

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, 11 November 2014
Time: 11:00AM (The meeting may be opened and adjourned to reconvene later.)
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	Mr	Scott	Milne
Members	Ms	Candis	Craven
	Ms	Catherine	Harland
	Ms	Anita	Killeen
	Mr	Grant	Lilly
	Ms	Lyn	Lim
	Ms	Diane	Maloney
	Ms	Penny	Sefuiva
	Ms	Moana	Tamaariki-Pohe

Leigh Redshaw
Advisory Officer

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Note: The reports contained in 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.

2014 Schedule of Meetings

Based on the known work programme for 2013/2014, the following timetable of meetings has been agreed by the Directors for 2013/2014, subject to change as the need arises:

Date	Meeting or Workshop	Nature of Key Business	Who
11 Nov 2014	Workshop (9:30AM) Meeting (11:00AM)	<ul style="list-style-type: none"> Funding Board considers any further information supplied following meeting on 7 Oct (workshop) Funding Board makes provisional allocation of grants for 2015-2016 for inclusion in draft 2015-2016 Funding Plan 	Funding Board If the earlier workshop has not concluded, the 11:00AM meeting will be opened and immediately adjourned until the workshop has finished.
25 Nov 2014	Meeting	<ul style="list-style-type: none"> Adopt 2014 Annual Report Confirm provisional allocation of grants for 2015-16; Approve draft 2015-2016 Funding Plan for publication Approve schedule of meetings for 2015 	Funding Board
18 Nov 2014	TBC	<ul style="list-style-type: none"> Auckland Council meeting to consider indicative 2015-2016 levy 	Auckland Council
January 2015		<ul style="list-style-type: none"> Publish draft 2015-2016 Funding Plan 	Funding Board

All Business Meetings commence at 9:30AM, except as advised.

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, no apologies had been received.

2. CONFIRMATION OF MINUTES

The ordinary minutes of the meeting of the Auckland Regional Amenities Funding Board held on 22 July 2014, including the confidential section, be confirmed as a true and correct record.

3. EXTRAORDINARY BUSINESS

Section 46A(7) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

“An item that is not on the agenda for a meeting may be dealt with at that meeting if-

- (a) The local authority by resolution so decides; and
- (b) The presiding member explains at the meeting at a time when it is open to the public,-
 - (i) The reason why the item is not on the agenda; and
 - (ii) The reason why the discussion of the item cannot be delayed until a subsequent meeting.”

Section 46A(7A) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

“Where an item is not on the agenda for a meeting,-

- (a) That item may be discussed at that meeting if-
 - (i) That item is a minor matter relating to the general business of the local authority; and
 - (ii) The presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but
- (b) no resolution, decision, or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion.”

4. REGISTER OF MEMBERS INTERESTS

Opportunity for members to update the Register of Members Interest.

Recommendation

That the Register of Members Interest be updated as required.

The Register will also be tabled at the meeting for members to update as required.

(ATTACHMENT 4)

5. PUBLIC FORUM

Applications to speak must be made to the Advisory Officer, in writing, no later than two (2) working days prior to the meeting and must include the subject matter. The meeting Chair has the discretion to decline any application. A maximum of thirty (30) minutes is allocated to the period for public input with five (5) minutes speaking time for each speaker, following which there may be questions from Directors

At the close of the agenda no requests for public input had been received.

6. REPORT FROM AMENITIES BOARD

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

At the close of the agenda no requests to speak had been received from representatives of the Amenities Board.

7. NOTICES OF MOTION

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

8. CHAIR'S REPORT

Providing the Chair with the opportunity to update the Funding Board on any issues relating to the business of the Funding Board that he has been involved with since the last meeting.

This is an information item only.

9. MEMBERS ACTIVITIES WITH SPECIFIED AMENITIES AND BOARD MEMBERS REPORTS

Providing Funding Board members with the opportunity to update the Board on projects and issues they have been involved with relating to the business of the Funding Board and provide the Board with a verbal update on recent interactions with the specified amenities since the last meeting.

This is an information item only.

