

**AKAROA/WAIREWA COMMUNITY BOARD
AGENDA**

WEDNESDAY 20 JUNE 2012

AT 9:30 AM

**IN THE BOARDROOM, LITTLE RIVER SERVICE CENTRE,
4238 CHRISTCHURCH-AKAROA ROAD, LITTLE RIVER**

Community Board: Pam Richardson (Chairman), Bryan Morgan (Deputy Chairman), Lyndon Graham, Leigh Hickey, Stewart Miller and Claudia Reid.

Community Board Adviser

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PART A - MATTERS REQUIRING A COUNCIL DECISION

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1. **APOLOGIES**

2. **CONFIRMATION OF MEETING MINUTES**

2.1 **Ordinary Board Meeting – 16 May 2012**

The minutes of the Board's ordinary meeting of 16 May 2012 are **attached**. (The public excluded section has been **separately circulated** to Board members.)

STAFF RECOMMENDATION

That the minutes of the Board's ordinary meeting (both open and public excluded sections) held on Wednesday 16 May 2012 be confirmed.

3. DEPUTATIONS BY APPOINTMENT

3.1 AKAROA AREA SCHOOL – FITNESS EQUIPMENT

The Akaroa Area School Principal, Ray Bygate and Emily Finlay, wish to address the Board regarding funding for proposed school/community fitness equipment.

4. PRESENTATION OF PETITIONS

5. NOTICES OF MOTION

6. CORRESPONDENCE

7. AKAROA DESIGN AND APPEARANCE ADVISORY COMMITTEE – 3 MAY 2012

General Manager responsible:	General Manager, Regulation and Democracy Services DDI 941-8462
Officer responsible:	Planner, Environment Policy and Approvals Unit
Author:	Liz Carter, Community Board Adviser

PURPOSE OF REPORT

The purpose of this report is to submit the outcomes of the Akaroa Design and Appearance Advisory Committee meeting held on Thursday 3 May 2012. The meeting commenced at 2.35pm.

The meeting was attended by Committee members Stewart Miller, Victoria Andrews, William Fulton, Philip Kennedy, Pam Richardson and Lynda Wallace.

1. APOLOGIES

An apology was received and accepted from John Davey.

2. MINUTES OF PREVIOUS MEETING

The committee **received** the minutes of the Akaroa Design and Appearance Advisory Committee meeting held on Wednesday 4 April 2012.

3. CORRESPONDENCE

Nil

4. PLANS TO CONSIDER

4.1 Akaroa Fish and Chip Shop, Beach Road

Mr Alun Wilkie, architect, Paul Bradley, property owner, and Janine and Brent Slagter, business owners, addressed the Committee outlining the proposal for the replacement of the Akaroa fish and chip shop, which had recently been destroyed by fire. The plans and supporting documentation had been circulated with the agenda. A minor amendment was also presented to the committee which detailed the lowering of the roofline.

It was submitted that the site was unique and had for many years had an open space in front of the building, particularly suitable to a fish and chip business. The applicant had incorporated a nautical element to the design which they felt was appropriate for the site. They described the design as "unashamedly modern". The proposed building would have a bigger footprint than the previous one, and would be sited slightly further forward on the property.

Some members of the Committee liked the concept and design for the replacement building, noting that the site was unique and the design was an innovative one, which fitted in with adjoining buildings. They appreciated the intent to maintain a large open area in front of the building.

Other members felt the design was inappropriate in terms of the design guidelines, particularly the large overhang created by the roof at the front of the building.

The Committee could not reach a consensus on the advice it wished to give to the applicant, however the following points were noted:

- (a) Consideration could be given to the lowering of the roof pitch.
- (b) A request for more thought to be given to the visual detail on the side driveway/service entrance (eg the use of more timber detailing.)
- (c) A request for the applicants to provide more detail on the treatment proposed for the front (open area) of the site.

4 Cont'd

Committee members said they would welcome the opportunity to review any updates to the plan.

