

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

Date: Monday, 1 March 2021
Time: 5.00pm
Meeting Room: Flickling Convention Centre
Venue: 546 Mount Albert Road
Hillsborough meeting room
Three Kings

Ngā Hui a te Rōpū Kaitohutohu Take Āhua Iwi Kē / Ethnic Peoples Advisory Panel

OPEN AGENDA

MEMBERSHIP

Co-Chairs	Mohamud Mohamed Kathy Yan
Members	Carol Guler Eva Chen Fatumata Bah Farrukh Gul Qaisrani Ireen Manuel Najira Khanan Sunil Kaushal
Liaison Councillor	Cr Paul Young
Chief Liaison Councillor	Cr Dr Cathy Casey

(Quorum 5 members)

Suad Allie
**Kaitohutohu Mana Whakahaere/
Senior Governance Advisor**

24 February 2021

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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.

ITEM	TABLE OF CONTENTS	PAGE
1	Apologies	5
2	Declaration of Interest	5
3	Confirmation of Minutes	5
4	Extraordinary Business	5
5	Election of Ethnic Peoples Advisory Panel co-chairs for the 2019 - 2022 term	7
6	Panel members' and Liaison Councillors updates	13
7	Verbal Update from Cross-Panel Working Groups	15
8	10-year Budget 2021-2031 - Process overview	17
9	Consideration of Extraordinary Items	

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

There are no minutes to be confirmed.

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.”

Election of Ethnic Peoples Advisory Panel co-chairs for the 2019 - 2022 term

File No.: CP2021/01536

Te take mō te pūrongo Purpose of the report

1. To outline the process for electing co-chairs for the Ethnic Peoples Advisory Panel, for the 2019 – 2022 term.

Whakarāpopototanga matua Executive summary

2. The Ethnic Peoples Advisory Panel members are required to elect co-chairs for the remainder of the term. Attachment A provides a description of the role of the co-chairs.
3. The Mayor appointed interim co-chairs at the start of the term. Co-chairs were selected to provide some diversity of thought and some previous experience of working with the council to provide support and guidance to new panel members.
4. The terms of reference encourage each panel to confirm these appointments or elect new co-chairs after the panel members have had a chance to get to know each other. The interim co-chairs are eligible for election if they wish to continue in the role.
5. The election will take place at this meeting. These co-chairs are expected to be in place until the current term of Auckland Council ends.
6. The panel must also choose a voting system. Staff recommend that the panel adopt one of the two voting systems outlined in the Local Government Act 2002 (refer to paragraphs 14 and 15 of this report). Once the panel has made these choices, the Principal Advisor Panels will lead the process for the election of the co-chairs.
7. Any members who are unable to attend the meeting may be invited to vote by email before the meeting. Candidates can vote for themselves.

Open or closed ballot

8. At their workshop on 7 December 2020, the panel agreed to carry out the election of their co-chairs by open ballot.

Voting process

9. Panel members have been asked to put their names forward for the co-chair roles by Monday 22 February so that staff can make any necessary preparations for the election process. Candidates can be self-nominated or nominated by another member.
10. If there are more than four nominations for the co-chairs, there are two possible voting systems that can be used by the panel. The panel needs to decide what voting system it wants to use:
 - System A: The voting takes place in rounds where each round of voting excludes the people with the lowest number of votes until the preferred people are identified.
 - System B: There is one round of voting whereby the people with the highest number of votes are elected – there are tiebreakers if nominees receive the same number of votes.
11. Further details are provided below.
12. System A –
 - requires that a person is elected or appointed if they receive the votes of a majority of the members of the local authority or committee present and voting, and