10. ADVISORY OFFICER'S REPORT

Providing the Advisory Officer with the opportunity to update the Board on projects and issues he has been involved with relating to the business of the Funding Board since the last meeting.

This is an information item only.

11. CORRESPONDENCE

Providing the Chair and Advisory Officer with the opportunity to update the Board with details of any inwards and outwards correspondence handled since the last meeting.

Recommendation

That the Correspondence Report be received.

(ATTACHMENT 11)

12. FINANCIAL REPORTS TO 04 NOVEMBER 2014

Financial reports for the period ended 04 November 2014 are attached.

Recommendation

That the Financial Report be received.

(ATTACHMENT 12)

13. SCHEDULE OF MEETING DATES 2015

In order to assist directors plan their work programme and schedule of meetings for 2015, a further schedule of meetings for 2015 is attached for consideration.

Recommendation

That the schedule of meeting and workshop dates for 2015 be adopted.

(ATTACHMENT 13)

14. DRAFT FUNDING PLAN 2015-2016

Should the need arise, this provides Directors with an opportunity to discuss matters relating to the draft Funding Plan 2015-2016 during the open part of the meeting.

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 2015-2016 FUNDING PLAN – INCL. PROVISIONAL ALLOCATION OF GRANTS

General nature of matter to be considered:	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
<p>An opportunity for the Directors to finalise the provisional allocation of grants for 2015-2016</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> <p>In particular, to enable the Auckland Regional Amenities Funding Board to discuss in detail the Draft 2015-2016 Funding Plan, including the initial and provisional allocation of grants to amenities for the 2015-2016 year, thereby allowing a free and full discussion on sensitive issues.</p>	<p>Public conduct of matter would be likely to result in disclosure of information for which good reason to withhold exists under section 7.</p>

C2 ADVISORY OFFICER CONTRACT

General nature of matter to be considered:	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
<p>Discuss the renewal of the Advisory Officers contract which expires on 31 December 2014.</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>In particular, to enable the Auckland Regional Amenities Funding Board to discuss in detail the contract for administrative and secretarial services of the Advisory Officer in a free and open manner.</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>

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AUCKLAND REGIONAL AMENITIES FUNDING BOARD**

AUCKLAND REGIONAL AMENITIES FUNDING BOARD

REGISTER OF MEMBERS INTERESTS – Last Updated 22 July 2014

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

Name of Member	Particulars of Interest	Disclosure Date	Amendments
Vern Walsh (Chair)	<ul style="list-style-type: none"> • Member – Coastguard Northern Region • Friend of the Auckland Festival • Director– Meeting and Governance Solutions Ltd – works with Auckland Council • Former - Auckland City Councillor, and chair of Finance Committee • Former Director – The Edge • Former Board member - Auckland Zoo Board • Former member - Auckland Zoological Society • Director – MOTAT Board (12/11/2013) 	<p>10 February 2009</p> <p>18 February 2009</p> <p>18 February 2009</p>	
Candis Craven	<ul style="list-style-type: none"> • Managing Director - Niger Holdings Ltd • Former Trustee - NZ Contemporary Art Trust Auckland (12/11/2013) (11/3/2014) • Former Director Auckland Art Fair Ltd (12/11/2013) (11/3/2014) • Director Auckland Council Investments Ltd (a CCO) • Chair - Cognition Education Trust Ltd • Chair – Royal NZ Ballet • Director - Philanthropy NZ • Former trustee - ASB Community Trusts • Former President - NZ Family Planning Association • Former member - Occupational Therapy Board of NZ • University of Auckland - consultant • Consultant to NZQA, & NZ Teachers Council • Company undertakes work for the Mayor’s Office – Auckland Council 		Updated 8 Nov 2012

