

Auckland Regional Amenities Funding Board - Te Poari ā-Takiwā Tuku Pūtea Taonga Whakaahuru

BOARD PACK

for

ARAFB - Business Meeting

Tuesday, 8 November 2022

12:00 pm (NZDT)

Held at:

Offices of Buddle Findlay (Primary Location)

Level 18, 188 Quay Street, Auckland 1010

INDEX

Cover Page

Index

Agenda

Attached Documents:

1.3 a	ARAFB-20220628 - OPN-MIN.pdf.....	11
1.3 b	ARAFB-20220628 - CONF-MIN.pdf.....	16
1.5 a	Interests Register.....	18
4.2 a	20221108 ARAFB Financial Report.pdf.....	23
5.1 a	20221108 ARAFB Admin Budget.pdf.....	26
5.2 a	22021108 Director Rem 2023 2024.pdf.....	28
6.1 a	20221108 2022 Annual Audit Delay.pdf.....	30
7.1 a	2023 ARAFB DRAFT Schedule of Meetings.pdf.....	31

AGENDA

ARAFB - BUSINESS MEETING

Name:	Auckland Regional Amenities Funding Board - Te Poari ā-Takiwā Tuku Pūtea Taonga Whakaahuru
Date:	Tuesday, 8 November 2022
Time:	12:00 pm to 4:00 pm (NZDT)
Location:	Offices of Buddle Findlay (Primary Location), Level 18, 188 Quay Street, Auckland 1010
Board Members:	Paula Browning (Chair), Scott Pearson (Chair), Alastair Carruthers, Anita Killeen, Bryan Mogridge, Lyn Lim, Megan McSweeney, Victoria Carter , Moana Tamaariki-Pohe
Attendees:	Advisory Officer - Leigh Redshaw
Guests:	For the Confidential Meeting: Victoria Travers (Stardome), Nichola Keen-Biggelaar (DPA), Matt Williams (SLSNR), Jonathan Bielski, Natasha Pearce, Grant Pinfold (ATC)
Notes:	DEPENDING ON PROGRESS OF THE EARLIER WORKSHOP, THE CHAIR MAY NEED TO OPEN THEN ADJOURN THE MEETING AT 12:00PM TO ENABLE THE EARLIER DISCUSSIONS TO BE CONCLUDED.

1. Opening Meeting

1.1 Opening Karakia

Scott Pearson

An opening karakia will be undertaken at the opening of the meeting.

1.2 Apologies

Scott Pearson

At the close of the agenda apologies for leave had been received from Victoria Carter for lateness, noting it may be necessary for Ms Carter to join the meeting via ZOOM.

1.3 Confirm Minutes

Scott Pearson

That the ordinary minutes of the meeting of the Auckland Regional Amenities Funding Board held on 28 June 2022, including the confidential sections be to confirmed as a true and correct record, and the Advisory Officer be authorised to affix the chairs electronic signature to the minutes.

Supporting Documents:

1.3.a	ARAFB-20220628 - OPN-MIN.pdf	11
1.3.b	ARAFB-20220628 - CONF-MIN.pdf	16

1.4 Extraordinary Business

Scott Pearson

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.”

1.5 Interests Register

Scott Pearson

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.

Opportunity for members to update the Register of Members Interest.

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.

Supporting Documents:

1.5.a Interests Register

18

1.6 Notices of Motion

Scott Pearson

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

2. Presentations to the Board

2.1 Public Forum

Scott Pearson

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.

At the time of preparing the agenda there were no requests from anyone to present in public forum.

2.2 Report From Amenities Board and/or Specified Amenities

Scott Pearson

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.

Due to the nature of the business to be shared by the Specified Amenities, Drowning Prevention Auckland, Stardome Planetarium and Observatory, Auckland Theatre Company, Surf Life Saving Northern Region and the Amenities Board will all present items to the Funding Board during the Confidential portion of the Business meeting.

3. Board Activities Since Last Meeting

3.1 Chairs Report

Scott Pearson

Providing the Chair with the opportunity to provide an oral update to 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.

3.2 Members Activities With Specified Amenities and Board Member Reports

Scott Pearson

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.

4. Management Reports

4.1 Advisory Officers Report

Advisory Officer - Leigh Redshaw

Providing the Advisory Officer with the opportunity to provide an oral update to 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.

4.2 Finance Report

Advisory Officer - Leigh Redshaw

Providing the Funding Board with an overview of financial position of the Funding Board as at 31 October 2022 and any other matters of a financial nature.

