

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: Tuesday, 29 March 2022
Time: 10:00AM
Venue: On-line Video Conference Meeting

AUCKLAND REGIONAL AMENITIES FUNDING BOARD

OPEN AGENDA

Membership:

Chair	Ms	Anita	Killeen
	Mr	Scott	Pearson
Members:	Ms	Paula	Browning
	Ms	Victoria	Carter
	Ms	Precious	Clark
	Ms	Lyn	Lim
	Ms	Megan	McSweeney
	Mr	Bryan	Mogridge
	Mr	Alastair	Carruthers
	Mr	Ross	Clow

Leigh Redshaw
Advisory Officer

Email: arafb.info@gmail.com

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ITEM	TABLE OF CONTENTS	
	2022 Schedule of Meetings (Note for any changes / updates)	
1	Apologies	
2	Confirmation of Minutes	
3	Extraordinary Business	
4	Register of Members Interests	
5	Public Forum	
6	Report from Amenities Board and / or Specified Amenities	
7	Notices of Motion	
8	Chair's Report	
9	Member Activities with Specified Amenities and Members Reports	
10	Advisory Officer's Report	
11	Financial Report – March 2022	
12	Correspondence	
13	Appointment of Chair and Deputy Chair 2022-2023	
14	Exclusion of the Public: Local Government Official Information and Meetings Act 1987	
C1	DPA Presentation to the Board	
C2	ARHT Presentation to the Board	
C3	Stardome Presentation to the Board	
C4	2022-2023 Funding Plan and Levy Approval Process	
Attachments		
4	Register of Members Interests	
11	Financial Report – March 2022	
12	Correspondence	
13	Appointment of Chair and Deputy Chair 2022-2023	
Upcoming Meetings and Significant Agenda Items		
28 April	Adopt Funding Plan, Confirm Grants and Fix the 2022-2023 Levy	
28 June	Advisory Officer Contract - 2022-2023	

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.

MEETING DATES 2022

Based on the known work programme the following timetable of meetings is proposed for 2022, subject to change as the need arises:

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

	2022	Meeting / Workshop	Nature of Key Business
Tuesday	29 March 2022	Meeting	<ul style="list-style-type: none"> General Business Appoint Chair / Dep Chair for 2022-2023 term
Thursday	28 April 2022 – 3PM	Meeting	<ul style="list-style-type: none"> Funding Board meets to fix levy for 2022-2023 – must be done by 30 April 2022
Tuesday	19 May 2022 (TBC)	F & P Committee	<ul style="list-style-type: none"> Specified Amenity presentations to Auckland Council Finance and Performance Committee – Part 1
Tuesday	June 2022 (TBC)	F & P Committee	<ul style="list-style-type: none"> Specified Amenity presentations to Auckland Council Finance and Performance Committee – Part 2
Tuesday	28 June 2022	Meeting	<ul style="list-style-type: none"> Funding Board Business Meeting
Tuesday	6 Sept 2022 Earlier start (all day)	Workshop	<ul style="list-style-type: none"> Funding Board receives Amenity presentations for 2023-2024
Tuesday	13 Sep 2022		<ul style="list-style-type: none"> Closing date for 2023-2024 Funding Applications
Thursday	30 Sep 2022		<ul style="list-style-type: none"> 2022 Annual Reports and Audited Accounts due from Specified Amenities
Friday	30 Sept 2022 Earlier start (all day)	Workshop	<ul style="list-style-type: none"> Funding Board considers 2023-2024 Funding Applications for first time
Tuesday	18 Oct 2022 Earlier start (all day)	Workshop	<ul style="list-style-type: none"> Amenities present their 2021-2022 Annual Results
Tuesday	8 Nov 2022	Workshop Followed by Meeting	<ul style="list-style-type: none"> Funding Board considers any further information supplied following meeting on 30 Sept 2022 (Workshop) Funding Board makes provisional allocation of grants for 2023-2024 for inclusion in draft 2023-2024 Funding Plan (Meeting)
	9 - 21 Nov 2022		<ul style="list-style-type: none"> Chair meets AKL Council reps to discuss proposed levy for 2022-2023

	2022	Meeting / Workshop	Nature of Key Business
Tuesday	22 Nov 2022 or 29 Nov 2022 (standby only)	Meeting	<ul style="list-style-type: none">• Adopt ARAFB 2022 Annual Report• Confirm provisional allocation of grants for 2023-2024• Approve draft 2023-2024 Funding Plan for publication in January 2023
Monday	9 Jan 2023		<ul style="list-style-type: none">• Publish draft 2023-2024 Funding Plan

Adopted and approved 9 November 2021.

