Act 2002 Amendment Bill (No 3) proposes all councils adopt a significance and engagement policy by 1 December 2014. While the Bill has not yet been passed, a work plan is currently being finalised along with a programme of engagement to develop this policy in time.
3. The Governing Body, local boards, advisory panels, the Independent Maori Statutory Board (IMSB) and key stakeholders will be involved at an early stage to input into the development of the draft policy which is expected to go out for public consultation in September.
4. The draft policy is intended to be principles-based, to allow flexibility with the approach taken in delivering consultation and engagement depending on the audience and scale of the issue. It will take into account the Treaty Audit as well as feedback already received by the public and stakeholders relating to consultation and engagement and lessons learned on past processes such as the Unitary Plan and local board plans.

### Recommendation/s

That the Ethnic Peoples Advisory Panel:

- a) provide feedback on the draft principles and approach to policy development;
- b) advise on how the council could further enable and encourage people from different ethnic groups to engage with Auckland Council.

### Background

5. The Local Government Act 2002 Amendment Bill (No 3) proposed that all councils adopt a significance and engagement policy by 1 December 2014. The Bill has not yet been passed but work is being progressed on the policy development in the meantime.
6. The proposed change to the LGA was one of the recommendations of the Local Government Efficiency Taskforce to review the decision-making and consultation provisions of the Act (particularly part 6).
7. It is expected that councils will adopt a clear set of engagement principles to improve the engagement process by being clear with the community when and how council will engage, depending on the significance of the issue. It is likely that this will increase community input into our decision-making processes, particularly in a way that will help to reach some of our less engaged communities.

8. Auckland Council does not currently have an adopted engagement policy. It does, however, have a consultation and engagement guidebook; has been training staff in community engagement through the International Association of Public Participation (IAP2); has an internal network which is used to share case studies; and an annual awards event to celebrate good practice.

### Current state

9. The Market Research and Engagement team recently held an inclusive engagement expo, has developed draft accessible engagement guidelines and has held a number of internal discussions to consider new ways of engagement with specific communities but different approaches are required in particular with respect to Pacific and Ethnic communities.
10. These internal processes have been a good way of identifying ways of improving how the council carries out consultation and engagement, particularly in relation to significant planning or policy projects. However, the policy will help us to have a process of improving the way we engage consistently across the council family and enable members of the public to have greater understanding of the way we work.
11. Over the last year, feedback has been received on the process of consultation and engagement which includes the following points:
  - Openness, transparency, integrity are very important markers of council's performance
  - There is an important distinction (and a big difference in perceptions) between Council providing people with the **ability** to provide feedback, and people **trusting that the Council will use** their feedback
  - The Council needs to genuinely engage with the intention of acting on public views as much as possible
  - The Council needs to provide opportunities for people to engage in a more diverse, flexible and open way, with more time and more local influence
  - Council communications need to be objective, balanced, clear, and engaging
  - There are pockets of excellence and good practice within the Council, but more could be done to ensure good practice is consistent.

### Draft Policy

12. From initial conversations internally and with key community groups there has been general agreement that the draft policy should be principles-based, to allow flexibility with the approach taken in delivering consultation and engagement depending on the audience and scale of the issue. It will be developed with input from teams across council and will be supported by updated and improved processes, templates and guidance material so that we move towards a centre of excellence for consultation and engagement.
13. Research into other engagement policies (both within New Zealand and internationally), as well as the feedback received so far has identified the following **draft principles for Council engagement**:
  - Meeting Treaty of Waitangi obligations
  - Inclusive: reaching out to all affected / accessible / going beyond usual suspects
  - Timely: early in decision-making and allowing sufficient time
  - Commitment / genuine intent / open & honest: meaningful engagement based on an open mind and willingness to listen
  - Respectful / build trust
  - Clear & sufficient information: balanced, plain English
  - Clear purpose & well planned

- Flexible / needs based: designed to suit participants' needs
- Coordinated: across departments, to minimise duplication and fatigue
- Pragmatic / efficient / value for money
- Feedback / close the loop
- Evaluate / monitor / improve
- Be innovative

14. However, there is also a need for much more planning and thinking about how to apply those principles at a local community level and to recognise and tap into Auckland's cultural diversity, particularly concerning:

- Enabling and encouraging people from different areas, cultural groups, ages and walks of life, and people with disabilities to engage with Auckland Council
- Providing more opportunity and flexibility for community groups to have more influence around the nature, scope and topics of the engagement – more bottom up planning in which Council is the enabler / facilitator rather than the 'owner'

15. Next steps need to involve developing and engaging on a draft Engagement Policy and associated internal 'how to' guidelines that focus on improving:

- Consistency of good practice throughout the organisation
- Methods of engaging with diverse community groups
- The way in which internal groups and decision-makers use community input
- Demonstrating the way in which input has been used, to prove that it does make a difference and therefore build trust

**16. High level timeline for developing the policy**

<b>Timing</b>	<b>Action</b>
April to June – issues identification	Internal workshop Local Board Chairs Forum briefing Budget Committee workshop Regional Strategy and Policy committee report IMSB report Targeted external engagement with business associations and other stakeholders Engagement with advisory panels Local Board elected member workshop
July - drafting	Drafting significance and engagement policy
August – finalising the draft	Further discussion with key stakeholders, advisory panels, local boards / governing body, draft policy for adoption
September – October - consultation	Consultation on draft policy
October – November – finalising (Timing to be confirmed depending on the legislative requirements)	Review feedback, update policy, workshop with governing body, adoption

**Consideration**

**Local board views and implications**

17. An initial discussion has taken place through the Local Board Chairs Forum. Workshops are being organised to take place to feed into the development of the draft policy. Local boards will also be asked for their feedback on the draft policy later this year.

### Maori impact statement

18. A report will be taken to the Independent Maori Statutory Board for discussion.

### Implementation

19. There are no implementation issues

### Attachments

There are no attachments for this report.

### Signatories

Authors	Carol Hayward - Team Leader Consultation and Engagement
Authorisers	Wilma Falconer - Communications and Public Affairs Interim Director Anaru Vercoe - Manager, Community Policy & Planning

## Panels Engagement with Auckland Council

File No.: CP2014/16056

### Purpose

1. To inform the Ethnic Peoples Advisory Panel on the various opportunities for engaging with Council's departments, committees, CCOs and Local Boards as policy is developed and implemented.

### Executive summary

2. The demographic panels' primary role is to provide strategic advice on matters of significance to their communities and advise how Council can effectively engage with these communities.
3. The panels will develop a work programme identifying a small number of areas that are important to their communities, and will focus their efforts on these areas.
4. Council's policy development and engagement programme covers many aspects of Council functions and the services that it delivers to the community. These programmes are in various stages of development, from initial scoping to implementation to review.
5. To fulfil their role effectively, panels need to understand these processes and how and when their input will be of greatest benefit to Council and the communities the panels represent.
6. To assist the panel, the Principal Advisor Panels will present to the meeting options for engaging with Council.

### Recommendation/s

That the Ethnic Peoples Advisory Panel:

- a) receive the presentation regarding panels' engagement with Auckland Council.

### Attachments

There are no attachments for this report.

### Signatories

Authors	Bruce Thomas – Principal Advisor Panels
Authorisers	Marguerite Delbet - Manager Democracy Services Anaru Vercoe - Manager, Community Policy & Planning



## Ethnic Peoples Advisory Panel - Draft Work Programme

File No.: CP2014/16057

### Purpose

1. To agree a draft work programme for recommendation to the Regional Strategy and Policy Committee.

### Executive summary

2. All panels are required by Governing Body resolution to prepare a work programme for committee approval.
3. The work programme, once ratified, will form the basis of the work of the panel over the next two years. As far as possible the work programme is to align with the Council's policy development and engagement programme.
4. Based on the outputs of presentations to the panel's first meeting and the "straw poll" of members, officers have included in the work programme five priorities that the panel earmarked as most important.
5. The panel will workshop these programmes, consider staff advice on how the panel can have input into the work streams and recommend a final draft for committee ratification.

### Recommendation/s

That the Ethnic Peoples Advisory Panel:

- a) discuss details of the panel's work programme.
- b) confirm its draft work programme for recommendation to the Regional Strategy and Policy Committee.
- c) agree that that the Lead Officer Support be authorised to make any minor edits or amendments to the draft work programme to reflect decisions made by the ethnic peoples advisory panel during the discussion.

