

Auckland Regional Amenities Funding Board

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

Date: Wednesday, 26 April 2017
Time: 10:00AM
Venue: Meeting Room
Buddle Findlay
Level 18
PwC Tower
188 Quay Street
Auckland 1010

AUCKLAND REGIONAL AMENITIES FUNDING BOARD

OPEN AGENDA

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

Email: arafb.info@gmail.com

Mobile: +64 (0) 274 739 187

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AUCKLAND REGIONAL AMENITIES FUNDING BOARD

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.

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.

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

Based on the known work programme for 2017, the following timetable of meetings is proposed for 2017, subject to change as the need arises:

Most meetings will commence at 10:00AM, unless agreed otherwise.

	2017	Meeting / Workshop	Nature of Key Business
Wednesday	26 Apr 2017	Meeting	<ul style="list-style-type: none"> Funding Board meets to fix levy for 2017-2018 – must be done by 30 April 2017
Tuesday	2 May 2017	Workshop	<ul style="list-style-type: none"> TBC – New Directors from 1 June
	13 June 27 June		<ul style="list-style-type: none"> INDUCTION FOR NEW DIRECTORS Meetings or Workshops WILL be required
	June / July		<ul style="list-style-type: none"> Amenity Visits – Two days Required for Amenity Visits
Tuesday	01 Aug 2017	Meeting	<ul style="list-style-type: none"> Funding Board normal meeting
Tuesday	5 Sept 2017	Workshop	<ul style="list-style-type: none"> Funding Board receives Amenity presentations for 2018-2019
Monday	25 Sep 2017		<ul style="list-style-type: none"> Closing date for 2018-2019 Funding Applications
Saturday	30 Sep 2017		<ul style="list-style-type: none"> 2017 Annual Reports and Audited Accounts due from Amenities (1 Oct 2017)
Tuesday	10 Oct 2017	Workshop	<ul style="list-style-type: none"> Funding Board considers 2018-2019 Funding Applications for first time
Tuesday	17 Oct 2017	Workshop	<ul style="list-style-type: none"> Amenities present their 2016-2017 Annual Results
Tuesday	07 Nov 2017	Workshop & Meeting	<ul style="list-style-type: none"> Funding Board considers any further information supplied following meeting on 10 Oct 2017 (Workshop) Funding Board makes provisional allocation of grants for 2018-2019 for inclusion in draft 2018-2019 Funding Plan (Meeting)
	7-20 Nov 2017		<ul style="list-style-type: none"> Chair meets AKL Council reps to discuss proposed levy for 2018-2019
Tuesday	21 Nov 2017	Meeting	<ul style="list-style-type: none"> Adopt 2017 Annual Report Confirm provisional allocation of grants for 2018-2019; Approve draft 2018-2019

	2017	Meeting / Workshop	Nature of Key Business
	Or 28 Nov 2017 (Standby day)		Funding Plan for publication in January 2018
	15 Jan 2018		<ul style="list-style-type: none">• Publish draft 2018-2019 Funding Plan

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

Apologies for leave were received from Grant Lilly, and for possible late arrive from Moana Taamariki-Pohe.

2. CONFIRMATION OF MINUTES

The minutes of the Auckland Regional Amenities Funding Board meeting held on Tuesday, 28 February 2017 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 2017

Providing the Funding Board with an overview of financial position of the Funding Board as at 31 March 2017, and any other matters of a financial nature.

Recommendation

That the Financial Reports to 31 March 2017 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 2017-2018 FUNDING PLAN AND FIXING OF THE LEVY

Following the decision of the Auckland Council on 21 March 2017 to approve the proposed levy of \$16,165,500 for 2017-2018 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 2017-2018 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 2017.

Recommending that the report be received; that the allocation of grants for 2017-2018 be confirmed; the 2017-2018 Funding Plan be adopted; and the 2017-2018 Levy payable by Auckland Council on 1 July 2017 be fixed as \$16,165,500.

(ATTACHMENT 13)

14. APPOINTMENT OF CHAIR AND DEPUTY CHAIR: 2017-2018

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 2016. 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. 2018-2019 FUNDING APPLICATION PROCESS

The 2018-2019 funding applications are due to be submitted no later than 25 September 2017. 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. It is proposed that the form of the questionnaire remained unchanged for 2018-2019 (save for updating dates and minor errors). Funding applications (in electronic form) for 2018-2019 are due no later than 25 September 2017. All amenities are invited to make a presentation to the Funding Board on 5 September 2017 to outline the key features of the proposed funding application.

