

# **Auckland Regional Amenities**

## **Funding Board**

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

**HELD ON TUESDAY 7 NOVEMBER 2017 AT 12:00PM**

**IN THE BUDDLE FINDLAY MEETING ROOM  
LEVEL 18 PRICEWATERHOUSECOOPERS TOWER  
188 QUAY STREET  
AUCKLAND 1010**

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**PRESENT:**

Chair                      Mr    Vern                      Walsh

Members

Mr    Steve                      Bootten  
Ms    Victoria                      Carter  
Ms    Precious                      Clark  
Ms    Catherine                      Harland  
Ms    Anita                              Killeen  
Ms    Lyn                                 Lim  
Ms    Diane                              Maloney  
Ms    Megan                              McSweeney  
Mr    Bryan                              Mogridge

**ALSO PRESENT:**

Mr    Leigh                              Redshaw                      Advisory Officer  
Ms    Josie                                 Meuli                              Auckland Council

The Chair opened the meeting at 12:09PM and immediately adjourned the meeting.

Moved: Vern Walsh / Anita Killeen

**CARRIED**

The Ordinary Meeting of the Auckland Regional Amenities Funding Board recommenced at 12:52PM.

**1. APOLOGIES**

There were no apologies.

**2. CONFIRMATION OF MINUTES**

Moved: Diane Maloney / Anita Killeen

**That the ordinary minutes of the meeting of the Auckland Regional Amenities Funding Board held on 1 August 2017, including the confidential sections, be confirmed as a true and correct record.**

**CARRIED**

**3. EXTRAORDINARY BUSINESS**

There was no extraordinary business.

**4. REGISTER OF MEMBERS**

Moved: Vern Walsh / Anita Killeen

**That the Register of Members Interests be received.**

**CARRIED**

**5. PUBLIC FORUM**

There were no deputations for public forum.

**6. REPORT FROM AMENITIES BOARD**

There was no report from the Amenities Board.

**7. NOTICES OF MOTION**

There were no notices of motion.

**8. CHAIR'S REPORT**

Moved: Vern Walsh / Steve Bootten

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

**CARRIED**

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

Moved: Vern Walsh / Megan McSweeney

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

**CARRIED**

**10. ADVISORY OFFICER'S REPORT**

Moved: Bryan Mogridge / Victoria Carter

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

**CARRIED**

**11. FINANCIAL REPORTS TO 31 OCTOBER 2017**

Moved: Lyn Lim / Steve Bootten

**That the Financial Reports to 31 October 2017 be received.**

**CARRIED**

**12. CORRESPONDENCE**

Moved: Anita Killen / Megan McSweeney

**That the inwards and outwards correspondence report as amended to record additional inwards email from the Amenities Board dated 20 October 2017 (re Additional Funding Application Questions) and the outwards correspondence noted be accepted.**

**CARRIED**

**13. SCHEDULE OF MEETINGS - 2018**

Moved: Precious Clark / Lyn Lim

**That the schedule of meetings for 2018 as amended at the meeting be adopted.**

**CARRIED**

**14. DRAFT 2018-2019 FUNDING PLAN**

This item was not required.

**15. AMENITIES BOARD – PROPOSED AMENDMENTS TO THE AUCKLAND REGIONAL AMENITIES FUNDING ACT 2008**

Moved: Steve Bootten / Victoria Carter

**A. That the Amenities Board be thanked for seeking the input of the Funding Board on the matter of the proposed amendments to the financial reporting requirements of the Auckland Regional Amenities Funding Act 2008.**

**B. That the Funding Board advises the Amenities Board that as the board:**

- a. has been granted charitable status under the Act;**
- b. has voluntarily registered with Charities Services;**
- c. has already migrated to the new financial reporting requirements as required under the Financial Reporting Act;**
- d. has worked with Audit New Zealand to ensure the financial reporting of the board is fully compliant with existing legislation,**

**that the Funding Board's preferred option is for amendments to the Act to reflect changes necessary to regularise the reporting requirements for the Specified Amenities only (i.e. section 39), with no consequential changes to be made that impact on the Funding Board (i.e. section 40).**

**CARRIED**

**16. FUNDING BOARD POLICIES**

Moved: Vern Walsh / Precious Clark

**A. That the HR Policies of the Auckland Regional Amenities Funding Board be**

re-adopted (including any amendments) with immediate effect.

- B. That a Working Party comprising Megan McSweeney and Steve Bootten (with support from Victoria Carter) and the Advisory Officer be formed to:**
- a. review all current HR Policies, Delegations and Standing Orders, and to report back to a future meeting of the Funding Board with any further recommended amendments/ changes/ deletions of existing policies or new policies to be adopted for the full board to consider.

**CARRIED**

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

Moved: Vern Walsh / Diane Maloney

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. Amenities Quarterly Reports to 30 September 2017**
- C2. Draft 2018-2019 Funding Plan – Provisional Allocation of Grants**

**And Ms Josie Meuli, Auckland Council be permitted to remain for items C1 and C2.**

**CARRIED**

Members of the public were excluded from the meeting at 1:42PM.

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 2:02PM.

**18. GENERAL BUSINESS**

This item was not required.

There being no further business the Chair declared the meeting closed at 2:02PM.

