



Auckland Council Governing Body Terms of Reference 2019-2022

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Resolution No. GB/2019/109

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AMENDMENTS

Date	Amendment	Version	Committee	Source
12 / 11 / 2019	Draft presented to Governing Body.	1.0	Full document.	Agenda.
12 / 11 / 2019	Changed name: "Community Committee" to "Parks, Arts, Community and Events Committee" and reflected the change throughout the document	1.1	Community Committee.	GB/2019/1
12/11/2019	Various minor editorial and formatting changes to ensure consistency	1.1	Changes throughout the document	Democracy Services
12 / 11 / 2019	Clarified statement about reporting to multiple committees.	1.1	Parks, Arts, Community and Events Committee, Planning Committee, Environment & Climate Change Committee.	Advice from Legal Counsel.
13 / 11 / 2019	Removed Cr John Watson as member of Regulatory Committee. Adjusted the quorum from 6 to 5 as a result.	1.1	Regulatory Committee	Advice from Cr Watson and confirmed by Mayoral Office email. Quorum adjustment needed to reflect section 1.2.
18 / 11 / 2019	Ensured all membership tables include Mayor and Deputy Mayor as ex officio members if they are not named members	1.1	Strategic Procurement, Civil Defence and Emergency Management, Regulatory Committees	Terms of reference 1.2
20 / 11 / 2019	Inserted IMSB committee membership	1.1	Finance and Performance Committee, Planning Committee, Environment and Climate Change Committee, Parks, Arts, Community and Events Committee, CCO Oversight Committee, Regulatory Committee, Value for Money Committee, Appointments and Performance Committee, Audit and Risk Committee, Auckland Domain Committee	Advice from IMSB 20 / 11 / 2019

25 / 11 / 2019	Inserted IMSB membership to Strategic Procurement Committee	1.1	Strategic Procurement Committee	Advice from IMSB 25 / 11 / 2019
27 / 11 / 2019	Insert the Joint Governance Working Party and the Te Tiriti o Waitangi / Treaty of Waitangi Settlement Working Party Terms of Reference and membership details	1.1	Joint Governance Working Party and the Te Tiriti o Waitangi / Treaty of Waitangi Settlement Working Party	GB/2019/130
20 / 2 / 2020	Insert the names of local board members on the Joint Governance Working Party	1.1	Joint Governance Working Party	Email from central Teams Manager 11 / 2 / 20
11 / 3 / 2020	Insert names of Chair and Deputy Chair of Joint Governance Working Party	1.1	Joint Governance Working Party	Email from Governance Advisor 10 / 3 / 20
	Insert name of additional IMSB member to the Civil Defence and Emergency Management Committee	1.1	Civil Defence and Emergency Management Committee	Email from IMSB 20 / 2 / 20
	Insert names of Local Board members on the Auckland Domain Committee	1.1	Auckland Domain Committee	Resolution of the Waitemata Local Board WTM/2019/249 20 / 2 / 20
2 / 4 / 2020	Insert a new temporary Emergency Committee	1.1	Emergency Committee	GB/2020/32

1 INTRODUCTION

1.1 GENERAL PRINCIPLES OF DELEGATION

This document sets out the terms of reference for committees of the Governing Body. The mayor is responsible for establishing committees and appointing chairpersons. The Governing Body, through this document and subject to section 1.4, delegates to committees those powers necessary for them to carry out their responsibilities as set out in this document.

Section 2 sets out those matters which the Governing Body cannot legally delegate under the Local Government Act 2002 or has elected not to delegate.

The business to be transacted by the Governing Body and its committees is large and wide-ranging, dealing with the details of many Acts and Regulations, the council's plans, bylaws, and a range of Governing Body activities and services. The terms of reference and delegations in this document are intended to reflect the principles of subsidiarity to allow the Governing Body to delegate its powers and functions to the most efficient and effective levels.

The committee to which powers are delegated will usually exercise the delegated power but is not obliged to do so. The most common circumstances where the committee with the delegation might choose not to exercise it are when the matter has become a matter of public notoriety, or the issues are contentious and finely balanced.

A decision made by a committee under delegation from the Governing Body has the same effect as if it were made by the Governing Body itself.

1.2 ESTABLISHMENT OF COMMITTEES

In accordance with section (9)(3) of the Local Government (Auckland Council) Act 2009, the mayor has the power to establish the committees of the governing body and appoint the chairperson of each committee of the governing body.

Committee includes, in relation to the Governing Body:

- (a) a committee comprising all the members of the Governing Body
- (b) a standing committee appointed by the Governing Body
- (c) a standing committee appointed by the mayor
- (d) a joint committee appointed under clause 30 of Schedule 7 of the Local Government Act 2002
- (e) any subcommittee, or reporting committee, of a committee described in items (a) (b), (c) or (d) of this definition.

Independent Māori Statutory Board: Promotes issues of significance for mana whenua groups and mataawaka of Tāmaki Makaurau and ensures council compliance with statutory provisions relating to the Treaty of Waitangi. Appointees represent the Board on various committees and are included in the quorum at a committee meeting.

Ex officio member: 'By virtue of the office held'. An ex officio member of a committee is a member because of the office held. An ex officio member may either have full voting rights or voting rights for some of the responsibilities of the committee, as stated in the Terms of Reference. The Local Government (Auckland Council) Act 2009 states that the mayor is an ex officio member of all committees and Standing Order 4.1.1 states that both the mayor and deputy mayor are members of all committees.

Panels: The role of a panel is to inform and advise the council. They have no decision-making role.

Quorum: Unless otherwise specified, a quorum is defined as a half, if the total number of members is even, or a majority, if the total number of members is odd.

- Ex officio members are not included in calculating the quorum but are counted towards the quorum when present; this reflects the expectation that ex officio members will not always be able to attend all committees and forums but have full voting rights when present (unless specified otherwise).
- Appointed members are included in calculating the quorum and are counted towards the quorum when present; this reflects the expectation that appointed members will attend those committees to which they are appointed.
- Vacancies are not included in calculating the quorum.
- Any member attending a meeting by way of audio link or audio-visual link and who is not physically present at the meeting can cast a vote but is not to be counted as present for the purpose of the quorum.

1.3 AMBIGUITY AND CONFLICT

In the event of ambiguity or conflict between the provisions of the Terms of Reference, which results in uncertainty or dispute as to which committee has delegated authority to act in respect of a particular matter, the chief executive will prepare a written report and submit it to the mayor (or the deputy mayor in the absence of the mayor) for consideration and determination. The decision of the mayor (or deputy mayor) will be final and binding.

If neither the mayor nor the deputy mayor is available, the decision of the chief executive will be final and binding.

1.4 CALLING IN A MATTER FOR GOVERNING BODY CONSIDERATION

The mayor may require any matter that would otherwise be reported to a committee, to be reported to the Governing Body. If that matter is already on a published agenda for a committee meeting, that meeting will not consider that matter unless invited by the mayor to make a recommendation to the Governing Body.