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Catherine Harland	<ul style="list-style-type: none"> • Director, Watercare Services Ltd • Director, McHar Investments Ltd • Director, Interface Partners Ltd • Trustee, One Tree Hill Jubilee Educational Trust • Consultant, Martin Jenkins & Associates Ltd • Justice of the Peace <p>Past Professional Appointments:</p> <ul style="list-style-type: none"> • Trustee and Past Chair: Auckland Observatory & Planetarium Trust (Stardome Observatory) • Councillor, Auckland Regional Council • Councillor, Auckland City Council 	15 April 2014	
Anita Killeen	<ul style="list-style-type: none"> • Patron – Auckland Theatre Company • Patron – Silo Theatre • Director of SPCA Auckland • Director of Fertility New Zealand • Advisory Board Member of New Zealand Career College • Member of the Ex-Vietnam Service Assn (Neville Wallace Memorial) Children’s and Grandchildren’s Trust (15/4/2014) 	18 March 2013	
Grant Lilly	<p>Current Professional Appointments:</p> <ul style="list-style-type: none"> • Board member – Civil Aviation Authority of NZL • Board member – Aviation Security Service • Director – NZ Experience Ltd (NZX listed) • Director – Rainbows End Theme Park Ltd • Director – Queenstown Airport Corporation Ltd • Chair – NZL Tourism Industry Assn (12/11/2013) • Chairman, Hamner Springs Thermal Pools and Spa (23/12/2012) • Chairman, Tourism Industry New Zealand Trust (23/12/2012) • Deputy Chairman, Service Skills Institute Inc (17/05/2013) <p>Past Professional Appointments:</p> <ul style="list-style-type: none"> • Director – Jetconnect Ltd (2002-2011) • Board member New Zealand Business and Parliament Trust (2008-2011) 	29 November 2011	Updated July 2012

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	<ul style="list-style-type: none"> • Board member – Board of Airline Representative NZ (2006-2011) • Board member – NZL Inbound Tour Operators Council (2006-2011) • NZ Executive Council member – Australia/NZL Business Council (1995-1999) • Director – Air Nelson Ltd (1992 - 1997) • Director – Eagle Airways Ltd (1992 - 1997) • Director – Aviation, Tourism and Travel Training Organisation 		
Lyn Lim	<ul style="list-style-type: none"> • Deputy Chair - ASB Community Trusts • Council member – AUT • Director - NZ Shareholders Association • Chair - NZ Chinese Youth Trust • Director - Mykris Ltd, Kaya Investments Ltd, Hartajaya Ltd, Durham, FH Holdings, FH Shortland; FM International Ltd • Ex member - ANZ Private Bank External Advisory Board • Ex council - Auckland District Law Society • Ex member - Auckland District Law Society committees – (various) • Ex executive member - HKNZBA, NZCTA 		Updated 14 Feb 2013
Diane Maloney	<ul style="list-style-type: none"> • Chair -Otago Health Charitable Trust • Member - Auckland South Community Response Forum (Convened by Min. Of Social Development) • Board member - Sistema Aotearoa • Former Director - Iris Ltd (health/disability sector) (04/12/2013) • Former - Manager Community Services – Manukau City Council (1996-2010) • Independent consultant 		
Scott Milne (Deputy Chair)	<ul style="list-style-type: none"> • Former Chair - Territorial Local Authority Museums Electoral College (6 years), • Member of Coastguard Northern Region (Feb '09), • Former Chair - Auckland City Council Recreation and Events Committee, • Member - Auckland Festival Supporters Club 	25 February 2009	
Penny Sefuiva	<ul style="list-style-type: none"> • Contract Relationship Manager <i>Settling in Project</i> MSD • Friends of the Auckland Arts Festival and Auckland City Art Gallery 	21 January 2011	

AUCKLAND REGIONAL AMENITIES FUNDING BOARD

Memo

04 November 2014

To: Chair and Directors Auckland Regional Amenities Funding Board

From: Leigh Redshaw, Advisory Officer

Subject: Correspondence

Details of correspondence received and issued, and not dealt with elsewhere in this agenda.

