

# 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 November 2016

**Time:** 10:00 AM

**Venue:** Seminar 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	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**

Email: [arafb.info@gmail.com](mailto:arafb.info@gmail.com)

Mobile: +64 (0) 274 739 187

---

<b>ITEM</b>	<b>TABLE OF CONTENTS</b>	<b>PAGE</b>
	2017 Schedule Of Meetings	<b>4</b>
<b>1</b>	Apologies	<b>6</b>
<b>2</b>	Confirmation Of Minutes	<b>6</b>
<b>3</b>	Extraordinary Business	<b>6</b>
<b>4</b>	Register Of Members Interests	<b>7</b>
<b>5</b>	Public Forum	<b>7</b>
<b>6</b>	Report From Amenities Board	<b>7</b>
<b>7</b>	Notices of Motion	<b>7</b>
<b>8</b>	Chair's Report	<b>7</b>
<b>9</b>	Member Activities with Specified Amenities and Members Reports	<b>8</b>
<b>10</b>	Advisory Officers Report	<b>8</b>
<b>11</b>	Correspondence	<b>8</b>
<b>12</b>	Funding Board Member Remuneration 2017-2018	<b>8</b>
<b>13</b>	Draft 2017-2018 Funding Plan, Including Draft Administration Budget	<b>8</b>
<b>14</b>	2016 Annual Report	<b>8</b>
<b>15</b>	Exclusion of the Public: Local Government Official Information and Meetings Act 1987	<b>9</b>
<b>PUBLIC EXCLUDED</b>		
<b>C1</b>	Draft 2017-2018 Funding Plan – Incl. Provisional Allocation Of Grants	<b>9</b>
<b>C2</b>	2016 Annual Report and Audit NZ Management Report	<b>9</b>
<b>ATTACHMENTS</b>		
<b>4</b>	Register Of Members Interests	<b>10</b>
<b>11</b>	Correspondence	<b>14</b>
<b>12</b>	Funding Board Member Remuneration 2017-2018	<b>15</b>
<b>13</b>	Draft 2017-2018 Funding Plan, Including Draft Administration Budget	<b>16</b>
<b>14</b>	2016 Annual Report	<b>18</b>
<b>C1</b>	Draft 2017-2018 Funding Plan – Incl. Provisional Allocation Of Grants	
<b>C2</b>	2016 Annual Report and Audit NZ Management Report	

**Note:** The reports contained within this agenda are for consideration and should not be construed as Funding Board policy unless and until adopted. Should Members require further information relating to any reports, please contact the Advisory Officer, Chair or Deputy Chair.