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.

The meeting will open with a karakia.

1. APOLOGIES

At the close of the agenda apologies for leave had been received from Bryan Mogridge and Megan McSweeney.

2. CONFIRMATION OF MINUTES

The ordinary minutes of the meeting of the Auckland Regional Amenities Funding Board held on 15 February 2022, including the confidential section, 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

A period of time (approximately 30 minutes) is set aside for members of the public to address the meeting on matters within its delegated authority. A maximum of 10 minutes per item is allowed, following which there may be questions from Directors.

6. REPORT FROM AMENITIES BOARD AND/OR SPECIFIED AMENITIES

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

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 she 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.

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 – MARCH 2022**

Providing the Funding Board with an overview of financial position of the Funding Board as at March 2022, and any other matters of a financial nature.

Recommendation

That the Financial Report for March 2022 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. **APPOINTMENT OF CHAIR AND DEPUTY CHAIR – 2022-2023**

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 with effect from 1 July 2022.

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 appoint a Chair and Deputy Chair for the 2022-2023 year.

(ATTACHMENT 13)

14. 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 DPA – PRESENTATION TO THE BOARD

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

C2 ARHT – PRESENTATION TO THE BOARD

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 STARDOME – PRESENTATION TO THE BOARD

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 2022-2023 FUNDING PLAN AND LEVY APPROVAL PROCESS

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.	Section 7(2)(h) Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities. 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).	Public conduct of matter would be likely to result in disclosure of information for which good reason to withhold exists under section 7.

AUCKLAND REGIONAL AMENITIES FUNDING BOARD

REGISTER OF MEMBERS INTERESTS –

Last Reviewed & Updated 15 February 2022

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

Name of Member	Particulars of Interest
Victoria Carter	<p>Current Professional Appointments and Interests</p> <ul style="list-style-type: none"> • Director, Waka Kotahi, NZTA • Director Camben Investments Ltd • Director Camben Farms Limited • Director Carter Bloodstock Ltd • Director Davies-Booth Assoc • Fellow Institute of Directors • Director James Fletcher Management • Director Northern Club Holdings • Director Auckland Eye • Director Ngāti Awa Group Holding Ltd • Ngati Awa Asset Holdings • Ngati Awa The Strand Development GP Ltd • Chartered Fellow of Institute of Directors • Director Ngati Awa Tourism <p>Past Professional Appointments</p> <ul style="list-style-type: none"> • Immediate Past President Northern Club • Director Tax Management NZ • Director CityHop Ltd • Chair Pacific Island Cultural Centre feasibility study • Former Chair Auckland Arts Festival (resigned 2015) • Director Turners Auctions • Director Best Start Educare, formerly Kidicorp Ltd • Director & Acting Chair JUCY Group • Director Aotea Board of Management • Director Auckland Racing Club • Director Kindergarten NZ • President Auckland Kindergarten Assoc • Director Cassino Investments • Director VCB Investments • Councillor Auckland City Council, Past Chair of City Attractions • Director Auckland Philharmonia • Deputy Chair Tourism Auckland • Deputy Chair Trustee Auckland Energy Consumer Trust • Patron Silo Theatre • Former owner and Director Carter & Partners No 11 High St • Deputy Chair NZ Thoroughbred Racing • Director Asian Racing Federation

	<ul style="list-style-type: none"> • Director International Federation of Horse Racing • Patron Auckland Arts Festival
<p>Anita Killeen (Chair)</p>	<p>Current Professional Appointments and Interests</p> <ul style="list-style-type: none"> • Barrister at Quay Chambers specialising in financial crime and fraud, civil and criminal litigation and governance and decision-making. • Chair, Auckland Regional Amenities Funding Board. • Adjudication and Mediation Panel Member, Independent Complaint and Review Authority. • Deputy Chair, Ngai Tai Ki Tamaki Commercial Board. • Director, Domain Name Commission Ltd. • Director of UNICEF New Zealand. • Director of SPCA Auckland. • Chair, The Pro Bono Panel of Prosecutors for the SPCA Auckland. • Trustee of the Ex-Vietnam Service Assn (Neville Wallace Memorial) Children’s and Grandchildren’s Trust. • Tribunal Member, Engineering New Zealand Disciplinary Tribunal. • Panel Member, Commission for Financial Capability Adjudication Panel. • Adjudicator, Independent Complaints Review Authority. • Mediation Panel Member, Financial Services Complaints Ltd. • Panel Member, New Zealand Law Society Litigation Skills Programme. • Panel Member, New Zealand Law Society Costs Assessor. • International Associate Member, American Bar Association Animal Law Committee. • New Zealand Member, International Association of Prosecutors. • External Moderator and Standards Assessor for the Institute of Professional Legal Studies. • Patron – Auckland Theatre Company. • Patron – Silo Theatre Auckland. • Deputy Chair NetSafe New Zealand <p>Past Professional Appointments</p> <ul style="list-style-type: none"> • Visiting Justice Northern Prisons. • Tribunal Member, New Zealand Legal Aid Tribunal. • Chair and National President, Fertility New Zealand. • Advisory Board Member of New Zealand Career College Member, Organised and Financial Crime New Zealand (OFCANZ) Policy Action Group. • Member, Chief Legal Advisors’ Forum NZ. • Executive Committee member, Auckland District Law Society’s Criminal Law Committee. • Executive Committee Member, Auckland Women Lawyers’ Association.
<p>Precious Clark</p>	<p>Current Professional Appointments and Interests</p> <ul style="list-style-type: none"> • Director - Ngāti Whātua Ōrākei Trust • Director - Maurea Consulting Ltd • Director – Whai Rawa Ltd • Chair - Auckland Museum Taumata a Iwi