Recommendation

That the 2018-2019 questionnaire largely follow the format used in 2017-2018. That funding applications are to be submitted no later than 25 September 2017 and all amenities are invited to present to the Funding Board on 5 September 2017 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 AUDIT NEW ZEALAND

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) 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) 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>Public conduct of matter would be likely to result in disclosure of information for which good reason to withhold exists under section 7.</p>

C2 AMENITIES QUARTERLY REPORTS TO 31 DEC 2016 AND 31 MARCH 2017

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) 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) 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>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 ANNUAL REPORTS APO, ATC, NZO

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) 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) 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>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 ADVISORY OFFICER CONTRACT 2017 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) 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) 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>Public conduct of matter would be likely to result in disclosure of information for which good reason to withhold exists under section 7.</p>

17. GENERAL BUSINESS

An opportunity for directors to raise matters of a general nature that have not been discussed elsewhere during the meeting.

AUCKLAND REGIONAL AMENITIES FUNDING BOARD

REGISTER OF MEMBERS INTERESTS –

Last Reviewed & Updated 28 February 2017

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

Name of Member	Particulars of Interest
Vern Walsh (Chair)	<ul style="list-style-type: none"> • Member – Coastguard Northern Region • Friend of the Auckland Festival • Director– Meeting and Governance Solutions Ltd – works with Auckland Council • Former - Auckland City Councillor, and chair of Finance Committee • Former Director – The Edge • Former Board member - Auckland Zoo Board • Former member - Auckland Zoological Society • Former Director – MOTAT Board
Candis Craven	<ul style="list-style-type: none"> • Managing Director - Niger Holdings Ltd (8/11/2012) • Former Trustee - NZ Contemporary Art Trust Auckland (12/11/2013) (11/3/2014) • Former Director Auckland Art Fair Ltd (12/11/2013) (11/3/2014) • Former Director Auckland Council Investments Ltd (a CCO) (10/11/2015) • Chair - Cognition Education Trust Ltd • Board member - Royal NZ Ballet (28 Feb 2017) • Former Director - Philanthropy NZ (25 Nov 2014) • Former trustee - ASB Community Trusts • Former President - NZ Family Planning Association • Former member - Occupational Therapy Board of NZ • University of Auckland - consultant • Consultant to NZQA, & NZ Teachers Council • Company previously undertook work for the Mayor's Office – Auckland Council (1 March 2016)
Catherine Harland	<ul style="list-style-type: none"> • Director, Watercare Services Ltd • Director, McHar Investments Ltd • Director, Interface Partners Ltd • Trustee, One Tree Hill Jubilee Educational Trust • Former Consultant, Martin Jenkins & Associates Ltd (27 Oct 2014) • Justice of the Peace Past Professional Appointments: • Trustee and Past Chair: Auckland Observatory & Planetarium Trust (Stardome Observatory) • Councillor, Auckland Regional Council • Councillor, Auckland City Council
Anita Killeen	<ul style="list-style-type: none"> • Patron – Auckland Theatre Company • Patron – Silo Theatre • Director of SPCA Auckland • Director of Fertility New Zealand • Advisory Board Member of New Zealand Career College • Member of the Ex-Vietnam Service Assn (Neville Wallace Memorial) Children's and Grandchildren's Trust (15/4/2014)

