

# Auckland Regional Amenities

## Funding Board

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

**Date:** Tuesday, 8 November 2016  
**Time:** 11:00AM  
**Venue:** Meeting Room  
Buddle Findlay  
Level 18  
PwC Tower  
188 Quay Street  
Auckland 1010

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### AUCKLAND REGIONAL AMENITIES FUNDING BOARD

### OPEN AGENDA

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**Membership:**

Chair	Mr	Vern	Walsh
Deputy Chair	Ms	Anita	Killeen
Members:	Mr	Steve	Bootten
	Ms	Candis	Craven
	Ms	Catherine	Harland
	Mr	Grant	Lilly
	Ms	Lyn	Lim
	Ms	Diane	Maloney
	Ms	Penny	Sefuiva
	Ms	Moana	Tamaariki-Pohe

(Quorum 6 members)

**Leigh Redshaw**  
**Advisory Officer**

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Mobile: +64 (0) 274 739 187

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ITEM	TABLE OF CONTENTS	PAGE
	2016 Schedule Of Meetings <b>(Note changes have been made)</b>	4
1	Apologies	5
2	Confirmation Of Minutes	5
3	Extraordinary Business	5
4	Register Of Members Interests	6
5	Public Forum	6
6	Report From Amenities Board	6
7	Notices of Motion	7
8	Chair's Report	7
9	Member Activities with Specified Amenities and Members Reports	7
10	Advisory Officer's Report	7
11	Financial Reports to 31 October 2016	7
12	Correspondence	7
13	Schedule of Meetings - 2017	8
14	Draft 2017-2018 Funding Plan	8
15	Exclusion Of The Public: Local Government Official Information And Meetings Act 1987	8
C1	Sustainability	9
C2	Draft 2017-2018 Funding Plan – Provisional Allocation of Grants	9
<b>Attachments</b>		
4	Register Of Members Interests	10
11	Financial Report to 31 October 2016	15
12	Correspondence	18
13	Schedule of Meetings - 2017	19
C1	Sustainability	
C2	Draft 2017-2018 Funding Plan – Provisional Allocation of Grants	

**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.

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**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.

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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.

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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**

## **APPROVED 2016 Schedule Of Meetings/Key Dates**

Based on the known work programme for 2016, the following timetable of meetings is proposed for 2016, subject to change as the need arises:

	<b>Date</b>	<b>Meeting / Workshop</b>	<b>Nature of Key Business</b>	<b>Who</b>	<b>Comments/Notes</b>
<b>Tuesday</b>	<b>08 Nov 2016</b>	<b>Workshop &amp; Meeting</b>	<ul style="list-style-type: none"> <li>Funding Board considers any further information supplied following meeting on 4 Oct 2016; makes provisional allocation of grants for 2017-2018</li> </ul>	<b>Funding Board</b>	
Tuesday	08 - 21 Nov 2016	TBC	<ul style="list-style-type: none"> <li>Chair meets Auckland Council to discuss proposed 2017-2018 levy</li> </ul>	Auckland Council	Exact date to be confirmed
<b>Tuesday</b>	<b>22 Nov 2016</b>  <b>Or</b>  <b>29 Nov 2016</b>	<b>Meeting</b>	<ul style="list-style-type: none"> <li>Adopt 2016 Annual Report</li> <li>Confirm provisional allocation of grants for 2017-2018; Approve draft 2017-2018 Funding Plan for publication</li> <li>Consider and Approve schedule of meetings for 2017</li> </ul>	<b>Funding Board</b>	
Monday	16 Jan 2017	TBC	<ul style="list-style-type: none"> <li>Publish draft 2017-2018 Funding Plan</li> </ul>	Funding Board	The submission process will remain open for 1 month, and close approx. 17 February 2017. Public hearings will be held approx. 28 Feb or 4 Mar 2017.

Most meetings commence at 10:00AM. Some meetings (30 Aug, 4 and 12 Oct) will commence earlier – exact times TBC.

**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.

**Depending on progress of the earlier workshop, the Chair may need to the open and then adjourn the meeting at 11:00AM to enable earlier discussions to be concluded.**

**1. APOLOGIES**

At the close of the agenda there were no apologies.

**2. CONFIRMATION OF MINUTES**

The minutes of the Auckland Regional Amenities Funding Board meeting held on Tuesday, 2 August 2016 to be confirmed as a true and correct record.

**3. EXTRAORDINARY BUSINESS**

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

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

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

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

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

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

**4. REGISTER OF MEMBERS INTERESTS**

Opportunity for members to update the Register of Members Interest.