	<ul style="list-style-type: none"> • Chair - Te Tira Kautu <p>Past Professional Appointments</p> <ul style="list-style-type: none"> • Director of Centre for Social Impact • Foundation North, Trustee • Member of the Independent Maori Statutory Board
Lyn Lim	<p>Current Professional Appointments and Interests</p> <ul style="list-style-type: none"> • Asia New Zealand Foundation – Trustee • Eva Fong Urology Ltd – Shareholder • Hartajaya Investments Ltd – Director and Shareholder • Kaya Investments Ltd – Director and Shareholder • General Capital Ltd – Director • Onesixone Medical Group Ltd – Shareholder • Chartered Member - Institute of Directors • Member: NZ Law Society • Director Restaurant Brands Ltd • Middlemore Foundation • Vice Chair, Women in Business Committee - Inter Pacific Bar Assn <p>Past Professional Appointments:</p> <ul style="list-style-type: none"> • FH Holdings Ltd – Director and Shareholder • AUT – Council Member • Forest Administration Ltd – Director and Shareholder • ASB Community Trust Ltd – Director • Foundation North - Trustee • Foundation North Grants Ltd – Director • Director: Public Trust • Deputy Chair and Director: Centre for Social Impact NZ Ltd • Director: Durham Services Limited • Director - NZ Shareholders Association • Trustee NZ Chinese Youth Trust • Director - FH Shortland Ltd; FM International Ltd • Board member - ANZ Private Bank External Advisory Board • Council member - Auckland District Law Society • member - Auckland District Law Society committees – (various) • executive member - HKNZBA, NZCTA • Director: Seven Trust Ltd • Member: NZ Asian Leaders • Director: Renaissance Forex Limited • Director: Max Cai Trustee Ltd • FH Nominees Ltd – Director and Shareholder
Megan McSweeney	<p>Current Professional Appointments and Interests</p> <ul style="list-style-type: none"> • Director of Business, External, Affairs, Tourism & Sales Auckland War Memorial Museum <p>Former Memberships:</p> <ul style="list-style-type: none"> • TIANZ (Tourism Industry Aotearoa), Board Member • CINZ (Conference’s Incentives New Zealand), Board Member

