

# Auckland Regional Amenities

## Funding Board

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I hereby give notice that an ordinary meeting of the Auckland Regional Amenities Funding Board will be held on:

**Date:** Tuesday, 19 April 2016

**Time:** 1:00PM

**Venue:** Meeting Room  
Buddle Findlay  
Level 18  
PwC Tower  
188 Quay Street  
Auckland 1010

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### AUCKLAND REGIONAL AMENITIES FUNDING BOARD

### OPEN AGENDA

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**Membership:**

Chair	Mr	Vern	Walsh
Deputy Chair	Ms	Anita	Killeen
Members:	Mr	Steve	Bootten
	Ms	Candis	Craven
	Ms	Catherine	Harland
	Mr	Grant	Lilly
	Ms	Lyn	Lim
	Ms	Diane	Maloney
	Ms	Penny	Sefuiva
	Ms	Moana	Tamaariki-Pohe

**Leigh Redshaw**  
**Advisory Officer**

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**EXCLUSION OF THE PUBLIC – WHO NEEDS TO LEAVE THE MEETING**

Members of the public

All members of the public must leave the meeting when the public are excluded unless a resolution is passed permitting a person to remain because their knowledge will assist the meeting.

Those who are not members of the public

General principles

- Access to confidential information is managed on a “need to know” basis where access to the information is required in order for a person to perform their role.
- Those who are not members of the meeting (see list below) must leave unless it is necessary for them to remain and hear the debate in order to perform their role.
- Those who need to be present for one confidential item can remain only for that item and must leave the room for any other confidential items.
- In any case of doubt, the ruling of the Chair is final.

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Members of the meeting

- The members of the meeting remain.
- However, standing orders require that a member who has a pecuniary conflict of interest leave the room.

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Staff / Advisory Officer

- All staff supporting the meeting (administrative, senior management) remain.
- Only staff who need to because of their role may remain.

# **AUCKLAND REGIONAL AMENITIES FUNDING BOARD**

## **APPROVED 2016 Schedule Of Meetings/Key Dates**

Based on the known work programme for 2016, the following timetable of meetings is proposed for 2016, subject to change as the need arises:

	<b>Date</b>	<b>Meeting / Workshop</b>	<b>Nature of Key Business</b>	<b>Who</b>	<b>Comments/Notes</b>
Tuesday	19 Apr 2016	Workshop		Funding Board	<b>Commences at 9:30AM NEW</b>
Tuesday	19 Apr 2016	Meeting	<ul style="list-style-type: none"> <li>Funding Board meets to fix levy for 2016-2017 – must be done by 30 April 2016</li> </ul>	Funding Board	<b>Meeting commences at 1PM NEW</b>
Tuesday	26 Apr 2016	Meeting	<ul style="list-style-type: none"> <li><del>RESERVE DAY only if required to fix levy</del></li> </ul>	Funding Board	TBC- <b>DELETED</b>
Tuesday	3 May 2016	Workshop	<ul style="list-style-type: none"> <li>2017-2018 funding application and other processes considered</li> </ul>	Funding Board	
<b>Thursday</b>	<b>26 May 2016</b>	<b>Workshop</b>		<b>Funding Board</b>	<b>Commences at 9:30AM NEW</b>
Tuesday	21 Jun 2016	Tour – Site Visits	<ul style="list-style-type: none"> <li>Tour of Amenities</li> </ul>	Funding Board & Amenities	Details to be confirmed
<b>Wednesday</b>	29 Jun 2016	Tour – Site Visits	<ul style="list-style-type: none"> <li>Tour of Amenities</li> </ul>	Funding Board & Amenities	Details to be confirmed
Tuesday	02 Aug 2016	Meeting	<ul style="list-style-type: none"> <li>Funding Board normal meeting</li> </ul>	Funding Board	
Tuesday	30 Aug 2016	Workshop	<ul style="list-style-type: none"> <li>Funding Board receives Amenity presentations for 2017-2018</li> </ul>	Funding Board & Amenities	<b>ALL DAY workshop – Followed by networking opportunity with Amenities and Auckland Council</b>
Tuesday	20 Sep 2016		<ul style="list-style-type: none"> <li>Closing date for 2017-2018 Funding Applications</li> </ul>	Amenities	
Wednesday	30 Sep 2016		<ul style="list-style-type: none"> <li>2016 Annual Reports and Audited Accounts due from Amenities</li> </ul>	Funding Board & Amenities	(APO, ATC, NZO financial accounts at 30 June 2016 need not be audited)
Tuesday	4 Oct 2016	Workshop	<ul style="list-style-type: none"> <li>Funding Board considers 2017-2018 Funding Applications for first time</li> </ul>	Funding Board	<b>ALL DAY workshop</b>

