

# 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, 24 November 2015

**Time:** 9:30 AM

**Venue:** Seminar 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	Ms	Candis	Craven
	Ms	Catherine	Harland
	Mr	Steve	Bootten
	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 2015 Schedule Of Meetings/Key Dates**

Based on the known work programme for 2015, the following timetable of meetings has been set for 2015, 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>
<b>Tuesday</b>	<b>24 Nov 2015</b>	<b>Meeting</b>	<ul style="list-style-type: none"> <li>• <b>Adopt 2015 Annual Report</b></li> <li>• <b>Confirm provisional allocation of grants for 2016-2017; Approve draft 2016-2017 Funding Plan for publication</b></li> <li>• <b>Consider and Approve schedule of meetings for 2016</b></li> </ul>	<b>Funding Board</b>	
<b>Monday</b>	<b>18 Jan 2016</b>	<b>TBC</b>	<ul style="list-style-type: none"> <li>• <b>Publish draft 2016-2017 Funding Plan for public consultation</b></li> </ul>	<b>Funding Board</b>	

Most meetings commence at 9:30AM. Some meetings (1 Sept, 6 and 20 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, apologies for absence had been received from Steve Bootten.

### **2. CONFIRMATION OF MINUTES**

The ordinary minutes of the meeting of the Auckland Regional Amenities Funding Board held on 10 November 2015, including the confidential section, 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.

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 since the last meeting.

This is an information item only.

11. **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 11)

12. **FUNDING BOARD MEMBER REMUNERATION 2016-2017**

It is necessary for the Funding Board to recommend to Auckland Council an appropriate level of Director Remuneration for 2016-2017.

**Recommendation**

That the Funding Board select the level of remuneration it wishes to recommend to Auckland Council to consider and approve for 2016-2017 for inclusion in the draft 2016-2017 Funding Plan.

(ATTACHMENT 12)

13 **DRAFT 2016 -2017 FUNDING PLAN, INCLUDING BUDGET**

An opportunity for the Directors to review the proposed budget for 2016-2017 and to discuss matters relating to the draft Funding Plan 2016-2017 during the open part of the meeting.

(ATTACHMENT 13)

14. **2015 ANNUAL REPORT AND AUDIT REPORT**

The 2015 Annual Report is presented for adoption by the Directors of the Funding Board. This will be circulated under separate cover.

**Recommendation**

- A. That the 2015 Annual Report be adopted, and the interim Audit Report received, and that a sub-committee be formed comprising the Chair, Deputy Chair and Diane Maloney and Catherine Harland to finalise the 2015 Annual Report and delegated the authority to finalise the wording of the Annual Report prior to it being published and circulated in accordance with the provisions of the legislation.
- B. That it be noted that the final Audit Report from Audit New Zealand had not been received at the time of the meeting, and that the sub-committee be authorised to accept the 2015 Audit Report for inclusion in the 2015 Annual Report once received.

(ATTACHMENT 14)

15. **PROPOSED SCHEDULE OF MEETING DATES 2016**

In order to assist Directors plan their work programme and schedule of meetings for 2016, a schedule of meetings for 2016 is attached for consideration.

**Recommendation**

That the Schedule of Meeting and Workshop Dates for 2016 be adopted.

(ATTACHMENT 15)

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

The following motion is submitted for consideration:

- A. 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 DRAFT 2016-2017 FUNDING PLAN – INCL. PROVISIONAL ALLOCATION OF GRANTS

General nature of matter to be considered:	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
<p>An opportunity for the Directors to finalise the provisional allocation of grants for 2016-2017</p>	<p>Section 7(2)(b)(ii) 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) Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities.</p> <p>Section 7(2)(i) 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>In particular, to enable the Auckland Regional Amenities Funding Board to discuss in detail the Draft 2016-2017 Funding Plan, including the initial and provisional allocation of grants to amenities for the 2016-2017 year, thereby allowing a free and full discussion on sensitive issues.</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 10 November 2015

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> <li>• University of Auckland - consultant</li> <li>• Consultant to NZQA, &amp; NZ Teachers Council</li> <li>• Company undertakes work for the Mayor's Office – Auckland Council</li> </ul>		Updated 8 Nov 2012
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> </ul>	15 April 2014	

**ATTACHMENT 4**

	<ul style="list-style-type: none"> <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>		
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> <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> </ul>	29 November 2011	Updated July 2012