<p>Bryan Mogridge</p>	<p>Current Professional Appointments and Interests</p> <ul style="list-style-type: none"> • Director and Shareholder Clearspan Property Ltd • Director and Shareholder Mogridge and Associates Ltd • Trustee: The Energy Education Trust • Trustee: The Starship Foundation • Chair BUPA ANZ Ltd (Australia) • Shareholder Adherium Ltd (ASX listed) • Director and Shareholder Thinxtra Pty Ltd (Australia) • Trustee, Massey University Foundation • Director – Sea Dragon Ltd • Director - Mainfreight
<p>Scott Pearson (Deputy Chair)</p>	<p>Current Professional Appointments and Interests</p> <ul style="list-style-type: none"> • Chartered Member of the Institute of Directors • Chartered Accountants Australia New Zealand – CA • CPA Australia – FCPA • Association of Certified Fraud Examiners – CFE • Trustee – Selwyn College • Commissioner – NZ Gambling Commission • CFO The Big Idea / Te Aria Nui • Contractor to Auckland Council – Three Waters Project <p>Director/Shareholder:</p> <ul style="list-style-type: none"> • Repromed Auckland Limited, Deputy Chairman and shareholder • Mpro Consulting, Director and shareholder
<p>Paula Browning</p>	<p>Current Professional Appointments and Interests</p> <ul style="list-style-type: none"> • Chair - WeCreate Incorporated • Chartered Member - Institute of Directors • As Chair of WeCreate there is an on-going working engagement with Creative NZ & Ministry of Culture and Heritage. CNZ is a “friend” of WeCreate. (• Former Chair - Northern Regional Advisory Committee, NZ Community Trust
<p>Alastair Carruthers</p>	<p>Current Professional Appointments and Interests</p> <p>Current Interests</p> <ul style="list-style-type: none"> • Auckland Unlimited CCO (Director) • Carruthers Consulting Ltd (Director and Shareholder) • Cornwall Park Trust Board (Trustee) • Homeland NZ Enterprises Ltd (Director and Shareholder) • Homeland NZ Trading Ltd (Director and Shareholder) • Ring Hora, Services Workforce Development Council, Tertiary Education Commission (Council Member) • Tāmaki Paenga Hira: Auckland War Memorial Museum (Trustee and Board Member) <p>Previous Appointments (last five years)</p> <ul style="list-style-type: none"> • Tertiary Education Commission - Interim Establishment Board, Services Sector (Chair) • Allpress Espresso International + related companies (Independent Director and Chair)

	<ul style="list-style-type: none"> • Allpress Espresso NZ + related companies (Independent Director and Chair) • Te Papa Foundation (Chair + Co-Chair) • By Beck Road 19 and Open House London 2019 (Commissioning Curator) • Unitec Institute of Technology (Council Member and Interim Chief Executive) • NZ Exhibition <i>Emissaries</i> at 2017 Venice Art Biennale (Commissioner) • Halal Daddy - feature film (Associate Producer, with Florin Film SVC and Screen Ireland)
<p>Ross Clow</p>	<p>Current Professional Appointments and Interests</p> <ul style="list-style-type: none"> • Te Toi Uku (Portage Ceramic Trust) – Chair • Be A Tidy Kiwi – Trustee • Whau Coastal Walkway Environmental Trust – Patron <p>Previous Appointments</p> <ul style="list-style-type: none"> • Blacklock and Francis Ltd – Managing Director • Gaia Food Ltd – Managing Director • Arnotts Biscuits (NZ) Ltd – Industrial Relations Manager • Richter Drilling (Aust) Ltd – Assistant to Commercial Manager • Price Waterhouse Coopers – Human Resources Consultant • Auckland Regional Council – Human Resources Manager • Waitakere City Holdings Ltd – Director • West Auckland Trusts Services Ltd – foundation Director • The Trusts Community Foundation Ltd – foundation Chair • Portage Licensing Trust - Chair • The Trusts Charitable Foundation – Director • Waitakere City Council – Councillor and Finance Committee Chair • Auckland Council – Councillor and Finance Committee Chair • Lopdell House Development Trust – foundation Trustee • Olympic Park Trust – foundation Trustee • Bay Olympic Football & Sports Club – President • Titirangi Primary School BOT - Chair

AUCKLAND REGIONAL AMENITIES FUNDING BOARD

Memo

22 March 2022

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

Subject: **Financial Report to 22 March 2022**

ARAFB - General

1. Copies of the Balance Sheet and Profit and Loss account to 22 March 2022 are attached. There are no significant matters arising.
2. Audit New Zealand has not been in contact to advise when it will commence the 2021 audit. Charities Services recently emailed a reminder that the annual report to 30 June 2021 is due to be submitted no later than 31 May 2022. A communication back to Charities Services referred them to the earlier OAG communications, and also advised that the audit had not commenced.

Specified Amenity Quarterly Reports to 31 March 2022

3. Quarterly reports to 31 March 2022 are not due until 30 April 2022 and will be circulated to board members under separate cover in early May 2022.

Amenities Annual Reports to 30 June 2022

4. All eight Specified Amenities will receive letters reminding them of the annual reporting requirements as specified in the Act and the Charities Act 2005 following the amendment that was enacted in 2020. Finalised annual reports and financial statements (including audit reports – where needed) are due to be completed and submitted to the board no later than 30 September 2022.
5. Three of the Specified Amenities are due to submit their audited financial statements and annual reports for the year ended 31 December 2021 by 31 March 2022. Once received and collated these will be circulated to board members under separate cover in April.

