

**AKAROA/WAIREWA COMMUNITY BOARD
AGENDA**

WEDNESDAY 14 MARCH 2012

AT 9:30 AM

**IN THE AKAROA SPORTS COMPLEX,
28 RUE JOLIE, AKAROA**

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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1. **APOLOGIES**

2. **CONFIRMATION OF MEETING MINUTES**

2.1 **Ordinary Board Meeting – 15 February 2012**

The minutes of the Board's ordinary meeting of 15 February 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 15 February 2012 be confirmed.

3. DEPUTATIONS BY APPOINTMENT

3.1 ROGER WOODS AND CHERYL HUNT

Roger Woods, the Banks Peninsula Hub Manager for Fletcher EQR (Earthquake Recovery) and Cheryl Hunt (Community Liaison Officer) will update the Board on recent issues.

3.2 BRUCE NICHOLL

Bruce Nicholl wishes to address the Board regarding the removal of a lone pine tree situated on the seafront in Le Bons Bay.

3.3 AKAROA EMERGENCY MANAGEMENT VOLUNTEERS

Clive Weir (Area Coordinator) and Robyn Grigg (Area Welfare Coordinator) have been invited to update the Board on local Civil Defence arrangements and plans.

4. PRESENTATION OF PETITIONS

Nil.

5. NOTICES OF MOTION

Nil.

6. CORRESPONDENCE

6.1 FRIENDS OF AKAROA MUSEUM INC.

Correspondence is **attached** from the Friends of Akaroa Museum advising that David Miller has been nominated as their representative on the Akaroa Museum Advisory Committee.

STAFF RECOMMENDATION

It is recommended that the Board receive this letter and that the nomination of David Miller to the Akaroa Museum Advisory Committee be approved.

6.2 BILL AND GENDY DRAY

Correspondence is **attached** from Bill and Gendy Dray regarding the removal of a roadside Pine tree outside 952 Le Bons Bay Road. The letter has been sent in support of the deputation from Bruce Nicholl (refer Clause 3.2).

STAFF RECOMMENDATION

It is recommended that the Board receive the letter.

7. RESERVE MANAGEMENT COMMITTEES

The minutes of the following Reserve Management Committee meetings are attached.

- 7.1 Duvauchelle Reserve Management Committee – 13 February 2012 (**attached**).
- 7.2 Robinsons Bay Reserve Management Committee – 16 February 2012 (**attached**).

The above minutes may still need to be confirmed by each Committee at their next meeting.

STAFF RECOMMENDATION

That the Board receive the minutes of the following Reserve Management Committee meetings:

- Duvauchelle Reserve Management Committee – 13 February 2012
- Robinsons Bay Reserve Management Committee – 16 February 2012

7.3 Robinsons Bay Reserve Management Committee Correspondence

A letter (**attached**) has been received from the Robinsons Bay Reserve Management Committee to support Akaroa District Promotion's in their seeking of funds generated by the cruise ship visits, being allocated by the Council to the repairs and maintenance of local wharves.

STAFF RECOMMENDATION

That the Board receive the correspondence and forward it to staff for comment.

8. ACHIEVING BEST PRACTICE FOR CHRISTCHURCH'S COMMUNITY BOARDS TO DEVELOP COMMUNITY WELLBEING COORDINATION IN POST EARTHQUAKE RECOVERY

Board Chairperson's Report to the Akaroa/Wairewa Community Board

Introduction

1. There have been many calls for "the community" to be consulted but also to participate in the Christchurch Earthquake recovery, particularly in the suburbs, **settlements and towns** where residents live.
2. The combined Christchurch Community Board Chairpersons recognise that to achieve best practice outcomes for earthquake recovery the Boards must play a key role in local recovery. Furthermore the Boards are currently the best placed institutions in our community to undertake this role, especially given their well established history as effective advocates for local community matters.
3. In order for the Community Boards to play a key role in this essential work the Board Chairpersons consider that some critical changes need to be made as a matter of urgency. This report identifies some of the key changes.
4. The combined Christchurch Community Board Chairpersons are pleased to present the following overview and recommendations arising from recent deliberations.
5. The Board Chairpersons believe the Council, the Boards and the community should celebrate what is overall working well. However together we should also strive to achieve best practice in participatory democracy. To achieve the necessary improvements and to assist residents in all of Christchurch's suburbs, **settlements and towns** in the recovery of social wellbeing, it will be essential to focus on strengthening the connections between the key organisations involved. These would include Community Boards, the Council, **Canterbury** Earthquake Recovery Authority (CERA), Red Cross, GeoTech, City Care and Environment Canterbury (Ecan).