Inwards	How Received	Date	Comments
Jane Clark, NZO	Email	29 July 2014	Advising of new Chair (John Harvey)
ASB Bank	Emails/Letters	Various	Advising of Term Deposit details
Outwards	How Issued	Date	Comments

AUCKLAND REGIONAL AMENITIES FUNDING BOARD

Memo

04 November 2014

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

Subject: Financial Report to 04 November 2014

4 November 2014

The trading results for the period 1 July 2013 to 04 November 2014 are attached. The overall position shows a trading surplus to date of \$325,803. The year to date results recognise all revenue received from Auckland Council to cover administration costs for the year. There are no unusual matters to comment upon.

As reported last year, the term deposits include funds received from Auckland Council as a contribution towards legal costs incurred in 2013-2014.

The preliminary feedback on the 2014 audit indicates that the final audit report will be ready for the Board meeting on 25 November 2014.

A R A F B				
Balance Sheet				
As of 04/11/2014				
Assets				
Current Assets				
Cash On Hand				
Cheque Account	\$86,987.18			
Term Deposits	\$825,000.00			
Total Cash On Hand		\$911,987.18		
Accrued Income		\$4,457.74		
Total Current Assets			\$916,444.92	
Fixed Assets				
Office Equipment				
Computer Equipment at Cost	\$4,880.00			
Total Office Equipment		\$4,880.00		
Total Fixed Assets			\$4,880.00	
Total Assets				\$921,324.92
Liabilities				
Current Liabilities				
Trade Creditors		\$52,448.73		
Sundry Creditors		\$5,844.15		
GST				
GST Collected	\$288,383.73			
GST Paid	(\$101,134.25)			
GST Payments/Refunds	(\$189,687.44)			
Total GST		(\$2,437.96)		
Total Current Liabilities			\$55,854.92	
Total Liabilities				\$55,854.92
Net Assets				\$865,470.00
Equity				
Retained Earnings			\$539,667.07	
Current Year Earnings			\$325,802.93	
Total Equity				\$865,470.00

ARAFB

Profit & Loss Statement

01/07/2014 To 04/11/2014

Income				
Levy - Non GST Portion		\$13,996,000.00		
Levy - ARAFB Admin Fee		\$315,000.00		
GST				
Total Income			\$14,311,000.00	
Total Cost of Sales			\$0.00	
Gross Profit			\$14,311,000.00	
Expenses				
Audit Fees		(\$100.30)		
Advisory Officer/Admin Charge		\$16,666.67		
Misc Office Expense		\$92.17		
Courier Fees		\$10.00		
Dues & Subscriptions		\$225.00		
Grants to Amenities No GST		\$13,996,000.00		
Legal Fees		\$615.00		
Consultants		(\$3,900.00)		
Computer Consumables		\$1,384.00		
Employment Expenses				
Honorariums	\$52,500.00			
Training	\$562.06			
Total Employment Expenses		\$53,062.06		
Postage		\$73.91		
Parking Charges		\$591.30		
Bank Fees		\$193.90		
Total Expenses			\$14,064,913.71	
Operating Profit			\$246,086.29	
Other Income				
Interest Income		\$79,721.89		
Total Other Income			\$79,721.89	
Other Expenses				
Interest Expense		\$5.25		
Total Other Expenses			\$5.25	
Net Profit/(Loss)			\$325,802.93	

AUCKLAND REGIONAL AMENITIES FUNDING BOARD **PROPOSED 2015 Schedule Of Meetings/Key Dates**

Based on the known work programme for 2015, the following timetable of meetings is proposed for 2015, subject to change as the need arises:

	Date	Meeting / Workshop	Nature of Key Business	Who	Comments/Notes
Monday	19 Jan 2015		<ul style="list-style-type: none"> • ARAFB publishes draft 2015-2016 Funding Plan – 	Funding Board	Open for one month
Thursday	19 Feb 2015 TBC		<ul style="list-style-type: none"> • Auckland Council considers submission to draft 2015-2016 Funding Plan 	Auckland Council	Finance and Performance Committee of Auckland Council – Date TBC
Friday	20 Feb 2015		<ul style="list-style-type: none"> • Closing date for submissions on draft 2015-2016 Funding Plan 	Funding Board	
Tuesday	03 Mar 2015	Meeting	<ul style="list-style-type: none"> • Funding Board holds Public Hearings to consider public (and other) submissions on the draft 2015-2016 Funding Plan 	Funding Board	
Tuesday	17 Mar 2015 TBC	Meeting	<ul style="list-style-type: none"> • Funding Board approves final version of draft 2015-2016 Funding Plan to be submitted to Auckland Council to approve proposed levy for 2015-2016 	Funding Board	Whether this meeting proceeds depends on the time required for the meeting on 03 March, and whether any matters arising at that meeting necessitate further reporting to the Board.
Thursday	19 Mar 2015 TBC		<ul style="list-style-type: none"> • Finance and Performance Committee considers Funding Board draft 2015-2016 Funding 	Auckland Council	Date TBC

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	Date	Meeting / Workshop	Nature of Key Business	Who	Comments/Notes
			Plan and proposed levy request		
Thursday	26 Mar 2015		<ul style="list-style-type: none"> Auckland Council considers and approves 2015-2016 ARAFB proposed levy 	Auckland Council	Date TBC
Tuesday	21 Apr 2015	Meeting	<ul style="list-style-type: none"> Funding Board meets to fix levy for 2015-2016 – must be done by 30 April 2015 	Funding Board	
Tuesday	28 Apr 2015	Meeting	<ul style="list-style-type: none"> RESERVE DAY only if required to fix levy 	Funding Board	TBC
Tuesday	5 May 2015	Workshop	<ul style="list-style-type: none"> 2016-2017 funding application and other processes considered 	Funding Board	
Tuesday	May/June		<ul style="list-style-type: none"> Induction for new FB members – Visit Amenities 	Funding Board, Amenities	TBC
Tuesday	9 Jun 2015	Workshop	<ul style="list-style-type: none"> Funding Board considers and finalises 2016-2017 Funding Application process 	Funding Board	TBC
Tuesday	11 Aug 2015	Meeting	<ul style="list-style-type: none"> Funding Board normal meeting 		
Tuesday	1 Sep 2015	Workshop	<ul style="list-style-type: none"> Funding Board receives Amenity presentations for 2016-2017 	Funding Board & Amenities	
Tuesday	22 Sep 2015		<ul style="list-style-type: none"> Closing date for 2016-2017 Funding Applications 	Amenities	
Wednesday	30 Sep 2015		<ul style="list-style-type: none"> 2015 Annual Reports and Audited Accounts due from Amenities 	Funding Board & Amenities	(APO, ATC, ARHT, NZO financial accounts at 30 June 2015 need not be audited)

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	Date	Meeting / Workshop	Nature of Key Business	Who	Comments/Notes
Tuesday	6 Oct 2015	Workshop	<ul style="list-style-type: none"> • Funding Board considers 2016-2017 Funding Applications for first time 	Funding Board	
Tuesday	20 Oct 2015	Workshop	<ul style="list-style-type: none"> • Amenities present their 2014-2015 Annual Results 	Funding Board & Amenities	
Tuesday	10 Nov 2015	Workshop & Meeting	<ul style="list-style-type: none"> • Funding Board considers any further information supplied following meeting on 6 Oct 2015 • Funding Board makes provisional allocation of grants for 2016-2017 for inclusion in draft 2016-2017 Funding Plan 	Funding Board	
Tuesday	11-23 Nov 2015	TBC	<ul style="list-style-type: none"> • Chair meets Auckland Council to discuss proposed 2016-2017 levy 	Auckland Council	Exact date to be confirmed
Tuesday	24 Nov 2015	Meeting	<ul style="list-style-type: none"> • Adopt 2015 Annual Report • Confirm provisional allocation of grants for 2016-2017; Approve draft 2016-2017 Funding Plan for publication • Consider and Approve schedule of meetings for 2016 	Funding Board	
	Jan 2016	TBC	<ul style="list-style-type: none"> • Publish draft 2016-2017 Funding Plan 	Funding Board	

Most meetings commence at 9:30AM. Some meetings (1 Sept, 6 and 20 Oct) will commence earlier – exact times TBC.