	Date	Meeting / Workshop	Nature of Key Business	Who	Comments/Notes
<b>Wednesday</b>	12 Oct 2016	Workshop	<ul style="list-style-type: none"> <li>Amenities present their 2015-2016 Annual Results</li> </ul>	Funding Board & Amenities	ALL DAY workshop
Tuesday	08 Nov 2016	Workshop & Meeting	<ul style="list-style-type: none"> <li>Funding Board considers any further information supplied following meeting on 4 Oct 2016; makes provisional allocation of grants for 2017-2018</li> </ul>	Funding Board	
Tuesday	08 - 21 Nov 2016	TBC	<ul style="list-style-type: none"> <li>Chair meets Auckland Council to discuss proposed 2017-2018 levy</li> </ul>	Auckland Council	Exact date to be confirmed
<b>Tuesday</b>	<b>22 Nov 2016</b>  <b>Or</b> <b>29 Nov 2016</b>	<b>Meeting</b>	<ul style="list-style-type: none"> <li><b>Adopt 2016 Annual Report</b></li> <li><b>Confirm provisional allocation of grants for 2017-2018; Approve draft 2017-2018 Funding Plan for publication</b></li> <li><b>Consider and Approve schedule of meetings for 2017</b></li> </ul>	<b>Funding Board</b>	
Monday	16 Jan 2017	TBC	<ul style="list-style-type: none"> <li>Publish draft 2017-2018 Funding Plan</li> </ul>	Funding Board	The submission process will remain open for 1 month, and close approx. 17 February 2017. Public hearings will be held approx. 28 Feb or 4 Mar 2017.

Most meetings commence at 9:30AM. Some meetings (30 Aug, 4 and 12 Oct) will commence earlier – exact times TBC.

**DECLARATIONS OF CONFLICT OF INTEREST**

Funding Board Directors are reminded of their obligation to maintain a clear separation between their personal interests and their duties as an appointed member of the Funding Board.

Directors should therefore be vigilant to stand aside from decision making when a conflict (or a perceived conflict) arises between their role as a Director and any private or other external (either pecuniary or non-pecuniary) interest they may have.

Any interests should be declared at the commencement of consideration of any item on this agenda and the member concerned abstain from voting or discussion on the item, or leave the room for the duration of its consideration.

**1. APOLOGIES**

At the close of the agenda there were no apologies.

**2. CONFIRMATION OF MINUTES**

The minutes of the Auckland Regional Amenities Funding Board meeting held on Tuesday, 1 March 2016 to be confirmed as a true and correct record.

**3. 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.”

**4. REGISTER OF MEMBERS INTERESTS**

Opportunity for members to update the Register of Members Interest.

**Recommendation**

That the Register of Members Interest be updated as required.

The Register will also be tabled at the meeting for members to update as required.

(ATTACHMENT 4)

**5. PUBLIC FORUM**

Applications to speak must be made to the Advisory Officer, in writing, no later than two (2) working days prior to the meeting and must include the subject matter. The meeting Chair has the discretion to decline any application. A maximum of thirty (30) minutes is allocated to the period for public input with five (5) minutes speaking time for each speaker, following which there may be questions from Directors

At the close of the agenda no requests for public input had been received.

**6. REPORT FROM AMENITIES BOARD**

If requested, an opportunity for representatives of the Amenities Board, to provide the Funding Board with a verbal update on matters relating to and affecting the Amenities Board.

At the close of the agenda no requests to speak had been received from representatives of the Amenities Board.

**7. NOTICES OF MOTION**

At the close of the agenda no requests for notices of motion had been received.

8. **CHAIR'S REPORT**

Providing the Chair with the opportunity to update the Funding Board on any issues relating to the business of the Funding Board that he has been involved with since the last meeting.

This is an information item only.

9. **MEMBERS ACTIVITIES WITH SPECIFIED AMENITIES AND BOARD MEMBERS REPORTS**

Providing Funding Board members with the opportunity to update the Board on projects and issues they have been involved with relating to the business of the Funding Board and provide the Board with a verbal update on recent interactions with the specified amenities since the last meeting.

A register to record member activities will be circulated at the meeting.

This is an information item only.

10. **ADVISORY OFFICER'S REPORT**

Providing the Advisory Officer with the opportunity to update the Board on projects and issues he has been involved with relating to the business of the Funding Board not covered elsewhere in the agenda since the last meeting.

This is an information item only.

11. **FINANCIAL REPORT TO 31 MARCH 2016**

Providing the Funding Board with an overview of financial position of the Funding Board as at 31 March 2016, and any other matters of a financial nature.

**Recommendation**

That the Financial Reports to 31 March 2016 be received.

(ATTACHMENT 11)

12. **CORRESPONDENCE**

Providing the Chair and Advisory Officer with the opportunity to update the Board with details of any inwards and outwards correspondence handled since the last meeting.

**Recommendation**

That the Correspondence report be received.

(ATTACHMENT 12)



**13. ADOPTION OF 2016-2017 FUNDING PLAN AND FIXING OF THE LEVY**

Following the decision of the Auckland Council on 17 March 2016 to approve the proposed levy of \$16,142,500 for 2016-2017 in accordance with section 30 of the Auckland Regional Amenities Funding Act 2008, it is necessary for the Funding Board to adopt the Funding Plan for 2016-2017 that confirms the grants to be made to each specified amenity, and to fix the amount of levy payable by the Auckland Council on 1 July 2016.

Recommending that the report be received; that the allocation of grants for 2016-2017 be confirmed; the 2016-2017 Funding Plan be adopted; and the 2016-2017 Levy payable by Auckland Council be fixed as \$16,142,500.

