

# Auckland Regional Amenities

## Funding Board

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### MINUTES OF A MEETING OF THE AUCKLAND REGIONAL AMENITIES FUNDING BOARD

HELD ON TUESDAY, 9 NOVEMBER 2021 12:30PM

Via VIDEO CONFERENCE CALL

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#### PRESENT:

Chair	Ms	Anita	Killeen	
Deputy Chair	Mr	Scott	Pearson	
Members:	Mr	Ross	Clow	
	Mr	Alastair	Carruthers	
	Ms	Paula	Browning	Left at 2:00PM
	Ms	Victoria	Carter	
	Ms	Lyn	Lim	
	Mr	Bryan	Mogridge	
	Ms	Precious	Clark	Left at 2:46PM

#### ALSO PRESENT:

Advisory Officer	Mr	Leigh	Redshaw	
Auckland Council	Mr	Ed	Siddle	
SLSNR	Mr	Matt	Williams	Incl. C1 (b)
Stardome	Ms	Victoria	Travers	
DPA	Ms	Nicola	Keen- Biggelaar	
SLSNR	Ms	Denise	Bovaird	Incl. C1 (b)
APO	Ms	Barbara	Glaser	Incl. C1 (a)

The meeting was opened with a Karakia led by Precious Clark.

**Opening and Adjourning of the Meeting:**

Moved: Victoria Carter / Precious Clark

**The Chair opened the meeting at 12:30PM, and immediately adjourned the meeting to recommence at the conclusion of the earlier workshop.**

**CARRIED**

Moved: Brian Mogridge / Ross Clow

**The Chair re-convene the meeting of the Funding Board at 1:00PM.**

**CARRIED**

**1. APOLOGIES**

Moved: Lyn Lim / Paula Browning

**Apologies from Megan McSweeney for leave were accepted.**

**CARRIED**

**2. CONFIRMATION OF MINUTES**

Moved: Lyn Lim / Scott Pearson

**That the ordinary minutes of the meeting of the Auckland Regional Amenities Funding Board held on 29 June 2021, including the confidential section, be confirmed as a true and correct record.**

**CARRIED**

**3. EXTRAORDINARY BUSINESS**

There was no extraordinary business.

**4. REGISTER OF MEMBERS**

Moved: Precious Clark / Victoria Carter

**That the Register of Members Interests be received and updated in respect Victoria Carter, Scott Pearson and Lyn Lim.**

**CARRIED**

**5. PUBLIC FORUM**

There were no deputations for public forum.

**6. REPORT FROM AMENITIES BOARD**

Moved: Lyn Lim / Paula Browning

**The Funding Board thanked Matt Williams (Chair of the Amenities Board), Victoria Travers and Nicola Keen-Biggelaar for their reports to the board.**

**CARRIED**

**7. NOTICES OF MOTION**

There were no notices of motion.

**8. CHAIR'S REPORT**

Moved: Brian Mogridge / Scott Pearson

**That the verbal report from the Chair be received.**

**CARRIED**

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

Moved: Paula Browning / Scott Pearson

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

**CARRIED**

**10. ADVISORY OFFICER'S REPORT**

Moved: Victoria Carter / Paula Browning

**That the Advisory Officer's verbal report be received.**

**CARRIED**

**11. FINANCIAL REPORT TO 31 OCTOBER 2021**

Moved: Bryan Mogridge / Lyn Lim

**That the Financial Report to 31 October 2021 be received.**

**CARRIED**

12. CORRESPONDENCE

Moved: Alastair Carruthers / Ross Clow

That the inwards and outwards correspondence report be accepted.

