

Date: Monday 27 June 2016
Time: 6.00pm
Meeting Room: Reception Lounge, Level 2
Venue: Auckland Town Hall
301-305 Queen Street
Auckland

Rainbow Communities Advisory Panel

OPEN ATTACHMENTS

**ADDITIONAL ATTACHMENTS
UNDER SEPARATE COVER**

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Memo

8 June 2016

To: All members and liaison councillors of Auckland Council Demographic Advisory Panels, Chair of the Regional Strategy and Policy Committee

From: Austin Kim, Principal Advisor Panels, Democracy Services

SUBJECT: 2013-2016 Review of Six Demographic Advisory Panels

The purpose of this memo is to provide all demographic advisory panel members and liaison councillors with an update and information on the 2013-2016 review of demographic advisory panels. All demographic advisory panels received an update on the review in their previous meetings. This memo explains the progress of the review.

Demographic advisory panels

Auckland Council's advisory panels are one of council's mechanisms to engage with diverse communities. Advisory panels ensure that the views and needs of diverse communities in Auckland are incorporated in council's decision-making, by:

- reviewing and commenting on the content of the council's strategies, policies, plans, bylaws and projects
- advising the council on ways to communicate and engage effectively with their communities
- bringing to the attention of the council any matters that they consider to be of particular importance for, or concern to, their communities.

Auckland Council has six demographic advisory panels in the 2013-2016 term. These panels include:

- Disability Advisory Panel
- Ethnic Peoples Advisory Panel
- Pacific Peoples Advisory Panel
- Seniors Advisory Panel
- Youth Advisory Panel
- Rainbow Communities Advisory Panel, established in 2015.

Purpose of the review

Auckland Council will have a new mayor in October 2016. Auckland is changing because of its rapid growth, and the needs of diverse communities are evolving. For these reasons it is timely to undertake a review of the effectiveness of the panels over the term, so advice can be provided to the incoming mayor and governing body.

The terms of reference for advisory panels state that the form and functioning of the panels may be reviewed prior to or after, the end of the panel term in September 2016. Council staff decided to undertake a review before the end of the term to consider panel members' views and recommendations for advisory panels as a part of the review.



The recommendations of the review will assist the incoming Mayor in deciding the engagement processes, mechanisms and structure for the 2016-2019 term of the council.

The review will consider several aspects to assess the form and functions of the current advisory panels, and offer options for a future model of council's engagement mechanism with diverse communities.

Summary of the review terms of reference

The panels' current terms of reference set out their purpose, outcomes and protocols. The review will assess how advisory panels have performed their roles against the terms of reference. The review will also consider the effectiveness of the panels' work programmes, highlighting achievements and areas for improvement. Through an analysis of the panels' resolutions, council reports and documents and through interviews, the review will assess how, and to what extent, the council used and incorporated the panels' advice in its policies and programmes.

Ways of working

Currently advisory panels have a chair and deputy chair (or, in the case of the Rainbow Communities Advisory Panel, co-chairs) and meet every six weeks. Meetings are run formally using processes similar to that of Governing Body committees. The review will analyse whether this way of working is effective for the panels to engage with the council and provide strategic advice, or whether a less formal environment and more flexible ways of working would deliver better results.

Engagement with different parts of the council

Panels' engagement with local boards is currently limited, as panel's advice focuses more on regional issues. The review will identify whether, and if so how, advisory panels should provide advice to local boards and on local issues.

Likewise, panels currently have a limited role in advising Council Controlled Organisations (CCOs). The review will consider whether there is merit for panels to provide advice to CCOs, either directly or through the council.

Budget and resources

The council sets the annual budget for advisory panels. Advisory panel members are entitled to meeting fees and expenses as set by the Auckland Council Fees Framework and Expenses Policy for Appointed Members. Each advisory panel also has a discretionary fund for community engagement activities. Council staff support advisory panels by organising panel meetings, advising on work programmes and providing subject matter expertise. The review will look into the level of financial and staff support for the panels.

Selection and appointment process

The review will consider if the current recruitment processes, membership criteria and required skill sets for advisory panels:

- have enabled the panels to provide the level of advice the council needed
- have enabled the varied views and voices of Auckland communities to be heard and taken into account
- will be able to effectively advise the council on the emerging needs of diverse communities in the next three years.

Māori representation

Māori participation in council's decision-making is critical for the council to meet its obligations under the Treaty of Waitangi, and is specifically described in the Local Government (Auckland Council) Act 2009. The review will look into how Māori views can be captured in relevant panels' advice, and whether additional arrangements should be made to ensure Māori representation on some panels, in particular in the youth sector.



Procurement process

Council staff decided to engage an independent reviewer to provide fair and neutral advice and recommendations to the council. Two proposals were received through a formal procurement process.

Council staff formed a cross-council steering group to evaluate the proposals. The steering group members include staff from the mayoral office, governance, operational and strategy divisions. The steering group evaluated the proposals in accordance with criteria that include methodology, understanding of local government, governance and diverse communities, credentials in review projects and social evaluation, and pricing.

One supplier, MartinJenkins, satisfied these criteria and proposed a sound and extensive engagement methodology with relevant stakeholders. Therefore, the council selected MartinJenkins as a preferred supplier.

Engagement plan

MartinJenkins reviewers are planning a series of engagement meetings and a workshop for the review, which include:

- a group discussion with liaison councillors and the chair of the Regional Strategy and Policy Committee on 4 July 2016
- a group discussion with the Chairs of the panels on Wednesday 15 June 2016
- a joint workshop with all panel members on Saturday 25 June 2016.

Panel members will receive an invite to the workshop by Friday 10 June 2016.

The purpose of these group meetings is to discuss and capture liaison councillors and panel members' views and understanding on the form and impact of the panels. The group meetings will provide an opportunity to discuss strategic reflection on the function the panels serve. All liaison councillors and panel members are encouraged to participate in respective meetings to share their views as part of the review process. If they are not able to attend, the council will arrange a survey for the councillors and members to complete.

MartinJenkins staff will also conduct interviews and/or group discussions with the chair of the Independent Māori Statutory Board, local board chairs, council staff and a selected number of external stakeholders.

Feedback on draft review

MartinJenkins will complete a draft report and recommendations by 10 August 2016. The draft report will be circulated to all panel members for their comments and feedback. Panel members will have seven days to provide feedback on the MartinJenkins draft report.

Duration of the review

The review began on 2 June 2016, and will run over 11 weeks. Democracy Services will present the final report to the joint Governing Body and Local Board Chairs meeting on 21 September 2016.



Outcome and implementation

Council staff will present review findings and recommendations to the incoming mayor. The incoming mayor will consider and decide a model that will effectively include diverse voices in council's decision making process, and that will support council's engagement with diverse communities in the next term.

More information on the review

If you would like to know more about the 2013-2016 review of six demographic advisory panels, please contact Austin Kim, Principal Advisor Panels, at austin.kim@aucklandcouncil.govt.nz or 027 242 0853.