(ATTACHMENT 13)

**14. APPOINTMENT OF CHAIR AND DEPUTY CHAIR: 2016-2017**

Under the provisions of the Auckland Regional Amenities Funding Act the positions of Chair and Deputy Chair are to be appointed on an annual basis

The current Chair and Deputy Chair were appointed in 2015. Both are eligible for re-appointment.

The Chair must be one of the members appointed to the Board by Auckland Council. The Deputy Chair can be appointed from any of the remaining members of the Board.

It is necessary for the Funding Board to select a new Chair and Deputy Chair.

(ATTACHMENT 14)

**15. 2017-2018 FUNDING APPLICATION PROCESS**

The 2017-2018 funding applications are due to be submitted no later than 20 September 2016. In addition to the information required to be submitted in accordance with the Auckland Regional Amenities Funding Act 2008, the directors require further information in support of the application. The form of a questionnaire was developed for use for 2015-2016 applications. The proposal is for the questionnaire to remain unchanged for 2017-2018 (save for updating dates and minor errors). Funding applications (in electronic form) for 2017-2018 are due no later than 20 September 2016. All amenities are invited to make a presentation to the Funding Board on 30 August 2016 to outline the key features of the proposed funding application.

**Recommendation**

That the 2017-2018 questionnaire largely follow the format used for 2016-2017. That funding applications are to be submitted no later than 20 September 2016 and all amenities are invited to present to the Funding Board on 30 August 2016 to outline the key features of the forthcoming funding application.

(ATTACHMENT 15)

16. **EXCLUSION OF THE PUBLIC: LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987**

Leigh Redshaw  
Advisory Officer

Section 48, Local Government Official Information and Meetings Act 1987:

The following motion is submitted for consideration:

That the public be excluded from the following part(s) of the proceedings of this meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution follows.

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

**C1 PRESENTATION BY STARDOME**

Reason for passing this resolution in relation to each matter:	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	<p>Section 7(2)(b)(ii)</p> <p>The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.</p> <p>In particular, the report contains commercially sensitive information and information that could potentially give parties a commercial advantage if released.</p> <p>Section 7(2)(h)</p> <p>Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities.</p> <p>In particular, the report contains commercially sensitive information and information that could potentially give parties a commercial advantage if released.</p>	Public conduct of matter would be likely to result in disclosure of information for which good reason to withhold exists under section 7.

**C2 PRESENTATION BY SURF LIFE SAVING NORTHERN REGION**

Reason for passing this resolution in relation to each matter:	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
<p>The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.</p>	<p>Section 7(2)(b)(ii)</p> <p>The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.</p> <p>Section 7(2)(h)</p> <p>Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities.</p> <p>In particular, the report contains commercially sensitive information and information that could potentially give parties a commercial advantage if released.</p>	<p>Public conduct of matter would be likely to result in disclosure of information for which good reason to withhold exists under section 7.</p>

**C3 ADVISORY OFFICER CONTRACT 2016 ONWARDS**

Reason for passing this resolution in relation to each matter:	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
<p>The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.</p>	<p>Section 7(2)(a)</p> <p>The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.</p> <p>Section 7(2)(b)(ii)</p> <p>The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.</p> <p>Section 7(2)(h)</p> <p>Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities.</p> <p>Section 7(2)(i)</p> <p>The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p>	<p>Public conduct of matter would be likely to result in disclosure of information for which good reason to withhold exists under section 7.</p>

**C4 DRAFT 2015 AUDIT MANAGEMENT LETTER AND RESPONSE**

Reason for passing this resolution in relation to each matter:	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
<p>The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.</p>	<p>Section 7(2)(b)(ii)</p> <p>The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.</p> <p>Section 7(2)(h)</p> <p>Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities.</p> <p>Section 7(2)(i)</p> <p>The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p>	<p>Public conduct of matter would be likely to result in disclosure of information for which good reason to withhold exists under section 7.</p>

**C5 SUSTAINABILITY – CSI – PROPOSAL AND CONTRACT**

Reason for passing this resolution in relation to each matter:	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
<p>The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.</p>	<p>Section 7(2)(b)(ii)</p> <p>The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.</p> <p>Section 7(2)(h)</p> <p>Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities.</p> <p>Section 7(2)(i)</p> <p>The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p>	<p>Public conduct of matter would be likely to result in disclosure of information for which good reason to withhold exists under section 7.</p>

**AUCKLAND REGIONAL AMENITIES FUNDING BOARD**

REGISTER OF MEMBERS INTERESTS – Last Reviewed & Updated 1 March 2016

General Disclosure. To be regarded as interested in any transaction with:

Name of Member	Particulars of Interest	Disclosure Date	Amendments
Vern Walsh (Chair)	<ul style="list-style-type: none"> <li>• Member – Coastguard Northern Region</li> <li>• Friend of the Auckland Festival</li> <li>• Director– Meeting and Governance Solutions Ltd – works with Auckland Council</li> <li>• Former - Auckland City Councillor, and chair of Finance Committee</li> <li>• Former Director – The Edge</li> <li>• Former Board member - Auckland Zoo Board</li> <li>• Former member - Auckland Zoological Society</li> <li>• Former Director – MOTAT Board (12/11/2013, 31/10/2015)</li> </ul>	<p>10 February 2009</p> <p>18 February 2009</p> <p>18 February 2009</p>	
Candis Craven	<ul style="list-style-type: none"> <li>• Managing Director - Niger Holdings Ltd (8/11/2012)</li> <li>• Former Trustee - NZ Contemporary Art Trust Auckland (12/11/2013) (11/3/2014)</li> <li>• Former Director Auckland Art Fair Ltd (12/11/2013) (11/3/2014)</li> <li>• Former Director Auckland Council Investments Ltd (a CCO) (10/11/2015)</li> <li>• Chair - Cognition Education Trust Ltd</li> <li>• Chair – Royal NZ Ballet</li> <li>• Former Director - Philanthropy NZ (25 Nov 2014)</li> <li>• Former trustee - ASB Community Trusts</li> <li>• Former President - NZ Family Planning Association</li> <li>• Former member - Occupational Therapy Board of NZ</li> </ul>		Updated 8 Nov 2012