1.5 ROLE OF THE CHAIR AND DEPUTY CHAIR

Key responsibilities of the chair of a committee include:

- chairing meetings and workshops in accordance with the Standing Orders

- ensuring the meeting is planned effectively and deals with matters in accordance with the terms of reference
- developing and implementing an annual committee work programme
- being the spokesperson for the committee
- ensuring matters on the agenda are dealt with in an orderly and efficient manner
- chairing pre-agenda run-throughs.

Key responsibilities of the deputy chair of a committee include:

- chairing meetings in the absence of the chair
- chairing workshops under Standing Order 5.1.5 as the chairperson's nominee, subject to agreement of the chairperson
- attending pre-agenda run-through and chairing them in the absence of the chair
- taking the lead on certain committee work programme topics, as agreed with the chair (such as engaging with staff and being the spokesperson on these agreed topics)
- working with the chair to establish the agreed committee work programme.

1.6 REVIEW

These terms of reference may be reviewed at any time, or within one year of the date they come into effect. Amendments will be made as and when the committee structure or delegations change.

2 GOVERNING BODY

Terms of Reference

Those powers which cannot legally be delegated:

- (a) the power to make a rate
- (b) the power to make a bylaw
- (c) the power to borrow money, or purchase or dispose of assets, other than in accordance with the Long-Term Plan
- (d) the power to adopt a long-term plan, annual plan, or annual report
- (e) the power to appoint a chief executive
- (f) the power to adopt policies required to be adopted and consulted on under the Local Government Act 2002 in association with the long-term plan or developed for the purpose of the local governance statement
- (g) the power to adopt a remuneration and employment policy

Additional responsibilities retained by the Governing Body:

- (h) approval of long-term plan or annual plan consultation documents, supporting information and consultation process prior to consultation
- (i) approval of a draft bylaw prior to consultation
- (j) resolutions required to be made by a local authority under the Local Electoral Act 2001, including the appointment of electoral officer
- (k) adoption of, and amendment to, the Committee Terms of Reference, Standing Orders and Code of Conduct
- (l) relationships with the Independent Māori Statutory Board, including the funding agreement and appointments to committees
- (m) overview of and decisions relating to any CCO review including the implementation of any resulting changes to CCOs
- (n) oversight of work programmes of all committees of the governing body.

Quorum: 11

Frequency of meetings: Monthly

Membership:

Chairperson: Mayor Phil Goff
Deputy chairperson: Deputy Mayor Bill Cashmore

Members: All councillors

3 COMMITTEES OF THE WHOLE OF THE GOVERNING BODY

3.1 ENVIRONMENT AND CLIMATE CHANGE COMMITTEE

Terms of Reference (Delegations)

Responsibilities

This committee deals with the development and monitoring of strategy, policy and action plans associated with environmental and climate change activities. The committee will establish an annual work programme outlining key focus areas in line with its key responsibilities, which include:

- climate change mitigation and adaptation policy, and implementation (with other committee chairs where cross over of responsibilities exists)
- coastal renewals, slips and remediation
- Auckland's Climate Action Framework
- natural heritage (including ecology, biodiversity and biosecurity matters, such as kauri dieback)
- protection and restoration of Auckland's ecological health
- water, including Auckland's Water Strategy
- waste minimisation
- acquisition of property relating to the committee's responsibilities and in accordance with the LTP
- grants for regional environmental outcomes.

Powers

- (i) All powers necessary to perform the committee's responsibilities, including:
 - (a) approval of a submission to an external body
 - (b) establishment of working parties or steering groups.
- (ii) The committee has the powers to perform the responsibilities of another committee, where it is necessary to make a decision prior to the next meeting of that other committee.
- (iii) If a policy or project relates primarily to the responsibilities of the Environment and Climate Change Committee, but aspects require additional decisions by the Planning Committee and/or the Parks, Arts, Community and Events Committee, then the Environment and Climate Change Committee has the powers to make associated decisions on behalf of those other committee(s). For the avoidance of doubt, this means that matters do not need to be taken to more than one of these committees for decisions.
- (iii) The committee does not have:
 - (a) the power to establish subcommittees
 - (b) powers that the Governing Body cannot delegate or has retained to itself (section 2).

Quorum: 11

Frequency of meetings: Bi-monthly (alternating with the Parks, Arts, Community and Events Committee)

Membership:

Chairperson: Cr Richard Hills
Deputy chairperson: Cr Pippa Coom

Members: Mayor and all councillors

IMSB appointees (s 85 (1)): Glenn Wilcox Karen Wilson

3.2 FINANCE AND PERFORMANCE COMMITTEE

Terms of Reference (Delegations)

Responsibilities

The purpose of the committee is to:

- a) advise and support the mayor on the development of the Long-term Plan (LTP) and Annual Plan (AP)
- b) monitor the overall financial management and performance of the council parent organisation and Auckland Council group
- c) make financial decisions required outside of the annual budgeting processes.

The committee will establish an annual work programme outlining key focus areas in line with its key responsibilities, which include:

- advising and supporting the mayor on the development of the LTP and AP for consideration by the Governing Body including:
 - local board agreements
 - financial policy related to the LTP and AP
 - setting of rates
 - preparation of the consultation documentation and supporting information, and the consultation process, for the LTP and AP
- monitoring the operational and capital expenditure of the council parent organisation and Auckland Council Group, and inquiring into any material discrepancies from planned expenditure
- approving the financial policy of the council parent organisation
- establishing and managing a structured approach to the approval of non-budgeted expenditure (including grants, loans or guarantees) that reinforces value for money and an expectation of tight expenditure control
- approve the council insurance strategy and annual insurance placement for Council
- performance measures and monitoring
- write-offs
- acquisition of property in accordance with the LTP
- disposals in accordance with the LTP¹
- recommending the Annual Report to the Governing Body
- funding for achieving improved outcomes for Māori.

Powers

- (i) All powers necessary to perform the committee's responsibilities, including:
 - (a) approval of a submission to an external body
 - (b) establishment of working parties or steering groups.
- (ii) The committee has the powers to perform the responsibilities of another committee, where it is necessary to make a decision prior to the next meeting of that other committee.

¹ Subject to any committee resolution delegating disposal decisions.

- (iii) If a decision is a budgetary or financial decision that relates primarily to the Finance and Performance Committee responsibilities, the Finance and Performance Committee has the powers to make associated decisions on matters that would otherwise be decided by other committees. For the avoidance of doubt, this means that matters do not need to be taken to multiple committees for decisions.
- (iii) The committee does not have:
- (a) the power to establish subcommittees
 - (b) powers that the Governing Body cannot delegate or has retained to itself (section 2).

Reporting committees

- Strategic Procurement Committee
- Council Controlled Organisation Oversight Committee

Quorum: 11

Frequency of meetings: Bi-monthly (alternating with the Value for Money Committee)

Membership:

Chairperson: Cr Desley Simpson
Deputy chairperson: Cr Shane Henderson

Members: Mayor and all councillors

IMSB appointees (s 85 (1)): Renata Blair David Taipari

3.3 PARKS, ARTS, COMMUNITY AND EVENTS COMMITTEE

Terms of Reference (Delegations)

Responsibilities

This committee deals with the development and monitoring of strategy, policy and action plans associated with community, social and cultural activities. The committee will establish an annual work programme outlining key focus areas in line with its key responsibilities, which include:

- The Southern Initiative and The Western Initiative
- sports and recreation, including parks and reserves
- community facilities and community services
- acquisition of property relating to the committee's responsibilities and in accordance with the LTP
- grants for regional events, arts and cultural and heritage organisations, indoor sports and leisure and for the regional community development programme
- economic development
- arts and culture
- community safety
- community engagement
- community development
- homelessness
- working with the six demographic advisory panels to give visibility to the issues important to their communities and help effect change
- working with the Auckland Domain Committee to give visibility to the issues important to the Domain and to help effect change.