	<ul style="list-style-type: none"> <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> <li>• Director: Pacific Ocean Food Trust Ltd (21/04/2015)</li> <li>• Member: Institute of Directors; NZ Law Society; NZ Asian Leaders</li> </ul>		Updated 14 Feb 2013
Diane Maloney	<ul style="list-style-type: none"> <li>• Former Chair and Board member -Otago 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> </ul>		

	<ul style="list-style-type: none"> <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> <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</li> </ul>	17 March 2009       07 Sep 2010 7 Sep 2010 June 2010	

	<p>interests of all parties) – member three years</p> <ul style="list-style-type: none"> <li>• Director - Kaitiaki Enterprises Limited</li> <li>• Board member - Matariki Trust</li> <li>• Technical Officer Hauraki Gulf Forum</li> </ul>	07 Sep 2010	
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 Hampden Fence Ltd</li> <li>• Director Orizaba Holdings Ltd &amp; Xakeila Holdings Ltd (Ferry Building Partnership)</li> <li>• Director of Cavalier Corporation Ltd (WEF 10 July 2015)</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> </ul>		15 May 2015

**AUCKLAND REGIONAL AMENITIES FUNDING BOARD**

**ATTACHMENT 11**

**Memo**

17 November 2015

To: Chair and Directors Auckland Regional Amenities Funding Board

From: Leigh Redshaw, Advisory Officer

Subject: **Correspondence**

<b>Inwards</b>			
WAI	Email		Advice of resignation of Jonny Gritt, CEO.
<b>Outwards</b>			

The only other correspondence has been routine in nature, i.e. advice notices from the ASB Bank, IRD, invitations to workshops (e.g. Charities) as well as correspondence associated with the 2015 Audit and 2016-17 funding applications.

## AUCKLAND REGIONAL AMENITIES FUNDING BOARD

### Memo

17 November 2015

To: Chair and Directors Auckland Regional Amenities Funding Board

From: Leigh Redshaw, Advisory Officer

**Subject: Review Member Remuneration for 2016-2017**

The honorariums paid to Funding Board members must be reviewed annual in accordance with the provisions of the Act and the board's own policy.

Auckland Council has adopted a policy around the level of honorariums for members of various boards. The honorariums for the Funding Board must be approved by Auckland Council after considering a recommendation from the Funding Board.

For 2015-2016 Auckland Council approved an increase in the rates of honorarium paid to Funding Board members as follows:

	2015-2016	Total Cost
Chair	29,000	29,000
Deputy Chair	21,750	21,750
Director (x8)	14,500	116,000
<b>Total</b>		<b>\$166,750</b>

Auckland Council has adopted a remuneration policy for board members of council organisations. Although the Act specifically states that the Funding Board is not a Council Controlled Organisation, it can be assumed that Auckland Council will refer to this policy when determining an appropriate level of remuneration for the Funding Board members.

The draft 2016-2017 Funding Plan must provide details of the proposed levels of remuneration to be paid to board members.

The Funding Board has, and continues to operate in a fiscally prudent manner and strives to minimise its costs wherever possible. If approved, the new rates would be payable from 1 July 2015.

Following a review of fees paid to directors of similar organisations, it is recommended that the Funding Board recommend to Auckland Council that the level of board member remuneration for the year 1 July 2016 to 30 June 2017 be set at one of the rates below:

	<b>2016-2017 (Status Quo)</b>	<b>Total Cost</b>	<b>2016-2017 (Increase of \$500 (1.7%) for Chair)</b>	<b>Total Cost</b>	<b>2016-2017 (Increase of \$750 (2.56%) for Chair)</b>	<b>Total Cost</b>
Chair	29,000	29,000	29,500	29,500	29,750	29,750
Deputy Chair (75% of Chair)	21,750	21,750	22,125	22,125	22,313	22,313
Director (x8) (50% of Chair)	14,500	116,000	14,750	118,000	14,875	119,000
<b>Total</b>		<b>\$166,750</b>		<b>\$169,625</b>		<b>\$171,063</b>

Following a request from Auckland Council that the honorariums be reviewed and adjusted annually, rather than every two or three years, the options above reflect modest increases, but reflect the on-going work-load undertaken by the various members of the board.

It is therefore necessary for the board to adopt a level of remuneration to recommend to Auckland Council for consideration and approval, and for these rates be detailed in the draft 2016–2017 Funding Plan when it is published for public consultation in January 2016.

Any increases in honorarium can be accommodated within the existing budget provisions.