Grant Lilly	<p>Current Professional Appointments:</p> <ul style="list-style-type: none"> • Board member – Civil Aviation Authority of NZL • Board member – Aviation Security Service • Director – NZ Experience Ltd (NZX listed) • Director – Rainbows End Theme Park Ltd • Director – Queenstown Airport Corporation Ltd • Board member NZL Tourism Industry Assn (12/11/2013, Sept 2016) • Chairman, Hamner Springs Thermal Pools and Spa (23/12/2012) • Board member, Tourism Industry New Zealand Trust (23/12/2012, Sept 2016) • Deputy Chairman, Service Skills Institute Inc (17/05/2013) • Contract Advisory Services to NZ AA (10/11/2014) <p>> Past Professional Appointments:</p> <ul style="list-style-type: none"> • Director – Jetconnect Ltd (2002-2011) • Board member New Zealand Business and Parliament Trust (2008-2011) • Board member – Board of Airline Representative NZ (2006-2011) • Board member – NZL Inbound Tour Operators Council (2006-2011) • NZ Executive Council member – Australia/NZL Business Council (1995-1999) • Director – Air Nelson Ltd (1992 - 1997) • Director – Eagle Airways Ltd (1992 - 1997) • Director – Aviation, Tourism and Travel Training Organisation • Director QualMark NZ Ltd (5/10/2015)
Lyn Lim	<ul style="list-style-type: none"> • ASB Community Trust Ltd – Director • Asia New Zealand Foundation – Trustee • AUT – Council Member • Centre for Social Impact New Zealand Ltd – Director • Durham Services Ltd – Director • Eva Fong Urology Ltd – Shareholder • FH Holdings Ltd – Director and Shareholder • FH Nominees Ltd – Director and Shareholder • Forest Administration Ltd – Director and Shareholder • Foundation North – Chair and Trustee • Foundation North Grants Ltd – Director • Hartajaya Investments Ltd – Director and Shareholder • Kaya Investments Ltd – Director and Shareholder • Max Cai Trustee Ltd – Director • Mykco Ltd – Director • Onesixone Medical Group Ltd – Shareholder • Public Trust Office – Director • Former Director - NZ Shareholders Association • Former Trustee NZ Chinese Youth Trust • Ex Director - FH Shortland Ltd; FM International Ltd • Ex member - ANZ Private Bank External Advisory Board • Ex council - Auckland District Law Society • Ex member - Auckland District Law Society committees – (various) • Ex executive member - HKNZBA, NZCTA • Former Director Seven Trust Ltd • Member: Institute of Directors; NZ Law Society; NZ Asian Leaders
Diane Maloney	<ul style="list-style-type: none"> • Chair - Sistema Aotearoa Trust • Funding Assessor - Creative NZ - 2015-

	<ul style="list-style-type: none"> • Independent consultant <p>Past Professional Appointments:</p> <ul style="list-style-type: none"> • Former Chair and Board member – Otara Health Charitable Trust – 2010-2015 • Former Director – IRIS Ltd (Health and Disability sector) • Former Manager – Community Services – Manukau City Council (1996-2010) • Former Member - Auckland South Community Response Forum (convened by Minister for Social Development) (02/08/2016)
Penny Sefuiva	<ul style="list-style-type: none"> • Advisory member – Sahaayta Counselling and Social Support (3/3/2015) • Friends of the Auckland Arts Festival <p>Past Professional Appointments:</p> <ul style="list-style-type: none"> • Former Contract Relationship Manager <i>Settling in Project</i> MSD (3/3/2015) • Former Council member, AUT University Council • Former councillor, Auckland City Councillor – and Chair of Arts, Culture and Recreation and the Community Development Committees • Former Trustee Vailoa Place Budgeting Service (3/3/2015) (02/08/2016) • Former board directorships include: <ul style="list-style-type: none"> ○ Auckland Festival Trust ○ The Edge Board of Management ○ Ponsonby Promotions ○ Auckland City Art Gallery Enterprise Board ○ Auckland City CBD Board, ○ Auckland Waterfront Working Party, and ○ PASIFIKA Festival Advisory Board
Moana Tamaariki-Pohe	<ul style="list-style-type: none"> • Previously employed by WaterSafe Auckland in the capacity of Maori/Waka coordinator. (I continue in a voluntary capacity.) • Maritime Museum: co-ordinating the flotilla at the Waitangi Day Celebrations at Okahu Bay (volunteer role) • Former Trustee - Ngāti Whatua o Orakei Māori Trust Board • Former Auckland City Council – CBD Board – Board member: • Ngāti Whātua o Orakei/ Auckland City Council Reserves Board – Board member: two years • President - Orakei Water Sports • Ngā Mahi ki a Tupato o Tāmaki Makaurau (Regional Unintentional Injury Prevention Group- Wellsford to Pukekohe)– co-founder/ member four years • 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 • Director - Kaitiaki Enterprises Limited • Board member - Matariki Trust • Technical Officer Hauraki Gulf Forum
Steve Bootten	<ul style="list-style-type: none"> • Trustee Davis Carr Cancer Society Endowment Trust • Trustee Piha Surf Life Saving Club Trust Fund Inc • Director Framacad Solutions Ltd • Director of Cavalier Corporation Ltd (WEF 10 July 2015) • Chairman Black Interiors Ltd (11/4/2016) <p>Past Professional Appointments:</p> <ul style="list-style-type: none"> • Former Trustee Counties Manukau Pacific Trust Inc • Former Trustee Northern Life Guard Trust Inc • Former Board Member Diocesan School for Girls Inc