Powers

- (i) All powers necessary to perform the committee's responsibilities, including:
 - (a) approval of a submission to an external body
 - (b) establishment of working parties or steering groups.
- (ii) The committee has the powers to perform the responsibilities of another committee, where it is necessary to make a decision prior to the next meeting of that other committee.
- (iii) If a policy or project relates primarily to the responsibilities of the Parks, Arts, Community and Events Committee, but aspects require additional decisions by the Planning Committee and/or the Environment and Climate Change Committee, then the Parks, Arts, Community and Events Committee has the powers to make associated decisions on behalf of those other committee(s). For the avoidance of doubt, this means that matters do not need to be taken to more than one of these committees for decisions.
- (iv) The committee does not have:
 - (a) the power to establish subcommittees
 - (b) powers that the Governing Body cannot delegate or has retained to itself (section 2).

Quorum: 11

Frequency of meetings: Bi-monthly (alternating with the Environment and Climate Change Committee)

Membership:

Chairperson: Cr Alf Filipaina

Deputy chairperson: Cr Cathy Casey

Members: Mayor and all councillors

IMSB appointees (s 85 (1)): Mook Hohneck Tony Kake

3.4 PLANNING COMMITTEE

Terms of Reference (Delegations)

Responsibilities

This committee guides the physical development and growth of Auckland through a focus on land use, transport and infrastructure strategies and policies relating to planning, growth, housing and the appropriate provision of enabling infrastructure, as well as programmes and strategic projects associated with these activities. The committee will establish an annual work programme outlining key focus areas in line with its key responsibilities, which include:

- relevant regional strategy and policy
- transportation
- infrastructure strategy and policy
- Unitary Plan, including plan changes (but not any wholesale review of the Plan)
- Resource Management Act and relevant urban planning legislation framework
- oversight of Council's involvement in central government strategies, plans or initiatives that impact on Auckland's future land use and infrastructure
- Auckland Plan implementation reporting on priorities and performance measures
- structure plans and spatial plans
- housing policy and projects
- city centre and waterfront development
- regeneration and redevelopment programmes
- built and cultural heritage, including public art
- urban design
- acquisition of property relating to the committee's responsibilities and in accordance with the LTP
- working with and receiving advice from the Heritage Advisory Panel, the Rural Advisory Panel and the Auckland City Centre Advisory Board to give visibility to the issues important to the communities they represent and to help effect change.

Powers

- (i) All powers necessary to perform the committee's responsibilities, including:
 - (a) approval of a submission to an external body
 - (b) establishment of working parties or steering groups.
- (ii) The committee has the powers to perform the responsibilities of another committee, where it is necessary to make a decision prior to the next meeting of that other committee.
- (iii) If a policy or project relates primarily to the responsibilities of the Planning Committee, but aspects require additional decisions by the Environment and Climate Change Committee and/or the Parks, Arts, Community and Events Committee, then the Planning Committee has the powers to make associated decisions on behalf of those other committee(s). For the avoidance of doubt, this means that matters do not need to be taken to more than one of those committees for decisions.
- (iii) The committee does not have:
 - (a) the power to establish subcommittees
 - (b) powers that the Governing Body cannot delegate or has retained to itself (section 2).

Quorum 11

Frequency of meetings: Monthly

Membership:

Chairperson: Cr Chris Darby

Deputy chairperson: Cr Josephine Bartley

Members Mayor and all councillors

IMSB appointees (s 85 (1)): Tau Henare Liane Ngamane

3.5 EMERGENCY COMMITTEE

Terms of Reference (Delegations)

Responsibilities

This committee is an ad-hoc committee of the whole of the Governing Body which is established in times of emergency. It will assume the functions and power of all governing body committees (and sub-committees), except for the Audit and Risk Committee, and its responsibilities include all the responsibilities of the Governing Body which can legally be delegated as well as the responsibilities of all the committees it assume the functions and power for.

Powers

- (i) All the powers of the Governing Body which can legally be delegated, except those of the Audit and Risk Committee.

Quorum 2

Frequency of meetings: As determined when established or as necessary

Membership:

Chairperson: Mayor Phil Goff

Deputy chairperson: Deputy Mayor Bill Cashmore

Members All councillors

IMSB appointees (s 85 (1)): 2 appointees

4 REPORTING COMMITTEES

4.1 COUNCIL CONTROLLED ORGANISATION OVERSIGHT COMMITTEE

Terms of Reference (Delegations)

Parent committee: Finance and Performance Committee

Responsibilities

The purpose of the committee is to:

- have a general overview and insight into the strategy, direction and priorities of all Council Controlled Organisations (CCO)
- set policy relating to CCO governance
- approve CCO Statements of Intent
- monitor performance of CCOs and other entities in which the council has an equity interest (such as CRL, Tāmaki Regeneration Company and Haumarū Housing).

Key responsibilities include:

- monitoring the financial and non-financial performance targets, key performance indicators, and other measures of each CCO and the performance of each organisation
- advising the mayor on the content of the annual Letters of Expectations (LoE) to CCOs and Ports of Auckland Limited
- exercising relevant powers under Schedule 8 of the Local Government Act 2002, which relate to the Statements of Intent of CCOs
- exercising relevant powers under Part 1 of the Port Companies Act 1988, which relate to the Statements of Corporate Intent for port companies
- exercising Auckland Council's powers as a shareholder or given under a trust deed, including but not limited to modification of constitutions and/or trust deeds, granting shareholder approval of major transactions where required, exempting CCOs, and approving policies relating to CCO and CO governance
- approval of a work programme which includes a schedule of quarterly reporting of each CCO to balance reporting across the meetings.

Powers

- (i) All powers necessary to perform the committee's responsibilities.

Except:

- (a) powers that the Governing Body cannot delegate or has retained to itself (section 2)
 - (b) where the committee's responsibility is limited to making a recommendation only
- (ii) Power to establish subcommittees.

Quorum: 11

Frequency of meetings: Monthly

Membership:

Chairperson: Deputy Mayor Bill Cashmore

Deputy chairperson: Cr Angela Dalton

Members: Mayor and all councillors

IMSB appointees (s 85 (1)) Tau Henare David Taipari

4.2 STRATEGIC PROCUREMENT COMMITTEE

Terms of Reference (Delegations)

Parent committee: Finance and Performance Committee

Responsibilities

The committee is established to assist the chief executive to undertake the management procedure of ensuring sound procurement processes are followed in relation to procurement of goods and services necessary to deliver on the work programme and operations outlined in the council's adopted Annual Plan.

It will ensure that reasonable purchasing procedures have been followed in awarding contracts and will provide an efficient mechanism for documenting the approvals for those contracts.

