

Terms of Reference

Taskforce on Alcohol and Community
Safety in the Central City

Background/Context

A Mayoral Taskforce on Alcohol and Community Safety in the Central City was initiated by Major Len Brown in 2012 to address alcohol and safety issues within Auckland's central city. It was set up in response to NZ Police and public concern about the levels of alcohol issues and violence in the central city at night.

The Taskforce is made up of a cross section of stakeholders who discuss and initiate work to improve alcohol management and safety in the central city.

In 2013, the Taskforce was devolved to a Councillor and the 'Mayoral' title was removed.

In 2016, prior to the appointment of a new Major for Auckland, the members of the Taskforce indicated their desire to continue the Taskforce into the new term of Auckland Council.

Terms of Reference for the Taskforce on Alcohol and Community Safety in the Central City

1. Purpose

To improve real and perceived safety in the central city through providing a platform to:

1. **To connect key stakeholders in the central city safety space** – the Taskforce provides value in terms of being able to meet and interact with the people involved in the city centre, know the right people to talk to about safety issues, and build relationships
2. **To bring up issues that need to be addressed and look for shared solutions and increased knowledge around these** - the Taskforce provides value in terms of being able to grow greater understanding of what other groups are doing and facing around safety and being able to find shared solutions to safety issues in the central city
3. **To recommends direction and some operational oversight of the Taskforce's operational representatives** – the Taskforce makes recommendations on central city locales to focus on and the most appropriate ways to address the community safety issues.

2. Membership

The Taskforce is made up of representatives from the following groups:

Auckland Council Elected members	<ul style="list-style-type: none">• Councilors (at least 2)• Waitemata Local Board members (at least 2)
Auckland Council/COO	<ul style="list-style-type: none">• Community Empowerment Unit• Licensing and Compliance• Waste Solutions• Auckland Transport• Auckland Tourism, Events and Economic Development• Social Policy
Agencies	<ul style="list-style-type: none">• Auckland City District Police• Health Promotion Agency• Accident Compensation Corporation• City Mission• Lifewise• District Health Board Reps to support drugs and alcohol and mental health support needs.
Business	<ul style="list-style-type: none">• Hospitality NZ• Restaurant NZ• The Karangahape Road Business Association• Heart of the City
Other	<ul style="list-style-type: none">• City Centre Residents Group• Local church and tertiary student leaders

In addition to the above, other individuals and groups may be invited to specific meetings as needed.

3. Roles and functions of the Taskforce members

- attend regular meetings and actively participate in these meetings
- have a genuine interest in supporting community safety in the central city
- identify and share risks around central city safety
- share information and develop shared solutions to safety issues in the central city
- inform the Lead Officer if they are no longer able to attend and recommend a replacement representative from their organisation/department
- declare any conflicts of interest
- Identify specific hot-spot areas for complementary initiatives.

4. Roles and functions of the Taskforce Chair

The Taskforce Chair should be an elected member of Auckland Council who:

- holds accountability for the Taskforce
- feeds back to relevant Governing Body Committees on the Taskforce
- Chairs the Taskforce meetings, or delegates the Chairing responsibility to the Lead Officer

5. Roles and functions of the Taskforce Lead Officer

The Taskforce Lead Officer should be a council staff member identified to support the Taskforce who:

- schedules and arranges all meetings, including room bookings and calendar invitations
- prepares meeting agendas and minutes and circulates these to Taskforce members
- Chairs the Taskforce meetings if this is delegated from the elected member

6. General

6.1. Agenda items

The agenda, with attached relevant supporting documents, will be distributed one week, five working days, prior to the next scheduled meeting.

6.2. Minutes and meeting papers

The minutes of each Taskforce meeting, including an action register, will be taken and circulated within two weeks of each meeting.

6.3 Frequency of meetings

The Taskforce will meet Bi-Monthly.

6.4 Conflict of Interest

Taskforce members are required to disclose any conflict of interest that may arise. A conflict of interest includes any financial interest (such as having received koha or grants; membership, employment, consultancies), or non-financial interest (such as personal or professional relationships or affiliations).

6.5 Review

The Purpose and Terms of Reference for the Taskforce on Alcohol and Community Safety in the Central City will be reviewed every 24 months.