Supporting Documents:

4.2.a	20221108 ARAFB Financial Report.pdf	23
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5. Draft 2023-2024 Funding Plan

5.1 Administration Budget 2023-2024

Advisory Officer - Leigh Redshaw

It is necessary for the Funding Board to consider a draft Administration Budget for inclusion in the draft 2023-2024 Funding Plan. This budget forms the basis of the Administration Charge portion of the Annual Levy payable by Auckland Council.

Supporting Documents:

5.1.a	20221108 ARAFB Admin Budget.pdf	26
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5.2 Directors Remuneration 2023-2024

Advisory Officer - Leigh Redshaw

It is necessary for the Funding Board directors to recommend the level of Directors Remuneration payable to board members in the 2023-2024 financial year. This recommendation is included in the draft 2023-2024 Funding Plan and is also subject to approval by Auckland Council.

Supporting Documents:

5.2.a	22021108 Director Rem 2023 2024.pdf	28
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5.3 Draft 2023-2024 Funding Plan

Advisory Officer - Leigh Redshaw

At the conclusion of the Business Meeting it is necessary to prepare a draft funding plan for the 2023-2024 financial year that includes all the information stipulated in the Auckland Regional Amenities Funding Act, including the Administration Budget, Director Remuneration, the provisional allocation of grants, including any conditions attached thereto, and any other information deemed appropriate by the board.

This item also has a corresponding item in the Confidential Agenda.

6. 2022 Annual Report

6.1 2022 Annual Report

Advisory Officer - Leigh Redshaw

The Auckland Regional Amenities Funding Board Act states that the board's Annual Report may be audited and adopted within four months (30 Nov) of the end of the financial year (30 June). Audit New Zealand has advised that the annual audit will commence on approximately 17 November 2022 and as such the Funding Board will fail to meet two statutory deadlines, the second being filing the annual report to Charities Services by 31 December 2022.

Supporting Documents:

6.1.a	20221108 2022 Annual Audit Delay.pdf	30
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7. Timetable of Meetings 2023

7.1 Timetable of Meetings, Workshops and Key Dates - 2023

Advisory Officer - Leigh Redshaw

It is necessary for the directors to discuss and agree the timetable of meetings and other critical dates for the 2023 calendar year.

Supporting Documents:

7.1.a	2023 ARAFB DRAFT Schedule of Meetings.pdf	31
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8. Exclusion of the Public

8.1 Exclusion of Public: Local Government Official Information & Meetings Act

Scott Pearson

Leigh Redshaw	
<u>Advisory Officer</u>	
<u>Section 48, Local Government Official Information and Meetings Act 1987:</u>	

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:

8.2 Presentation from Drowning Prevention Auckland Nicola Keen-Biggelaar

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

8.3 Presentation from Auckland Theatre Company: Jonathan Bielski/Grant Pinfold

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

8.4 Presentation from Stardome Planetarium and Observatory: Victoria Travers

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

8.5 Presentation from Amenities Board and SLSNR: Matt Williams

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	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.

withholding exists under section 7.		
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8.6 Draft 2023-2024 Funding Plan - Provisional Allocation of Grants

Scott Pearson

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)(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.

8.7 Draft 2023-2024 Funding Plan

Advisory Officer - Leigh Redshaw

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)(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.

9. 2022 Future Board Meetings

9.1 Timetable of Agreed Future Meetings to 31 December 2022

Tuesday	8 Nov 2022	Workshop Followed by Meeting	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		Chair meets AKL Council reps to discuss proposed levy for 2022-2023
Tuesday	22 Nov 2022 or	Meeting	Adopt ARAFB 2022 Annual Report

	29 Nov 2022 (standby only)		Confirm provisional allocation of grants for 2023-2024 Approve draft 2023-2024 Funding Plan for publication in January 2023
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10. Close Meeting

10.1 Close the meeting

Next meeting: ARAFB Business Meeting - 22 Nov 2022, 10:00 am

A karakia will be recited at the conclusion of the meeting.