The Committee also indicated it would welcome the return of the "fish" sign which had been erected outside the Fish and Chip shop for many years.

5. COMMUNITY BOARD ADVISER'S UPDATE

Nil.

6. COMMITTEE MEMBERS' EXCHANGE OF INFORMATION

Specific mention was made of the following matters:

- **Information Centre/Postal Agency Portacom**

Members were informed that a portacom may be placed on the south side of The Gaiety carpark to accommodate the visitor centre and postal agency. It would occupy approximately four carparks.

The Committee **decided** to ask staff to request that the Visitor Centre consider obtaining a portacom that is not white, but a colour that will blend into the surroundings. Members also asked to be circulated with the proposed colour and positioning of the portacom for their information.

- **Public Temporary Toilets – Relocation**

The Committee suggested that during the next cruise ship season it would be ideal for The Gaiety toilets to be accessible to the public, however if this was not possible then the west side of the Akaroa fire station could be a suitable temporary site.

The meeting closed at 4.30pm.

STAFF RECOMMENDATION

That the Board receive the minutes of the Akaroa Design and Appearance Advisory Committee meeting held on Thursday 3 May 2012.

8. AKAROA DESIGN AND APPEARANCE ADVISORY COMMITTEE – 31 MAY 2012

General Manager responsible:	General Manager, Regulation and Democracy Services DDI 941-8462
Officer responsible:	Planner, Environment Policy and Approvals Unit
Author:	Liz Carter, Community Board Adviser

PURPOSE OF REPORT

The purpose of this report is to submit the outcomes of the Akaroa Design and Appearance Advisory Committee meeting held on Thursday 31 May 2012. The meeting commenced at 1.38pm.

The meeting was attended by Committee members Stewart Miller, Victoria Andrews, John Davey, William Fulton and Lynda Wallace.

1. APOLOGIES

An apology was received and accepted from Pam Richardson.

2. PLANS TO CONSIDER

2.1 Akaroa Fish and Chip Shop, Beach Road

Mr Dave McMillan attended the meeting on behalf of the architect, Alun Wilkie and the property owner, Paul Bradley, who had both submitted apologies.

A revised design had been presented which incorporated small scale gables, horizontal weatherboards and exposed veranda type posts.

The Planner informed the Committee that he believed the applicant and architect had taken into consideration the points raised by members at the previous meeting where these plans were considered, and had taken the appropriate steps to address the Committee's concerns.

Members agreed that the design, although more modern, was more sympathetic to the township and reflects the scale of the Design Guidelines.

The Committee supported the proposal and asked that the architect be thanked for the effort he had exercised to take into account the comments of the Committee, which had resulted in a successful outcome.

The meeting closed at 1.50pm.

STAFF RECOMMENDATION

That the Board receive the minutes of the Akaroa Design and Appearance Advisory Committee meeting held on Thursday 31 May 2012.

9. AKAROA DESIGN AND APPEARANCE ADVISORY COMMITTEE – 7 JUNE 2012

General Manager responsible:	General Manager, Regulation and Democracy Services DDI 941-8462
Officer responsible:	Planner, Environment Policy and Approvals Unit
Author:	Liz Carter, Community Board Adviser

PURPOSE OF REPORT

The purpose of this report is to submit the outcomes of the Akaroa Design and Appearance Advisory Committee meeting held on Thursday 7 June 2012. The meeting commenced at 2.30pm.

The meeting was attended by Committee members Stewart Miller, Victoria Andrews, John Davey Philip Kennedy, Pam Richardson and Lynda Wallace.

1. APOLOGIES

An apology was received and accepted from Kent Wilson, Planner.

2. MINUTES OF PREVIOUS MEETING

The committee **received** the minutes of the Akaroa Design and Appearance Advisory Committee meeting held on Thursday 3 May 2012.

3. CORRESPONDENCE

Nil.