Within a framework where contracts are an operational matter delegated to the chief executive, this committee will consider all contracts beyond the chief executive's financial delegations. The chief executive may refer contracts within his financial delegations which are sensitive or may impact on the reputation of the council.

The chief executive has power to award contracts up to \$20 million alone and the power to award contracts up to \$22.5 million jointly with the Mayor and Finance and Performance Committee chairperson.

The committee has responsibility for:

- awarding of contracts of \$22.5 million or greater
- awarding of contracts less than \$22.5 million which are sensitive or may impact on the reputation of the council if the chief executive refers the matter to the committee
- oversight over the procurement processes and procedures.

From time to time the committee may advise the chief executive and the council on changes to the procurement and contracts probity procedures.

Powers

All powers necessary to perform the committee's responsibilities.

Except:

- (a) powers that the Governing Body cannot delegate or has retained to itself (section 2)
- (b) where the committee's responsibility is limited to making a recommendation only
- (c) power to establish sub-committees.

Quorum: 4

Frequency of meetings: Monthly

Membership:

Chairperson: Cr Greg Sayers
Deputy chairperson: Cr John Watson

Members: Deputy Mayor Bill Cashmore Cr Alf Filipaina
Cr Cathy Casey Cr Tracy Mulholland
Cr Linda Cooper

Ex officio:
IMSB (1):

Mayor Phil Goff
Karen Wilson

5 OTHER COMMITTEES

5.1 APPOINTMENTS AND PERFORMANCE REVIEW COMMITTEE

Terms of Reference (Delegations)

Responsibilities

The Appointments and Performance Review Committee is established to:

1. review the chief executive's performance and recommend to the Governing Body the terms and conditions of the CE's employment including any performance agreement measures and annual remuneration
2. make appointments to Council-Controlled Organisations (CCOs), Council Organisations (COs) and exempt CCOs and COs, with the exception of Ports of Auckland Limited and Auckland International Airport Limited
3. receive updates on appointments to the council organisations, Ports of Auckland Limited and Auckland International Airport Limited, as well as any relevant updates on shareholder voting undertaken at Auckland International Airport Limited annual general meetings
4. approve policies relating to the appointment of directors and trustees to CCOs and COs.

Powers

All powers necessary to perform the committee's responsibilities.

Except:

- (a) powers that the Governing Body cannot delegate or has retained to itself (section 2)
- (b) where the committee's responsibility is limited to making a recommendation only
- (c) the power to establish sub-committees.

Quorum: 4

Frequency of meetings: Monthly

Membership:

Chairperson:	Mayor Phil Goff	
Deputy chairperson:	Cr Christine Fletcher	
Members:	Cr Josephine Bartley	Cr Alf Filipaina
	Cr Pippa Coom	Cr Richard Hills
	Cr Chris Darby	Cr Desley Simpson
Ex officio:	Deputy Mayor Bill Cashmore	IMSB Chair David Taipari (for responsibilities 2 to 4 above)

5.2 AUDIT AND RISK COMMITTEE

Terms of Reference (Delegations)

Purpose

The purpose of the Audit and Risk Committee is to assist and advise the Governing Body in discharging its responsibility and ownership of governance, risk management, and internal control.

The committee will review the effectiveness of the following aspects of governance, risk management and internal control:

- enterprise risk management (ERM) across the Auckland Council group
- internal and external audit and assurance
- health, safety and wellbeing²
- business continuity and resilience
- integrity and investigations
- monitoring of compliance with laws and regulations
- significant projects, programmes of work and procurement focussing on the appropriate management of risk
- oversight of preparation of the LTP, Annual Report, and other external financial reports required by statute.

The scope of the committee includes the oversight of risk management and assurance across the council's CCOs and the council with respect to risk that is significant to the Auckland Council group.

To perform his or her role effectively, each committee member must develop and maintain his or her skills and knowledge, including an understanding of the committee's responsibilities, and of the council's business, operations and risks.

Decision-Making Powers

The committee has no decision-making powers other than those in these terms of reference.

The committee may request expert advice through the chief executive where necessary.

The committee may make recommendations to the Governing Body and / or chief executive.

Tenure

External members will be appointed for an initial period not exceeding three years, after which they will be eligible for extension or re-appointment, after a formal review of their performance, and have not already served two terms on the committee. Councillors appointed to the committee will automatically cease to hold office at the time of the local authority triennial elections. They may be eligible for re-appointment post those elections if they are returned to office and have not already served two terms on the committee.

The chief executive, and the senior management team members will not be members of the committee.

² In regard to health and safety, all members of the Governing Body are required to discharge their responsibilities of due diligence under the Health and Safety at Work Act 2015. Staff will provide regular reports to the Governing Body to enable members to discharge their duties, and these reports will include any recommendations made by the Audit and Risk Committee in relation to council's health, safety and wellbeing processes.

The members, taken collectively, will have a broad range of skills and experience relevant to the operations of the council. At least one member of the committee should have accounting or related financial management experience, with an understanding of accounting and auditing standards in a public sector environment.

Committee's responsibilities

The committee's responsibilities are detailed below.

Forward Work Programme

The committee will agree and approve annually a forward work programme – which will consist of in-depth briefings and reviews of specific significant risks and assurance strategies, as contained in the ERM “Top Risks” or Auckland Council’s work plan.

Risk management

- Review, approve and monitor the implementation of the ERM policy, framework and strategy (including risks pertaining to CCOs that are significant to the Auckland Council group).
- Review and approve the council’s “risk appetite” statement.
- Review the effectiveness of risk management and internal control systems including all material financial, operational, compliance and other material controls. This includes legislative compliance (including Health and Safety), significant projects and programmes of work, and significant procurement.
- Review risk management reports identifying new and / or emerging risks, and any subsequent changes to the ERM “Top Risk” register.

Assurance

- Review annually the Assurance Charter – which confirms the authority, independence and scope of the function.
- Review and approve annually and monitor the implementation of the three-year Assurance Strategy and 12 month detailed Internal Audit Plan.
- Review the co-ordination between the risk and assurance functions – including the integration of the council’s ERM risk profile with the Internal Audit programme. This includes assurance over all material financial, operational, compliance and other material controls. This includes legislative compliance (including Health and Safety), significant projects and programmes of work, and significant procurement.
- Review the reports of the assurance functions dealing with findings, conclusions and recommendations (including assurance over risks pertaining to CCOs that are significant to the Auckland Council group)
- Review and monitor management’s responsiveness to the findings and recommendations – enquiring into the reasons that any recommendation is not acted upon.

Fraud and Integrity

- Review and approve annually, and monitor the implementation of, the Assurance Strategy, including the fraud and integrity aspects, including a detailed work programme.
- Review annually the ‘Speak Up’ and whistleblowing procedures and ensure that arrangements are in place by which staff, may, in confidence, raise concerns about possible improprieties in matters of financial reporting, financial control or any other matters, and that there is proportionate and independent investigation of such matters and appropriate follow-up action.
- Review the procedures in relation to the prevention, detection, reporting and investigation of bribery and fraud.

- Review and monitor policy and process to manage conflicts of interest amongst elected members, local board members, management, staff, consultants and contractors.
- Review reports from the Risk, Assurance, Integrity and Investigations, external audit and management related to whistle blower, ethics, bribery and fraud related incidents.