Auckland Regional Amenities Funding Board

MINUTES OF A MEETING OF THE AUCKLAND REGIONAL AMENITIES FUNDING BOARD

HELD ON TUESDAY, 28 JUNE 2022 AT 10:00AM

Meeting Room, Buddle Findlay
Level 18, HSBC Tower
188 Quay Street, Auckland 1010

PRESENT:

Chair	Ms Anita	Killeen
Deputy Chair	Mr Scott	Pearson
Members:	Ms Paula	Browning
	Ms Victoria	Carter
	Ms Lyn	Lim
	Ms Megan	McSweeney
Via video link	Mr Alastair	Carruthers
	Mr Ross	Clow
	Vacant Position	

ALSO PRESENT:	Mr Leigh	Redshaw	Advisory Officer	C1 and C2 Only
	Mr David	Walker	Audit New Zealand	C1 Only
	Ms Terri	Cumiskey	NZO	
	Ms Jo	Wilson	NZO	

TUESDAY
28 JUNE 2022

AUCKLAND REGIONAL AMENITIES FUNDING BOARD

MINUTES

The meeting was opened with a karakia lead by Anita Killeen

1. APOLOGIES

Moved: Victoria Carter / Lyn Lim

A. That apologies from Bryan Mogridge for leave be accepted.

CARRIED

2. CONFIRMATION OF MINUTES

Moved: Megan McSweeney / Paula Browning

A. That the ordinary minutes of the meeting of the Auckland Regional Amenities Funding Board held on 28 April 2022 be confirmed as a true and correct record.

CARRIED

3. EXTRAORDINARY BUSINESS

There was no extraordinary business.

4. REGISTER OF MEMBERS INTERESTS

Moved: Victoria Carter / Scott Pearson

A. That the Register of Members Interests be received and updated in respect of Victoria Carter and Lyn Lim.

CARRIED

5. PUBLIC FORUM

There were no deputations for public forum.

6. REPORT FROM AMENITIES BOARD AND/OR SPECIFIED AMENITIES

There were no updated from the Amenities Board.

Moved: Victoria Carter / Megan McSweeney

A. That Ms Terri Cumiskey, (Director, Marketing and Development, NZO) and Ms Jo Wilson, (Director of Finance and Administration, NZO), be thanked for attending the meeting to introduce Ms Wilson.

CARRIED

TUESDAY
28 JUNE 2022

MINUTES
AUCKLAND REGIONAL AMENITIES FUNDING BOARD

7. NOTICES OF MOTION

There were no notices of motion.

8. CHAIR'S REPORT

Moved: Megan McSweeney / Paula Browning

A. That the oral report from the Chair be received.

CARRIED

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

Moved: Ross Clow / Lyn Lim

A. That the Members Activities information and Board Members oral reports be received and the register of activities and gifts be updated.

CARRIED

10. ADVISORY OFFICER'S REPORT

Moved: Victoria Carter / Megan McSweeney

A. That the Advisory Officer's oral report be received.

CARRIED

11. FINANCIAL REPORT TO JUNE 2022

Moved: Paula Browning / Lyn Lim

A. That the Financial Report to June 2022 be received.

CARRIED

12. CORRESPONDENCE

There was no correspondence.

13. 2021 Annual Report

Moved: Victoria Carter / Paula Browning

That the Funding Board:

A. Adopts the 2021 Annual Report, noting that the delays with finalising the 2021 report are solely attributed to staff shortages and the impacts of the COVID 19 pandemic on Audit New Zealand.

**TUESDAY
28 JUNE 2022**

AUCKLAND REGIONAL AMENITIES FUNDING BOARD

MINUTES

- B. Instructs the Advisory Officer to ensure that all remaining processes relating to the completing and distribution of the 2021 Annual Report are undertaken as prescribed in the Act.**

CARRIED

At 10:51AM the Chair determined to take item C1 at this point in the meeting – Mr David Walker joined the meeting:

Moved: Scott Pearson / Meagan McSweeney

- A. That the board move into confidential for the purposes of considering item C1 – Audit New Zealand – 2021 Audit and Discussion with the Audit Manager.**

CARRIED

At 11:11AM the Chair closed the confidential section of the meeting and resumed with the open agenda.

Moved: Megan McSweeney / Ross Clow

- A. That the board resume the open section of the meeting.**

CARRIED

14. DOCUMENT MANAGEMENT SYSTEM

Moved: Megan McSweeney / Lyn Lim

That the Funding Board:

- A. Requests the Chair, Deputy Chair and Advisory Officer to investigate the range of Document Management Systems available that may meet the on-going and future needs of the Board, and to report back to the Board with the outcome of the findings and recommendations on further steps.**

CARRIED

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

Moved: Ross Clow / Megan McSweeney

- A. 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

**TUESDAY
28 JUNE 2022**

AUCKLAND REGIONAL AMENITIES FUNDING BOARD

MINUTES

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 – 2021 Audit and Discussion with the Audit Manager.**
 - C2. ARAFB 2021 Annual Report and [Audit] Management Letter.**
 - C3. Advisory Officer Contract 2022-2023.**
- B. That Mr David Walker, Director, Audit New Zealand be permitted to remain in the meeting for item C1 only.**
- C. That Mr Leigh Redshaw be permitted to remain in the meeting for items C1 and C2 only.**

CARRIED

Members of the public were excluded from the meeting at 11:35AM.