4. PLANS TO CONSIDER

4.1 Rue Balguerie Sea Wall Proposal

Jeff Bellamore (Senior Designer, Structural) presented two options to the Committee in relation to the proposed repairs to the sea wall adjacent to the Children's Playground, in Rue Balguerie.

Option 1 is to retain the existing stone walls and build a new wall in behind. There would be no visible evidence of the new wall except for the round discs which would be used to tie the old wall to the new wall. These could be painted an appropriate colour. Retaining the old stone wall would be dependent on the wall being sound enough to be tied back and there may be sections that cannot be saved.

Option 2 is to demolish the old stone wall and build a new concrete wall. A resource consent would be required for Option 2.

The Committee supported Option 1 as it was felt that it was important to preserve the original wall and retain as much of the heritage fabric as possible.

The Committee was informed that the current concrete footpath would need to be dug up to allow for erection of the new wall. Members accepted the suggestion that the new footpath be constructed using asphalt.

4.2 Bridges – Akaroa Boat Parking Area

Members were informed that the two bridges crossing Grehan and Mill Streams in the boat parking area currently had vehicle weight restrictions due to decayed timber beams. It is proposed to remove the timber beams and replace them with steel beams and then reuse the existing timber decking. These repairs would allow the weight restrictions to be removed.

The Committee was satisfied with the proposed method of repair for these bridges and staff were commended for bringing this information to the Committee as the bridges were situated within the Akaroa Historic Area.

5. COMMUNITY ADVISER'S UPDATE

5.1 Rue Jolie South Bridge, Aylmers Valley Stream

Members were informed that repairs to the Rue Jolie South bridge will be undertaken in the near future

The Committee commended the Parks Heritage Contract Manager and the Contracts and Operations Team for the repair work recently carried out on other heritage structures in Akaroa, namely the Bruce Bridge and Fishermen's Rest.

5.2 Akaroa Township Public Realm Design Guidelines

The Committee felt that there was not enough consistency with plans for alterations or repairs to buildings and structures within the Akaroa Historic Area, being presented to the Committee, particularly for property owned by the Council. Members asked that Units within the Council be made aware that proposals for any such repairs or alterations should be presented to the Committee for comment.

It was noted that the Public Realm Design Guidelines for Akaroa had never been finalised and formally adopted. Such a document would provide a good resource for Council staff when considering repairs or maintenance for structures within the public realm.

It was **decided** to ask staff to include the Akaroa Township Public Realm Design Guidelines on the agenda for the next Committee meeting for discussion.

Members agreed that the Akaroa Streetscape Report, which was commissioned and adopted by Banks Peninsula District Council (31 August 2005), should be discussed with the Planner at the next Committee meeting to seek an opinion on whether it could/should be linked to the Akaroa Township Public Realm Design Guidelines.

6. COMMITTEE MEMBERS EXCHANGE OF INFORMATION

Nil.

The meeting closed at 3.10pm.

STAFF RECOMMENDATION

That the Board receive the minutes of the Akaroa Design and Appearance Advisory Committee meeting held on Thursday 7 June 2012.

10. APPLICATION TO AKAROA/WAIREWA COMMUNITY BOARD 2011/12 DISCRETIONARY RESPONSE FUND

General Manager responsible:	General Manager, Community Services Group, DDI 941-8607
Officer responsible:	Community Support Unit Manager
Assessment undertaken by:	Sue Grimwood, Strengthening Communities Adviser

PURPOSE OF REPORT

1. The purpose of this report is for the Akaroa/Wairewa Community Board to consider an application for funding from its 2011/12 Discretionary Response Fund from Akaroa District Promotions for \$840 towards the cost of earthquake related relocation costs.