Strengths of Christchurch's Eight Community Boards

6. International best practice for post-disaster recovery unequivocally identifies the need for both democratic local governance and local community participation in decision design and decision making. Given the urgent need to restore and improve Christchurch's urban villages, Christchurch's Community Boards need to play key roles in the local recovery. Our Community Boards' strengths include:
 - (a) being democratically elected by our local communities
 - (b) being legally mandated to represent our local communities
 - (c) having a wealth of historical knowledge of our local communities
 - (d) having existing mechanisms for formally listening to our local community groups and communities
 - (e) having existing mechanisms for summarising local community group needs and sharing them
 - (f) having been actively working closely with community groups continuously for many years and more intensely since the earthquakes following September 2010 and later earthquakes. We are very aware of how community groups are seriously struggling to cope at the moment, both socially and economically – they need a lot of local help. At an individual and family level, especially concerning the elderly, many residents need social wellbeing support.
 - (g) continuing our local governance roles after the recovery process and CERA have concluded

- (h) having existing systems for distributing funding to local community groups
- (i) having existing mechanisms for monitoring how well local community groups are using public funding
- (j) being well aware of our own capabilities and constraints and hence what is possible for Community Boards to do locally with existing and potential additional resources
- (k) being Christchurch's best bridge between local grass-roots society and the City Council, and the Government
- (l) having a large group of committed and enthusiastic Board members with diverse skills and extensive local community connections who wish to contribute to Christchurch's recovery at the local level.

7. The Board Chairpersons believe our Community Boards exhibit many of the internationally proven ideal characteristics for driving local recovery. Over the past year our Community Boards have worked to create and coordinate semi-structured responsiveness where there existed confusion and uncertainty. We are committed to being a part of a more structured, deliberate, inclusive and participatory recovery process with the Council, CERA and other agencies.

Community Board Practice Currently Working Well

Role of the Community Boards

8. The role of Community Boards is clearly defined in section 52 of the Local Government Act 2002, which is to:

- Represent and act as an advocate for the interests of the community.
- Consider and report on any matter referred to it by the territorial local authority and any issues of interest to the community board.
- Make an annual submission to the territorial local authority on expenditure in the local authority.
- Maintain an overview of services provided by the territorial authority within the community.
- Communicate with community organisations and special interest groups in the community, and undertake any other responsibilities delegated by the local authority.

9. The Board Chairpersons consider that it is important to showcase constructive processes and our positive achievements. After reviewing a range of documents and information (e.g. the Best Practice Recovery Workshop held at Lincoln University and the work of EQC chairperson, Professor Bruce Glavovic) the Chairpersons considered that the following aspects are working well:

- The Boards know and understand their communities well.
- The Boards represent residents well. The approachable and informal nature of the Community Board setting is strength.
- Residents utilise Deputations to advocate regarding a wide range of issues.
- Boards mediate/facilitate well.