Statutory Reporting

Review and monitor the integrity of the Long-term Plan, interim and annual report including statutory financial statements and any other formal announcements relating to the council's financial performance, focussing particularly on:

- compliance with, and the appropriate application of, relevant accounting policies, practices and accounting standards
- compliance with applicable legal requirements relevant to statutory reporting
- the consistency of application of accounting policies, across reporting periods, and the Auckland Council group
- changes to accounting policies and practices that may affect the way that accounts are presented
- any decisions involving significant judgement, estimation or uncertainty
- the extent to which financial statements are affected by any unusual transactions and the way they are disclosed
- the disclosure of contingent liabilities and contingent assets
- the clarity of disclosures generally
- the basis for the adoption of the going concern assumption
- significant adjustments resulting from the audit.

External Audit

- Discuss with the external auditor before the audit commences:
 - the nature, scope and fees of the external audit
 - areas of audit focus
 - error and materiality levels.
- Review with the external auditors representations required by elected members and senior management, including representations as to the fraud and integrity control environment.
- Review the external auditors management letter and management responses, and inquire into reasons for any recommendations not acted upon.
- Where required, the chair may ask a senior representative of the Office of the Auditor General to attend the committee meetings to discuss the office's plans, findings and other matters of mutual interest.

Interaction with Council Controlled Organisations

Other committees dealing with CCO matters may refer matters to the Audit and Risk Committee for review and advice.

This committee will enquire to ensure adequate processes at a governance level exist to identify and manage risks within a CCO. Where an identified risk may impact on Auckland Council or the wider group, the committee will also ensure that all affected entities are aware of and appropriately managing the risk.

The Head of Assurance and the Chief Risk Officer are responsible for monitoring CCO risk and internal audit strategies with respect to risks and CCO risks that are significant to the Auckland Council group.

Annual Report on the work of the committee

The chair of the committee will submit a written review of the performance of the committee to the chief executive on an annual basis. The review will summarise the activities of the committee and how it has contributed to the council's governance and strategic objectives. The chief executive will place the report on the next available agenda of the governing body.

Quorum: 3 (which must include 2 Governing Body members)

Frequency of Meetings: Quarterly, plus September meeting to review Annual Report prior to review by Finance and Performance Committee, and adoption by Governing Body

Membership:

Chairperson: Independent

Deputy chairperson: Cr Daniel Newman

Governing Body members: Deputy Mayor Bill Cashmore Cr Shane Henderson

Independent members: 2

Ex officio: Mayor Phil Goff
IMSB Chair David Taipari (or nominee) expected to attend for matters relevant to the IMSB

5.3 CIVIL DEFENCE AND EMERGENCY MANAGEMENT COMMITTEE

Terms of Reference (Delegations)

Responsibilities and powers

The Civil Defence Emergency Management Group Committee is a statutory committee required under S12(1) of the Civil Defence and Emergency Management Act 2002 (CDEM Act) and is responsible for:

- being Auckland's strategic forum for civil defence and emergency management planning and policy
- establishing an emergency management structure for the Auckland region
- developing, approving, implementing and monitoring the Auckland Civil Defence Emergency Management Group Plan
- developing, approving, implementing and monitoring other relevant strategies and policies relevant to the powers and functions of the Civil Defence and Emergency Management Group as identified in the CDEM Act
- performing the statutory functions of a civil defence emergency management group
- representing Auckland in the development of national emergency management policy including approving relevant policy and legislative submissions to external bodies
- engaging with Local Boards and local board portfolio holders on civil defence and emergency management issues.

The Civil Defence Emergency Management Group Committee will exercise the statutory powers outlined in the Civil Defence Emergency Management Act 2002 and the Auckland Civil Defence Emergency Management Group Plan. The Civil Defence Emergency Management Group Committee is authorised to approve use of the established emergency funding facility provided for emergency management.

Relevant legislation includes but is not limited to:

Civil Defence Emergency Management Act 2002; and
Hazardous Substances and New Organisms Act 1996.

Quorum: 3

Frequency of meetings: Quarterly

Membership:

Chairperson:	Cr Sharon Stewart	
Deputy chairperson:	Cr Wayne Walker	
Members (6):	Cr Efeso Collins	Cr John Watson
	Cr Tracy Mulholland	
Ex officio:	Mayor Phil Goff	Deputy Mayor Bill Cashmore
IMSB appointees (s 85 (1)):	Glenn Wilcox	Mook Hohneck

5.4 PORTS OF AUCKLAND LIMITED APPOINTMENTS PANEL

Terms of Reference (Delegations)

Responsibilities

- 1. Make appointments to the board of Ports of Auckland Limited.
- 2. Report any appointments or reappointments to the Appointments and Performance Review Committee.

Powers

All powers necessary to perform the panel’s responsibilities.

The panel is not a committee and does not make decisions by majority vote. A decision is made if it is approved by all members of the panel.

Frequency of meetings: As required to make appointments

Membership:

(As agreed with Ports of Auckland Limited in the memorandum of understanding adopted on 31 May 2018 – minute number GB/2018/91).

- Chairperson:** Mayor Phil Goff
- Members:** Chair of Board of Ports of Auckland Limited
Chief Executive of Auckland Council (or representative)

5.5 REGULATORY COMMITTEE

Terms of Reference (Delegations)

Responsibilities

The committee is responsible for regulatory hearings (required by relevant legislation) on behalf of the council. The committee is responsible for appointing independent commissioners to carry out the council's functions or delegating the appointment power (as set out in the committee's policy). The committee is responsible for regulatory policy and bylaws. Where the committee's powers are recommendatory, the committee or the appointee will provide recommendations to the relevant decision-maker.

The committee's key responsibilities include:

- decision-making (including through a hearings process) under the Resource Management Act 1991 and related legislation
- hearing and determining objections under the Dog Control Act 1996
- decision-making under the Sale and Supply of Alcohol Act 2012
- hearing and determining matters regarding drainage and works on private land under the Local Government Act 1974 and Local Government Act 2002 (this cannot be sub-delegated)
- hearing and determining matters arising under bylaws
- appointing independent hearings commissioners to a pool of commissioners who will be available to make decisions on matters as directed by the Regulatory Committee
- deciding who should make a decision on any particular matter including who should sit as hearings commissioners in any particular hearing
- monitoring the performance of regulatory decision-making
- where decisions are appealed or where the committee decides that the council itself should appeal a decision, directing the conduct of any such appeals
- considering and making recommendations to the Governing Body regarding the regulatory and bylaw delegations (including to Local Boards)
- recommending bylaws to the Governing Body for consultation and adoption
- reviewing local board and Auckland water organisation proposed bylaws and making recommendations to the Governing Body
- appointing panels to hear and deliberate on public feedback related to regulatory policy and bylaw matters
- deciding regulatory policies that are not otherwise the responsibility of another committee
- deciding regulatory policies, standards and controls associated with bylaws including those delegated to the former Regulatory and Bylaws Committee, under resolution GB/2012/157 (dogs) and GB/2014/121 (alcohol)
- receiving local board feedback on bylaw and regulatory policy development and review
- adopting or amending a policy or policies and making any necessary sub-delegations relating to any of the above areas of responsibility to provide guidance and transparency to those involved.