Resolutions in relation to the confidential items are recorded in the confidential section of these minutes and are not publicly available.

The meeting was re-opened to members of the public at 12:16PM

The meeting closed with a karakia from Anita Killeen.

There being no further business the Chair declared the meeting closed at 12:49PM

CONFIRMED AS A TRUE AND CORRECT RECORD AT A MEETING OF THE
AUCKLAND REGIONAL AMENITIES FUNDING BOARD HELD ON:

DATE:

CHAIR:

Interests Register

Auckland Regional Amenities Funding Board - Te Poari ā-Takiwā Tuku Pūtea Taonga Whakaahuru

As of: 1 Nov 2022

Person	Organisation	Active Interests	Notice Date
Alastair Carruthers	30 Madden Body Corporation	Chair	11 Aug 2022
	Auckland Unlimited	Director	11 Aug 2022
	Carruthers Consulting Ltd	Director and Shareholder	11 Aug 2022
	Cornwall Park Trust Board	Trustee	11 Aug 2022
	Homeland NZ Enterprises Ltd	Director and Shareholder	11 Aug 2022
	Homeland NZ Trading Ltd	Director and Shareholder	11 Aug 2022
	Ring Hora, Services Workforce Development Council, Tertiary Education Commission	Trustee and Board Member	11 Aug 2022
	Tamaki Paenga Hira: Auckland War Memorial Museum	Trustee and Board Member	11 Aug 2022
Anita Killeen	American Bar Association Animal Law Committee	International Associate Member	11 Aug 2022
	Auckland Theatre Company Ltd	Patron	11 Aug 2022

Commission for Financial Capability Adjudication Panel	Panel Member	11 Aug 2022
Domain Name Commission Board	Director	28 Jul 2022
Engineering New Zealand Disciplinary Tribunal	Tribunal Member	11 Aug 2022
Financial Services Complaints Ltd	Mediation Panel Member	11 Aug 2022
Independent Complaint and Review Authority	Adjudication and Mediation Panel Member	28 Jul 2022
Institute of Professional Legal Studies	External Moderator and Standards Assessor	11 Aug 2022
International Association of Prosecutors	New Zealand Member	11 Aug 2022
Netsafe New Zealand	Deputy Chair	11 Aug 2022
New Zealand Law Society Costs Assessor	Panel Member	11 Aug 2022
New Zealand Law Society Litigation Skills Programme	Panel Member	11 Aug 2022
Ngai Tai Ki Tamaki Commercial Board	Deputy Chair	28 Jul 2022
Quay Chambers	Barrister	28 Jul 2022
Silo Theatre	Patron	11 Aug 2022
SPCA Auckland	Director	28 Jul 2022
The Pro Bono Panel of Prosecutors for the SPCA Auckland	Chair	28 Jul 2022
UNICEF New Zealand	Director	28 Jul 2022
Bryan Mogridge Adherium Ltd (AUS)	Shareholder	11 Aug 2022

	BUPA ANZ Ltd (AUS)	Chair	11 Aug 2022
	Clearspan Property Ltd	Director and Shareholder	11 Aug 2022
	Mainfreight Ltd	Director	11 Aug 2022
	Massey University Foundation	Trustee	11 Aug 2022
	Mogridge and Associates Ltd	Director and Shareholder	11 Aug 2022
	Sea Dragon Ltd	Director	11 Aug 2022
	The Energy Education Trust	Trustee	11 Aug 2022
	The Starship Foundation	Trustee	11 Aug 2022
	Thinextra Pty Ltd (AUS)	Director and Shareholder	11 Aug 2022
Lyn Lim	Asia New Zealand Foundation	Trustee	11 Aug 2022
	Eva Fong Urology Ltd	Shareholder	11 Aug 2022
	General Capital Ltd	Director	11 Aug 2022
	Hartajaya Investments Ltd	Director and Shareholder	11 Aug 2022
	Institute of Directors	Chartered Member	11 Aug 2022
	Inter Pacific Bar Association - Women in Business Committee	Vice Chair	11 Aug 2022
	Kaya Investments Ltd	Director and Shareholder	11 Aug 2022
	Middlemore Foundation	Member	11 Aug 2022
	New Zealand Law Society	Member	11 Aug 2022
	Onesixone Medical Group Ltd	Shareholder	11 Aug 2022
	Restaurant Brands Ltd	Director	11 Aug 2022
	SP Corporation Ltd (SNG)	Independent Director	11 Aug 2022
Megan McSweeney	TBA	TBA	1 Nov 2022