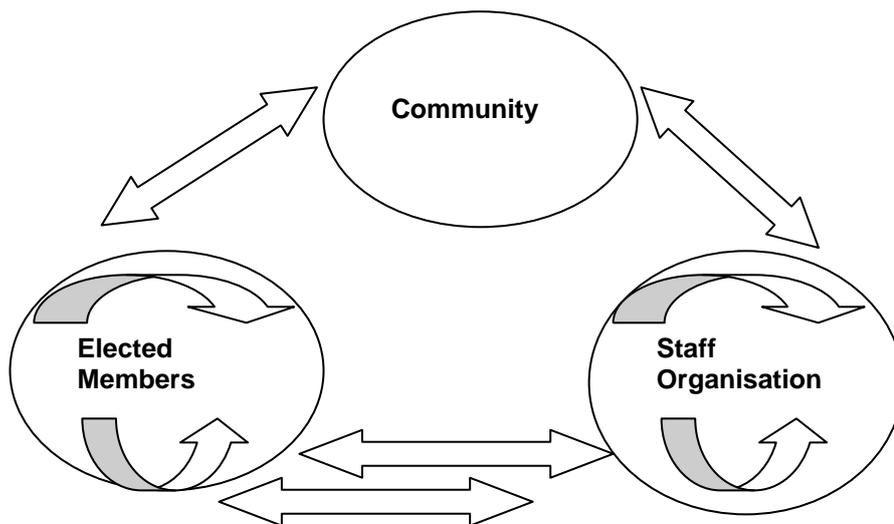
Next Steps

10. The focus of community boards has changed since September 2010 towards earthquake recovery.
11. The Board Chairs applaud the various recovery interventions from the Council, CERA, Geotech, Red Cross, City Care and other government departments. However, we consider that the Earthquake recovery roles of each organisation, as well as Community Boards, all need to be more clearly defined and coordinated.
12. The development of more detailed Community Board strategies and coordination of action in our communities and at street level for post-earthquake recovery, redesign and redevelopment.

Using Best Practice To Bring About More Effective Operation Of Community Boards.

13. The Chairpersons consider that the following matters should be addressed:
 - To achieve a timely response there needs to be a refocus of staff resources at the service centre level. This would include decision making ability being decentralised to the local service centre level. An outcome would be effective implementation of locally centred decision making which is imperative especially with regard to earthquake recovery matters.
 - More reflective and timely ways of communicating back to the community, rather than formal approaches via a report are needed. On the other hand there is often a lack of clarity for residents following some earthquake recovery meetings. Community Boards could streamline the process by working with staff to resolve matters more informally and establish ongoing relationship building/engagement with the ward's communities.
 - There needs to be more decision making available on the spot. A more proactive approach is hindered by procedures requiring Board reports and there is a need for improved ongoing collaborative working relationships. (e.g. Small money matters requested from Boards to assist with community projects).
 - Connection/communication between staff and the Boards and with outside organisations including CERA could be better achieved by more flexible and more carefully coordinated processes.
 - Earthquake recovery could be better facilitated by focusing on accessing and using local level institutional knowledge. e.g. hills meetings re rockfall earthquake issues.
14. In the development of local area plans there needs to be a high degree of collaborative working with CERA especially given the development of new community resilience and ward plan positions at CERA. This connection could be undertaken by local community board earthquake coordinators. The existing institutional knowledge with regard to networks and organisations working in each ward needs to be accessed to ensure best practice earthquake recovery processes. As pointed out by most researchers, trust is the most important ingredient in disaster recovery and implementing change.

15. A Model of Building Trust:



“...building trust is a focus of attention in local governments that are building organisations to change and improve.

... there is wide (and deep) agreement that building trust is essential in the context of organising for change and improvement.

... trust and the implementation of the change strategies go hand in hand ... it can be said with certainty that it is the most essential and important precondition for instigation of an innovative administration”

Source: Building Trust in Local Government, “Cities of Tomorrow Network”

Local Democracy: Need For A Greater Advocacy Role

16. The Chairpersons note that each Community Board represents the interests of particular communities. The Chairpersons consider that the time is crucial for community recovery; they believe that Community Boards should play a stronger role with a new range of functions and add further value to Council decision-making and earthquake recovery in Christchurch’s Wards.
17. Recognising that recovery is multi-dimensional but community-specific, as raised by EQC Professor Bruce Glavovic, and that a “one size fits all” approach is inappropriate, the Community Board Chairpersons aim to strengthen the network of Residents’ Associations and groups within each ward to assist and empower community-centred recovery. Furthermore, it is recognised that there are many distinctive neighbourhoods in the ward with activities that need to be clustered around local communities. In other words recovery plans need to be localised to account for differential seismic damage, address distinctive needs and develop community centred solutions.

Conclusions

18. In conclusion the Community Board Chairpersons value the strengths of current processes that are working well besides Board and Council achievements. The Board Chairpersons recognise that future generations require us to urgently establish best practice process to ensure that community focused outcomes are achieved for the long term future of our community. Trust between elected members, Council staff and the community is an imperative. The implementation of the following recommendations will add further value to Council decision-making on behalf of and by Christchurch's communities. This is urgent given earthquake recovery matters and the ongoing nature of the current seismic activity. The recommendations will give life to Community Boards' delegations and advocacy roles at community level i.e. the grassroots.