- has the following characteristics:
 - there is a first round of voting for all candidates
 - if no candidate is successful in that round there is a second round of voting from which the candidate with the fewest votes in the first round is excluded
 - if no candidate is successful in the second round there is a third, and if necessary subsequent, round of voting from which, each time, the candidate with the fewest votes in the previous round is excluded
 - in any round of voting, if two or more candidates tie for the lowest number of votes, the person excluded from the next round is resolved by lot.
13. System B –
- requires that a person is elected or appointed if they receive more votes than any other candidate, and
 - has the following characteristics:
 - there is only one round of voting
 - if two or more candidates tie for the most votes, the tie is resolved by lot.
14. The meeting will proceed as follows:
- One of the interim co-chairs will call the meeting to order and deal with apologies and the initial procedural items.
 - The first item of substantive business will be the election of the co-chairs, and the interim co-chairs will hand over the chairing role to the lead officer for the election process, assisted by the governance advisor.
 - The Principal Advisor Panels will present nominees for co-chairs who have expressed their interest prior to the meeting.
 - The Principal Advisor Panels will then call for a decision on the voting system, if necessary. Once a member moves one of the systems and is seconded, it will be put to the vote. A decision will be by voice or show of hands.
 - The election of co-chairs will then take place by a show of hands.
 - Once the co-chairs have been confirmed, the meeting will continue with the next item of business.

Ngā tūtohunga Recommendation/s

That the Ethnic Peoples Advisory Panel:

- a) note that the co-chairs will be elected by open ballot, as agreed at a previous panel workshop.
- b) agree whether the co-chairs will be elected using voting system A or voting system B (as described in Schedule 7, Clause 25 of the Local Government Act 2002)
- c) elect the co-chairs.

Ngā tāpirihanga Attachments

No.	Title	Page
A	Role of advisory panel co-chairs	11

Ngā kaihaina Signatories

Author	Suad Allie - Kaitohutohu Mana Whakahaere Matua / Senior Governance Advisor
Authoriser	Carol Hayward - Principal Advisor Panels



Roles of Panel Co-Chairs 2019-2022

This note provides an outline of the roles of the co-chairs of the demographic advisory panels for the 2019-2022 term of Auckland Council.

The Mayor has recommended interim co-chairs at the start of the term. Co-chairs were selected to provide some diversity of thought and some previous experience of working with the council to provide support and guidance to new panel members.

The terms of reference encourage each panel to confirm these appointments or elect new co-chairs after the panel members have had a chance to get to know each other. It is recommended that this is considered by the panel at their first meeting in 2021. These co-chairs should be in place until the current term of Auckland Council ends.

The interim co-chairs are eligible for election if they wish to continue in the role.

The co-chairs will

- chair and facilitate effective panel meetings and workshops
- be the panel's spokespeople
- attend briefings to decide agenda items for panel meetings and workshops
- address any panel issues to council staff in advance or during panel workshops or meetings
- make sure that every panel member has his/her views expressed that are related to the agendas
- have a good understanding of the panel's expectations on agenda items
- build up good and strong relationships with the Liaison Councillor and council staff
- present panel's recommendations to governing body meetings
- be the contact people for any code of conduct issues with panel members.

At meetings only one Co-Chair will be the presiding Chair of the meeting at any one time. Co-Chairs will decide on this prior to the meeting.

Meeting fees

- Each of two co-chairs will be paid **\$456.25 less any withholding tax.**

Panel members' and Liaison Councillors updates

File No.: CP2021/01548

Te take mō te pūrongo / Purpose of the report

1. To receive updates from Liaison Councillors and Ethnic Peoples Advisory Panel members on recent activities.

Whakarāpopototanga matua / Executive summary

2. Liaison Councillors and Ethnic Peoples Advisory Panel members will provide updates on their recent work and activities relevant to the panel's work.

Ngā tūtohunga / Recommendation/s

That the Ethnic Peoples Advisory Panel:

- a) note the liaison councillor and panel members' updates.

Ngā tāpirihanga / Attachments

There are no attachments for this report.