	<ul style="list-style-type: none">• Former Trustee Diocesan School Heritage Foundation Inc• Former Director Northern Life Guard Services Inc• Former Director Orizaba Holdings Ltd (11/4/2016)• Former Director Xakeila Holdings Ltd (Ferry Building Partnership) (11/4/2016)• Former Director Hampden Fence Ltd (11/4/2016)
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AUCKLAND REGIONAL AMENITIES FUNDING BOARD

Memo

19 April 2017

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

Subject: Financial Report to 31 March 2017

ARAFB - General

A copy of the Balance Sheet and Profit and Loss account to 31 March 2017 are attached. There are no obvious areas of concern. Term deposits will mature in June 2017 in time to meet any financial obligations as at 30 June 2017.

Discussions have commenced to ensure the end of year wrap up for reimbursing Auckland Council for honorarium payments is completed by 30 June 2017.

Discussions are underway with Auckland Council to ensure the levy is paid to the Funding Board on 1 July 2017. New rates of director remuneration will be paid from 1 July 2017.

Preliminary work has commenced to ensure readiness for the 2016-2017 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. Following discussions with Audit New Zealand, for the first time the audit will be conducted using only the electronic records held by the Funding Board rather than on the paper records held.

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 2017. These have previously been circulated to board members under separate cover.

All specified amenities have migrated to producing financial statements in accordance with the new provisions of the Financial Reporting Act and Charities Act.

Quarterly Reports to 31 March 2017

Quarterly reports to 31 March 2017 are due from the amenities by 30 April. These will be circulated to board members under separate cover once they are available.

Amenities Board – Amending Legislation

The Amenities Board has advised that it is proceeding with proposed changes to the Auckland Regional Amenities Funding Act to make the annual financial reporting requirements consistent with the provisions of the Charities Act and Financial Reporting Act.

Auckland Regional Amenities Funding Board				
Balance Sheet				
As of March 2017				
Assets				
Current Assets				
Cash On Hand				
Cheque Account	\$249,137.11			
Term Deposits	\$400,000.00			
Total Cash On Hand		\$649,137.11		
Total Current Assets			\$649,137.11	
Fixed Assets				
Office Equipment				
Computer Equipment at Cost	\$4,679.00			
Computer Equipment Accum Dep	(\$4,214.00)			
Total Office Equipment		\$465.00		
Total Fixed Assets			\$465.00	
Total Assets				\$649,602.11
Liabilities				
Current Liabilities				
Creditors				
		\$5,349.85		
GST				
GST Collected	\$382,918.08			
GST Paid	(\$232,978.83)			
GST Payments/Refunds	(\$151,340.85)			
Total GST		(\$1,401.60)		
Total Current Liabilities			\$3,948.25	
Total Liabilities				\$3,948.25
Net Assets				
				\$645,653.86
Equity				
Retained Earnings				
			\$446,721.49	
Current Year Earnings				
			\$198,932.37	
Total Equity				
				\$645,653.86

Auckland Regional Amenities Funding Board				
Profit & Loss Statement				
July 2016 To March 2017				
Income				
Levy - Non GST Portion		\$15,827,500.00		
Levy - ARAFB Admin Fee GST		\$315,000.00		
Total Income			\$16,142,500.00	
Total Cost of Sales			\$0.00	
Gross Profit			\$16,142,500.00	
Expenses				
Advertising		\$882.52		
Advisory Officer/Admin Charge		\$40,425.03		
Misc Office Expense		\$40.00		
Dues & Subscriptions		\$1,394.44		
Grants to Amenities No GST		\$15,827,500.00		
Consultants		\$2,000.00		
Employment Expenses				
Staff Amenities	\$173.91			
Honorariums	\$125,189.58			
Other Employer Expenses	\$400.00			
Total Employment Expenses		\$125,763.49		
Parking Charges		\$806.08		
Bank Fees		\$353.95		
Total Expenses			\$15,999,165.51	
Operating Profit			\$143,334.49	
Other Income				
Interest Income		\$55,597.88		
Total Other Income			\$55,597.88	
Total Other Expenses			\$0.00	
Net Profit/(Loss)			\$198,932.37	