	<ul style="list-style-type: none"> <li>• University of Auckland - consultant</li> <li>• Consultant to NZQA, &amp; NZ Teachers Council</li> <li>• Company previously undertook work for the Mayor's Office – Auckland Council (1 March 2016)</li> </ul>		
Catherine Harland	<ul style="list-style-type: none"> <li>• Director, Watercare Services Ltd</li> <li>• Director, McHar Investments Ltd</li> <li>• Director, Interface Partners Ltd</li> <li>• Trustee, One Tree Hill Jubilee Educational Trust</li> <li>• Former Consultant, Martin Jenkins &amp; Associates Ltd (27 Oct 2014)</li> <li>• Justice of the Peace</li> </ul> <p><b>Past Professional Appointments:</b></p> <ul style="list-style-type: none"> <li>• Trustee and Past Chair: Auckland Observatory &amp; Planetarium Trust (Stardome Observatory)</li> <li>• Councillor, Auckland Regional Council</li> <li>• Councillor, Auckland City Council</li> </ul>	15 April 2014	
Anita Killeen	<ul style="list-style-type: none"> <li>• Patron – Auckland Theatre Company</li> <li>• Patron – Silo Theatre</li> <li>• Director of SPCA Auckland</li> <li>• Director of Fertility New Zealand</li> <li>• Advisory Board Member of New Zealand Career College</li> <li>• Member of the Ex-Vietnam Service Assn (Neville Wallace Memorial) Children's and Grandchildren's Trust (15/4/2014)</li> </ul>	18 March 2013	
Grant Lilly	<p><b>Current Professional Appointments:</b></p> <ul style="list-style-type: none"> <li>• Board member – Civil Aviation Authority of NZL</li> <li>• Board member – Aviation Security Service</li> <li>• Director – NZ Experience Ltd (NZX listed)</li> <li>• Director – Rainbows End Theme Park Ltd</li> <li>• Director – Queenstown Airport Corporation Ltd</li> <li>• Chair – NZL Tourism Industry Assn (12/11/2013)</li> <li>• Chairman, Hamner Springs Thermal Pools and Spa (23/12/2012)</li> <li>• Chairman, Tourism Industry New Zealand Trust (23/12/2012)</li> <li>• Deputy Chairman, Service Skills Institute Inc (17/05/2013)</li> </ul>	29 November 2011	Updated July 2012

	<ul style="list-style-type: none"> <li>• Contract Advisory Services to NZ AA (10/11/2014)</li> </ul> <p><b>Past Professional Appointments:</b></p> <ul style="list-style-type: none"> <li>• Director – Jetconnect Ltd (2002-2011)</li> <li>• Board member New Zealand Business and Parliament Trust (2008-2011)</li> <li>• Board member – Board of Airline Representative NZ (2006-2011)</li> <li>• Board member – NZL Inbound Tour Operators Council (2006-2011)</li> <li>• NZ Executive Council member – Australia/NZL Business Council (1995-1999)</li> <li>• Director – Air Nelson Ltd (1992 - 1997)</li> <li>• Director – Eagle Airways Ltd (1992 - 1997)</li> <li>• Director – Aviation, Tourism and Travel Training Organisation</li> <li>• Director QualMark NZ Ltd (5/10/2015)</li> </ul>		
Lyn Lim	<ul style="list-style-type: none"> <li>• Dep Chair – Foundation North (prev: ASB Community Trusts) (21/04/2015)</li> <li>• Council member – AUT</li> <li>• Director - NZ Shareholders Association</li> <li>• Trustee NZ Chinese Youth Trust (11/11/2014, 21/04/2015)</li> <li>• Director - Mykris Ltd, Kaya Investments Ltd, Hartajaya Ltd, Durham, FH Holdings,</li> <li>• Ex Director - FH Shortland Ltd; FM International Ltd (11/11/2014)</li> <li>• Ex member - ANZ Private Bank External Advisory Board</li> <li>• Ex council - Auckland District Law Society</li> <li>• Ex member - Auckland District Law Society committees – (various)</li> <li>• Ex executive member - HKNZBA, NZCTA</li> <li>• Board member Public Trust (11/11/2014)</li> <li>• Board member Asian New Zealand Foundation (11/11/2014)</li> <li>• Director Foundation North Grants Ltd (11/11/2014, 21/04/2015)</li> <li>• Director ASB Community Trust Ltd (11/11/2014, 21/04/2015)</li> <li>• Director Forest Administration Ltd (11/11/2014)</li> <li>• Director FH Nominees Ltd (11/11/2014)</li> <li>• Director Seven Trust Ltd (11/11/2014)</li> <li>• Director: Centre for Social impact Ltd (21/04/2015)</li> </ul>		Updated 14 Feb 2013