**Recommendation**

That the Register of Members Interest be updated as required.

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

(ATTACHMENT 4)

**5. PUBLIC FORUM**

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

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

**6. REPORT FROM AMENITIES BOARD**

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

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

**7. NOTICES OF MOTION**

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

**8. CHAIR'S REPORT**

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

This is an information item only.

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

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

A register to record member activities will be circulated at the meeting.

This is an information item only.

**10. ADVISORY OFFICER'S REPORT**

Providing the Advisory Officer with the opportunity to update the Board on projects and issues he has been involved with relating to the business of the Funding Board not covered elsewhere in the agenda since the last meeting.

This is an information item only.

**11. FINANCIAL REPORTS TO 31 OCTOBER 2016**

Providing the Funding Board with an overview of financial position of the Funding Board as at 31 October 2016, and any other matters of a financial nature.

**Recommendation**

That the Financial Reports to 31 October 2016 be received.

(ATTACHMENT 11)

**12. CORRESPONDENCE**

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

**Recommendation**

That the Correspondence report be received.

(ATTACHMENT 12)

13. **SCHEDULE OF MEETINGS – 2017**

To assist Directors plan their work programme and schedule of meetings for 2017, a schedule of meetings for 2017 is attached for consideration.

**Recommendation**

That the Schedule of Meeting and Workshop Dates for 2017 be adopted.

(ATTACHMENT 13)

14. **DRAFT 2017-2018 FUNDING PLAN**

Should the need arise, this provides Directors with an opportunity to discuss matters relating to the draft 2017-2018 Funding Plan during the open part of the meeting.

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

Leigh Redshaw  
Advisory Officer

Section 48, Local Government Official Information and Meetings Act 1987:

The following motion is submitted for consideration:

That the public be excluded from the following part(s) of the proceedings of this meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution follows.

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:



**C1. SUSTAINABILITY**

Reason for passing this resolution in relation to each matter:	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
<p>The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.</p>	<p>Section 7(2)(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>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. DRAFT 2017-2018 FUNDING PLAN – 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
<p>The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.</p>	<p>Section 7(2)(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>Public conduct of matter would be likely to result in disclosure of information for which good reason to withhold exists under section 7.</p>

**AUCKLAND REGIONAL AMENITIES FUNDING BOARD**

REGISTER OF MEMBERS INTERESTS – Last Reviewed & Updated 02 August 2016

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"> <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 (12/11/2013, 31/10/2015)</li> </ul>	<p>10 February 2009</p> <p>18 February 2009</p> <p>18 February 2009</p>	
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>		Updated 8 Nov 2012
Catherine Harland	<ul style="list-style-type: none"> <li>• Director, Watercare Services Ltd</li> </ul>	15 April 2014	

**ATTACHMENT 4**

	<ul style="list-style-type: none"> <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> </ul> <p><b>Past Professional Appointments:</b></p> <ul style="list-style-type: none"> <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> <li>• Member of the Ex-Vietnam Service Assn (Neville Wallace Memorial) Children’s and Grandchildren’s Trust (15/4/2014)</li> </ul>	18 March 2013	
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> </ul>	29 November 2011	Updated July 2012

	<ul style="list-style-type: none"> <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>• Dep Chair – Foundation North (prev: ASB Community Trusts) (21/04/2015)</li> <li>• Council member – AUT</li> <li>• Former Director - NZ Shareholders Association 02/08/2016)</li> <li>• Former Trustee NZ Chinese Youth Trust (11/11/2014, 21/04/2015, 02/08/2016)</li> <li>• Director - Mykco Ltd, Kaya Investments Ltd, Hartajaya Ltd, Durham, FH Holdings (name change 20/08/2016)</li> <li>• Ex Director - FH Shortland Ltd; FM International Ltd (11/11/2014)</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>• Board member Public Trust (11/11/2014)</li> <li>• Board member Asian New Zealand Foundation (11/11/2014)</li> <li>• Director Foundation North Grants Ltd (11/11/2014, 21/04/2015)</li> <li>• Director ASB Community Trust Ltd (11/11/2014, 21/04/2015)</li> <li>• Director Forest Administration Ltd (11/11/2014)</li> <li>• Director FH Nominees Ltd (11/11/2014)</li> <li>• Former Director Seven Trust Ltd (11/11/2014, 02/08/2016)</li> <li>• Director: Centre for Social impact Ltd (21/04/2015)</li> <li>• Director: Pacific Ocean Food Trust Ltd (21/04/2015)</li> <li>• Member: Institute of Directors; NZ Law Society; NZ Asian Leaders</li> </ul>		Updated 14 Feb 2013
Diane Maloney	<ul style="list-style-type: none"> <li>• Chair - Sistema Aotearoa Trust</li> </ul>	All updated	

