

# Aircraft Noise Community Consultative Group (ANCCG)

## Code of Conduct

### Introduction

The ANCCG is a Group established by condition 9(a) of Designation 110 in the Auckland Unitary Plan. It includes provision for 23 representatives from Auckland Council (one Councillor and 12 Local Boards); air industry - Airways, Board of Airline Representatives of New Zealand (BARNZ), Auckland International Airport Limited (AIAL); community (one of two must live within the Aircraft Noise Areas); industry and mana whenua. An independent Chairperson is jointly appointed by AIAL and Council.

The Group is supported by staff and contractors of Auckland Council, Auckland Airport, Airways, BARNZ and Airlines involved with ANCCG activities. Attendance by nominated alternate members, where the formally appointed representative is unavailable, has been accepted practice over time.

The Group is committed to high standards of ethical and respectful conduct. Accordingly, it has resolved to adopt a Code of Conduct (Code) to guide the manner in which ANCCG representatives and alternates conduct themselves while acting in their capacity as members. That includes behaviour toward one another, supporting staff or contractors, any external organisations they may engage with on behalf of the ANCCG and members of the public.

All ANCCG representatives (the '**Members**') and alternates are required to adhere to the Code and its principles.

When acting as ANCCG representatives, governing body and local board members must also observe the [Auckland Council Elected Members Code of Conduct \(2021, May 27\)](#). In addition, Council expects any non-elected persons appointed to the ANCCG by the governing body or local boards to demonstrate conduct in accord with the principles set out in its code of conduct.

### Principles

Two key principles are articulated in Council's Elected Members Code of Conduct, namely:

- (a) *The principle of 'trust' refers to the high ethical standards the community expects of its elected representatives.*
- (b) *The principle of 'respect' refers to the positive relationships members are expected to have with each other, the public and staff.*

The ANCCG has determined that those "Trust" and "Respect" principles are an appropriate base for its Code, albeit with adjustments to reflect the consultative nature of the ANCCG and the interests some **Members** are appointed to represent.

The two principles are expanded upon below, with each ANCCG **Member** and alternate committed to upholding and reflecting these in all of their conduct and engagement.



## 1. Trust

All ANCCG **Members** and alternates will:

- contribute to ANCCG discussions on their merits and in the interests of the:
  - wellbeing of the public directly or potentially affected by aircraft noise
  - wellbeing of all people in the Auckland region
  - economy and air connectivity of the Auckland region and wider New Zealand
- declare a conflict of interests and step aside from discussion on an issue where unable to approach the issue on its merits without being unduly affected by an inappropriate conflicting personal or outside interest, relationship or duty
- have an open mind to the views of others and to alternatives, and be prepared, despite any personal predisposition, to have a change of mind
- ensure they are not under an obligation to those who might inappropriately try to influence them as a member of the ANCCG
- seek to make an equitable contribution, including attending meetings and workshops, preparing for meetings, and participating in relevant training seminars
- act and make contributions openly and transparently
- be truthful and demonstrate honesty and integrity
- uphold the law, and promote and support high standards of conduct by leadership and example.

## 2. Respect

All ANCCG **Members** and alternates will respect the people they work and interact with in their capacity on the Group (including other ANCCG members; supporting staff or contractors of Auckland Council, Auckland Airport, Airways, BARNZ, Airlines involved with ANCCG activities; external organisations and the public) in a way that:

- encourages mutual respect and maintains the dignity of each individual
- recognises others' roles and responsibilities
- is inclusive
- enables the co-existence of individual and collective responsibility
- allows for robust discussion and debate focusing on issues rather than personalities
- is not derogatory
- encourages thoughtful analysis
- maintains public confidence in the role of the ANCCG
- is open and honest
- maintains the confidentiality of any confidential information provided to me



## Process for Breach of the Code

A breach of the Code occurs if one or both of the principles of Trust and Respect are breached.

Where an ANCCG **Member** or alternate, supporting staff or contractor, or a member of the public believes that an ANCCG **Member** or alternate has breached the Code, a complaint may be made either formally in writing (letter or email) or informally (via means such as an in person chat, telephone conversation, text or email).

The ANCCG Independent Chairperson may also raise conduct matters with a **Member** or alternate without a complaint being lodged.

Conduct matters that arise in meetings should be dealt with during the meeting. Where a conduct matter arises at a meeting but is not addressed at the meeting it may be raised under the Code and referred to the Independent Chairperson to review and, if appropriate, use informal methods for resolution including but not limited to discussing the matter with the parties concerned and/or the appointing organisation.

A formal complaint must be made in writing and lodged with the Independent Chairperson. It must reference the part of the Code which is alleged to be breached, provide evidence of the alleged breach and evidence of any attempts to resolve the complaint. The complaint must relate to conduct of the **Member** or alternate when acting in their capacity as an ANCCG member or when engaging on matters related to the ANCCG.

Complaints will be considered in a manner consistent with the following principles:

- the approach for investigating and assessing a complaint will be proportionate to the apparent seriousness, nature and complexity of the alleged breach;
- the concepts of natural justice, fairness and reasonableness will apply in the determination of any complaints made under this Code.

If the breach is material, the Independent Chairperson will seek support from senior management within Auckland Airport and/or Auckland Council to apply needed resources to work through resolution of the conduct.

If the complaint relates for the conduct of the Independent Chairperson, the complaint should be lodged with the Auckland Airport General Manager Operations Auckland Airport and/or the Auckland Council Director Governance and CCO Partnerships.

***Code of Conduct adopted by the Aircraft Noise Community Consultative Group on 13 June 2022 and endorsed by:***

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Councillor Alf Filipaina, Auckland Council

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Ella Kumar, Puketāpapa Local Board, on behalf of  
Local Board Representatives



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Helen Futter, Community Representative

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Mark Easson, Community Representative

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Garth Wyllie, Industry Representative

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Justin Tighe-Umbers, on behalf of BARNZ

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James Evans, on behalf of Airways

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Kristina Cooper, on behalf of Auckland Airport

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Catherine Harland, ANCCG Independent Chair