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**

**ATTACHMENT 12**

**Memo**

31 October 2017

To: Chair and Directors Auckland Regional Amenities Funding Board

From: Leigh Redshaw, Advisory Officer

**Subject: Correspondence**

26/10/2017 (in)	Auckland Writers Festival	Enquiring when do 2018-2019 funding applications have to be lodged?	email
25/10/2017 (out)	Amenities Board	Advising that both Toi Whitiki and KPIs relating to Maori are integral components of the Auckland Plan, and therefore consistent with the Funding Principles within the Act.	email
20/10/2017 (in)	Amenities Board	Query regarding query sent to the four arts organisations regards reporting against Toi Whitiki, and its relevance to the Auckland Plan and Funding Principles.  Question regards relevance of KPIs relating to the delivery of outcomes, services, programmes etc specifically relating to Maori and the connection to the Auckland Plan.	email
20/10/2017 (in)	Auckland Council	Request for information regards NZ Herald article regards SLSNR funding	emails
18/10/2017 (out)	Stellar Library	Feedback on problems being experienced by users of Stellar Library	Email / phone call
11/10/2017 (in)	Amenities Board	Invitation for feedback on proposed amendments to the ARAFA 2008	email
18/10/2017 (out)	All Specified Amenities	Letters seeking further information on 2018-2019 Funding Applications	Email/letter
25/9/2017 (in)	Auckland Council	Advising outcome of committee decision to annualise the Auckland Arts Festival	Email/letter

## AUCKLAND REGIONAL AMENITIES FUNDING BOARD

### MEETING DATES 2018

Based on the known work programme for 2018, the following timetable of meetings is proposed for 2018, subject to change as the need arises:

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

	2018	Meeting / Workshop	Nature of Key Business
<b>Monday</b>	15 Jan 2018		<ul style="list-style-type: none"> <li><b>Publish draft 2018-2019 Funding Plan</b></li> </ul>
Tuesday	27 Feb 2018		<ul style="list-style-type: none"> <li>Auckland Council considers its submission to draft 2018-2019 Funding Plan</li> </ul>
Wednesday	28 Feb 2018		<ul style="list-style-type: none"> <li>Closing date for submissions on draft 2018-2019 Funding Plan</li> </ul>
<b>Wednesday</b>	<b>7 March 2018</b>	<b>Meeting</b>	<ul style="list-style-type: none"> <li><b>FIRST MEETING OF THE YEAR</b></li> <li><b>Funding Board holds Public Hearings to consider public (and other) submissions on the draft 2018-2019 Funding Plan</b></li> </ul>
<b>TBC</b>	<b>Week Commencing 13 Mar 2018</b>	<b>Meeting</b>	<ul style="list-style-type: none"> <li><b>Funding Board approves final version of draft 2018-2019 Funding Plan to be submitted to Auckland Council to approve proposed levy for 2018-2019</b></li> </ul> <p><b>(this meeting may not be required if the item could be combined with the meeting on 7 March – decision closer to March 2018)</b></p>
Tuesday	20 Mar 2018		<ul style="list-style-type: none"> <li>Auckland Council Finance Committee considers ARAFB levy requirement for 2018-2019</li> </ul>
<b>Tuesday</b>	<b>17 Apr 2018</b> <b>9:30AM Start</b>	<b>Meeting</b>	<ul style="list-style-type: none"> <li><b>Funding Board meets to fix levy for 2018-2019 – must be done by 30 April 2018</b></li> </ul>
	<b>June</b>		<ul style="list-style-type: none"> <li><b>Induction for New Directors</b></li> <li><b>Meetings or Workshops WILL be required</b></li> </ul>
	<b>June / July</b>		<ul style="list-style-type: none"> <li><b>Amenity Visits –</b></li> <li><b>One/Two days Required for Amenity Visits</b></li> </ul>
	<b>June / July</b>		<ul style="list-style-type: none"> <li><b>Farewell function for retiring directors</b></li> </ul>



	2018	Meeting / Workshop	Nature of Key Business
Tuesday	24 July 2018	Meeting	<ul style="list-style-type: none"> <li>Funding Board normal meeting</li> </ul>
Tuesday	4 Sept 2018 (early start – all-day)	Workshop	<ul style="list-style-type: none"> <li>Funding Board receives Amenity presentations for 2019-2020</li> </ul>
Monday	24 Sep 2018		<ul style="list-style-type: none"> <li>Closing date for 2019-2020 Funding Applications</li> </ul>
Sunday	30 Sep 2018		<ul style="list-style-type: none"> <li>2018 Annual Reports and Audited Accounts due from Amenities (1 Oct 2018)</li> </ul>
Tuesday	9 Oct 2018 (early start – all-day)	Workshop	<ul style="list-style-type: none"> <li>Funding Board considers 2019-2020 Funding Applications for first time</li> </ul>
Tuesday	23 Oct 2018  (early start – all-day)	Workshop	<ul style="list-style-type: none"> <li>Amenities present their 2017-2018 Annual Results</li> </ul>
Thursday	8 Nov 2018	Workshop & Meeting	<ul style="list-style-type: none"> <li>Funding Board considers any further information supplied following meeting on 9 Oct 2018 (Workshop)</li> <li>Funding Board makes provisional allocation of grants for 2019-2020 for inclusion in draft 2019-2020 Funding Plan (Meeting)</li> </ul>
	6-19 Nov 2018		<ul style="list-style-type: none"> <li>Chair meets AKL Council reps to discuss proposed levy for 2019-2020</li> </ul>
Tuesday	20 Nov 2018  Or 27 Nov 2018 (Standby day)	Meeting	<ul style="list-style-type: none"> <li>Adopt 2018 Annual Report (must be done by 30 Nov 2018)</li> <li>Confirm provisional allocation of grants for 2019-2020; Approve draft 2019-2020 Funding Plan for publication in January 2019</li> </ul>
Monday	21 Jan 2019		<ul style="list-style-type: none"> <li>Publish draft 2019-2020 Funding Plan</li> </ul>