	<ul style="list-style-type: none"> <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>	26 April 2016	
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>	21 January 2011  21 January 2011	
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> </ul>	17 March 2009	

	<ul style="list-style-type: none"> <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>	<p>07 Sep 2010</p> <p>7 Sep 2010</p> <p>June 2010</p> <p>07 Sep 2010</p>	
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> <li>• Chairman Black Interiors Ltd (11/4/2016)</li> </ul> <p><b>Past Professional Appointments:</b></p> <ul style="list-style-type: none"> <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>	15 May 2015	

## AUCKLAND REGIONAL AMENITIES FUNDING BOARD

### Memo

1 November 2016

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

Subject: **Financial Reports to 31 October 2016**

#### **ARAFB - General**

The year to date Balance Sheet and Profit and Loss account as at 31 October 2016 are attached. These show a year to date trading surplus of \$297,723.

The 2016-2017 levy was received from Auckland Council on 1 July 2016, and distributed as grants to the 10 specified amenities on 12 August 2016.

Board member Lyn Lim purchased her own replacement iPad to replace an existing aging device. Ms Lim had not previously been provided with a Funding Board supplied iPad when the board elected in 2015 to move to using Stellar Library for the purposes of distributing board related papers. The Chair and Advisory Officer considered a request from Ms Lim for a contribution towards the cost of the new iPad as it is used for Funding Board purposes. It was agreed that a one-off ex-gratia payment of \$400 would be made (being approx. 25% of the cost of the new device). This payment has been processed.

#### **Annual Reports from Specified Amenities**

All ten specified amenities supplied their annual reports to the Funding Board by 30 September. All ten have also prepared financial statements in accordance with the new Financial Reporting Standards as required by the Charities Act 2005.

As previously reported to the board, Auckland Rescue Helicopter Trust has elected to change its balance date to 30 June. Audit financial statements for a 15 month period have been provided. The Trust has also confirmed that the second 'capital' trust established in 2010/2011 is being wound up in the 2016-2017 financial year, with all income, expenditure and assets and liabilities being transferred to the Auckland Rescue Helicopter Trust.

#### **Audit 2016**

The 2016 audit commenced on 12 September as agreed with Audit New Zealand., however due to staff illness at Audit NZ the audit is running behind schedule, but will be completed in time for the Funding Board to adopt the Annual Report by 30 November 2016.

<b>AUCKLAND REGIONAL AMENITIES FUNDING BOARD</b>				
<b>Balance Sheet</b>				
As of October 2016				
<b>Assets</b>				
<b>Current Assets</b>				
Cash On Hand				
Cheque Account	\$353,157.23			
Term Deposits	\$400,000.00			
Total Cash On Hand		\$753,157.23		
<b>Total Current Assets</b>			\$753,157.23	
<b>Fixed Assets</b>				
Office Equipment				
Computer Equipment at Cost	\$4,679.00			
Computer Equipment Accum Dep	(\$4,214.00)			
Total Office Equipment		\$465.00		
<b>Total Fixed Assets</b>			\$465.00	
<b>Total Assets</b>				\$753,622.23
<b>Liabilities</b>				
<b>Current Liabilities</b>				
Creditors		\$19,524.64		
GST				
GST Collected	\$382,918.08			
GST Paid	(\$229,395.69)			
GST Payments/Refunds	(\$156,870.03)			
Total GST		(\$3,347.64)		
<b>Total Current Liabilities</b>			\$16,177.00	
<b>Total Liabilities</b>				\$16,177.00
<b>Net Assets</b>				<b>\$737,445.23</b>
<b>Equity</b>				
Retained Earnings			\$446,721.49	
Current Year Earnings			\$290,723.74	
<b>Total Equity</b>				<b>\$737,445.23</b>