EXECUTIVE SUMMARY

2. In 2011/12, the total budget available for allocation in the Akaroa/Wairewa Discretionary Response Fund is \$12,799. Further funding of \$3,793 has been added to this amount as a result of an under spend from the Metropolitan Small Grants Fund, along with \$5,181 of unspent funding from 2010/2011, making a total of \$21,773 to be allocated in the current financial year. The Discretionary Response Fund opens each year on 1 July and closes on 30 June the following year, or when all funds are expended.
3. The purpose of the Fund is to assist community groups where the project and funding request falls outside other council funding criteria and/or closing dates. This fund is also for emergency funding for unforeseen situations.
4. At the Council meeting of 22 April 2010, Council resolved to change the criteria and delegations around the local Discretionary Response Fund.
5. The change in criteria limited the items that the local Discretionary Response Fund does not cover to only:
 - (a) Legal challenges or Environment Court challenges against the Council, Council Controlled Organisations or Community Boards decisions;
 - (b) Projects or initiatives that change the scope of a Council project; and
 - (c) Projects or initiatives that will lead to ongoing operational costs to the Council.

Council also made a note that: *"Community Boards can recommend to the Council for consideration grants under (b) and (c)."*
6. Based on this criteria, the application from Akaroa District Promotions for earthquake related relocation costs, is eligible for funding.
7. Detailed information on the application and staff comments are included in the attached Decision Matrix. (**Attachment 1**)

FINANCIAL IMPLICATIONS

8. There is currently \$3,084.06 remaining in the Board's 2011/12 Discretionary Response Fund.

Do the Recommendations of this Report Align with 2009-19 LTCCP budgets?

9. Yes, see page 184 of the LTCCP regarding community grants schemes including Board funding.

LEGAL CONSIDERATIONS

10. There are no legal considerations.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

11. Aligns with LTCCP and Activity Management Plans, page 172 and 176.

Do the recommendations of this report support a level of service or project in the 2009-19 LTCCP?

12. Yes, see LTCCP pages 176 and 177 regarding community grants schemes, including Board funding.

ALIGNMENT WITH STRATEGIES

13. Refer to the attached Decision Matrix.

CONSULTATION FULFILMENT

14. Not applicable.

STAFF RECOMMENDATION

It is recommended that the Akaroa/Wairewa Community Board approve a grant of \$840 from its 2011/12 Discretionary Response Fund to Akaroa District Promotions for earthquake related relocation costs.

11. RESTORE AND REBUILD CONFERENCE – APPROVAL FOR ATTENDANCE

General Manager responsible:	General Manager Regulation & Democracy Services, DDI 941-8462
Officer responsible:	Democracy Services Manager
Author:	Liz Carter, Community Board Adviser

PURPOSE OF REPORT

1. The purpose of this report is to seek retrospective approval for Board members Bryan Morgan and Leigh Hickey to attend the Restore and Rebuild Conference held at Kaiapoi on Thursday 24 and Friday 25 May 2012.

EXECUTIVE SUMMARY

2. The Restore & Rebuild Conference focused on *Rebuilding Community from Disaster and Community Building – Turning Theory into Practice*, and aimed to gather key people from communities and organisations around New Zealand with a need to restore, rebuild or revitalise.
3. The conference had a wide range of speakers including Daryl Taylor who was involved in recovery following the Black Sunday Bush-fires and former mayor of Christchurch, Vicki Buck.
4. Information gathered at the conference may provide new ideas to assist Board members in post earthquake recovery planning and revitalisation of local communities.
5. There was insufficient time from when details of the conference were received, until it was convened, to be able to obtain prior approval from the Board for the members' attendance, although other Board members were verbally canvassed .

FINANCIAL IMPLICATIONS

6. The cost of the conference was \$213.05 plus GST per person and overnight accommodation costs were \$100.00 plus GST. Total cost \$626.10 plus GST. As at 1 May 2012 the Board's 2011/12 training and travel budgets had an unallocated budget of \$2,833.

Do the Recommendations of this Report Align with 2009-19 LTCCP budgets?

7. Yes, provision for elected member training is made in the LTCCP, specifically under the Elected Member Representation activity.

LEGAL CONSIDERATIONS

Have you considered the legal implications of the issue under consideration?

8. Yes, there are no legal implications.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

Do the recommendations of this report support a level of service or project in the 2009-19 LTCCP?

