

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

**Date:** Thursday, 31 May 2018  
**Time:** 6.00pm  
**Meeting Room:** Council Chamber  
**Venue:** Henderson Civic Building  
Level 2  
6 Henderson Valley Road  
Auckland 0612

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**Ngā Hui a te Rōpū Kaitohutohu Take ā-Iwi o te  
Moana-nui-a-Kiwa /  
Pacific Peoples Advisory Panel  
OPEN AGENDA**

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**MEMBERSHIP**

<b>Chairperson</b>	Leaupepe Ta'ala Ralph Elika
<b>Deputy Chairperson</b>	Caroline Ligi Harris
<b>Members</b>	Sefita Hao'uli Jordan Kightley Afa'ese Manoa Patrick Masina Fa'alavaau Helen Tau'au-Filisi Taito Cedric Eddie Tuiavii
<b>Liaison Councillor</b>	Alf Filipaina
<b>Chief Liaison Councillor</b>	Dr Cathy Casey

(Quorum 5 members)

**Kalinda Gopal**  
**Senior Governance Advisor**  
**28 May 2018**

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Website: www.aucklandcouncil.govt.nz

## **TERMS OF REFERENCE**

*(Excerpt – full terms of reference available as a separate document)*

The terms of reference set out the purpose, role and protocols of the Panel.

Panel members abide by the Code of Conduct for members of Auckland Council advisory panels.

### **Purpose**

As one of council's engagement mechanisms with diverse communities, the demographic advisory panels provide advice to the governing body and council staff within the remit of the Auckland Plan on the following areas:

- Auckland Council's regional policies, plans and strategies
- regional and strategic matters including those that Council-Controlled Organisations deal with
- any matter of particular interest or concern to diverse communities.

### **Outcomes**

The panel's advice will contribute to improving the outcomes of diverse communities and social cohesion as set out in the Auckland Plan. The panel will advise through their agreed strategic agenda and detailed work programme.

### **Strategic agenda and work programme**

The panel must develop a work programme and set a strategic agenda for the term. The agendas should be focused and integrated across the panels for collaborative input into shared agendas, particularly on the Auckland Plan, the Long-term Plan and annual plans. The panel should advise on council's organisational strategies relevant to diverse communities.

The Governing Body and council staff should work with the panel for the development of their strategic agendas and work programme. An appropriate committee will approve the panel's work programme and any subsequent major changes to it.

### **Submissions**

The panel must not make formal submissions to Auckland Council on council strategies, policies and plans, for example, the annual plan.

In its advisory role to the council, the panel may have input to submissions made by the council to external organisations but do not make independent submissions, except as agreed with the council.

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

### **Review**

The form and functioning of the panels may be reviewed prior to or after, the end of the panel's term in September 2019.

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## 1 Apologies

Apologies from Deputy Chairperson C Harris, Member H Tau'au-Filisi and Member J Kightley have 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 Pacific Peoples Advisory Panel:

- a) confirm the ordinary minutes of its meeting, held on Wednesday, 25 October 2017 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.”



## Youth Fono - Auckland Council employment pathways

File No.: CP2018/08898

### Te take mō te pūrongo / Purpose

1. The Pacific Peoples Advisory Panel will be holding a Youth Fono to discuss employment pathways in Auckland Council.

### Whakarāpopototanga matua / Executive summary


2. Council staff will share their experiences and provide information about the council's cadet, internship and graduate programmes.
3. Those attending will also find out more about the Pacific Peoples Advisory Panel and its role.

### Ngā tūtohunga / Recommendation/s

That the Pacific Peoples Advisory Panel:

- a) lead the discussion at the Youth Fono on Auckland Council's employment pathways.
- b) share information with Youth Fono attendees about the role of Pacific Peoples Advisory Panel.

### Ngā tāpirihanga / Attachments

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### Ngā kaihaina / Signatories

Author	Kalinda Gopal - Senior Governance Advisor
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## Youth Fono

The Pacific Peoples Advisory Panel invites you to attend its public meeting

**Date:** Thursday 31 May 2018  
**Time:** 6.00pm – 8.00pm  
**Venue:** Council Chamber, Henderson Service Centre, 6 Henderson Valley Rd.

The Pacific Peoples Advisory Panel invites you to a youth fono to discuss employment pathways to Auckland council. Council staff will share their pathways and present the council's cadet and internship programmes. You will also find out more about the Pacific Panel and its role.

Please RSVP by emailing to [austin.kim@aucklandcouncil.govt.nz](mailto:austin.kim@aucklandcouncil.govt.nz) or 027 242 0853 for more information.

For more information on the Pacific Peoples Advisory Panel visit [aucklandcouncil.govt.nz/advisorypanels](http://aucklandcouncil.govt.nz/advisorypanels).

Working together with  
**Auckland Council**  
Te Kaitiaki o Te Orahi Māori