CARRIED

13. DRAFT 2022-2023 FUNDING PLAN, INCL ADMINISTRATIVE BUDGET AND MEMBER REMUNERATION

Moved: Lyn Lim / Victoria Carter

That the Funding Board:

- A) Approves the overall draft administrative budget of \$360,000 for 2022-2023 to be incorporated in the Draft 2022-2023 Funding Plan.
- B) Approves the proposed rates of board member remuneration for 2022-2023 as:

	2022-2023	2021-2022	Annual Change
Chair	\$36,000	\$33,000	+\$3,000
Deputy Chair	\$27,000	\$24,750	+\$2,250
Members (8)	\$18,000	\$16,500	+\$1,500

- C) Instructs the Advisory Officer to send details of the proposed 2022-2023 board member remuneration to Auckland Council for consideration and approval.
- D) Instructs the Advisory Officer to incorporate the administrative budgets, board member remuneration and proposed grant allocations into the Draft 2022-2023 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 in January 2022.

CARRIED

**Secretarial Note:** *The board members all noted that they were considering and voting on a matter relating to their own remuneration for 2022-2023, however they also noted that this is anticipated under the Auckland Regional Amenities Funding Act, and that Auckland Council will determine the actual levels of remuneration.*

*The board further noted that the rates of remuneration were comparable to similar entities, viz: Auckland War Memorial Museum, MOTAT, but set below the levels of remuneration for Auckland Council CCO's.*

14. DRAFT 2021 ANNUAL REPORT

Moved: Bryan Mogridge / Scott Pearson

That the Funding Board:

- A) Note that Audit New Zealand has advised that it will not undertake the 2021 annual audit until first two quarters 2022.
- B) Receive the Draft 2021 Annual Report.

- C) Instruct the Advisory Officers to send copies of the Draft 2021 Annual Report to the Specified Amenities and Auckland Council, clearly noting that Audit New Zealand has not undertaken the 2021 audit and a final report will be forthcoming in 2022.

**CARRIED**

**15. SCHEDULE OF MEETINGS AND KEY DATES FOR 2022**

Moved: Bryan Mogridge / Alastair Carruthers

That the Schedule of Meeting and Workshop Dates for 2022 as amended be adopted and circulated to the Specified Amenities and Auckland Council.

**CARRIED**

**16. VACCINATION POLICY DEVELOPMENT**

Moved: Bryan Mogridge / Lyn Lim

That the Funding Board:

- A. Requests the Advisory Officer to prepare a Draft Vaccination Policy to specifically address the protocols to be implemented for meetings of the Funding Board.
- B. Approves the use of advisers and legal services in the development of the policy on the authorisation of the Chair, Deputy Chair and Advisory Officer.
- C. Request the draft policy to be circulated to all board members for consideration, review and feedback prior to finalisation.
- D. Requests the Draft Vaccination Policy be completed in time to be implemented for the first public meeting on 15 February 2022, with the requirements to be advertised (as appropriate) as part of the public notification process.
- E. Instruct the Advisory Officer to include the Draft Vaccination Policy as an agenda item at the first business of the board in 2022.

**CARRIED**

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

Moved: Ross Clow / Victoria Carter

- 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 would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

- C1 Specified Amenities Presentation to the Board – APO and SLSNR**
- C2 Draft 2022-23 Funding Plan – Provisional Allocation of Grants**

- B. That Mr Ed Siddle, Auckland Council, be permitted to remain for items C1 and C2; Barbara Glaser (APO) for item C1 (a), and Mr Matt Williams and Ms Denise Bovaird (SLSNR) for item C1 (b).**

**CARRIED**

Members of the public were excluded from the meeting at 2:19 PM.

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 3:26 PM.

There being no further business the Chair declared the meeting closed at 3:26 PM.

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

DATE:.....

CHAIR:.....

