

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

Date: Monday, 19 November 2018
Time: 5:30pm
Meeting Room: Manukau Civic Building
Venue: Manukau Room
Civic Annex Ground Floor
31-33 Manukau Station Road
Manukau

Te Rōpū Kaitohutohu Take Āhua Iwi Kē Ethnic Peoples Advisory Panel

OPEN AGENDA

MEMBERSHIP

Chairperson	Sunil Kaushal
Deputy Chairperson	Jade Tang-Taylor
Members	Bill Guan Naoe Hashimoto Anita Keestra Ljubica Mamula-Seadon Jessica Phuang Anukool Sathu Dave Tomu
Liaison councillor	Cr Alf Filipaina
Chief Liaison councillor	Cr Dr Cathy Casey

(Quorum 5 members)

Suad Allie
Governance Advisor

14 November 2018

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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

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 Monday, 20 August 2018, as a true and correct record.

4 Additional Items

Ethnic Peoples Advisory Panel - Participation in Local Elections

File No.: CP2018/21923

Item 5

Te take mō te pūrongo / Purpose of the report

1. To note that on 19 March 2018, the Ethnic Peoples Advisory Panel is hosting a public meeting to discuss participation in local elections.

Whakarāpopototanga matua / Executive summary

2. Katie Watson, Senior Advisor Voter Participation will be in attendance to address the public meeting.

Ngā tūtohunga / Recommendation/s

That the Ethnic Peoples Advisory Panel:

- a) receive the feedback regarding participation in local elections.

Ngā tāpirihanga / Attachments

There are no attachments for this report.

Ngā kaihaina / Signatories

Author	Suad Allie - Governance Advisor
Authoriser	Shameel Sahib – Lead Officer