	<ul style="list-style-type: none"> <li>• Director: Pacific Ocean Food Trust Ltd (21/04/2015)</li> <li>• Member: Institute of Directors; NZ Law Society; NZ Asian Leaders</li> </ul>		
Diane Maloney	<ul style="list-style-type: none"> <li>• Former Chair and Board member -Otara Health Charitable Trust 2010-2015 (17/3/2015)</li> <li>• Member - Auckland South Community Response Forum (Convened by Min. Of Social Development)</li> <li>• Board member - Sistema Aotearoa</li> <li>• Chair Sistema Aotearoa Trust (16/3/2016)</li> <li>• Funding Assessor – Creative NZ – 2016 (17/3/2015)</li> <li>• Former Director - Iris Ltd (health/disability sector) (04/12/2013)</li> <li>• Former - Manager Community Services – Manukau City Council (1996-2010)</li> <li>• Independent consultant</li> </ul>		
Penny Sefuiva	<ul style="list-style-type: none"> <li>• Advisory member – Sahaayta Counselling and Social Support (3/3/2015)</li> <li>• Friends of the Auckland Arts Festival</li> <li>• Trustee Vailoa Place Budgeting Service (3/3/2015)</li> </ul> <p><b>Past Professional Appointments:</b></p> <ul style="list-style-type: none"> <li>• Former Contract Relationship Manager <i>Settling in Project</i> MSD (3/3/2015)</li> <li>• Former Council member, AUT University Council</li> <li>• Former councillor, Auckland City Councillor – and Chair of Arts, Culture and Recreation and the Community Development Committees</li> <li>• Former board directorships include: <ul style="list-style-type: none"> <li>○ Auckland Festival Trust</li> <li>○ The Edge Board of Management</li> <li>○ Ponsonby Promotions</li> <li>○ Auckland City Art Gallery Enterprise Board</li> <li>○ Auckland City CBD Board,</li> <li>○ Auckland Waterfront Working Party, and</li> <li>○ PASIFIKA Festival Advisory Board</li> </ul> </li> </ul>	21 January 2011 21 January 2011	
Moana Tamaariki-Pohe	<ul style="list-style-type: none"> <li>• Previously employed by WaterSafe Auckland in the capacity of Maori/Waka coordinator. (I continue in a voluntary capacity.)</li> <li>• Maritime Museum: co-ordinating the flotilla at the Waitangi Day Celebrations at Okahu Bay (volunteer role)</li> </ul>	17 March 2009	



	<ul style="list-style-type: none"> <li>• Former Trustee - Ngāti Whatua o Orakei Māori Trust Board</li> <li>• Former Auckland City Council – CBD Board – Board member:</li> <li>• Ngāti Whātua o Orakei/ Auckland City Council Reserves Board – Board member: two years</li> <li>• President - Orakei Water Sports</li> <li>• Ngā Mahi ki a Tupato o Tāmaki Makaurau (Regional Unintentional Injury Prevention Group- Wellsford to Pukekohe)– co-founder/ member four years</li> <li>• Okahu Landing User Group (Contributed to the negotiations between the stakeholders at the Okahu Landing the Auckland City Council to secure the interests of all parties) – member three years</li> <li>• Director - Kaitiaki Enterprises Limited</li> <li>• Board member - Matariki Trust</li> <li>• Technical Officer Hauraki Gulf Forum</li> </ul>	<p>07 Sep 2010</p> <p>7 Sep 2010</p> <p>June 2010</p> <p>07 Sep 2010</p>	
Steve Bootten	<ul style="list-style-type: none"> <li>• Trustee Davis Carr Cancer Society Endowment Trust</li> <li>• Trustee Piha Surf Life Saving Club Trust Fund Inc</li> <li>• Director Framacad Solutions Ltd</li> <li>• Director of Cavalier Corporation Ltd (WEF 10 July 2015)</li> <li>• Chairman Black Interiors Ltd (11/4/2016)</li> </ul> <p><b>Past Professional Appointments:</b></p> <ul style="list-style-type: none"> <li>• Former Trustee Counties Manukau Pacific Trust Inc</li> <li>• Former Trustee Northern Life Guard Trust Inc</li> <li>• Former Board Member Diocesan School for Girls Inc</li> <li>• Former Trustee Diocesan School Heritage Foundation Inc</li> <li>• Former Director Northern Life Guard Services Inc</li> <li>• Former Director Orizaba Holdings Ltd (11/4/2016)</li> <li>• Former Director Xakeila Holdings Ltd (Ferry Building Partnership) (11/4/2016)</li> <li>• Former Director Hampden Fence Ltd (11/4/2016)</li> </ul>	15 May 2015	

## AUCKLAND REGIONAL AMENITIES FUNDING BOARD

### Memo

12 April 2016

To: Auckland Regional Amenities Funding Board Directors

From: Leigh Redshaw, Advisory Officer

Subject: **Financial Report to 31 March 2016**

#### **ARAFB - General**

A copy of the Balance Sheet and Profit and Loss account to 31 March 2015 are attached. There are no obvious areas of concern. Term deposits will mature in June 2016 in time to meet any financial obligations as at 30 June 2016.

