

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

Date: Wednesday, 1 April 2015
Time: 6.00pm
Meeting Room: Board Room
Venue: Auckland Town Hall
Ground Floor
301-305 Queen Street
Auckland

Ethnic Peoples Advisory Panel

OPEN AGENDA

MEMBERSHIP

Interim Chairperson	Dave Tomu
Members	Carlos Abdelrahman Asoka Basnayake Naoe Hashimoto Anita Keestra Yee Yang 'Square' Lee Angela Lim Wong Liu Shueng Christian Dee Yao
Liaison Councillor	Denise Krum

(Quorum 6 members)

Rita Bento-Allpress
Democracy Advisor

30 March 2015

Contact Telephone: (09) 890 8149
Email: rita.bento-allpress@aucklandcouncil.govt.nz
Website: www.aucklandcouncil.govt.nz

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

ITEM	TABLE OF CONTENTS	PAGE
1	Apologies	5
2	Declaration of Interest	5
3	Confirmation of Minutes	5
4	Extraordinary Business	5
5	Discussion with the Mayor His Worship the Mayor will be in attendance.	
6	Long-term Plan 2015-2025: Update on 'Have Your Say' Event and Panel Feedback	7
7	Cemeteries and Crematoria Bylaw Implementation Project – Focus Group Invitation	9
8	Ethnic Peoples Advisory Panel - Work Programme Update	11
9	Consideration of Extraordinary Items	

1 Apologies

At the close of the agenda no apologies had been received.

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 February 2015, 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.”

5 Discussion with the Mayor

His Worship the Mayor will be in attendance.

Long-term Plan 2015-2025: Update on 'Have Your Say' Event and Panel Feedback

File No.: CP2015/05012

Purpose

1. To receive up-to-date information regarding the Long-term Plan 2015-2025 consultation and provide feedback on key matters raised at the Ethnic 'Have Your Say' event of 2 March 2015.

Executive Summary

2. The panels have been invited to provide feedback to council by 7th April 2015.
3. The panels' feedback is to be presented in a discussion with the Budget Committee on 14 April 2015.
4. This report provides an opportunity to the Ethnic Peoples Advisory Panel to discuss and comment on the key points of interest, in particular regarding the topics raised at the Ethnic 'Have Your Say' event of 2 March 2015.
5. The notes from that event will be circulated separately.

Recommendation/s

That the Ethnic Peoples Advisory Panel:

- a) receive the update regarding the Long-term Plan 2015-2025 consultation and provide feedback on the key topics raised at the Ethnic 'Have Your Say' event of 2 March 2015.
- b) request that the Lead Officer and Principal Advisor Panels compile the panel's feedback to be submitted to council by 7 April 2015.
- c) agree that the Interim Chair will provide the panel's feedback to the governing body at the Budget Committee meeting of 14 April 2015.

Attachments

There are no attachments for this report.

Signatories

Author	Bruce Thomas - Principal Advisor Panels
Authoriser	Abigael Vogt – Lead Officer Support

Cemeteries and Crematoria Bylaw Implementation Project – Focus Group Invitation

File No.: CP2015/04959

Purpose

1. To invite the Ethnic People's Advisory Panel to send a representative to attend one or more of a series of 6 focus groups held by the Cemeteries and Crematoria Bylaw Implementation project team and the Cemeteries business unit. This will enable the Auckland Council Cemeteries team to take your feedback and enhance the way we provide information and services to our customers.

Executive Summary

2. On November 1st 2014, Auckland Council introduced a new Cemeteries and Crematoria bylaw to replace the old bylaws managed by the legacy councils. To prepare for this new bylaw and accompanying Code of Practice, we amended some of the forms, brochures and other customer-facing information which have now been in use for approximately 4 months. To understand whether these changes have been effective, we are undertaking a review to identify any potential areas of change or improvement.
3. We are holding a series of focus group meetings, with invitations issued to a cross-section of customers, community/religious representatives and cultural organisations across the Auckland region. These sessions will be approximately 1-2 hours in length, and will 'focus' on a particular aspect i.e., forms, fact sheets etc.
4. A typical session would see a group discussion around whatever aspect we cover for that meeting, during which we would collect your feedback and determine how we can incorporate those changes to enhance the way we provide services and information in our diverse region.
5. This work forms part of our Phase 2 Cemeteries & Crematoria Bylaw Implementation project to further embed a regional way of working across the Auckland area. This project will also see a new Cemetery technology implemented across our sites which will allow us to improve the services we provide to Aucklanders.
6. The first focus group session will take place on Thursday 2nd April at Manukau Memorial Gardens and will recur each fortnight over a period of 12 weeks. Sessions will not have an ethnic-specific focus; we are asking for an advisory panel representative who will provide a diverse ethnic perspective.
7. Attendance at these focus groups is voluntary – the representative may opt to attend one, all or no sessions, instead choosing to be provided with an informal report regarding the feedback received at these meetings.

Recommendation/s

That the Ethnic Peoples Advisory Panel:

- a) accept the invitation for a member to attend a series of focus groups with the Cemeteries Business Unit.

Attachments

There are no attachments for this report.