---

**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
Monday	16 Jan 2017		<ul style="list-style-type: none"> <li>• ARAFB publishes draft 2017-2018 Funding Plan</li> </ul>
Tuesday	21 Feb 2017		<ul style="list-style-type: none"> <li>• Auckland Council considers submission to draft 2017-2018 Funding Plan</li> </ul>
Wednesday	22 Feb 2016		<ul style="list-style-type: none"> <li>• Closing date for submissions on draft 2017-2018 Funding Plan</li> </ul>
<b>Tuesday</b>	<b>28 Feb 2017</b>	<b>Meeting</b>	<ul style="list-style-type: none"> <li>• <b>FIRST MEETING OF THE YEAR</b></li> <li>• <b>Funding Board holds Public Hearings to consider public (and other) submissions on the draft 2017-2018 Funding Plan</b></li> </ul>
<b>Tuesday</b>	<b>07 Mar 2017</b> or <b>Wed, 15 Mar 2017</b>	<b>Meeting</b>	<ul style="list-style-type: none"> <li>• <b>Funding Board approves final version of draft 2017-2018 Funding Plan to be submitted to Auckland Council to approve proposed levy for 2017-2018</b></li> </ul>
Tuesday	21 Mar 2017		<ul style="list-style-type: none"> <li>• Auckland Council Finance Committee considers ARAFB levy requirement for 2017-2018</li> </ul>
<b>Wednesday</b>	<b>26 Apr 2017</b>	<b>Meeting</b>	<ul style="list-style-type: none"> <li>• <b>Funding Board meets to fix levy for 2017-2018 – must be done by 30 April 2017</b></li> </ul>
<b>Tuesday</b>	<b>2 May 2017</b>	<b>Workshop</b>	<ul style="list-style-type: none"> <li>• <b>TBC – New Directors from 1 June</b></li> </ul>
	<b>13 June</b> <b>27 June</b>		<ul style="list-style-type: none"> <li>• <b>INDUCTION FOR NEW DIRECTORS</b></li> <li>• <b>Meetings or Workshops WILL be required</b></li> </ul>
	<b>June / July</b>		<ul style="list-style-type: none"> <li>• <b>Amenity Visits –</b></li> <li>• <b>Two days Required for Amenity Visits</b></li> </ul>
<b>Tuesday</b>	<b>01 Aug 2017</b>	<b>Meeting</b>	<ul style="list-style-type: none"> <li>• <b>Funding Board normal meeting</b></li> </ul>
<b>Tuesday</b>	<b>5 Sept 2017</b>	<b>Workshop</b>	<ul style="list-style-type: none"> <li>• <b>Funding Board receives Amenity presentations for 2018-2019</b></li> </ul>
Monday	25 Sep 2017		<ul style="list-style-type: none"> <li>• Closing date for 2018-2019 Funding Applications</li> </ul>
Saturday	30 Sep 2017		<ul style="list-style-type: none"> <li>• 2017 Annual Reports and Audited Accounts due from Amenities (1 Oct 2017)</li> </ul>

	2017	Meeting / Workshop	Nature of Key Business
Tuesday	10 Oct 2017	Workshop	<ul style="list-style-type: none"> <li>Funding Board considers 2018-2019 Funding Applications for first time</li> </ul>
Tuesday	17 Oct 2017	Workshop	<ul style="list-style-type: none"> <li>Amenities present their 2016-2017 Annual Results</li> </ul>
Tuesday	07 Nov 2016	Workshop & Meeting	<ul style="list-style-type: none"> <li>Funding Board considers any further information supplied following meeting on 10 Oct 2017 (Workshop)</li> <li>Funding Board makes provisional allocation of grants for 2018-2019 for inclusion in draft 2018-2019 Funding Plan (Meeting)</li> </ul>
	7-20 Nov 2017		<ul style="list-style-type: none"> <li>Chair meets AKL Council reps to discuss proposed levy for 2018-2019</li> </ul>
Tuesday	21 Nov 2017 Or 28 Nov 2017 (Standby day)	Meeting	<ul style="list-style-type: none"> <li>Adopt 2017 Annual Report</li> <li>Confirm provisional allocation of grants for 2018-2019; Approve draft 2018-2019 Funding Plan for publication in January 2018</li> </ul>
	15 Jan 2018		<ul style="list-style-type: none"> <li>Publish draft 2018-2019 Funding Plan</li> </ul>

## **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 possible absence had been received from Anita Killeen.

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

The ordinary minutes of the meeting of the Auckland Regional Amenities Funding Board held on 8 November 2016, 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.

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 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.

(ATTACHMENT 11)

**12. FUNDING BOARD MEMBER REMUNERATION 2017-2018**

It is necessary for the Funding Board to recommend to Auckland Council an appropriate level of Director Remuneration for 2017-2018.

(ATTACHMENT 12)

**13 DRAFT 2017 -2018 FUNDING PLAN, INCLUDING ADMINISTRATIVE BUDGET**

An opportunity for the Directors to review the proposed budget for 2017-2018 and to discuss matters relating to the draft Funding Plan 2017-2018 during the open part of the meeting.

(ATTACHMENT 13)

**14. 2016 ANNUAL REPORT AND AUDIT NZ MANAGEMENT REPORT**

The 2016 Annual Report is presented for adoption by the Directors of the Funding Board. This will be circulated under separate cover.

