

Memorandum

12 March 2019

To: Demographic Advisory Panel Members

CC: Carol Hayward, Principal Advisor Panels

Subject: **2019 evaluation of Auckland Council's Demographic Advisory Panels**

From: Dr Dina Dosmukhambetova and Dr Jesse Allpress
Research and Evaluation Unit (RIMU)

Purpose

1. To inform demographic advisory panel members of an upcoming evaluation of the 2016-2019 panels, and to indicate RIMU's desire to seek feedback from panel members on the evaluation scope.

Summary

- RIMU has been asked to conduct an evaluation of the 2016-2019 demographic advisory panels. This is generally carried out towards the end of each term and will inform recommendations and improvements to the way panels are run in the future
- This memorandum seeks to inform panel members of the scope and intent of the evaluation.
- The RIMU evaluation team welcomes feedback from panel members on the proposed evaluation, and will be attending a workshop with each panel to discuss the evaluation prior to the project commencing.

Context

2. Auckland Council's Democracy Services department has asked RIMU to conduct a review of the 2016-2019 demographic panels, to inform their recommendations to the Mayor following the 2019 local elections.
3. The 2019 evaluation will build on the evaluation of the 2013-2016 demographic advisory panels conducted by MartinJenkins in 2016.
4. This memorandum seeks to inform the demographic advisory panel members of the focus of the evaluation, its approximate timeframes and the way the RIMU team will seek to engage the panel members for the evaluation.

The purpose of the evaluation

5. Democracy Services has requested the evaluation focus on the following key evaluation questions:
 - What did and did not work well this term?
 - i. How well have the changes to the panel model this term (as endorsed by the Governing Body on 10 November 2016) been implemented?
 - ii. How well does the current model meet the expectations of Governing Body members, council staff and panel members?
 - How well have the panels, staff, elected members, and the communities the panels represent, engaged with and influenced one another?
 - What impacts have the panels had during the 2016-2019 term?
 - What improvements can be applied going forward?

- i. In particular, are there improvements that could be made to the appointment and orientation programme for panel members and lead officers?

6. RIMU welcomes feedback from panel members on these evaluation questions.

How the evaluation will be conducted

7. This evaluation project will run between January and September 2019. Data collection from stakeholders, including panel members, is scheduled to take place in April-May 2019.
8. The research plan involves a mixed-method approach to answer the key evaluation questions; this will include a mixture of interviews, focus groups, and short surveys. It is envisioned that the panels will provide feedback through a focus group (one for each panel).
9. RIMU will conduct the evaluation in an open, independent and transparent manner, and intends the findings to contribute improving the effectiveness and impact of the demographic advisory panels.
10. The RIMU team will communicate the findings back to all panel members.
11. The full research proposal is available on request (please contact Carol Hayward).

Contact

If you have any questions or comments, please don't hesitate to contact Jesse Allpress, Senior Social Researcher, RIMU, at jesse.allpress@aucklandcouncil.govt.nz or 022 161 0675, or Dina Dosmukhambetova, Senior Social Researcher, RIMU, at dina.dos@aucklandcouncil.govt.nz or 022 637 8072.