Moana Tamaariki-Pohe	TBA	TBA	1 Nov 2022
Paula Browning	Creative New Zealand and Ministry of Culture and Heritage	On-going engagement with CNZ through role at WeCreate	28 Jul 2022
	Institute of Directors	Chartered Member	28 Jul 2022
	MCH - Heritage Artist Resale Royalty Advisory Group	Member	18 Oct 2022
	WeCreate Incorporated	Chair	28 Jul 2022
Scott Pearson	Association of Certified Fraud Examiners	CFE	28 Jul 2022
	Auckland Council	Contractor - Three Waters Project	28 Jul 2022
	Chartered Accountants Australia New Zealand	Chartered Accountant	28 Jul 2022
	CPA Australia	FCPA	28 Jul 2022
	Gambling Commission	Commissioner	27 Jul 2022
	Institute of Directors	Chartered Member	28 Jul 2022
	Selwyn College	Trustee	27 Jul 2022
	The Big Idea	CFO	27 Jul 2022
Victoria Carter	Camden Farms Ltd	Director	28 Jul 2022
	Camden Investments Ltd	Director	28 Jul 2022
	Carter Bloodstock Ltd	Director	28 Jul 2022
	Davies-Booth Associates	Director	28 Jul 2022
	Friends of Laura Fergusson Trust Inc.	Chair	28 Jul 2022
	Institute of Directors	Chartered Fellow	28 Jul 2022
	James Fletcher Management	Director	28 Jul 2022

	Ngati Awa Asset Holdings	Director	28 Jul 2022
	Ngati Awa Group Holding Ltd	Director	28 Jul 2022
	Ngati Awa The Strand Development GP Ltd	Director	28 Jul 2022
	Ngati Awa Tourism	Director	28 Jul 2022
	Waka Kotahi - People Culture and OSH	Chair	28 Jul 2022
	Waka Kotahi (NZTA)	Director	28 Jul 2022

Person	Organisation	Recently Closed Interests	Closing Date
Ross Clow	Be A Tidy Kiwi	Trustee	16 Oct 2022
	Te Toi Uku (Portage Ceramic Trust)	Chair	16 Oct 2022
	Whau Costal Walkway Enviromental Trust	Patron	16 Oct 2022

AUCKLAND REGIONAL AMENITIES FUNDING BOARD

Memo

1 November 2022

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

Subject: Financial Report to 31 October 2022

ARAFB - General

1. Copies of the Balance Sheet and Profit and Loss account to 31 October 2022 are attached. During this quarter the levy was received in full and on time from Auckland Council. The grants were distributed to the eight amenities on the earliest date permitted.
2. Reserves Policy – The board passed its Reserves Policy in June 2020 with the intention being that a decision would be made on an annual basis whether funds would be allocated to a reserve to be held for purposes to be determined by the board. The board may wish to consider this option.

Specified Amenity Quarterly Reports to 30 September 2022

3. Quarterly reports to 30 September 2022 have previously been distributed to directors under separate cover.

Specified Amenity Annual Reports to 30 June 2022

4. Annual reports and financial statements were received from the Specified Amenities by 30 September. The reports have been previously circulated to directors for review.

2022 Annual Report and Audit

5. The Office of the Auditor General, communicating through Audit New Zealand, has advised that due to on-going staff resourcing matters, it needs to prioritise audits for central / local or other government related agencies needing sign-off for banking, stock market or other securities related matters. The 2022 audit will therefore commence on approximately 17 November 2022, with a proposed completion date of no later than 24 December 2022.
6. All information needed by Audit NZ to commence / undertake the annual audit will be provided to Audit NZ in accordance with the agreed timetable.
7. As the Funding Board will be unable to meet the statutory deadline of adopting the audited financial statements by 30 Nov 2022, the financial statements will again be noted that the delay has been due to circumstances beyond the control of the Funding Board.
8. Likewise, if the audit is not completed and the Annual Report cannot be adopted by 31 December 2022, Audit NZ or the OAG will contact Charities Services to advise the reason for the board being unable to submit it's annual return by the 31 December 2022 deadline.

Recommendations:

That the Funding Board receive the report.