9. Not applicable.

ALIGNMENT WITH STRATEGIES

Do the recommendations align with the Council's strategies?

10. Not applicable.

CONSULTATION FULFILMENT

11. Not applicable.

STAFF RECOMMENDATION

That the Board retrospectively approve the attendance of Board members Bryan Morgan and Leigh Hickey at the Restore and Rebuild Conference held at Kaiapoi on Thursday 24 and Friday 25 May 2012.

12. STRENGTHENING COMMUNITIES FUNDING – KEY LOCAL PROJECTS 2012

General Manager responsible:	General Manager Community Services, DDI 941-8607
Officer responsible:	Community Support Manager
Author:	Ruby Tiavolo, Grants Adviser South Western

PURPOSE OF REPORT

1. The purpose of this report is for the Akaroa/Wairewa Community Board to consider whether IT wishes to recommend any Key Local Projects to the Metropolitan Strengthening Communities Fund for 2012/13.

EXECUTIVE SUMMARY

2. In a public excluded workshop, held on 16 May 2012, the Akaroa/Wairewa Community Board considered the issue of Key Local Projects for 2012/13.
3. As part of the Strengthening Communities Grants Funding Programme, each Board may nominate Key Local Projects (KLPs) in its area that are put forward to the Metropolitan Funding Committee for consideration for metropolitan funding.
4. The Metropolitan Funding Committee will make KLP decisions based on affordability and the following priorities:
 - Strengthening Communities Strategy Principles and Goals;
 - Funding outcomes and priorities as set out in Strengthening Communities Strategy;
 - Alignment to local Community Board objectives;
 - AND
 - Projects deliver benefits to the city outside of the local Board area;
 - Key community issues contemplated under Goal 2 of the Strengthening Communities Strategy.
5. In addition, staff recommendations for Key Local Projects are also based on whether the project meets the following criteria:
 - The organisation undertaking the project has a proven track record with the Council in providing a high quality level of service;
 - Significantly contributes towards the Council's Funding Outcomes and Priorities;
 - Demonstrates leadership and innovation;
 - Demonstrates best-practice and collaboration.
6. Previous KLPs for this Community Board are:

Name of Group	Year/s	Name of Project	Amount
Akaroa Resource Collective Trust	2010/2011	Akaroa Youth Development and Community Activities	\$30,800
Akaroa Resource Collective Trust	2011/2012	Akaroa Community Building Resilience Project	\$30,800

7. All previous funding for KLPs ended in the 2011/12 funding round. Staff have reviewed all applications to the Strengthening Communities Fund 2012/13 to identify if there are any projects that could be considered for recommendation to the Metropolitan Funding Committee as KLPs for 2012/13.
8. Staff recommend that the Community Board consider the following project as a KLP in 2012/13. Attached is a decision matrix that provides information on the project. (**Attachment 1**)

Name of Group	Name of Project	Total Project Cost	Amount Requested	Recommendation
Akaroa Resource Collective Trust	Akaroa Community Building Resilience Project	\$69,311	\$43,950	\$43,950

Timeline and Process

9. KLPs that are approved by the Board will be put forward to the Metropolitan Strengthening Communities Funding Committee for consideration at its meeting on 13 July 2011. Unsuccessful KLPs are returned to the Community Board for consideration under the local Strengthening Communities Fund..

FINANCIAL IMPLICATIONS

10. In 2012/13, the draft annual plan includes \$29,865 for the Akaroa/Wairewa Community Board Strengthening Communities Fund.

Do the Recommendations of this Report Align with 2009-19 LTCCP budgets?

11. Yes, see LTCCP pages 176 and 177 regarding community grants schemes including Board funding.

LEGAL CONSIDERATIONS

Have you considered the legal implications of the issue under consideration?

12. Yes. Community Board funding decisions are made under delegated authority from the Council.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

Do the recommendations of this report support a level of service or project in the 2009-19 LTCCP?