## AUCKLAND REGIONAL AMENITIES FUNDING BOARD

### Memo

17 November 2015

To: Chair and Directors Auckland Regional Amenities Funding Board  
From: Leigh Redshaw, Advisory Officer

**Subject: Draft 2016-17 Funding Plan and Budget**

The draft 2016-17 Funding Plan is currently being prepared ready for publication on 18 January 2016 seeking public submissions on the proposed plan.

The proposed administrative budget for the Funding Board for 2016-2017 is as below:

	Budget 2016	Budget 2017
<b>Income</b>		
Levies receivable	\$14,833,400	\$15,827,500
Administration Levy	315,000	315,000
<b>Total income</b>	<b>\$15,148,400</b>	<b>\$16,142,500</b>
<b>Expenses</b>		
Audit fees	\$7,500	\$7,500
Grants distributed	\$14,873,400	\$15,827,500
Legal fees	\$50,000	\$50,000
Advisor & Board secretarial support	\$55,000	\$55,000
Consultants	\$36,875	\$30,000
Board member fees	\$163,125	\$170,000
Administration expenses	\$2,500	\$2,500
<b>Total expenses</b>	<b>\$15,188,400</b>	<b>\$16,142,500</b>
<b>Surplus/ (deficit)</b>	<b>(\$40,000)</b>	<b>0</b>

The draft administration budget remains unchanged from previous years at \$315,000, however there has been a slight adjustment within the budgets to reflect the proposed change to remuneration levels.

The Board holds sufficient retained earnings to cover any unbudgeted items of expenditure should these arise.

The maximum levy for 2016-2017 has been assessed at \$29.4 million, representing 2% of the Auckland Council total rates revenue for the year ended 30 June 2015.

Under the provisions of the Act, the Draft 2016-2017 Funding Plan is to be published

seeking public submissions on the proposed grant allocations and any other matters raised in the plan. It is proposed that the Draft 2016-2017 Funding Plan be published no later than Monday 18 January, and remain open for public submissions until 5PM Friday 19 February 2016.

These dates will enable Auckland Council to consider the draft 2016-2017 Funding Plan at its meeting on 18 February 2016 and to forward the submission by close of business on Friday 19 February.

Following the submission period the Funding Board will meet later in February or early March to consider the written submissions and receive any verbal submissions that submitters may wish to make to the Board.

The draft 2016-2017 Funding Plan is currently in draft form and needs to be finalised in the weeks following the Funding Board meeting.

It has been recommended in a separate report to the board at this meeting that a sub-committee be established to finalise and approve the 2015 Annual Report. If established, it is also recommended that the same sub-committee be authorised to finalise the form of the Draft 2016-2017 Funding Plan.

## AUCKLAND REGIONAL AMENITIES FUNDING BOARD

### Memo

17 November 2015

To: Chair and Directors Auckland Regional Amenities Funding Board  
From: Leigh Redshaw, Advisory Officer

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**Subject: 2015 Annual Report and Audit Report**

The draft 2015 Annual Report has been circulated separately for the Board to review.

Audit New Zealand personnel commenced the audit in early September, and in late October confirmed that they had not identified any problems with the financial records of the Board.

Notwithstanding, at the date of completing the agenda, Audit New Zealand had not provided its management letter due to delays at the Audit New Zealand office as it seeks clarification internally on the presentation of specified amenity information in the Funding Board's annual report.

It is therefore recommended that the Board form a sub-committee comprising the Chair, Deputy Chair and Diane Maloney and Catherine Harland to finalise the 2015 Annual Report and delegated the authority to finalise the wording of the Annual Report prior to it being published and circulated in accordance with the provisions of the legislation.

Likewise, as Audit New Zealand has not provided either its management report or audit report, it is not possible to adopt the 2015 Annual Report, and it is recommended that this function is also delegated to the sub-committee on behalf of the Board.

Once complete, the annual report will be distributed to the organisations named in the Act and other interested stakeholders. An advertisement will be placed in the NZ Herald advising that a copy of the report is available upon request from the board.

**ATTACHMENT 14**

## AUCKLAND REGIONAL AMENITIES FUNDING BOARD

### Memo

17 November 2015

To: Chair and Directors Auckland Regional Amenities Funding Board

From: Leigh Redshaw, Advisory Officer

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**Subject: Proposed Schedule of Meeting Dates 2016**

A Draft Schedule of Meeting Dates for 2016 is attached. The dates are based on those used in 2015.

Directors are asked to review the dates for potential conflicts that would prevent a meeting from proceeding due to a lack of a quorum.

