

## 8. Advisory panels

Auckland Council's advisory panels offer advice on policies, strategic issues and matters of particular interest to their communities.

### 8.1 Role and function

- a. Auckland Council's advisory panels do not have any decision-making power. In this way, the advisory panels are distinct from the council's committees.
- b. The advisory panels' role is to advise the council on:
  - relevant policies, plans and strategies
  - regional and strategic matters, including those dealt with by council-controlled organisations
  - any matter of particular interest or concern to their respective communities.
- c. The council has demographic and sector advisory panels.

### Legislative requirements

- a. When making a decision, the council is required to take account of the diversity of the community, and the community's interests, within its district or region [1].
- b. One of the roles of the Mayor of Auckland is to ensure there is effective engagement between Auckland Council and the people of Auckland, including those too young to vote [2]. The mayor also has the power to establish processes and mechanisms for the council to engage, whether generally or particularly (e.g. with the people of a cultural, ethnic, geographic or other community of interest) [3].
- c. Advisory panels are one of the council's mechanisms used to fulfil these legislative requirements.

### 8.2 Demographic panels

#### 8.2.1 The six demographic panels

- a. Auckland Council has six demographic advisory panels:
  - Disability
  - Ethnic Peoples

- Pacific Peoples
  - Rainbow Communities
  - Seniors
  - Youth
- b. These panels advise the governing body and staff on regional and strategic matters within the remit of the Auckland Plan, and offer strategic advice on other council plans and strategies that impact their communities. Local boards may also engage with the panels when they wish to seek panels' views on matters of relevance to both the local boards and the governing body.
- c. For more information on the council's demographic panels, see the Terms of Reference for Demographic Advisory Panels 2016-2019.

### **8.2.2 Membership**

- a. The mayor appoints demographic panel members, with the endorsement of the governing body, based on:
- experience and sound understanding of their respective communities
  - understanding of Te Tiriti O Waitangi
  - ability to think strategically and critically to offer high-level policy and strategic advice
  - commitment to scheduled panel meetings and workshops.
- b. The selection process is open to the public for applications. To minimise any conflicts of interest, elected members and staff of the council family staff are not eligible to be members.
- c. The Youth Advisory Panel has one representative from each of the 21 local board areas. Members of this panel are aged between 14 and 24 at the time of appointment.
- d. The other advisory panels each have eight members, aged over 18 and Auckland-based.
- e. All advisory panel members must be either New Zealand citizens or permanent residents. They are not appointed to represent any particular organisation or entity.
- f. Members must abide by the Code of Conduct for Members of Auckland Council Advisory Panels [1].

### **8.2.3 Meetings and agendas**

- a. Each panel has three scheduled meetings and up to seven workshops (four in the case of the Youth Advisory Panel).
- b. Scheduled meetings are open to the public and any of the council's elected members. Workshops are also held to discuss plans under development, and these are for panel members, governing body members and relevant council staff.
- c. Work programmes and strategic agendas are developed to focus discussions and enable integrated input across the panels into matters of common relevance, particularly on the review of the Auckland Plan, the Long-term Plan and annual plans.
- d. Liaison councillors and council staff assist panel members in developing the work programmes and any subsequent changes. These are then approved by the Environment and Community Committee.
- e. Advisory panels host at least one forum each year to facilitate discussions between community members and council staff. Panel members need to work with staff to ensure these meetings complement council engagement commitments and processes.

### **8.2.4 Engagement with the council**

- a. A key way in which the advisory panels engage with the council is through liaison councillors.
- b. The mayor appoints a chief liaison councillor to:
  - support a more integrated approach across the panels
  - provide connections with the governing body
  - advise the mayor on panel issues.
- c. The mayor also appoints a liaison councillor for each of the six advisory panels. The liaison councillor:
  - ensures the governing body is aware of a panel's feedback on council issues and their advice on the needs and views of diverse communities
  - helps align the panels' strategic priorities with those of the governing body
  - actively engages in panel meetings and workshops
  - assists the panel chair and lead officer in setting meeting agendas.

### **8.2.5 Resourcing, fees and expenses**

- a. The council sets an annual budget for the panels.
- b. All panel members are entitled to meeting fees and reimbursement of expenses. These are determined by the Auckland Council Fees Framework and Expenses Policy for Appointed Members.