Ngā kaihaina / Signatories

Author	Suad Allie - Kaitohutohu Mana Whakahaere Matua / Senior Governance Advisor
Authoriser	Carol Hayward - Principal Advisor Panels

Verbal Update from Cross-Panel Working Groups

File No.: CP2021/01547

Item 7

Te take mō te pūrongo Purpose of the report

1. To provide verbal updates to the Ethnic Peoples Advisory Panel from the cross panel working groups.

Whakarāpopototanga matua Executive summary

2. The Climate Change working group meet quarterly. The most recent meeting on 11 February 2021 covered the 10-year budget and how climate actions were being considered within the draft plan.
3. The Thriving Communities working group met on 11 November 2020 and are due to meet again in May 2021. All panel members have been invited to a webinar on 9 March to hear an update about this work.
4. The Elections working group met on 17 November 2020 and is provisionally due to meet again on 30 March 2021.
5. This report provides opportunity for members from these working groups to provide verbal updates to the Ethnic Peoples Advisory Panel.

Ngā tūtohunga Recommendation/s

That the Ethnic Peoples Advisory Panel:

- a) receive the verbal update from the cross panel working groups.

Ngā tāpirihanga Attachments

There are no attachments for this report.

Ngā kaihaina Signatories

Author	Suad Allie - Kaitohutohu Mana Whakahaere Matua / Senior Governance Advisor
Authoriser	Carol Hayward - Principal Advisor Panels

10-year Budget 2021-2031 - Process overview

File No.: CP2021/01544

Te take mō te pūrongo Purpose of the report

1. To receive a presentation on Auckland Council's draft 10-year Budget 2021-2031 (long term plan).

Whakarāpopototanga matua Executive summary

2. All councils are required, under the Local Government Act 2002, to adopt a long-term plan and review it every three years. The process to develop council's fourth long term plan (which we refer to as the 10-year Budget) for the period 2021-2031 began in August 2020.
3. The 10-year Budget sets out Council's activities and the community outcomes of the Auckland region, and provides integrated decision-making and co-ordination of the council's resources as well as a long-term focus for the council's decisions and activities.
4. Staff will update budgets and prepare a consultation document and supporting information for consultation with Aucklanders. The primary focus of the consultation document will be to provide a fair representation of the matters the council proposes to include in the 10-year Budget, and to clearly set out the key issues of importance for Auckland, along with options for addressing each issue and the implications for rates, debt and levels of service.
5. The Governing Body has agreed the Mayoral Proposal, which is the first step in developing the 10-year budget. When the mayor released the proposal on 1 December 2020, he outlined the issues he thinks are most important for Auckland. These include climate action, transport, infrastructure for growth, community services and facilities, social investment, Māori outcomes, environmental protection, a resilient water supply, and the level of spending and how we pay for it.
6. The Governing Body met to adopt the consultation document and supporting material on 18 February 2021 prior to the public consultation process which runs from 22 February to 22 March 2021.
7. All consultation information is published on the AK Have your Say website - <https://akhaveyoursay.aucklandcouncil.govt.nz/> . The panel should consider how to develop a collective response to the draft plan, for example through the establishment of a working group.
8. All advisory panels have been provisionally allocated a 15-minute slot on the agenda of the 21 April 2021 Finance and Performance Committee to talk to any collective feedback they may have as a panel on the draft budget.
9. Panel members may also wish to provide individual feedback and encourage others from the ethnic community to participate.
10. Following feedback from the community, local boards and the Governing Body will reconsider the draft budgets and make final decisions in May 2021. The Governing Body will then adopt the final 10-year Budget 2021-2031 in June 2021.

Ngā tūtohunga Recommendation/s

That the Ethnic Peoples Advisory Panel:

- a) note the presentation on the 10-year Budget.
- b) confirm if they would like to present to the Finance and Performance Committee workshop on 21 April 2021 on their feedback.
- c) if so, consider whether to form a working group or identify an alternative way of developing a collective panel response to the consultation.

Ngā tāpirihanga Attachments

There are no attachments for this report.

Ngā kaihaina Signatories

Author	Suad Allie - Kaitohutohu Mana Whakahaere Matua / Senior Governance Advisor
Authoriser	Carol Hayward - Principal Advisor Panels