Not all decisions under the Resource Management Act 1991 and other enactments require a hearing to be held and the term "decision-making" is used to encompass a range of decision-making processes including through a hearing. "Decision-making" includes, but is not limited to, decisions in relation to applications for resource consent, plan changes, notices of requirement, objections, existing use right certificates,

certificates of compliance, regulatory policy and bylaws and also includes all necessary related decision-making.

In adopting a policy or policies and making any sub-delegations, the committee must ensure that it retains oversight of decision-making and that it provides for councillors to be involved in decision-making in appropriate circumstances.

For the avoidance of doubt, these delegations confirm the existing delegations (contained in the chief executive's Delegations Register) to hearings commissioners and staff relating to decision-making under the RMA and other enactments mentioned below but limits those delegations by requiring them to be exercised as directed by the Regulatory Committee.

Relevant legislation includes but is not limited to:

All Bylaws
Biosecurity Act 1993
Building Act 2004
Dog Control Act 1996
Fencing of Swimming Pools Act 1987
Gambling Act 2003
Health Act 1956
Land Transport Act 1998
Local Government Act 1974
Local Government Act 2002
Local Government (Auckland Council Act) 2009
Maritime Transport Act 1994
Psychoactive Substances Act 2013
Resource Management Act 1991
Sale and Supply of Alcohol Act 2012
Waste Minimisation Act 2008

Related Regulations

Powers

- (i) All powers necessary to perform the committee's responsibilities.
Except:
 - (a) powers that the Governing Body cannot delegate or has retained to itself (section 2)
 - (b) where the committee's responsibility is limited to making a recommendation only.
- (ii) Power to establish subcommittees.

Quorum: 5

Frequency of meetings: Monthly

Membership:

Chairperson:	Cr Linda Cooper	
Deputy chairperson:	Cr Josephine Bartley	
Members:	Cr Cathy Casey	Cr Daniel Newman
	Cr Efeso Collins	Cr Sharon Stewart
	Cr Shane Henderson	Cr Paul Young

Ex officio:	Mayor Phil Goff	Deputy Mayor Bill Cashmore
IMSB appointees (s 85 (1)):	David Taipari	Glenn Wilcox

5.6 VALUE FOR MONEY COMMITTEE

Terms of Reference (Delegations)

Purpose

The Value for Money Committee ensures the pro-active assessment of money saving opportunities and considers the cost-effectiveness of the governance, funding and delivery across the Auckland Council Group, including those opportunities beyond the scope of s17A. Responsibilities include:

1. approving the s17A Local Government Act 2002 review forward work programme.
2. monitoring and reporting on the implementation of s17A reviews, and the recommendations arising from those reviews.
3. approving the terms of reference for individual s17A reviews
4. receiving and making recommendations on the outcome of individual reviews
5. requesting reports on Auckland Council parent and CCO value for money and cost effectiveness-focused initiatives that are beyond the scope of s17A reviews.

Powers

All powers necessary to perform the committee's responsibilities.

Except:

- (a) powers that the Governing Body cannot delegate or has retained to itself (section 2)
- (b) where the committee's responsibility is limited to making a recommendation only
- (c) the power to establish sub-committees.

Quorum: 4

Frequency of meetings: Bi-monthly (alternating with the Finance and Performance Committee)

Membership:

Chairperson:	Cr Desley Simpson	
Deputy chairperson:	Cr Tracy Mulholland	
Members:	Mayor Phil Goff	Cr Shane Henderson
	Deputy Mayor Bill Cashmore	Cr Paul Young
	Cr Angela Dalton	Chair of the Independent Reference Panel for the Value for Money Review Programme
IMSB appointee (s 85 (1)):	Glenn Wilcox	

6 WORKING PARTIES

6.1 JOINT GOVERNANCE WORKING PARTY

Purpose

The governance of Auckland Council comprises the mayor and councillors together with twenty-one local boards.

The Joint Governance Working Party meets as necessary to consider governance matters of mutual interest to the Governing Body and local boards and to report its findings.

Powers

The Joint Governance Working Party does not have delegated decision-making powers but reports its findings to local boards and the Governing Body for final decisions.

The Joint Governance Working Party will generally determine its findings by consensus, but where there is division of opinion, this will be noted in its findings and it will be acceptable to record minority views.

Matters are referred to the Joint Governance Working Party by resolution of the Governing Body, or, if the matter is urgent, by the chairperson together with the Chief Executive (or nominee).

Members and meeting procedure

The Joint Governance Working Party comprises six members appointed by the Governing Body and six members appointed by local boards.

The Joint Governance Working Party may co-opt, or liaise, as it deems necessary on an issue basis. For example, if it is dealing with a rural issue and does not have rural representation, it may invite a rural elected member to participate in order to provide advice.

Meetings will not generally be advertised or open to the public. All elected members who are not members of the working party have the right to attend and listen. They may participate if invited to by the chairperson.

It may liaise with representatives of CCOs and co-governance entities.

Chair and deputy chair

The chairperson and deputy chairperson will be elected by the members of the Joint Governance Working Party. They will not both be Governing Body members nor both local board members. If both the chairperson and deputy chairperson are absent for a meeting, the meeting will appoint a chairperson for that meeting.

If the total membership is even, one-half of Governing Body members and one-half of local board members otherwise a majority of each.

Frequency of meetings: Bi-monthly

Membership:

Chairperson: Cr Daniel Newman

Deputy chairperson: Richard Northey

Members (6 GB + 6 LB including chair and deputy chair):

Cr Pippa Coom Cr Shane Henderson

Cr Angela Dalton Cr Richard Hills

Cr Alf Filipaina Cr Daniel Newman

Alternate: Deputy Mayor Bill Cashmore

Aidan Bennett

Kay Thomas

Apulu Reece Autagavaia

Phelan Pirrie

Cath Handley

Richard Northey

All other elected members:

May attend and listen.

May participate at the invitation of the chairperson.

6.2 TE TIRITI O WAITANGI / TREATY OF WAITANGI SETTLEMENT WORKING PARTY

Reporting

The Te Tiriti o Waitangi / Treaty of Waitangi Settlement Working Party is accountable and reports its findings to the Governing Body.

Purpose

The Crown negotiates settlements with iwi on a confidential basis and from time to time invites the council to express its views.

The Te Tiriti o Waitangi / Treaty of Waitangi Settlement Working Party will:

- consider and make recommendations on the Council's position in relation to Te Tiriti o Waitangi / Treaty of Waitangi settlements and related matters
- consider and make recommendations on matters relating to the establishment and on-going implementation of co-managements and other governance arrangements
- liaise with local boards in whose areas Te Tiriti o Waitangi / Treaty of Waitangi settlement arrangements are being implemented, or being considered
- liaise with Mana Whenua representatives
- liaise with the Independent Maori Statutory Board
- liaise with CCOs on Te Tiriti o Waitangi / Treaty of Waitangi settlement matters
- liaise with relevant Mana Whenua and Iwi Authorities affected by each Treaty settlement

The Te Tiriti o Waitangi / Treaty of Waitangi Settlement Working Party will have the discretion to invite Councillors, CCO representatives and local board representatives of affected areas to participate in its deliberations.