Recommendations:

- (a) That Community Boards endorse the Plan proposed by the combined Community Board Chairs.
- (b) That the Council adopt the Community Boards' Plan 2012.

Christchurch Community Boards' Plan 2012

Note: These plans are proposed by the Community Board Chairpersons.

- (a) Urgently obtain local Service Centre facilities, including Community Board meeting rooms accessible to the community where none exist at present.

Explanation: Half of Christchurch is not covered by access to a Council Service Centre.

- (b) Community Boards be resourced to develop **Ward community wellbeing coordination in post earthquake recovery:** assessing local needs, implementing recovery from Ward Profiles, focussing on Ward facilities and strengthening social wellbeing in a community centred recovery. (Refer **Attachment 1**)
- (c) Empower the work of the Boards by providing Ward Community Board Earthquake Recovery Coordinators and increase responsibility to roles aligned to this initiative at Service Centres so Boards can be proactive to lead public participation in shaping the recovery in local areas.
- (d) The Ward Community Board Earthquake Recovery Coordinators could be partially funded through a partnership with CERA.
- (e) The emphasis of staff at service centre level should be on effective implementation of locally centred decision making reflecting s52 of the Local Government Act.

CHAIRPERSON

9. ACQUISITION OF SHARES

General Manager responsible:	General Manager, City Environment Group, DDI 941-8608
Officer responsible:	Unit Manager, Transport and Greenspace
Author:	Bill Morgan, Property Consultant

PURPOSE OF REPORT

1. The purpose of this report is to seek the Boards support and recommendation to the Council to acquire shares currently owned by the Selwyn Plantation Board, in Te Oka Airstrip Company Limited.

EXECUTIVE SUMMARY

2. At the time the Council acquired Te Oka Farm from the Selwyn Plantation Board (SPBL) in August 2009, it was not aware that the SPBL held 200 shares in the Te Oka Airstrip Company Limited (TOACL). The company (TOACL) was incorporated in August 2001 and is a limited liability company with 1000 shares held equally by five individual shareholders. The company holds an easement in gross firstly, to use the airstrip marked "A" on DP303105 to allow aircraft to land and take off from the air strip, and secondly a vehicular right-of-way over the area marked "B" on DP303105 to access the strip from Bossu Road (refer **attachment 1**). The easement is registered against the property contained in Certificate of Title CB47/7. The airstrip may be used for the purpose of aerial topdressing, manuring, spraying, grass seeding and incidental, upon land owned or leased by the shareholders.
3. Given SPBL has sold its farm at Te Oka Bay to the Council and divested its interest in any other property within the vicinity, it has approached the Council to take transfer of its shares in TOACL at no cost.
4. Te Oka Farm is operated as a farm under a licence agreement with specific areas of native vegetation being retired from grazing. The licence agreement provides for the soil fertility to be maintained and for noxious weeds to be eradicated. Because of the steep nature of the country this can only be achieved by aircraft and as such the acquisition of the shares is recommended given the close proximity of the airstrip to the property.

FINANCIAL IMPLICATIONS

5. There is no cost to the Council in acquiring the shares which it has been advised are fully paid up. There are also no liabilities attached to the shares. Any, costs will arise on a user pays basis and will not arise automatically as an incident of ownership of the shares in TOACL.

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

6. Any costs, incidental to the Council use of the strip, will be limited and met from existing approved funds.

LEGAL CONSIDERATIONS

7. There are no legal impediments preventing the Council from taking transfer of or holding shares in the Company.

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

8. Yes, as above.

ALIGNMENT WITH LTCCP AND ACTIVITY MANAGEMENT PLANS

9. The proposal meets with the Regional Parks Activity Management Plans of the Council.

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

10. Yes as per page 117 and pages 126-129 of the 2009-19 LTCCP.

ALIGNMENT WITH STRATEGIES

11. It will enable objectives in the Open Space and Biodiversity Strategies to be met.

Do the recommendations align with the Council's strategies?

12. Yes.

CONSULTATION FULFILMENT

13. Not required.

STAFF RECOMMENDATION

It is recommended that the Council takes transfer of the shares at present held by the Selwyn Plantation Board in Te Oka Airstrip Company Limited.

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
Author:	Nicola Martin, Grants 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 the Akaroa Heritage Park Trust for \$3,000 for vegetation control.