Discussions have commenced to ensure the end of year wrap up for reimbursing Auckland Council for honorarium payments is completed by 30 June 2016. Auckland Council has recently indicated that it may wish to change the method used for reimbursement, from the current method of 'annually in arrears' to (say) 'quarterly in advance' with any final adjustments being made at the end of the year. Discussions are at an early stage and no final decision has been made, although as it is advantageous for the board to utilise the Auckland Council payroll system it is in the board's interest to be accommodating to any proposed changes.

Likewise, discussions are underway with Auckland Council to ensure the levy is paid to the Funding Board on 1 July 2016. New rates of director remuneration will be paid from 1 July 2016.

Preliminary work has commenced to ensure readiness for the 2015-2016 audit and continued compliance with new reporting requirements adopted by the Funding Board in 2015 as a "Tier Two" entity under the definitions of a Public Benefit Entity.

#### **Annual Audited Accounts – APO, ATC, NZO**

Audited accounts for the three amenities with 31 Dec balance dates (Auckland Philharmonia, Auckland Theatre Company and New Zealand Opera) were all received by the due date of 31 March 2016. These have previously been circulated to board members under separate cover.

The Act requires all audited accounts to be prepared in accordance with NZ IFRS and in previous years, few of the amenities have previously complied with this requirement and the financial reports will be checked for compliance, and explanations sought where there is

failure to comply. Audit NZ raised this as an issue with the Funding Board when undertaking its 2015 audit of the Funding Board and has signalled it will be checking for compliance in future.

New Zealand Opera has advised that it has elected to produce financial statements in accordance with the new provisions of the Financial Reporting Act and Charities Act. In doing so, NZO has elected to adopt the new reporting standards ahead of the required period.

APO and ATC have confirmed that the financial statements have been compiled in accordance with GAAP, however NZ IFRS have not been used.

### **Financial Reporting Act 2013, Charities Act 2005 – Financial Statements Reporting Changes**

As a prerequisite to on-going eligibility for funding under the Auckland Regional Amenities Funding Act, all amenities must maintain current registration as a charity under the provisions of the Charities Act 2005. Registration under that act therefore implies that the specified amenities must also comply with the provisions of that act.

Recent changes to the Charities Act 2005 and Financial Reporting Act 2013 mean that new financial statements and other reporting requirements have become effective from 1 April 2015. The changes for reporting mean that the amenities will have to elect which level of reporting they will adopt (i.e. Tier, 1, 2, 3 or 4) and produce financial statements appropriate to that level. It is anticipated that the ten amenities will qualify for reporting as either Tier 2 or 3 entities. All amenities except APO, ATC and NZO will be reporting under the new provisions for the year ended 30 June 2016. APO, ATC will report for the first time for the year ended 31 December 2016. As noted above, NZO opted to report under the new rules for the year ended 31 December 2015.

There remains an anomaly however. The amendments to the Charities Act (new section 42A(3)) also state that where an entity is required to report in a particular manner under the provisions of any other Act they must also comply with the requirements of that legislation as well. The Auckland Regional Amenities Funding Act (section 39) stipulates certain additional requirements, i.e. preparing financial statements in accordance with NZ IFRS, filing of annual reports with the Funding Board by 30 September, reporting comparisons to budgets, cash-flow statements etc. The amenities have recently been reminded of the need to familiarise themselves with the legislative reporting requirements applicable to their entity and to ensure procedures are implemented to ensure compliance.

However a review of the Financial Reporting (Amendments to Other Enactments) Act 2013 reveals that in implementing the new financial statements reporting requirements, consequential amendments to the Auckland Regional Amenities Funding Act appear to have been overlooked, leading to the anomaly referred to above. Many other pieces of legislation were amended, that affecting the specified amenities was not.

On 12 April 2016, Audit New Zealand advised that it is the responsibility of the Funding Board and Specified Amenities to seek independent advice on this matter to find a workable solution that will enable the amenities to comply with the reporting requirements and satisfy Audit NZ that the legislative requirements have been met. This assistance also extends to identifying who is responsible for rectifying the oversight i.e. introducing a further legislative amendment to capture the necessary changes to the ARAFA, so that the specified amenities can operate in the knowledge that they are complying with the legislation,

Ironically, the Funding Board is not caught up in this particular matter as there is no requirement in the Act for its financial statements to be completed using NZ IFRS, therefore the Funding Board (who opted to adopt the new reporting requirements for the year ended 30 June 2015) will be complying with the new legislative reporting requirements in accordance with its obligations as a Public Benefit Entity.

#### **Change of Balance Date - Auckland Regional Helicopter Trust**

The CEO of Auckland Regional Helicopter Trust (ARHT) has advised and confirmed that the Trust is changing its balance date from 31 March to 30 June and that 15 month audited accounts to this date will be completed and submitted to the Funding Board by 30 September 2016. The CEO has also indicated that the Auckland Rescue Helicopter Capital Trust will be wound up with effect September 2016 with all assets, operations and undertakings being merged back with the remaining trust (ARHT).

#### **Quarterly Reports to 31 March 2016**

Quarterly reports to 31 March 2016 are due from the amenities by 30 April. These will be circulated to board members under separate cover once they are available.