Frequency of meetings: Bi-monthly (on the understanding a meeting will be cancelled if not needed and additional meetings will be called if required)

Membership:

Chairperson:	Cr Linda Cooper	
Deputy chairperson:	Cr Alf Filipaina	
Members (5):	Cr Linda Cooper Cr Angela Dalton Cr Alf Filipaina	Cr Daniel Newman Cr Greg Sayers
Ex officio:	Mayor	Deputy Mayor

7 JOINT COMMITTEES

7.1 AUCKLAND DOMAIN COMMITTEE

Terms of Reference

Background

The Auckland Domain is an important regional park and also has areas within it managed by the Waitemata Local Board. This committee is set up jointly by the Governing Body and Waitemata Local Board to co-ordinate decisions relating to the Domain.

Responsibilities

Decision-making responsibility for parks, recreation and community services and activities in Auckland Domain including those anticipated in the Auckland Domain Act 1987, which are the responsibility of the Governing Body or the Waitemata Local Board.

Powers

All powers of the Governing Body and Waitemata Local Board necessary to perform the committee's responsibilities including those powers conferred on Auckland Council pursuant to the Auckland Domain Act 1987.

Except:

- (a) powers that the Governing Body cannot delegate or has retained to itself (section 2)
- (b) where a matter is the responsibility of another committee or local board
- (c) the approval of expenditure that is not contained within approved budgets
- (d) the approval of expenditure of more than \$2 million
- (e) the approval of final policy
- (f) deciding significant matters for which there is high public interest, and which are controversial.

Frequency of meetings: Quarterly (or as determined by the committee)

Membership:

Chairperson:	Cr Desley Simpson (Governing Body)	
Deputy chairperson:	Adriana Avendaño Christie	
Members:		
Governing Body:	Cr Pippa Coom	Cr Sharon Stewart
Waitemata Local Board:	Alexandra Bonham	Sarah Trotman
IMSB appointees (s 85 (1)):	Renata Blair	Tau Henare

7.2 HAURAKI GULF FORUM

Terms of Reference

The Hauraki Gulf Forum is established under the Hauraki Gulf Marine Park Act 2000 with the following purpose, functions, powers and membership.

Purpose (*Hauraki Gulf Marine Park Act 2000, s 15*)

- Integrate the management and, where appropriate, to promote the conservation and management in a sustainable manner, of the natural, historic and physical resources of the Hauraki Gulf, its islands, and catchments, for the benefit and enjoyment of the people and communities of the Gulf and New Zealand.
- Facilitate communication, cooperation, and coordination on matters relating to the statutory functions of the constituent parties in relation of the Hauraki Gulf, its islands and catchments and the forum.
- Recognise the historic, traditional, cultural and spiritual relationship of tangata whenua with the Hauraki Gulf, its islands, and where appropriate, its catchments.

Functions (*Hauraki Gulf Marine Park Act 2000, s 17*)

- Prepare a list of strategic issues, determine a priority for action on each issue, and regularly review that list.
- Facilitate and encourage co-ordinated financial planning, where possible, by the constituent parties.
- Obtain, share, and monitor information on the state of the natural and physical resources.
- Receive reports on the completion and implementation of deeds of recognition.
- Require and receive reports from constituent parties on the development and implementation of policies and strategies to address the issues identified under paragraph (a).
- Receive reports from the tangata whenua of the Hauraki Gulf on the development and implementation of iwi management or development plans.
- Prepare and publish, once every 3 years, a report on the state of the environment in the Hauraki Gulf, including information on progress towards integrated management and responses to the issues identified in accordance with paragraph (a).
- Promote and advocate the integrated management and, where appropriate, the sustainable management of the Hauraki Gulf, its islands, and catchments.
- Encourage, share, co-ordinate where appropriate, and disseminate educational and promotional material.
- Liaise with, and receive reports from, persons and groups having an interest in the Hauraki Gulf and business and community interests to promote an interest in the purposes of the forum.
- Commission research into matters relating to the functions of the forum.

When carrying out its functions, the forum must have particular regard to the historic, traditional, cultural, and spiritual relationship of tangata whenua with the natural, historic, and physical resources of the Hauraki Gulf, its islands, and catchments.

Powers (*Hauraki Gulf Marine Park Act 2000, s 18*):

- consider issues related to its purpose
- receive reports from constituent parties
- make recommendations to constituent parties

- advise any person who requests the forum's advice
- commission or undertake those activities that are necessary to achieve its purpose.

The forum must not:

- (a) appear before a court or tribunal other than as a witness if called by a party to proceedings
- (b) take part in a decision-making process under any enactment other than to advise when requested to do so.

Joint committee (Hauraki Gulf Marine Park Act 2000, s 16)

“(2) The forum consists of the following representatives:

- (a) 1 representative appointed by the Minister of Conservation:*
- (b) 1 representative appointed by the Minister of Fisheries:*
- (c) 1 representative appointed by the Minister of Maori Affairs:*
- (ca) 7 representatives appointed by the Auckland Council:*
- (d) 1 representative appointed by each of the following local authorities:*
 - (iv) Hauraki District Council:*
 - (vi) Matamata-Piako District Council:*
 - (ix) Thames-Coromandel District Council:*
 - (x) Waikato District Council:*
 - (xi) Waikato Regional Council:*
- (e) 6 representatives of the tangata whenua of the Hauraki Gulf and its islands appointed by the Minister, after consultation with the tangata whenua and the Minister of Maori Affairs.*

(2A) The representatives appointed in accordance with subsection (2)(ca) must—

- (a) be members of —*
 - (i) the Auckland Council; or*
 - (ii) a local board of the Auckland Council elected in accordance with the Local Electoral Act 2001 and*
- (b) include 1 member of each of the Great Barrier Island and Waiheke Island local board”*

Frequency of meetings: Quarterly or as determined by the forum

Membership:

Auckland Council representatives (5):

Members:	Cr Pippa Coom	Cr Wayne Walker
	Cr Christine Fletcher	Cr John Watson
	Chair of the Ōrākei Local Board	

8 ADVISORY PANELS

Chief liaison Councillor: Cr Cathy Casey

8.1 TERMS OF REFERENCE FOR DEMOGRAPHIC ADVISORY PANELS

The following is a summary of the Terms of Reference that apply to the six demographic advisory panels listed below. The full terms of reference are available as a separate document.

Demographic advisory panels

The demographic advisory panels of Auckland Council in the 2019-2022 term are the:

- Disability Advisory Panel
- Ethnic Peoples Advisory Panel
- Pacific Peoples Advisory Panel
- Rainbow Communities Advisory Panel
- Seniors Advisory Panel
- Youth Advisory Panel.

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.

Selection Process

The selection process of panel members is open for applications. The members of the panels are selected on the basis of their:

- individual competencies
- lived experience with relevant diverse communities
- ability to offer policy and strategic advice
- understanding of diverse communities of Auckland
- understanding of Te Tiriti O Waitangi.