13. Yes. Strengthening Communities Funding and Community Board Funding, see LTCCP pages 176 and 177 regarding community grants schemes including Board funding.

ALIGNMENT WITH STRATEGIES

Do the recommendations align with the Council's strategies?

14. The funding allocation process carried out by Christchurch Community Boards is covered in the Council's Strengthening Communities Strategy.

CONSULTATION FULFILMENT

15. Not required.

STAFF RECOMMENDATION

It is recommended that the Akaroa/Wairewa Community Board nominate the Akaroa Resource Collective Trust project as a Key Local Project and recommend a grant of \$43,950 to be considered by the Metropolitan Funding Committee for the 2012/13 Strengthening Communities Fund.

BACKGROUND

16. In October 2007, the Council adopted the Strengthening Communities Fund operational procedures, which included the process for nominating Key Local Organisations (KLOs), subsequently renamed Key Local Projects (KLPs).
17. Each Board may nominate (KLPs) in its area that are put forward to the Metropolitan Funding Committee for consideration for metropolitan funding.
18. The agreed process to determine if a "local" funding application should be processed as a KLP is detailed as bullet point 16 in the report that was adopted by the Council on 4 October, 2007:

The Metropolitan Funding Committee will make KLP decisions based on affordability and the following priorities:

- Strengthening Communities Strategy Principles and Goals;
 - Funding outcomes and priorities as set out in Strengthening Communities Strategy;
 - Alignment to local Community Board objectives;
- AND
- Projects deliver benefits to the city outside of the local Board area
 - Key community issues contemplated under Goal 2 of the Strengthening Communities Strategy.

19. The process for considering KLPs is as follows:
 - (i) Community Boards nominate and priorities their KLPs and make a recommendation to the Metropolitan Funding Committee.
 - (ii) The Metropolitan Funding Committee makes decisions on Board recommended KLPs.
 - (iii) Successful KLPs are allocated funding from the Metropolitan Strengthening Communities Fund.
 - (iv) Unsuccessful KLPs are returned to the Community Board for consideration under the local Strengthening Communities Fund.
20. Community Boards are advised that where candidates for KLP funding consideration are successful in receiving funding from the Metropolitan Funding Committee, then there can be no further funding call on the Board for that project.
21. This is also the case, where a successful candidate is funded to a lower level than has been recommended by the Board. This reflects the “funding constraints” criteria agreed by Council in Appendix F of the 4 October 2007 report which states that *“Groups receiving funding at a Metropolitan level may only receive local level funding if the project is specifically local and no portion of it has been funded at the Metropolitan level”*.
22. All previous funding for KLPs ended in the 2011/12 funding round. Staff have reviewed all applications to the Strengthening Communities Fund 2012/13 to identify if there are any projects that could be considered for recommendation to the Metropolitan Funding Committee as KLPs for 2012/13.
23. Attached is a list of all applications to the Akaroa Wairewa Board Strengthening Communities Fund 2012/13 (**Attachment 2**).

13. BRIEFINGS

14. COMMUNITY BOARD ADVISERS UPDATE

14.1 BOARD FUNDING BALANCES

A copy of the Board's funding balances as at 20 June 2012 is **attached** for members' information.

14.2 APRIL UPDATE ON LOCAL CAPITAL PROJECTS AND STRONGER CHRISTCHURCH INFRASTRUCTURE REBUILD TEAM UPDATE

The April update on Local Capital Projects is attached (**attachment 1**) for members' information, along with an update from the Stronger Christchurch Infrastructure Rebuild Team (SCIRT), which is separately attached (**attachment 2**).

14.3 CUSTOMER SERVICES REQUESTS – 1 MARCH 2012 TO 31 MAY 2012

The Customer Services Requests are **attached** for members' information.

14.4 UPDATE ON RECOVERY DISCUSSIONS

15. ELECTED MEMBERS INFORMATION EXCHANGE

16. QUESTIONS UNDER STANDING ORDERS