AUCKLAND REGIONAL AMENITIES FUNDING BOARD			
Profit & Loss [With Last Year]			
1 July 2022 to 31 October 2022			
	Last Year		This Year
Income			
Levy - Non GST Portion	\$15,095,500.00		\$16,550,479.00
Levy - ARAFB Admin Fee GST	\$340,000.00		\$360,000.00
Total Income	\$15,435,500.00		\$16,910,479.00
Gross Profit	\$15,435,500.00		\$16,910,479.00
Expenses			
Audit Fees			\$0.00
Advertising	\$193.17		\$202.81
Advisory Officer/Admin Charge	\$19,500.00		\$20,500.00
Dues & Subscriptions	\$874.73		\$2,776.08
Grants to Amenities No GST	\$15,145,500.00		\$16,550,479.00
Legal Fees	\$0.00		\$10,762.50
Consultants	\$0.00		\$0.00
Staff Amenities	\$1,116.40		\$123.88
Honorariums	\$63,250.00		\$69,000.00
Parking Charges	\$1,573.91		\$1,182.61
Bank Fees	\$136.45		\$66.15
Total Expenses	\$15,232,144.66		\$16,655,093.03
Operating Profit	\$203,355.34		\$255,385.97
Other Income			
Interest Income	\$2,060.27		\$18,206.74
Total Other Income	\$2,060.27		\$18,206.74
Net Profit/(Loss)	\$205,415.61		\$273,592.71

AUCKLAND REGIONAL AMENITIES FUNDING BOARD BALANCE SHEET

As At 31 October 2022

	Last Year	This Year
Assets		
Current Assets		
Cash On Hand		
Cheque Account	\$765,837.02	\$837,390.09
Term Deposits		
Total Cash On Hand	\$765,837.02	\$837,390.09
Total Current Assets	\$765,837.02	\$837,390.09
Total Assets	\$765,837.02	\$837,390.09
Liabilities		
Current Liabilities		
Creditors	\$79,351.13	\$87,021.41
Sundry Creditors	\$1,662.90	\$1,662.90
Total GST	(\$3,722.18)	(\$5,558.83)
Total Current Liabilities	\$77,291.85	\$83,125.48
Total Liabilities	\$77,291.85	\$83,125.48
Net Assets	\$688,545.17	\$754,264.61
Equity		
Retained Earnings	\$483,129.56	\$480,671.90
Current Year Earnings	\$205,415.61	\$273,592.71
Total Equity	\$688,545.17	\$754,264.61

AUCKLAND REGIONAL AMENITIES FUNDING BOARD

Memo

1 November 2022

To: Chair and Directors Auckland Regional Amenities Funding Board

From: Leigh Redshaw, Advisory Officer

Subject: Draft 2023-2024 Funding Plan; Administrative

The Draft 2023-2024 Funding Plan is currently being prepared ready for publication on/about 19 December 2022 seeking public submissions on the proposed plan.

Administrative Budget

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

	Budget 2023	Budget 2024	Budget 2025	Budget 2026
Income				
Levies for Grants	\$16,550,479		INSERT AN	AMOUNT
Levies for Admin Costs	\$360,000	\$378,000	\$396,000	\$414,000
Total Income	\$16,910,479	\$378,000	\$396,000	\$414,000
Expenses				
Audit fees	\$10,000	\$10,000	\$11,000	\$12,000
Grants distributed	\$16,550,479			
Legal fees	\$35,000	\$37,000	\$38,000	\$39,000
Advisory Officer	\$61,500	\$64,500	\$68,000	\$70,000
Consultants	\$36,000	\$36,000	\$36,000	\$37,000
Board member fees	\$207,000	\$218,500	\$230,000	\$242,000
Administration expenses	\$10,500	\$12,000	\$13,000	\$14,000
Total Expenses	\$16,910,479	\$378,000	\$396,000	\$414,000
Net Deficit (funded from retained earnings)				

The administration budget increased in 2022-2023 having remained unchanged for three consecutive years as part of the expenditure constraints implemented in support of Auckland Council budget pressures.

The new budget allows for modest increases in honorariums (as discussed below) and the advisory officer remuneration. The board currently holds sufficient retained earnings to cover any unbudgeted items of expenditure should these arise.

Recommendations:

That the Funding Board:

- A) Approves the overall draft administrative budget of \$378,000 for 2023-2024 to be incorporated in the draft funding plan.
- B) Instructs the Advisory Officer to incorporate the administrative budgets, board member remuneration and proposed grant allocations into the Draft 2023-2024 Funding Plan to enable the Annual Report and Funding Plan Working Party to finalise the plan and recommend to the Chair and Deputy Chair that they approve the final version prior to publishing on/about 19 December 2022.