<b>AUCKLAND REGIONAL AMENITIES FUNDING BOARD</b>				
<b>Profit &amp; Loss Statement</b>				
July 2016 To October 2016				
<b>Income</b>				
Levy - Non GST Portion		\$15,827,500.00		
Levy - ARAFB Admin Fee GST		\$315,000.00		
<b>Total Income</b>			\$16,142,500.00	
Total Cost of Sales			\$0.00	
<b>Gross Profit</b>			<b>\$16,142,500.00</b>	
<b>Expenses</b>				
Advertising		\$300.84		
Advisory Officer/Admin Charge		\$17,966.68		
Dues & Subscriptions		\$600.00		
Grants to Amenities No GST		\$15,827,500.00		
Consultants		\$2,000.00		
Employment Expenses				
Staff Amenities	\$173.91			
Honorariums	\$55,189.58			
Other Employer Expenses	\$400.00			
Total Employment Expenses		\$55,763.49		
Parking Charges		\$793.04		
Bank Fees		\$181.85		
<b>Total Expenses</b>			<b>\$15,905,105.90</b>	
<b>Operating Profit</b>			<b>\$237,394.10</b>	
<b>Other Income</b>				
Interest Income		\$53,329.64		
<b>Total Other Income</b>			<b>\$53,329.64</b>	
Total Other Expenses			\$0.00	
<b>Net Profit/(Loss)</b>			<b>\$290,723.74</b>	

AUCKLAND REGIONAL AMENITIES FUNDING BOARD

**ATTACHMENT 12**

**Memo**

1 November 2016

To: Chair and Directors Auckland Regional Amenities Funding Board

From: Leigh Redshaw, Advisory Officer

Subject: **Correspondence**

<b>Inwards</b>			
Amenities Board	Letter, via email	30 August 2016	Feedback on Financial Sustainability for Amenities
Amenities Board	Email	27 September 2016	Feedback from the Amenities Board regards the proposed course of action to deal with anomalies relating to financial reporting requirements of ARF Act 2008 and Charities Act 2005
<b>Outwards</b>			
All Specified Amenities	Letters, via email	14 October 2016	Letters seeking additional information relating to 2017-2018 funding applications.
Chairs of all Specified Amenities	Letters, via email	16 August 2016	Letter to Chairs of all Specified Amenities inviting feedback on Sustainability Project

Other correspondence has been of an administrative nature, i.e. advice notices from the ASB Bank, IRD, invitations to workshops (e.g. Charities), placing adverts with the NZ Herald.

## AUCKLAND REGIONAL AMENITIES FUNDING BOARD

### Memo

1 November 2016

To: Chair and Directors Auckland Regional Amenities Funding Board

From: Leigh Redshaw, Advisory Officer

Subject: **Schedule of Meetings 2017**

A Draft Schedule of Meeting Dates for 2017 is attached. The dates are based on those used in 2016 and prior years.

The schedule has previously been circulated to Directors for feedback regarding possible conflicts.

Based on the feedback the following dates presented a problem.

Original Date	Alternative Date	Comment
Tues, 7 March 2017	No change	Preferred date for this meeting
Tues, 14 March 2017	Wed, 15 March 2017	This is a 'stand-by' date
Tues, 18 April 2017	Wed, 19 April 2017 Thurs, 20 April 2017 Wed, 26 April 2017 Thurs 27 April 2017	18 April is the Tuesday after Easter. Tuesday 25 April is ANZAC Day. Meeting must be held on/before 30 April 2017.

As the Funding Board is bound to adhere to certain legislative deadlines, many of the dates cannot be cancelled or moved to any large degree. They have also been selected to work in with Auckland Council to ensure that both entities can comply with their respective obligations under the Act.

The timetable can be varied throughout the year as required, i.e. meetings / workshops can be added, changed start times, venues and other adjustments.

## 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:

	Date	Meeting / Workshop	Nature of Key Business	2017	2017
Monday	18 Jan 2016		<ul style="list-style-type: none"> <li>• ARAFB publishes draft 2016-2017 Funding Plan</li> </ul>	16 Jan 2017	
Thursday	18 Feb 2016		<ul style="list-style-type: none"> <li>• Auckland Council considers submission to draft 2016-2017 Funding Plan</li> </ul>	16 Feb 2017	
Friday	19 Feb 2016		<ul style="list-style-type: none"> <li>• Closing date for submissions on draft 2016-2017 Funding Plan</li> </ul>	17 Feb 2016	
<b>Tuesday</b>	<b>01 Mar 2016</b>	<b>Meeting</b>	<ul style="list-style-type: none"> <li>• <b>Funding Board holds Public Hearings to consider public (and other) submissions on the draft 2016-2017 Funding Plan</b></li> </ul>	<b>28 February 2017</b>	<b>FIRST MEETING OF THE YEAR</b>  Funding Board holds Public Hearings to consider public (and other) submissions on the draft 2017-2018 Funding Plan
Tuesday	08 Mar 2016 or 15 Mar 2016  TBC	Meeting	<ul style="list-style-type: none"> <li>• Funding Board approves final version of draft 2016-2017 Funding Plan to be submitted to Auckland Council to approve proposed levy for 2016-2017</li> </ul>	07 Mar 2017  or 14 Mar 2017  TBC	Meeting  Funding Board approves final version of draft 2017-2018 Funding Plan to be submitted to Auckland Council to approve proposed levy for 2017-2018
Thursday	17 Mar 2016		<ul style="list-style-type: none"> <li>• Finance and Performance Committee considers Funding Board draft 2016-</li> </ul>	TBC	