## AUCKLAND REGIONAL AMENITIES FUNDING BOARD

A R A F B				
<b>Balance Sheet</b>				
As of March 2016				
<b>Assets</b>				
Current Assets				
Cash On Hand				
Cheque Account	\$73,065			
Term Deposits	\$560,000			
Total Cash On Hand		\$633,065		
<b>Total Current Assets</b>			\$633,065	
<b>Fixed Assets</b>				
Office Equipment				
Computer Equipment at Cost	\$4,679			
Computer Equipment Accum Dep	(\$3,270)			
Total Office Equipment		\$1,409		
<b>Total Fixed Assets</b>			\$1,409	
<b>Total Assets</b>				<b>\$634,474</b>
<b>Liabilities</b>				
<b>Current Liabilities</b>				
Creditors		\$130,706		
GST				
GST Collected	\$335,668			
GST Paid	(\$221,823)			
GST Payments/Refunds	(\$115,291)			
Total GST		(\$1,447)		
<b>Total Current Liabilities</b>			\$129,260	
<b>Total Liabilities</b>				<b>\$129,260</b>
<b>Net Assets</b>				<b>\$505,214</b>
<b>Equity</b>				
Retained Earnings			\$335,685	
Current Year Earnings			\$169,530	
<b>Total Equity</b>				<b>\$505,214</b>

## AUCKLAND REGIONAL AMENITIES FUNDING BOARD

A R A F B		
<b>Profit &amp; Loss [With Last Year]</b>		
July 2015 To March 2016		
	This Year	Last Year
<b>Income</b>		
Levy - Non GST Portion	\$14,833,400	\$13,996,000
Levy - ARAFB Admin Fee GST	\$315,000	\$315,000
<b>Total Income</b>	<b>\$15,148,400</b>	<b>\$14,311,000</b>
Total Cost of Sales	\$0	\$0
<b>Gross Profit</b>	<b>\$15,148,400</b>	<b>\$14,311,000</b>
<b>Expenses</b>		
Audit Fees	\$0	(\$100)
Advertising	\$1,079	\$603
Advisory Officer/Admin Charge	\$39,750	\$38,569
Misc Office Expense	\$0	\$92
Courier Fees	\$0	\$10
Dues & Subscriptions	\$1,544	\$1,169
Grants to Amenities No GST	\$14,833,400	\$13,996,000
Grants to Amenities ex Reserve	\$40,000	\$0
Legal Fees	\$5,689	\$615
Consultants	\$0	(\$3,900)
Computer Consumables	\$0	\$1,384
Office Supplies	\$12	\$70
Employment Expenses		
Honorariums	\$124,502	\$117,870
Training	\$360	\$0
Other Employer Expenses	\$0	\$489
<b>Total Employment Expenses</b>	<b>\$124,862</b>	<b>\$118,359</b>
Postage	\$0	\$74
Parking Charges	\$806	\$1,260
Bank Fees	\$310	\$365
<b>Total Expenses</b>	<b>\$15,047,452</b>	<b>\$14,154,570</b>
<b>Operating Profit</b>	<b>\$100,948</b>	<b>\$156,430</b>
<b>Other Income</b>		
Interest Income	\$68,582	\$76,295
<b>Total Other Income</b>	<b>\$68,582</b>	<b>\$76,295</b>
<b>Other Expenses</b>		
Interest Expense	\$0	\$5
<b>Total Other Expenses</b>	<b>\$0</b>	<b>\$5</b>
<b>Net Profit/(Loss)</b>	<b>\$169,530</b>	<b>\$232,720</b>

## AUCKLAND REGIONAL AMENITIES FUNDING BOARD

### Memo

12 April 2016

To: Chair and Directors Auckland Regional Amenities Funding Board

From: Leigh Redshaw, Advisory Officer

Subject: Correspondence

**ATTACHMENT 12**

<b>Inwards</b>			
David Houldsworth	Email / letter		Donald Trott's retirement as secretary of the Amenities Board
Audit NZ	email		Advising the ARAFB to seek independent advice on impacts of and anomalies in the Charities Act and Financial Reporting Act as they impact the specified amenities.
<b>Outwards</b>			
Audit NZ	Email		Discussion around the Charities Act, Financial Reporting Act

Other correspondence has been administrative in nature, i.e. advice notices from the ASB Bank, IRD, invitations to workshops (e.g. Charities), placing adverts with the NZ Herald.

Following the meeting on 19 April, a series of letters will be sent to Auckland Council and the specified amenities confirming the levy and grants for 2016-2017 and distributing the 2016-2017 Funding Plan.

## AUCKLAND REGIONAL AMENITIES FUNDING BOARD

### Memo

12 April 2016

To: Auckland Regional Amenities Funding Board Directors

From: Leigh Redshaw, Advisory Officer

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**Subject: Adopt the 2016-2017 Funding Plan: Fixing of the Levy for 2016-2017**

At its meeting on 1 March 2016 the Funding Board resolved to adopt the draft 2016-2017 Funding Plan. The Funding Board further resolved to forward the plan to Auckland Council for consideration and approval, together with approval of the proposed levy of \$16,142,500.