AUCKLAND REGIONAL AMENITIES FUNDING BOARD

Memo

1 November 2022

To: Chair and Directors Auckland Regional Amenities Funding Board

From: Leigh Redshaw, Advisory Officer

Subject: Draft 2023-2024 Funding Plan; Director Remuneration

The Draft 2023-2024 Funding Plan is currently being prepared ready for publication on/about 19 December 2022 seeking public submissions on the proposed plan.

Review Board Member Remuneration for 2023-2024

The honorariums paid to Funding Board members must be reviewed annually in accordance with the provisions of the Auckland Regional Amenities Funding Act. The Draft 2023-2024 Funding Plan must provide details of the proposed levels of remuneration to be paid to board members.

The honorariums for directors of the Funding Board must be approved by Auckland Council after considering a recommendation from the Funding Board. No changes to the rates of honoraria occurred in 2020-2021 or 2021-2022 due to the board wishing to constrain expenditure arising from the impacts of COVID-19 on the financial performance of Auckland Council.

The proposed board member remuneration for 2022-2023 is as follows:

	2022-2023	2023-2024	Annual Change
Chair	\$36,000	\$38,000	+\$2,000
Deputy Chair	\$27,000	\$28,500	+\$1,500
Members (8)	\$18,000	\$19,000	+\$1,000

This equates to an annual cost of \$218,500 (2022-23 \$207,000).

The table below sets out the movements in honorarium rates since 2019:

Year	Member	Deputy Chair	Chair	Comments
2022-2023	18,000	27,000	36,000	this is equal to the level it would have been had the member rate increased by \$500 pa each year since 2020-2021
2021-2022	16,500	24,750	33,000	held for second time as part of further budget constraints
2020-2021	16,500	24,750	33,000	prior to last minute COVID related changes to levy / grants and remuneration - Council had approved rem of \$17,500 / 26,260 / 35,000
2019-2020	16,500	24,750	33,000	

The Funding Board has, and continues to, operate in a fiscally prudent manner and strives to minimise its costs wherever possible. If approved by Auckland Council, the rates would be payable from 1 July 2023.

Auckland Council has previously requested that the honorariums be reviewed and adjusted annually, rather than every two or three years. In light of the current economic environment arising from the COVID-19 pandemic, it was recommended that the board forwent any adjustments to the honorariums for two consecutive years, but noted that adjustments would be considered for 2022-2023 and subsequent years.

It is necessary for the board to adopt a level of remuneration to recommend to Auckland Council for consideration and approval, and for these rates to be detailed in the Draft 2023–2024 Funding Plan when it is published for public consultation in December 2022.

Recommendations:

That the Funding Board:

A) Approves the proposed rates of board member remuneration for 2023-2024 as:

	2022-2023	2023-2024	Annual Change
Chair	\$36,000	\$38,000	+\$2,000
Deputy Chair	\$27,000	\$28,500	+\$1,500
Members (8)	\$18,000	\$19,000	+\$1,000

B) Instructs the Advisory Officer to send details of the proposed board member remuneration to Auckland Council for consideration and approval.

AUCKLAND REGIONAL AMENITIES FUNDING BOARD

Memo

1 November 2022

o: Chair and Directors Auckland Regional Amenities Funding Board

From: Leigh Redshaw, Advisory Officer

Subject: 2022 Annual Report

Following a series of informal discussion with the Auckland based Audit New Zealand (ANZ) Audit Director, the Advisory Officer has agreed to supply all the information needed to undertake the 2022 Audit on or by 17 November 2022.

This decision arises from ANZ continuing to experience personnel shortages largely attributable to the lingering impacts of the COVID-19 pandemic.

The Office of the Auditor General (OAG) has directed ANZ to focus undertaking audits on those central, local and other government related organisations that require audits to be completed to meet stock exchange, banking or other situations where non-compliance with audit requirements could have serious detrimental impacts on the business.

Although ANZ intend to complete the audit by 24 December 2022, ANZ acknowledge that the Funding Board will for the second year running be required to add additional explanations to the final annual report, explaining that the delays were caused by Audit New Zealand.

A further matter to consider is that the last scheduled meeting of the Funding Board is 22 Nov 2022, with the next meeting then not being held until approximately 14 February. It is unlikely that the board will be able to adopt the final 2022 Annual Report until at least 14 February 2023.