	Date	Meeting / Workshop	Nature of Key Business	2017	2017
	TBC		2017 Funding Plan and proposed levy request		
Thursday	24 Mar 2016		<ul style="list-style-type: none"> <li>Auckland Council considers and approves 2016-2017 ARAFB proposed levy</li> </ul>	TBC	
<b>Thursday</b>	<b>31 Mar 2016</b>				
Tuesday	19 Apr 2016	Meeting	<ul style="list-style-type: none"> <li>Funding Board meets to fix levy for 2016-2017 – must be done by 30 April 2016</li> </ul>	18 April 2017	Meeting  Funding Board meets to fix levy for 2017-2018 – must be done by 30 April 2017
Tuesday	26 Apr 2016	Meeting	<ul style="list-style-type: none"> <li>RESERVE DAY only if required to fix levy</li> </ul>	WED 26 April 2017	STAND BY DAY - Meeting
Tuesday	3 May 2016	Workshop	<ul style="list-style-type: none"> <li>2017-2018 funding application and other processes considered</li> </ul>	2 May 2017	TBC – New Directors from 1 June
			<ul style="list-style-type: none"> <li></li> </ul>	June / July  <b>Meetings:</b>  13 June  27 June	<b>INDUCTION FOR NEW DIRECTORS</b>   Meetings or Workshops WILL be required

	Date	Meeting / Workshop	Nature of Key Business	2017	2017
			•	June / July	Amenity Visits – Two days required for Amenity Visits
Tuesday	02 Aug 2016	Meeting	• Funding Board normal meeting	01 Aug 2017	Funding Board normal meeting
Tuesday	30 Aug 2016	Workshop	• Funding Board receives Amenity presentations for 2017-2018	5 Sept 2017	Funding Board receives Amenity presentations for 2018-2019 (Workshop)
Tuesday	20 Sep 2016		• Closing date for 2017-2018 Funding Applications	23 Sep 2017	Closing date for 2018-2019 Funding Applications
Wednesday	30 Sep 2016		• 2016 Annual Reports and Audited Accounts due from Amenities	30 Sep 2017	2017 Annual Reports and Audited Accounts due from Amenities
Tuesday	4 Oct 2016	Workshop	• Funding Board considers 2017-2018 Funding Applications for first time	10 Oct 2017	• Funding Board considers 2018-2019 Funding Applications for first time (Workshop)
Wednesday	12 Oct 2016	Workshop	• Amenities present their 2015-2016 Annual Results	17 Oct 2017	• Amenities present their 2016-2017 Annual Results (Workshop)
Tuesday	08 Nov 2016	Workshop & Meeting	• Funding Board considers any further information supplied following meeting on 4 Oct 2016 • Funding Board makes provisional allocation of grants for 2017-2018 for inclusion in draft 2017-2018 Funding Plan	07 Nov 2016	• Funding Board considers any further information supplied following meeting on 10 Oct 2017 (Workshop) • Funding Board makes provisional allocation of grants for 2018-2019 for

	Date	Meeting / Workshop	Nature of Key Business	2017	2017
					inclusion in draft 2018-2019 Funding Plan (Meeting)
	8-22 Nov 2016		<ul style="list-style-type: none"> <li>Chair meets AKL Council reps to discuss proposed levy for 2017-2018</li> </ul>	7-21 Nov 2017	<ul style="list-style-type: none"> <li>Chair meets AKL Council reps to discuss proposed levy for 2018-2019</li> </ul>
	22 Nov 2016 Or 29 Nov 2016		<ul style="list-style-type: none"> <li>Adopt 2016 Annual Report</li> <li>Confirm provisional allocation of grants for 2017-2018; Approve draft 2017-2018 Funding Plan for publication in January 2017</li> </ul>	21 Nov 2017 Or 28 Nov 2017 (Standby day)	<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 Meeting</li> </ul>
	16 Jan 2017		<ul style="list-style-type: none"> <li>Publish draft 2017-2018 Funding Plan</li> </ul>	15 Jan 2018	<ul style="list-style-type: none"> <li>Publish draft 2018-2019 Funding Plan</li> </ul>