(ATTACHMENT 14)



15. **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 2017-2018 FUNDING PLAN – INCL. PROVISIONAL ALLOCATION OF GRANTS**

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

**C2 2016 ANNUAL REPORT AND AUDIT NZ MANAGEMENT REPORT**

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)(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. Section 7(2)(h) Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities.	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 08 November 2016

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"> <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</li> </ul>
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 previously undertook work for the Mayor's Office – Auckland Council (1 March 2016)</li> </ul>
Catherine Harland	<ul style="list-style-type: none"> <li>• Director, Watercare Services Ltd</li> <li>• Director, McHar Investments Ltd</li> <li>• Director, Interface Partners Ltd</li> <li>• Trustee, One Tree Hill Jubilee Educational Trust</li> <li>• Former Consultant, Martin Jenkins &amp; Associates Ltd (27 Oct 2014)</li> <li>• Justice of the Peace</li> <li><b>Past Professional Appointments:</b></li> <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> </ul>

	<ul style="list-style-type: none"> <li>• Member of the Ex-Vietnam Service Assn (Neville Wallace Memorial) Children's and Grandchildren's Trust (15/4/2014)</li> </ul>
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>• Board member NZL Tourism Industry Assn (12/11/2013, Sept 2016)</li> <li>• Chairman, Hamner Springs Thermal Pools and Spa (23/12/2012)</li> <li>• Board member, Tourism Industry New Zealand Trust (23/12/2012, Sept 2016)</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>&gt; <b>Past Professional Appointments:</b></p> <ul style="list-style-type: none"> <li>• Director – Jetconnect Ltd (2002-2011)</li> <li>• Board member New Zealand Business and Parliament Trust (2008-2011)</li> <li>• Board member – Board of Airline Representative NZ (2006-2011)</li> <li>• Board member – NZL Inbound Tour Operators Council (2006-2011)</li> <li>• NZ Executive Council member – Australia/NZL Business Council (1995-1999)</li> <li>• Director – Air Nelson Ltd (1992 - 1997)</li> <li>• Director – Eagle Airways Ltd (1992 - 1997)</li> <li>• Director – Aviation, Tourism and Travel Training Organisation</li> <li>• Director QualMark NZ Ltd (5/10/2015)</li> </ul>
Lyn Lim	<ul style="list-style-type: none"> <li>• ASB Community Trust Ltd – Director</li> <li>• Asia New Zealand Foundation – Trustee</li> <li>• AUT – Council Member</li> <li>• Centre for Social Impact New Zealand Ltd – Director</li> <li>• Durham Services Ltd – Director</li> <li>• Eva Fong Urology Ltd – Shareholder</li> <li>• FH Holdings Ltd – Director and Shareholder</li> <li>• FH Nominees Ltd – Director and Shareholder</li> <li>• Forest Administration Ltd – Director and Shareholder</li> <li>• Foundation North – Chair and Trustee</li> <li>• Foundation North Grants Ltd – Director</li> <li>• Hartajaya Investments Ltd – Director and Shareholder</li> <li>• Kaya Investments Ltd – Director and Shareholder</li> <li>• Max Cai Trustee Ltd – Director</li> <li>• Mykco Ltd – Director</li> <li>• Onesixone Medical Group Ltd – Shareholder</li> <li>• Public Trust Office – Director</li> <li>• Former Director - NZ Shareholders Association</li> <li>• Former Trustee NZ Chinese Youth Trust</li> <li>• Ex Director - FH Shortland Ltd; FM International Ltd</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>• Former Director Seven Trust Ltd</li> </ul>