AUCKLAND REGIONAL AMENITIES FUNDING BOARD

Memo

19 April 2017

To: Chair and Directors Auckland Regional Amenities Funding Board

From: Leigh Redshaw, Advisory Officer

Subject: Correspondence

ATTACHMENT 12

Inwards			
Amenities Board	Emails	Various dates	Providing details regards the proposed amendments to the annual financial reporting requirements of the Act to make them consistent with the Charities Act and Financial Reporting Act.
Creative NZ	email	10/3/2017	Inviting FB to join CNZ and Foundation North in initial discussions regards joint application and reporting requirements.
WAI	Email	22/3/2017	Advising of a new trading name for the organisation. " <i>Drowning Prevention Auckland</i> ".
SLSNR	Email	5/4/2017	Advising of delays filing annual returns with Charities Services
Audit NZ	Email / Letter	10/4/2017	Providing details of the 2017 audit
Auckland Council (cc only)	Email	10/4/2017	Sent to specified amenities requesting that they use latest logo and other marketing material to promote Auckland Council.
Outwards			
Various	Email	March	Responses to all submitters to Funding Plan
Audit NZ / Auckland Council	Emails	Various	Supply information about Specified Amenities' proposal to amend legislation, inviting feedback

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 26 April, a series of letters will be sent to Auckland Council and the specified amenities confirming the levy and grants for 2017-2018 and distributing the 2017-2018 Funding Plan.

AUCKLAND REGIONAL AMENITIES FUNDING BOARD

ATTACHMENT 13

Memo

19 April 2017

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

Subject: **Adopt the 2017-2018 Funding Plan: Fixing of the Levy for 2017-2018**

At its meeting on 28 February 2017 the Funding Board resolved to adopt the draft 2017-2018 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 \$16,165,500.

In accordance with the provisions of the Auckland Regional Amenities Funding Act 2008, on 21 March 2017 Auckland Council considered the draft 2017-2018 Funding Plan and proposed levy. Auckland Council resolved to approve the levy of \$16,165,500 (extract from the minutes listed below). Approval of the 2017-2018 Funding Plan also extended to the new rates of director remuneration payable for the year commencing 1 July 2017.

It is necessary for the Auckland Regional Amenities Funding Board to confirm the allocation of grants to the specified amenities; adopt the 2017-2018 Funding Plan; and to fix the levy for 2017-2018, (ss 30 and 35 of the Act – extracts below).

A copy of the 2017-2018 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 2017.

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



Finance and Performance Committee

OPEN MINUTES

Minutes of a meeting of the Finance and Performance Committee held in the Reception Lounge, Auckland Town Hall, 301-305 Queen Street, Auckland on, 21 March 2017.

Finance and Performance Committee

21 March 2017

11 Approval of Auckland Regional Amenities Funding Act levy 2017/2018

Resolution number FIN/2017/19

MOVED by Cr L Cooper, seconded by Deputy Chairperson D Simpson:

That the Finance and Performance Committee:

- a) approve the Auckland Regional Amenities Funding Board levy request of \$16,165,500 for 2017/2018.**

CARRIED

AUCKLAND REGIONAL AMENITIES FUNDING BOARD

Memo

19 April 2017

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

Subject: **Appointment of Chair and Deputy Chair - 2017-2018**

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 2016-2017 term. The current chair and deputy chair can stand for re-election.

ATTACHMENT 14

AUCKLAND REGIONAL AMENITIES FUNDING BOARD

ATTACHMENT 15

Memo

19 April 2017

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

Subject: **2018-2019 Funding Applications and Questionnaire**

The Funding Board has previously signalled that it wishes to receive funding applications for 2018-2019 from the specified amenities no later than 25 September 2017.

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 2018-2019 is nearly exactly the same as that used in 2017-2018 (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 2017-2018. 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 2018-2019.

In addition to funding applications being due no later than 25 September 2017, each amenity submitting an application is invited to attend a Funding Board workshop on 5 September 2017 to outline to the board the key features of the funding application that will be submitted for 2018-2019.

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 25 September 2017, using the questionnaire prepared and supplied by the Funding Board.

The questionnaire has been circulated to directors under separate cover.