The OAG will communicate directly with Charites Services advising of the delays and will seek an extension of time for the Funding Board to furnish its 2022 annual return.

Additionally, all eight Specified Amenities and Auckland Council will be advised of the delay in completing the 2022 audit and the publication of the final 2022 Annual Report (including the financial statements).

Recommendation:

That the Funding Board:

- A) Note that Audit New Zealand has advised that it will not commence the 2022 audit until approximately 17 November, with an intention of completing the audit by 24 December 2022.
- B) Instruct the Advisory Officer to send copies of the Draft 2022 Annual Report (when available) to the Specified Amenities and Auckland Council, clearly noting that due to Audit New Zealand delays the final adopted version will not be available prior to 14 February 2023.

AUCKLAND REGIONAL AMENITIES FUNDING BOARD

DRAFT Schedule of Meetings 2023

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

	2023	Meeting / Workshop	Nature of Key Business
Monday	19 December 2022		<ul style="list-style-type: none"> Publish draft 2023-2024 Funding Plan
Tuesday	7 February 2023		<ul style="list-style-type: none"> Closing date for submissions on Draft 2023-2024 Funding Plan
Tuesday	14 February 2023	Meeting	<ul style="list-style-type: none"> FIRST MEETING OF THE YEAR Funding Board holds Public Hearings to receive written and oral submissions on the draft 2023-2024 Funding Plan All oral submissions must be heard in the Open section of the meeting
Tuesday	21 February 2023 Depending on the number and nature of submissions (supra) this may be able to be amalgamated with the meeting on 14 Feb	Meeting	<ul style="list-style-type: none"> Funding Board finalises final allocation of grants for 2023-2024 Considers and approves final version of draft 2023-2024 Funding Plan Plan submitted to Auckland Council to approve proposed levy for 2023-2024
Tuesday	March 2023	F & P Committee	<ul style="list-style-type: none"> Auckland Council Finance Committee considers ARAFB levy requirement for 2023-2024
Tuesday	28 March 2023	Meeting	<ul style="list-style-type: none"> General Business Funding Board meets to fix levy for 2023-2024 – must be done by 30 April 2023
Wednesday	26 April 2023 Standby if March meeting cannot / does not proceed	Meeting	<ul style="list-style-type: none"> Funding Board meets to fix levy for 2023-2024 – must be done by 30 April 2023 (if March meeting does not proceed)
Tuesday	May 2023	F & P Committee	<ul style="list-style-type: none"> Specified Amenity presentations to Auckland Council Finance and Performance Committee – Part 1
Tuesday	June 2023	F & P Committee	<ul style="list-style-type: none"> Specified Amenity presentations to Auckland Council Finance and Performance Committee – Part 2

	2023	Meeting / Workshop	Nature of Key Business
Tuesday	27 June 2023	Meeting	<ul style="list-style-type: none"> Funding Board Business Meeting Appoint Chair / Dep Chair for 2023-2024 term.
Tuesday	5 Sept 2023 Earlier start (all day)	Workshop	<ul style="list-style-type: none"> Funding Board receives Amenity presentations for 2024-2025
Tuesday	12 Sep 2023		<ul style="list-style-type: none"> Closing date for 2024-2025 Funding Applications
Tuesday	26 Sept 2023 Earlier start (all day)	Workshop	<ul style="list-style-type: none"> Funding Board considers 2024-2025 Funding Applications for first time
Monday	2 October 2023		<ul style="list-style-type: none"> 2023 Annual Reports and Audited Accounts due from Specified Amenities
Tuesday	17 Oct 2023 Earlier start (all day)	Workshop	<ul style="list-style-type: none"> Amenities present their 2022-2023 Annual Results
Tuesday	7 Nov 2023	Workshop Followed by Meeting	<ul style="list-style-type: none"> Funding Board considers any further information supplied following meeting on 26 Sept 2023 (Workshop) Funding Board makes provisional allocation of grants for 2024-2025 for inclusion in draft 2024-2025 Funding Plan (Meeting)
	8 - 20 Nov 2023		<ul style="list-style-type: none"> Chair meets AKL Council reps to discuss proposed levy for 2024-2025
Tuesday	21 Nov 2023 or 28 Nov 2023 (standby only)	Meeting	<ul style="list-style-type: none"> Adopt ARAFB 2023 Annual Report Confirm provisional allocation of grants for 2024-2025 Approve draft 2024-2025 Funding Plan for publication in December 2023
Monday	18 Dec 2023		<ul style="list-style-type: none"> Publish draft 2024-2025 Funding Plan

Adopted and approved _____