In accordance with the provisions of the Auckland Regional Amenities Funding Act 2008, on 17 March 2016 Auckland Council considered the draft 2016-2017 Funding Plan and proposed levy. Auckland Council resolved to approve the levy of \$16,142,500 (extract from the minutes listed below). Approval of the 2016-2017 Funding Plan also extended to the new rates of director remuneration payable for the year commencing 1 July 2016.

It is necessary for the Auckland Regional Amenities Funding Board to confirm the allocation of grants to the specified amenities; adopt the 2016-2017 Funding Plan; and to fix the levy for 2016-2017, (ss 30 and 35 of the Act – extracts below).

A copy of the 2016-2017 Funding Plan has been circulated as a separate attachment.

The Funding Board must send written notice of the levy to Auckland Council no later than 30 April 2016.



**Reprint as at 1 November 2010**

**Auckland Regional Amenities**

**Funding Act 2008**

Private Act 2008 No 3

Date of assent 29 August 2008

Excerpt only:

**30 Funding Board adopts funding plan**

- (1) The Funding Board must have a meeting to deliberate on and adopt its funding plan.
- (2) The meeting—
  - (a) must be open to the public; and
  - (b) must be held no later than 30 April immediately before the start of the financial year to which the plan relates.
- (3) Within 20 working days of adopting the funding plan, the Funding Board must—
  - (a) make a copy available for public inspection; and
  - (b) give public notice that a copy is available for public inspection; and
  - (c) send a copy to the Auckland Council and each specified amenity.

**35 Funding Board resolves to fix levy**

- (1) This section applies when the Funding Board has the following for a financial year after the second financial year:
  - (a) either—
    - (i) the Auckland Council's approval of the levy; or
    - (ii) the arbitrator's decision on the levy; and
  - (b) an adopted funding plan.
- (2) The Funding Board must send written notice of the levy to the Auckland Council.
- (3) The Funding Board must comply with subsection (2) on or before 30 April before the financial year for which the levy is imposed.

Excerpt for Auckland Council



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## Finance and Performance Committee

### OPEN MINUTES

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Minutes of a meeting of the Finance and Performance Committee held in the Reception Lounge, Auckland Town Hall, 301-305 Queen Street, Auckland on Thursday, 17 March 2016 at 9.34am.

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#### **13 Auckland Regional Amenities Draft Funding Plan 2016/2017 - Approval of annual grant**

Resolution number FIN/2016/20

MOVED by Cr CM Penrose, seconded by Cr C Darby:

**That the Finance and Performance Committee:**

- a) **approve the 2016/2017 levy of \$16,142,000 recommended by the Auckland Regional Amenities Funding Board.**

**CARRIED**

(Note – the error in the amount of the approved levy i.e. \$500 too little, has subsequently been rectified by Auckland Council.)

## AUCKLAND REGIONAL AMENITIES FUNDING BOARD

### Memo

14 April 2016

To: Auckland Regional Amenities Funding Board Directors

From: Leigh Redshaw, Advisory Officer

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**Subject: Appointment of Chair and Deputy Chair - 2016-2017**

The positions of Chair and Deputy Chair of the Funding Board are renewed on an annual basis.

Under the provisions of the Auckland Regional Amenities Funding Act, it is necessary for the members of the Funding Board to annually elect 1 of the 6 Auckland Council appointed members to undertake the role of Chair.

Any member can be elected as Deputy Chair.

Appointment traditionally takes effective from 1 July each year.

Mr Vern Walsh and Ms Anita Killeen were appointed as Chair and Deputy Chair for the 2015-2016 term. The current chair and deputy chair can stand for re-election.

## AUCKLAND REGIONAL AMENITIES FUNDING BOARD

### Memo

12 April 2015

To: Auckland Regional Amenities Funding Board Directors

From: Leigh Redshaw, Advisory Officer

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**Subject: 2017-2018 Funding Applications and Questionnaire**

The Funding Board has previously signalled that it wishes to receive funding applications for 2017-2018 from the specified amenities no later than 20 September 2016.

In addition to the information requirements laid out in the Act (specifically section 23) the Funding Board has determined that it also wishes each applicant to submitted additional information with the funding application. The purpose of this is to enable the directors to gain a greater understanding for each applicant around the nature of each business, changes in the operating environment, challenges being faced by the organisation, and matters affecting the day to day and longer term operations of each organisation, including proposed capital development plans even though capital expenditure is expressly excluded from being funded.

The annual questionnaire has been developed for applicants to submit along with their funding application as defined under section 23 of the Act. The questions are additional to the funding application and the proposed questionnaire for 2017-2018 is nearly exactly the same as that used in 2016-2017 (dates updated and any errors corrected where necessary).

The minimum information requirements are defined in the Act and the additional questions are essentially the same as those used in 2016-2017. The Funding Board has moved away from hard copy based funding applications, instead requiring all applications to be submitted electronically. This will continue to be the case in 2017-2018.

In addition to funding applications being due no later than 20 September 2016, each amenity submitting an application is requested to attend a Funding Board workshop on 30 August 2016 to outline to the board the key features of the funding application that will be submitted for 2017-2018.

It is necessary for the Funding Board to confirm that the information requirements (additional to the minimum requirements laid down in the Act), are to be supplied with any funding application submitted to the Funding Board by 20 September 2016, using the questionnaire prepared and supplied by the Funding Board.

The questionnaire has been circulated to directors under separate cover.