## AUCKLAND REGIONAL AMENITIES FUNDING BOARD

### Schedule of Meetings 2022

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

	2022	Meeting / Workshop	Nature of Key Business
Friday	7 January 2022		<ul style="list-style-type: none"> <li>Publish draft 2022-2023 Funding Plan</li> </ul>
Tuesday	8 February 2022		<ul style="list-style-type: none"> <li>Closing date for submissions on Draft 2022-2023 Funding Plan</li> </ul>
Tuesday	15 February 2022	Meeting	<ul style="list-style-type: none"> <li>FIRST MEETING OF THE YEAR</li> <li>Funding Board holds Public Hearings to receive written and oral submissions on the draft 2022-2023 Funding Plan</li> <li>All oral submissions must be heard in the Open section of the meeting</li> </ul>
Tuesday	22 February 2022 Depending on the number and nature of submissions (supra) this may be able to be amalgamated with the meeting on 15 Feb	Meeting	<ul style="list-style-type: none"> <li>Funding Board finalises final allocation of grants for 2022-2023</li> <li>Considers and approves final version of draft 2022-2023 Funding Plan</li> <li>Plan submitted to Auckland Council to approve proposed levy for 2022-2023</li> </ul>
Tuesday	March 2022	F & P Committee	<ul style="list-style-type: none"> <li>Auckland Council Finance Committee considers ARAFB levy requirement for 2022-2023</li> </ul>
Tuesday	29 March 2022	Meeting	<ul style="list-style-type: none"> <li>General Business</li> <li>Funding Board meets to fix levy for 2022-2023 – must be done by 30 April 2022</li> </ul>
Tuesday	26 April 2022 Standby if 29 March meeting cannot / does not proceed	Meeting	<ul style="list-style-type: none"> <li>Funding Board meets to fix levy for 2022-2023 – must be done by 30 April 2022 (if March meeting does not proceed)</li> </ul>
Tuesday	May 2022	F & P Committee	<ul style="list-style-type: none"> <li>Specified Amenity presentations to Auckland Council Finance and Performance Committee – Part 1</li> </ul>
Tuesday	June 2022	F & P Committee	<ul style="list-style-type: none"> <li>Specified Amenity presentations to Auckland Council Finance and Performance Committee – Part 2</li> </ul>

	2022	Meeting / Workshop	Nature of Key Business
Tuesday	28 June 2022	Meeting	<ul style="list-style-type: none"> <li>Funding Board Business Meeting</li> <li>Appoint Chair / Dep Chair for 2022-2023 term.</li> </ul>
Tuesday	6 Sept 2022 Earlier start (all day)	Workshop	<ul style="list-style-type: none"> <li>Funding Board receives Amenity presentations for 2023-2024</li> </ul>
Tuesday	13 Sep 2022		<ul style="list-style-type: none"> <li>Closing date for 2023-2024 Funding Applications</li> </ul>
Thursday	30 Sep 2022		<ul style="list-style-type: none"> <li>2022 Annual Reports and Audited Accounts due from Specified Amenities</li> </ul>
Friday	30 Sept 2022 Earlier start (all day)	Workshop	<ul style="list-style-type: none"> <li>Funding Board considers 2023-2024 Funding Applications for first time</li> </ul>
Tuesday	18 Oct 2022 Earlier start (all day)	Workshop	<ul style="list-style-type: none"> <li>Amenities present their 2021-2022 Annual Results</li> </ul>
Tuesday	8 Nov 2022	Workshop Followed by Meeting	<ul style="list-style-type: none"> <li>Funding Board considers any further information supplied following meeting on 27 Sept 2022 (Workshop)</li> <li>Funding Board makes provisional allocation of grants for 2023-2024 for inclusion in draft 2023-2024 Funding Plan (Meeting)</li> </ul>
	9 - 21 Nov 2022		<ul style="list-style-type: none"> <li>Chair meets AKL Council reps to discuss proposed levy for 2022-2023</li> </ul>
Tuesday	22 Nov 2022 or 29 Nov 2022 (standby only)	Meeting	<ul style="list-style-type: none"> <li>Adopt ARAFB 2022 Annual Report</li> <li>Confirm provisional allocation of grants for 2023-2024</li> <li>Approve draft 2023-2024 Funding Plan for publication in January 2023</li> </ul>
Monday	9 Jan 2023		<ul style="list-style-type: none"> <li>Publish draft 2023-2024 Funding Plan</li> </ul>

Adopted and approved 9 November 2021.