## **8.3 Sector panels**

### **8.3.1 Auckland City Centre Advisory Board**

- a. The Auckland City Centre Advisory Board advises the governing body, the Waitematā Local Board and council-controlled organisations on how best to achieve the vision and strategic outcomes of the Auckland Plan, the City Centre Masterplan, the expenditure of the city centre targeted rate and other city centre issues.
- b. The Board meets every month and comprises representatives of city centre business and resident groups who pay the city centre targeted rate. The membership also includes the mayor, one position for mana whenua, a councillor and a Waitematā Local Board member. The chair is elected by the board members. Members are unpaid.

For more information, including details about the composition of the Board, see the Terms of Reference for the Auckland City Centre Advisory Board.

### **8.3.2 Historic Heritage Advisory Panel**

- a. The Historic Heritage Advisory Panel was established in June 2011 to provide a forum considering issues affecting the region's historic heritage. The panel provides advice on strategies, policies and initiatives, including:
  - the promotion and management of historic heritage of the Auckland region
  - processes and mechanisms for engagement with the historic heritage community, including owners of heritage buildings in Auckland
  - historic heritage expert membership and advice to the Auckland Urban Design Panel.
- b. Members have a deep understanding of built and archaeological heritage issues and include heritage experts and representatives of Auckland's heritage community.
- c. The members of the Panel are selected by the Chair of the Parks, Recreation and Heritage Forum and the Mayor, in consultation with relevant officers, following a public call for expressions of interest. The chair of the Panel is a councillor, appointed by the Mayor.

- d. The panel meets quarterly and members are entitled to meeting fees as per the Auckland Council Fees Framework for Appointed Members unless they are representatives of an organisation or sector group or paid by the organisation they represent. Elected members and members of the Independent Māori Statutory Board are not entitled to meeting fees.

For more information, see the Heritage Advisory Panel Terms of Reference.

### **8.3.3 Rural Advisory Panel**

- a. The Rural Advisory Panel was set up in 2010 to contribute to the rural outcomes of council plans which were later incorporated into the Auckland Plan. The panel's role is to communicate shared interests of the rural sector and advise on policies and plans specific to this sector.
- b. The Rural Advisory Panel meets every two months. It comprises representatives of the rural industries of Auckland, two councillors and three local board members from the Franklin, Rodney and Waitakere Ranges local board areas.
- c. Members of the panel are selected by the Mayor in consultation with rural councillors and members of the rural industry group. The chair is a councillor, appointed by the mayor.
- d. Panel members are entitled to meeting fees as per the Auckland Council Fees Framework for Appointed Members unless they are representatives of an organisation or sector group or paid by the organisation they represent. Elected members and members of the Independent Māori Statutory Board are not entitled to meeting fees.

For more information see the Terms of Reference for the Rural Advisory Panel.

## **8.4 Footnotes**

### **8.1 Role and function**

[1] Local Government Act 2002, s 14(1)(c)(i)

[2] Local Government (Auckland Council) Act 2009, s 9(2)

[3] Local Government (Auckland Council) Act 2009, s 9(3)

### **8.2.2 Membership**

[1] The Code of Conduct for Members of Auckland Council Advisory Panels is included as Appendix A in the Terms of Reference for Demographic Advisory Panels 2016-2019

## **Key Documents**

**Appointment and Remuneration Policy for Boards Members of Council Organisation**

**Civil Defence Emergency Management Act 2002**

**Code of Conduct**

**Code of conduct for elected members**

**Interpretation Act 1999**

**Ngāti Whātua Orākei Claims Settlement Act 2012**

**Ngāti Whātua o Kaipara Claims Settlement Act 2013**

**Lawyers and Conveyancers Act (Lawyers: Conduct and Client Care) Rules 2008**

**Local Boards Standing Orders**

**Local Electoral Act 2001**

**Local Government Act 2002**

**Local Government (Rating) Act 2002**

**Local Government (Auckland Council) Act 2009**

**Local Government Official Information and Meetings Act 1987**

**Public Audit Act 2001**

**Standing Orders**