As the Funding Board is bound to adhere to certain legislative deadlines, many of the dates cannot be cancelled or moved to any large degree. They have also been selected to work in with Auckland Council to ensure that both entities can comply with their respective obligations under the Act.

The timetable can be varied throughout the year as required, i.e. additional meetings, changed start times, venues and other adjustments.

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>
Monday	18 Jan 2016		<ul style="list-style-type: none"> <li>• ARAFB publishes draft 2016-2017 Funding Plan</li> </ul>	Funding Board	Open for one month
Thursday	18 Feb 2016		<ul style="list-style-type: none"> <li>• Auckland Council considers submission to draft 2016-2017 Funding Plan</li> </ul>	Auckland Council	Finance and Performance Committee of Auckland Council – Date TBC
Friday	19 Feb 2016		<ul style="list-style-type: none"> <li>• Closing date for submissions on draft 2016-2017 Funding Plan</li> </ul>	Funding Board	
<b>Tuesday</b>	<b>01 Mar 2016</b>	<b>Meeting</b>	<ul style="list-style-type: none"> <li>• <b>Funding Board holds Public Hearings to consider public (and other) submissions on the draft 2016-2017 Funding Plan</b></li> </ul>	<b>Funding Board</b>	
<b>Tuesday</b>	<b>08 Mar 2016 or 15 Mar 2016  TBC</b>	<b>Meeting</b>	<ul style="list-style-type: none"> <li>• <b>Funding Board approves final version of draft 2016-2017 Funding Plan to be submitted to Auckland Council to approve proposed levy for 2016-2017</b></li> </ul>	<b>Funding Board</b>	<b>Whether this meeting proceeds depends on the time required for the meeting on 01 March, and whether any matters arising at that meeting necessitate further reporting to the Board.</b>
Thursday	17 Mar 2016  TBC		<ul style="list-style-type: none"> <li>• Finance and Performance Committee considers Funding Board draft 2016-2017 Funding Plan and proposed levy request</li> </ul>	Auckland Council	Date TBC
Thursday	24 Mar 2016		<ul style="list-style-type: none"> <li>• Auckland Council considers and approves 2016-2017 ARAFB proposed levy</li> </ul>	Auckland Council	Date TBC

	Date	Meeting / Workshop	Nature of Key Business	Who	Comments/Notes
Thursday	31 Mar 2016			Amenities	Annual Reports and Audit Accounts due from APO, ATC and NZO
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	
Tuesday	26 Apr 2016	Meeting	<ul style="list-style-type: none"> <li>RESERVE DAY only if required to fix levy</li> </ul>	Funding Board	TBC
Tuesday	3 May 2016	Workshop	<ul style="list-style-type: none"> <li>2017-2018 funding application and other processes considered</li> </ul>	Funding Board	
Tuesday	7 Jun 2016 Or 14 June 2016	Workshop	<ul style="list-style-type: none"> <li>Funding Board considers and finalises 2017-2018 Funding Application process</li> </ul>	Funding Board	This meeting may not be required, depending on meeting on 3 May regards funding application process for 2017-2018.
Tuesday	09 Aug 2016	Meeting	<ul style="list-style-type: none"> <li>Funding Board normal meeting</li> </ul>		
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	
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>Date</b>	<b>Meeting / Workshop</b>	<b>Nature of Key Business</b>	<b>Who</b>	<b>Comments/Notes</b>
Tuesday	18 Oct 2016	Workshop	<ul style="list-style-type: none"> <li>• Amenities present their 2015-2016 Annual Results</li> </ul>	Funding Board & Amenities	
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</li> <li>• Funding Board makes provisional allocation of grants for 2017-2018 for inclusion in draft 2017-2018 Funding Plan</li> </ul>	Funding Board	
Tuesday	08 - 23 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
Tuesday	22 Nov 2016 Or 29 Nov 2016	Meeting	<ul style="list-style-type: none"> <li>• Adopt 2016 Annual Report</li> <li>• Confirm provisional allocation of grants for 2017-2018; Approve draft 2017-2018 Funding Plan for publication</li> <li>• Consider and Approve schedule of meetings for 2017</li> </ul>	Funding Board	
Monday	16 Jan 2017	TBC	<ul style="list-style-type: none"> <li>• Publish draft 2017-2018 Funding Plan</li> </ul>	Funding Board	

Most meetings commence at 9:30AM. Some meetings (30 Aug, 4 and 18 Oct) will commence earlier – exact times TBC.