Bank Account Signatories

6. If the presiding chair steps down from the position, it is necessary to update the bank signing authorities to add the details of the new Chair/ Deputy Chair (as the case may be).
7. The Board's Delegations Manual set out the requirement for Electronic Banking – the relevant section is set out below:

4.2 Electronic Banking (including internal transfers)

The release strategy for electronic banking is as follows:

This requires three levels:

- (a) An Inputter – The Advisory Officer is responsible for transaction input.*
- (b) Two authorisers – Advisory Officer, the Chairperson or one other Funding Board member for each transaction or batch of transactions. Provision for up to four Funding Board members has been implemented with the bank to cover absences, and urgent requirements.*
- (c) Transmitter – The Advisory Officer is responsible for this role.*

All users will have a unique user ID and password.

8. There are currently four bank signatories: - Chair Anita Killeen, Deputy Chair Scott Pearson, Member Paula Browning, and Advisory Officer Leigh Redshaw.
9. If the current serving chair steps down with effect from close of business on 30 June 2022, it is necessary to ensure appropriate arrangements are in place to approve new bank signatories with effect from / about 1 July 2022.
10. It is recommended that the signatories remain as: Chair, Deputy Chair, a Member and the Advisory Officer.

AUCKLAND REGIONAL AMENITIES FUNDING BOARD		
Profit & Loss [With Last Year]		
1 July 2021 to 22 March 2022		
	Last Year	This Year
Income		
Levy - Non GST Portion	\$14,340,500.00	\$15,095,500.00
Levy - ARAFB Admin Fee GST	\$340,000.00	\$340,000.00
Total Income	\$14,680,500.00	\$15,435,500.00
Gross Profit	\$14,680,500.00	\$15,435,500.00
Expenses		
Audit Fees		
Advertising	\$804.01	\$806.11
Advisory Officer/Admin Charge	\$39,000.00	\$40,500.00
Dues & Subscriptions	\$1,420.52	\$1,474.73
Grants to Amenities No GST	\$14,340,500.00	\$15,145,500.00
Legal Fees	\$18,091.25	\$8,148.75
Consultants	\$440.00	\$4,450.00
Honorariums	\$111,815.40	\$126,500.00
Staff Amenities	\$171.28	\$1,116.40
Parking Charges	\$1,106.08	\$1,573.91
Bank Fees	\$289.56	\$141.55
Total Expenses	\$14,513,638.10	\$15,330,211.45
Operating Profit	\$166,861.90	\$105,288.55
Other Income		
Interest Income	\$557.83	\$3,804.33
Total Other Income	\$557.83	\$3,804.33
Net Profit/(Loss)	\$167,419.73	\$109,092.88

AUCKLAND REGIONAL AMENITIES FUNDING BOARD BALANCE SHEET

As At 22 March 2022

	Last Year	This Year
Assets		
Current Assets		
Cash On Hand		
Cheque Account		\$728,013.70
Term Deposits		
Total Cash On Hand	\$0.00	\$728,013.70
Total Current Assets	\$0.00	\$728,013.70
Total Assets	\$0.00	\$728,013.70
Liabilities		
Current Liabilities		
Creditors		\$136,395.93
Sundry Creditors		\$1,662.90
Total GST		(\$2,267.57)
Total Current Liabilities	\$0.00	\$135,791.26
Total Liabilities	\$0.00	\$135,791.26
Net Assets	\$0.00	\$592,222.44
Equity		
Retained Earnings		\$483,129.56
Current Year Earnings		\$109,092.88
Total Equity	\$0.00	\$592,222.44

AUCKLAND REGIONAL AMENITIES FUNDING BOARD

ATTACHMENT 12

Memo

22 March 2022

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

Subject: **Correspondence**

Inwards			
1 March 2022 and 3 March	Charities Services	Email	Reminder to submit annual return by 31 May 2022
Outwards			
1 March 2022	Charities Services	Email	Referring CS to the advice from the OAG regards delays undertaking audits.

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.

AUCKLAND REGIONAL AMENITIES FUNDING BOARD

Memo

22 March 2022

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

Subject: Appointment of Chair and Deputy Chair – 2022-2023

ATTACHMENT 13

1. The positions of Chair and Deputy Chair of the Funding Board are renewed on an annual basis.
2. Under the provisions of the Auckland Regional Amenities Funding Act, it is necessary for the members of the Funding Board to appoint one of the six Auckland Council appointed members to the position of Chair.
3. Any remaining board member can be appointed as Deputy Chair.
4. Appointments take effective from 1 July each year.
5. Ms Anita Killeen and Mr Scott Pearson were appointed as Chair and Deputy Chair respectively for the 2021-2022 term.
6. A serving chair and deputy chair can stand for re-appointment.