	<ul style="list-style-type: none"> <li>• Member: Institute of Directors; NZ Law Society; NZ Asian Leaders</li> </ul>
Diane Maloney	<ul style="list-style-type: none"> <li>• Chair - Sistema Aotearoa Trust</li> <li>• Funding Assessor - Creative NZ - 2015-</li> <li>• Independent consultant</li> </ul> <p><b>Past Professional Appointments:</b></p> <ul style="list-style-type: none"> <li>• Former Chair and Board member – Otara Health Charitable Trust – 2010-2015</li> <li>• Former Director – IRIS Ltd (Health and Disability sector)</li> <li>• Former Manager – Community Services – Manukau City Council (1996-2010)</li> <li>• Former Member - Auckland South Community Response Forum (convened by Minister for Social Development) (02/08/2016)</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> </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 Trustee Vailoa Place Budgeting Service (3/3/2015) (02/08/2016)</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>
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 interests of all parties) – member three years</li> <li>• Director - Kaitiaki Enterprises Limited</li> <li>• Board member - Matariki Trust</li> <li>• Technical Officer Hauraki Gulf Forum</li> </ul>
Steve Bootten	<ul style="list-style-type: none"> <li>• Trustee Davis Carr Cancer Society Endowment Trust</li> <li>• Trustee Piha Surf Life Saving Club Trust Fund Inc</li> <li>• Director Framacad Solutions Ltd</li> <li>• Director of Cavalier Corporation Ltd (WEF 10 July 2015)</li> </ul>

	<ul style="list-style-type: none"><li>• Chairman Black Interiors Ltd (11/4/2016)</li><li><b>Past Professional Appointments:</b></li><li>• Former Trustee Counties Manukau Pacific Trust Inc</li><li>• Former Trustee Northern Life Guard Trust Inc</li><li>• Former Board Member Diocesan School for Girls Inc</li><li>• Former Trustee Diocesan School Heritage Foundation Inc</li><li>• Former Director Northern Life Guard Services Inc</li><li>• Former Director Orizaba Holdings Ltd (11/4/2016)</li><li>• Former Director Xakeila Holdings Ltd (Ferry Building Partnership) (11/4/2016)</li><li>• Former Director Hampden Fence Ltd (11/4/2016)</li></ul>
--	---

## AUCKLAND REGIONAL AMENITIES FUNDING BOARD

# Memo

22 November 2016

To: Chair and Directors Auckland Regional Amenities Funding Board

From: Leigh Redshaw, Advisory Officer

Subject: Correspondence

**ATTACHMENT 11**

<b>Inwards</b>			
Audit NZ	Letter	22/11/2016	2016 Annual Report – Management Letter
Domain Concerts Trust	emails	10-15 /11//2016	Enquiring processes to become a Specified Amenity (referred to AKL Council)
<b>Outwards</b>			
SLSNR, BDO Auditors	Letter x 3	11/11/2016	2016 Annual Report
Centre for Social Impact	Letter	22/11/2016	Sustainability project
Deloitte	Letter	22/11/2016	Sustainability project.

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 2016 Audit.

## AUCKLAND REGIONAL AMENITIES FUNDING BOARD

22 November 2016

### Memo

To: Chair and Directors Auckland Regional Amenities Funding Board

From: Leigh Redshaw, Advisory Officer

**Subject: Review Member Remuneration for 2017-2018**

The honorariums paid to Funding Board members must be reviewed annually in accordance with the provisions of the Auckland Regional Amenities Funding Act.

The honorariums for the Funding Board must be approved by Auckland Council after considering a recommendation from the Funding Board.

The proposed board member remuneration for 2017-2018 is as follows:

	<b>Current 2016-2017</b>	<b>Total Cost</b>	<b>Proposed 2017-2018</b>	<b>Total Cost</b>
Chair (x1)	29,500	29,500	30,000	30,000
Deputy Chair (x1)	22,125	22,125	22,500	22,500
Director (x8)	14,750	118,000	15,000	120,000
<b>Total (x 10)</b>		<b>\$169,625</b>		<b>\$172,500</b>

**Overall annual increase: \$2,875**

The proposed increased for directors for 2017-2018 is \$250, moving the rate from \$14,750 to \$15,000. The rate for the chair is twice that of a director, and the deputy chair receives 75% of the rate of the chair.