Signatories

Authors	Ellen Bennett – Project Manager, Licensing & Compliance Noelene Mudgway – Manger Cemetery South, Parks, Sports and Recreation
Authorisers	Catherine Moore – Manager Auckland Cemeteries, Parks, Sports and Recreation Abigael Vogt – Lead Officer Support

Ethnic Peoples Advisory Panel - Work Programme Update

File No.: CP2015/04836

Purpose

1. To receive up-to-date information regarding the Ethnic Peoples Advisory Panel's work programme.

Executive summary

2. This monthly update allows the panel to note and discuss the progress of its work programme.

Recommendation/s

That the Ethnic Peoples Advisory Panel:

- a) receive the Ethnic Peoples Advisory Panel Work Programme - 1 April 2015.

Attachments

No.	Title	Page
A	Ethnic Peoples Advisory Panel Schedule of Feedback and Advice Provided	13
B	Ethnic Peoples Advisory Panel Work Programme - 1 April 2015	15

Signatories

Authors	Rita Bento-Allpress - Democracy Advisor Bruce Thomas - Principal Advisor Panels
Authorisers	Abigael Vogt – Lead Officer Support

**Ethnic Peoples Advisory Panel
Advice and Feedback Schedule**

Issue	2015
2016 Local Government Elections	Initial feedback on the project 18 Feb
	2014
Diversity Initiatives for Auckland Council	Feedback on initiative 26 Nov
ATEED Economic Development Activities	Feedback on ATEED programme 26 Nov
Update on Draft Local Approved Product Policy	Feedback on the project 26 Nov
Significance and Engagement Policy	Feedback on policy and LTP engagement 15 Oct
Consultation on Community Facilities Network Plan	Feedback on plan and consultation 3 Sep
Draft Arts and Culture Strategic Action Plan	Feedback on plan and consultation 3 Sep
International Relations Priorities	Feedback 3 Sep
Draft Local Approved Product Policy	Feedback on plan 3 Sep
Local Board Plans Consultation	Feedback on consultation 23 Jul
Draft Arts and Culture Strategic Action Plan	Feedback on the plan 23 Jul
Draft Alcohol Policy	Feedback on the consultation and the plan 23 Jul
Draft Community Grants Policy	Feedback on the consultation 23 Jul
Significance and Engagement Policy	Feedback on consultation and policy 23 Jul

Ethnic Peoples Advisory Panel Work-Programme 2014/2015							
Key Programmes and Priorities	Sub-programmes	Other key agencies	Policy	Implementation	Overlaps with other panels?	First Reporting Date	Follow Up Reporting
Development							
Engagement	Input into the Significance and Engagement Policy	This is a Council policy	Communications and Engagement	All Council	PPAP priority	Jul-14	Oct-14
	Provide advice on upcoming engagements	The panel has an advisory role	All Council		All Council		
	Provide advice on engagement to the draft Local Approved Product Policy – Psychoactive Substances					Sep-14	Nov-14
	Engage with CCOs, IMSB and LBs on issues relating to the work programme	The panel has an advisory role	All Council		All Council		
Community Grants Policy	Input into the Community Grants Policy	This is a Council policy	Community Policy and Planning	Community Development, Arts and Culture (CDAC)		Jul-14	
	Advice on Consultation on the Grants Policy	The panel has an advisory role	CDAC				
Community Facilities Policy	Input into the Community Facilities Policy	This is a Council policy	Community Policy and Planning	CDAC, Property		Sep-14	
	Advice on Consultation on the Facilities Policy	The panel has an advisory role	Communications and Engagement	Community Policy and Planning			
Implementation							
Community Development	Provide advice on the implementation of the policy with specific interest in economic development	Council has an advisory and advocacy role with some implementation ability. Central government and not-for-profit groups also play major role. The panel has an advisory role.		CDAC		Nov-14	
	Work with the Southern Initiative (TSI) Project and identify aspects of the project that relate to ethnic communities	Council is the leader of this project but other agencies play a role including delivery.	TSI		PPAP priority		
	Provide advice to the International Relations Unit					Sep-14	

Children and Young Persons	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 play major role. The panel has an advisory role.	All Council	All Council	PPAP priority		
Other Advice Provided							
Arts and Culture Strategic Action Plan	Input into the plan	This is a plan for the Arts sector for which council is a major contributor	Policy	CDAC	PPAP priority	July 2014 - Information memo in agenda	<p>September 2014 - Update on consultation and further input from the panel;</p> <p>November 2014 - report and decision from Arts, Culture and Events Committee on ACSAP approval emailed</p> <p>Panel members invited to attend ACSAP Phase 2 Forum (25 March 2015)</p>
Local Government Elections 2016	Provide advice to the project team			Democracy Services	YAP	February 2015 - "Advice on voting and candidates for the 2016 local government elections" - Resolution No. ETH/2015/3	

<p>Local Government Elections 2016</p>	<p>Resolution No. ETH/2015/5, in particular: c) note the intention of the panel to focus its advisory role on the Local Government Elections 2016 project, including the goal of contributing to significantly increase participation of young people and ethnic and migrant communities both in candidacy and voting rates.</p>						
<p>Community Summits (up to 2 ToR)</p>	<p>Initiate planning from September onwards</p>						
	<p>Resolution No. ETH/2015/6: in particular b) note the proposal that the first summit be a combined meeting with all the demographic advisory panels.</p>						