The mayor appoints panel members with the endorsement of the governing body to give effect to the membership of the panels. If members need to be replaced during the term, the mayor can make the appointment in consultation with the Chief Liaison Councillor and the panel liaison councillor.

Frequency of meetings Monthly

Membership

Each panel has between eight and twelve members.

Members of the Youth Advisory Panel should be aged between 14 and 24 at the time they are appointed.

Panels should have at least two members with lived experience in Te Ao Māori and knowledge of the contemporary issues facing Māori communities. The representation of Māori members may not be applicable to the Ethnic Peoples Advisory Panel or the Pacific Peoples Advisory Panel.

8.2 DISABILITY ADVISORY PANEL

Membership:

Chairperson:

Deputy chairperson:

Members:

Councillor liaison: Cr Josephine Bartley

8.2 ETHNIC PEOPLES ADVISORY PANEL

Membership:

Chairperson:

Deputy chairperson:

Members:

Councillor liaison: Cr Paul Young

8.3 PACIFIC PEOPLES ADVISORY PANEL

Membership:

Chairperson:

Deputy chairperson:

Members:

Councillor liaison: Cr Efeso Collins

8.4 RAINBOW COMMUNITIES ADVISORY PANEL

Membership:

Co-chairperson:

Co-chairperson:

Members:

Councillor liaison: Cr Richard Hills

8.5 SENIORS ADVISORY PANEL

Membership:

Chairperson:

Deputy chairperson:

Members:

Councillor liaison: Cr Tracy Mulholland

8.6 YOUTH ADVISORY PANEL

Membership:

Chairperson:

Deputy chairperson:

Members:

Councillor liaison: Cr Shane Henderson

8.7 RURAL ADVISORY PANEL

Terms of reference

(Summary –full terms of reference available as a separate document)

Purpose:

As one of council's engagement mechanisms with the rural sector in Auckland, the Rural Advisory Panel provides advice to the council within the remit of the Auckland Plan on the following areas:

- council policies, plans and strategies relevant to rural issues
- regional and strategic matters relevant to rural issues
- any matter of particular interest or concern to rural communities.

Outcomes

The panel's advice will contribute to improving the outcomes of the rural sector as set out in the Auckland Plan. The panel will provide advice through its agreed work programme.

Selection process

The Mayor appoints panel members in consultation with the chair of the panel and council staff.

Panel members are selected on the basis of their:

- association with a rural sector group or organisation
- ability to provide expert advice on rural issues
- understanding of the rural sector of Auckland
- understanding of Te Tiriti O Waitangi.

Frequency of meetings

Bi-monthly

Membership

The panel will have between 15 and 21 members.

The panel may have up to five elected members to act as conduits to the governing body, local boards and the council's relevant committees.

The panel must have at least two members with lived experience in Te Ao Māori and knowledge of the contemporary issues facing Māori communities.

If the panel has less than 15 members, the council must appoint additional members to meet the minimum number of members.

The panel's term ends one month prior to the next local government elections in 2022.

Chairperson: Deputy Mayor Bill Cashmore

Deputy chairperson:

Members: Cr Greg Sayers

8.8 AUCKLAND CITY CENTRE ADVISORY BOARD

Terms of Reference

(Summary –full terms of reference available as a separate document)

Purpose

The board advises Auckland Council on the alignment of the city centre targeted rate investment portfolio to the needs of the city centre, provides advice on council's strategies, policies, plans, bylaws and programmes in relation to city centre development, as well as key issues and opportunities to support city centre outcomes.

Auckland Council includes:

- the governing body and its relevant committees
- Waitematā Local Board
- the wider council group.

Outcome

The Auckland City Centre Advisory Board will contribute to growing and consolidating the city centre's international reputation as:

- one of the largest generators of Gross Domestic Product (GDP) in New Zealand
- a high quality living urban environment
- one of the most popular destinations for Aucklanders and visitors to the region
- a world class centre for education, research, innovation and development.

Role of the Auckland City Centre Advisory Board

The role of the Auckland City Centre Advisory Board is to:

- advise on council strategies and plans that impact on Auckland city centre
- advise on the priorities of the City Centre Targeted Rate investment portfolio
- recommend any proposed changes to the Auckland City Centre Targeted Rate policy.
- advise on issues and opportunities to support city centre outcomes and its success
- as appropriate, members may participate on behalf of the board, as part of stakeholder reference groups to provide feedback to city centre projects and initiatives
- work with the council group staff to achieve shared outcomes for the city centre.

Membership

The board will have between 15 and 21 members at all time including three elected members.

The board must have at least two members with lived experience in Te Ao Māori and knowledge of the contemporary issues facing the Auckland city centre.

The board will have one member from the City Centre Residents Group and one member from another residents' association in the Auckland city centre.

The Waitematā Local Board will select its representative to the Auckland City Centre Advisory Board.

The board's term ends one month prior to the next local government elections in 2022. The council will review the membership of the board before or after the end of the current term.

Selection process

The Mayor invites members of the city centre community to participate on the board having considered their:

- association with an Auckland city centre group or organisation
- ability to provide expert advice on Auckland city centre issues
- understanding of Auckland city centre issues
- commitment to the board.

All board members are representatives of sector groups or organisations and have a city centre focus. Board members may send a proxy if they are unavailable to attend a meeting.

Frequency of meetings Monthly

Membership

Members:	Mayor Phil Goff	Cr Pippa Coom
Alternate:	Cr Chris Darby	

8.9 HERITAGE ADVISORY PANEL

Terms of reference

(Summary –full terms of reference available as a separate document)

Purpose

As one of council's engagement mechanisms with the heritage sector in Auckland, the Heritage Advisory Panel provides advice to the governing body and council staff within the remit of historic heritage issues on the following areas:

- council policies, plans, processes and strategies
- regional and strategic matters
- any matter of particular interest or concern to heritage communities.

Note: specific resource consents applications are not within the scope of the panel's advice

Outcomes

The panel's advice will contribute to the promotion and management of historic heritage of Auckland. The panel will advise through their agreed work programme on heritage matters that may be brought before the panel.

Councillor involvement

The mayor will appoint a liaison councillor for the Heritage Advisory Panel. The role of a liaison councillor is to:

- ensure that the governing body is aware of the panel's feedback on council issues and its advice on historic heritage.
- help align the panel's strategic agenda with governing body priorities
- actively engage in panel meetings and workshops
- engage with the panel chair and the lead officer for meeting agendas

The panel will mainly engage with the governing body through an appropriate committee. The panel may also engage with other committees considering regional plans and strategies on which it has provided advice.

Selection process

Panel members are appointed through an open selection process. The members of the panel are selected on the basis of their:

- association with a heritage sector group or organisation or
- ability to provide expert advice on built and cultural heritage issues, and
- understanding of the heritage sector of Auckland.

Frequency of meetings

Bi-monthly

Membership

The panel will have between 10 and 16 members. The members must reside in Auckland.

The panel must have at least two members with lived experience in Te Ao Māori and knowledge of the contemporary issues facing Māori communities in Auckland.

When the panel has less than 10 members, the council must appoint additional members to meet the minimum number of members.

The panel's term ends one month prior to the next local government elections in 2022.

Chairperson:

Deputy chairperson:

Members:

Councillor liaison: Cr Wayne Walker