The draft 2017-2018 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 2017.

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.

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 2017–2018 Funding Plan when it is published for public consultation in January 2017. Any increases in honorarium can be accommodated within the existing budget provisions.

## AUCKLAND REGIONAL AMENITIES FUNDING BOARD

22 November 2016

### Memo

To: Chair and Directors Auckland Regional Amenities Funding Board

From: Leigh Redshaw, Advisory Officer

**Subject: Draft 2017-18 Funding Plan and Budget**

The Draft 2017-18 Funding Plan is currently being prepared ready for publication on/about 16 January 2017 seeking public submissions on the proposed plan.

The administrative costs cover the honorariums of members, plus the cost of the Advisory Officer and all other administrative costs, such as secretarial services, printing, advertising, meeting costs, legal and other consultancy or professional advice received.

	Budget 2017	Budget 2018	Budget 2019	Budget 2020
<b>Income</b>			<i>Excl. Levies for Grants</i>	<i>Excl. Levies for Grants</i>
Levies for Grants	\$15,827,500	\$15,850,500		
Levies for Admin Costs	\$315,000	\$315,000	\$315,000	\$315,000
<b>Total income</b>	\$16,142,500	<b>\$16,165,500</b>	\$315,000	\$315,000
<b>Expenses</b>				
Audit fees	\$7,500	\$8,000	\$8,500	\$9,000
Grants distributed	\$15,827,500	\$15,850,500		
Legal fees	\$50,000	\$40,000	\$40,000	\$40,000
Advisory Officer	\$55,000	\$55,000	\$56,000	\$57,000
Consultants	\$30,000	\$30,000	\$25,500	\$21,500
Board member fees	\$170,000	\$172,500	\$175,000	\$177,500
Administration expenses	\$2,500	\$9,500	\$10,000	\$10,000
<b>Total expenses</b>	\$16,142,500	<b>\$16,165,500</b>	<b>\$315,000</b>	<b>\$315,000</b>
<b>Surplus/ (deficit)</b>	\$0	<b>\$0</b>	<b>\$0</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 2017-2018 has been assessed at \$31.48 million, representing 2% of

**ATTACHMENT 13**



the Auckland Council total rates revenue (\$1.574b) for the year ended 30 June 2016.

Under the provisions of the Act, the Draft 2017-2018 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 2017-2018 Funding Plan be published on/about Monday 16 January, and remain open for public submissions until 5PM Wednesday 22 February 2017.

These dates will enable Auckland Council to consider the draft 2017-2018 Funding Plan at its meeting on 21 February 2017 and to forward the submission by close of business on Wednesday 22 February.

Following the submission period the Funding Board will meet on 28 February 2017 to consider the written submissions and receive any verbal submissions that submitters may wish to make to the Board.

The draft 2017-2018 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 2016 Annual Report. If established, it is also recommended that the same sub-committee be authorised to finalise the form of the Draft 2017-2018 Funding Plan.

## AUCKLAND REGIONAL AMENITIES FUNDING BOARD

### Memo

22 November 2016

To: Chair and Directors Auckland Regional Amenities Funding Board

From: Leigh Redshaw, Advisory Officer

---

**Subject: 2016 Annual Report and Audit NZ Management Report**

The draft 2016 Annual Report has been circulated separately for the Board to review.

Audit New Zealand has supplied the draft 2016 Management Letter which has been circulated as part of the Confidential Agenda. The report signalled that an unqualified audit report will be issued for 2016.

It is recommended that the Board form a sub-committee comprising the Chair, Deputy Chair and two board members to finalise the 2016 Annual Report with delegated authority to finalise the wording of the Annual Report prior to it being published and circulated in accordance with the provisions of the legislation.

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.

Recommended that the 2016 Annual Report be adopted, subject to final editing changes and the inclusion of the unqualified 2016 Audit Report.

**ATTACHMENT 14**