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, plus \$5,181 from 2010/2011 projects that did not proceed due to the earthquakes, giving a total of \$21,733 to allocate. 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.The 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 Heritage Park Trust for vegetation control 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 \$8,584 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 \$3,000 from its 2011/12 Discretionary Response Fund to the Akaroa Heritage Park Trust for vegetation control.

11. **APPLICATION TO AKAROA/WAIREWA COMMUNITY BOARD STRENGTHENING COMMUNITIES FUNDING 2012/13 – BOARD BIDS**

General Manager responsible:	General Manager Community Services Group 941.8607
Officer responsible:	Manager Community Support Unit
Author:	Lincoln Papali'I Strategic Initiatives Manager

PURPOSE OF REPORT

1. The purpose of this report is for the Akaroa/Wairewa Community Board to agree to the projects that will be put forward on behalf of the Board to the Strengthening Communities Fund for 2012/13.
2. The Akaroa/Wairewa Community Board Strengthening Communities Fund decision meeting is scheduled for the 18 July 2012.

EXECUTIVE SUMMARY

3. Attached to this report is a table that outlines potential projects that the Board may wish to put forward for consideration for the 2012/13 Strengthening Communities Fund (**Attachment 1**). These were discussed by the Board in a workshop earlier in the year. These projects have been agreed as part of Unit work programmes.
4. As a result of the earthquake, it may be that the Boards priorities for projects have altered. This meeting is the opportunity to update these projects.
5. Subsequent to the Board identifying which projects it would like to put forward as applications, staff will assess each project and include these on the decision matrix along with the other applications received for Strengthening Communities Fund.

FINANCIAL IMPLICATIONS

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

6. 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?

7. 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?

8. 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?

9. The funding allocation process carried out by Christchurch community boards is covered in the Council's Strengthening Communities Strategy.

CONSULTATION FULFILMENT

10. Not required

STAFF RECOMMENDATION

It is recommended that the Board give consideration to the projects detailed in Attachment 1 – Projects to Consider 2012/13 and approve a list of projects to be submitted as applications to the 2012/13 Strengthening Communities Fund.

BACKGROUND

STRENGTHENING COMMUNITIES STRATEGY

11. The Council adopted the Strengthening Communities Strategy on 12 July 2007. The Strengthening Communities Grants Funding Programme comprises four funding schemes:
 - (a) Strengthening Communities Fund
 - (b) Small Grants Fund
 - (c) Discretionary Response Fund
 - (d) Community Organisations Loan Scheme

12. The following funding outcomes have been used to evaluate and assess applications to the Strengthening Communities Fund:
 - Support, develop and promote the capacity and sustainability of community recreation, sports, arts, heritage and environment groups.
 - Increase participation in and awareness of community, recreation, sports, arts, heritage and environment groups, programmes and local events
 - Increase community engagement in local decision making
 - Enhance community and neighbourhood safety
 - Provide community based programmes which enhance basic life skills
 - Reduce or overcome barriers to participation
 - Foster collaborative responses to areas of identified need

13. The following funding priorities have been taken into consideration when assessing applications:
 - Older Adults
 - Children and Youth
 - People with Disabilities
 - Ethnic and Culturally Diverse Groups
 - Disadvantaged and/or Socially Excluded
 - Capacity of Community Organisations
 - Civic Engagement

TIMELINE AND PROCESS

14. Community Boards have delegated authority from the Council to make final decisions on the Strengthening Communities Funding for their respective wards. The Board's decisions will be actioned immediately following the decision meeting.

15. All funding approved is for the period of September to August each year, therefore grants will be paid out in early September 2012.

12. BRIEFINGS

Nil.

13. COMMUNITY BOARD ADVISERS UPDATE

13.1 BOARD FUNDING BALANCES

A copy of the Board's funding balances as at 14 March 2012 is **attached** for members' information.

13.2 CUSTOMER SERVICES REQUESTS – 1 DECEMBER 2011 TO 29 FEBRUARY 2012

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

13.3 BANKS PENINSULA WATER MANAGEMENT ZONE COMMITTEE MINUTES

The minutes of the Banks Peninsula Water Zone Management Committee meeting are **attached** for members' information.

14. ELECTED MEMBERS INFORMATION EXCHANGE

15. QUESTIONS UNDER STANDING ORDERS