### Comments

6. Following a review of the demographic panels during last term of Council, the Governing Body recommended to the incoming Council that the panels, including an Ethnic Peoples Advisory Panel be re-established. At a Governing Body meeting in December it was resolved to establish five demographic advisory panels and that they are to be considered and supported collectively as part of Council's structure.
7. Each panel's purpose is to provide strategic advice to Council on issues of significance to the communities it represents, and to advise on effective engagement by Council with these communities.
8. The panels are required to produce an annual work programme, which, wherever possible, is to be integrated with that of the other panels. These work programmes must be signed off by the Regional Strategy and Policy Committee.

9. At its first meeting, the Ethnic Peoples Advisory Panel received a report and a presentation on the Council's strategy and policy forward work programme. This was supported by a presentation on key demographic statistics and trends derived from the 2013 census.
10. This background material provided information and context to assist the panel in developing its work programme. The chair also conducted an informal survey of members asking them to select the key areas of the policy programme that they were of interest to them. The Chair suggested that the panel focus on three areas.
11. Following an update of the survey and based on the brief discussion at the meeting, staff have developed a draft work programme. It identifies five areas of work rather than three. Two relate to policies that are in the implementation phase; the other three to policies in the development phase. There is no set number of issues required for the work programme; it just needs to be manageable and be in a format common to all panels.
12. The work programme will outline the outcomes sought for the panel. Progress will be regularly reported to the Regional Strategy and Policy committee. It is envisaged that there will be limited capacity to have input into issues not defined in the work programme. In particular, there will occasions when the panel is requested to give advice to Council, including Local Boards and CCOs, on engagement and policy drafts that are not part of the panel's work programme. Any major deviations from the work programme will need to be agreed by the Regional Strategy and Policy Committee.
13. The panel needs to confirm the five focus areas of the work programme, noting that the number of programmes can change slightly. Part of the development of the detail in the programme, will be to identify and co-ordinate how and when the panel can be involved. There will be staff in attendance at the meeting to talk about some of the programmes identified as priorities .

## **Consideration**

### **Local board views and implications**

14. Some aspects of the work programme will relate to Local Boards plans and Local Boards may seek advice from the panels.

### **Maori impact statement**

15. The panels work programme may overlap with the Council's Maori responsiveness objectives.

## **Implementation**

16. The template for the draft programme is attached. Once approved this will be updated and reported to each meeting together with a list of proposed agenda items and tracking of relevant resolution.

## **Attachments**

<b>No.</b>	<b>Title</b>	<b>Page</b>
A	Ethnic Peoples Advisory Panel Draft Work Programme	37

## **Signatories**

Authors	Bruce Thomas - Principal Advisor Panels
Authorisers	Marguerite Delbet - Manager Democracy Services Anaru Vercoe - Manager, Community Policy & Planning

Ethnic Peoples Advisory Panel Draft Work-Programme								
Key Programmes and Priorities	Sub-programmes	Other key agencies	Overlaps with other panels?	First Reporting Date	Follow Up Reporting	Relevant Resolutions	Main Lead/Department	Status
<b>Development</b>								
<b>Engagement</b>	Input into the Significance and Engagement Policy	This is a Council policy	PPAP priority					
	Provide advice on upcoming engagements	The panel has an advisory role						
	Engage with CCOs, IMSB and LBs on issues relating to the work programme	The panel has an advisory role						
<b>Community Grants Policy</b>	Input into the Community Grants Policy	This is a Council policy						
	Advice on Consultation on the Grants Policy	The panel has an advisory role						
<b>Community Facilities Policy</b>	Input into the Community Facilities Policy	This is a Council policy						
	Advice on Consultation on the Facilities Policy	The panel has an advisory role						
<b>Implementation</b>								
<b>Community Development</b>	Provide advice on the Implementation of the policy	Council has an advisory and advocacy role with some implementation ability. Central government and not-for-profit groups also pay major role. The panel has an advisory role.						
<b>Children and Young Persons</b>	Provide advice on the Implementation of the policy	Council has an advisory and advocacy role with some implementation ability. Central government and not-for-profit groups also pay major role. The panel has an advisory role.						

