

Agenda for a meeting of the Meremere Community Committee to be held in the Meremere Community Hall, Heather Green Ave, Meremere on **THURSDAY, 13 MAY 2021** commencing at **7.00pm**.

**1. APOLOGIES AND LEAVE OF ABSENCE**

**2. CONFIRMATION OF STATUS OF AGENDA**

**3. DISCLOSURES OF INTEREST**

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The Register of Interests for the Meremere Community Committee is attached for information purposes and for members to update any interests they may have.

**4. CONFIRMATION OF MINUTES**

Meeting held on Thursday, 1 April 2021

4

**5. REPORTS**

5.1 Meremere Works & Issues Report – 13 May 2021

11

5.2 Councillor's Report

*Verbal*

5.3 Discretionary Fund Report to 3 May 2021

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5.4 Third Quarter Service Request Report

15

**6. GENERAL BUSINESS**

GJ Ion  
**CHIEF EXECUTIVE**

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### **Open Meeting**

<b>To</b>	Meremere Community Committee
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	6 May 2021
<b>Prepared by</b>	Lynette Wainwright Committee Secretary
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV0303
<b>Report Title</b>	Register of Interests

### **1. EXECUTIVE SUMMARY**

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A copy of the Register of Interests is attached for the Committee's information. The register will be updated following receipt of information during the year.

### **2. RECOMMENDATION**

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**THAT the report from the Chief Executive be received.**

### **3. ATTACHMENTS**

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Register of Interests – Meremere Community Committee

## Register of Elected Members Interests - Community Committees

Name	Community Committee	Financial Interests <i>Please refer to Statement Reference here.</i>		Non - Financial Interests								
		1 to 6	With the exception of	Companies		Employment	Other Organisations		Property	Gifts (received since 21 October 2019)	Payments for activities and services (since 21 October 2019)	Debts
				Director/Manager	Financial Interests		Trustee/Beneficiary	Governing Body				
Jim Katu	Meremere	No	N/A	N/A	N/A	N/A	N/A	N/A	1x Meremere (Owner)	N/A	N/A	N/A
James Harman	Meremere	No	N/A	N/A	N/A	N/A	N/A	• Meremere Development Committee incorporated (Chairman) Received community funding	x1 Meremere (Owner)	N/A	N/A	N/A
Melysa Tapiata	Meremere											
Lauren Horsfall	Meremere	No	N/A	N/A	N/A	N/A	N/A	• Meremere Community Development Committee (Find funding for events & programs run in Meremere) <i>Funding: Christmas events in past.</i>	x1 Meremere (Owner)	N/A	N/A	N/A
Cecilia Heta	Meremere	No	N/A	N/A	N/A	N/A	N/A	Meremere Hall Committee (member)	N/A	\$500 gift card each to Cecilia Heta, Trish van der Wende and Okeroa Rogers, all members of the MMCC Hall Committee, on behalf of MMCC, as resolved by email resolution (MMCC2002/04)	N/A	N/A
Ben Brown	Meremere	No	N/A	• Decal Ltd (Director)	N/A	N/A	N/A	• Meremere Development Committee (Secretary)	1x Meremere (Owner)	N/A		

YELLOW INDICATES THAT THE MEMBER DID NOT SUBMIT A COMPLETED FORM

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### **Open Meeting**

<b>To</b>	Meremere Community Committee
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	5 May 2021
<b>Prepared by</b>	Lynette Wainwright Committee Secretary
<b>Chief Executive Approved</b>	Y
<b>DWS Document Set #</b>	GOV0510
<b>Report Title</b>	Confirmation of Minutes

### **1. EXECUTIVE SUMMARY**

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To confirm the minutes of the Meremere Community Committee meeting held on Thursday, 1 April 2021.

### **2. RECOMMENDATION**

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**THAT** the minutes of the meeting of the Meremere Community Committee held on Thursday, 1 April 2021 be confirmed as a true and correct record of that meeting.

### **3. ATTACHMENTS**

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MMCC Minutes – 1 April 2021

**MINUTES** of a meeting of the Meremere Community Committee held at the Meremere Community Hall, Heather Green Avenue, Meremere on **THURSDAY, 1 APRIL 2021** commencing at **7.00pm**.

**Present:**

Mr J Katu (Chairperson)  
Mr J Harman (Deputy Chairperson)  
Ms M Tapiata (Secretary)  
Mrs C Heta  
Mrs L Horsfall  
Mr B Brown [*from at 7.28pm*]  
Cr J Sedgwick

**Attending:**

Mrs S O’Gorman (General Manager Customer Support)  
Mr S Toka (Iwi and Community Partnership Manager)  
Mrs I Mtkawa (Meremere Hall Committee)  
Mrs O Rodgers (Meremere Hall Committee)

**APOLOGIES AND LEAVE OF ABSENCE**

**Resolved: (Mr Harman/Mrs Horsfall)**

**THAT an apology be received from Ms Heta;**

**AND THAT an apology for lateness be received from Mr Brown.**

**CARRIED**

**MMCC2104/01**

**CONFIRMATION OF STATUS OF AGENDA ITEMS**

**Resolved: (Mr Harman/Mrs Horsfall)**

**THAT the agenda for a meeting of the Meremere Community Committee held on Thursday, 1 April 2021 be confirmed and all items therein be considered in open meeting;**

**AND THAT all reports be received.**

**CARRIED**

**MMCC2104/02**

**DISCLOSURES OF INTEREST**

There were no disclosures of interest.

**CONFIRMATION OF MINUTES**

**Resolved: (Mrs Horsfall/Cr Sedgwick)**

**THAT the minutes of a meeting of Meremere Community Committee held on Thursday, 10 December 2021 be confirmed as a true and correct record of that meeting.**

**CARRIED**

**MMCC2104/03**

Matters arising:

The Schedule of Meetings 2021 report had not been considered at the November 2020 meeting. The Committee confirmed the meeting dates for 2021 as follows:

**Resolved: (Mr Katu/Ms Tapiata)**

**THAT the Meremere Community Committee continues to hold its meetings at 7.00pm in 2021, on the following dates:**

- **Thursday 18 February 2021**
- **Thursday 1 April 2021**
- **Thursday 13 May 2021**
- **Thursday 24 June 2021**
- **Thursday 5 August 2021**
- **Thursday 16 September 2021**
- **Thursday 28 October 2021**
- **Thursday 9 December 2021.**

**CARRIED**

**MMCC2104/04**

## **REPORTS**

### Meremere Works & Issues Report – 18 February 2021 Agenda Item 5.1

The following items were discussed:

#### Disused Tennis Pavilion

**ACTION:** This action to remain on the report.

#### Library Trial

Library hours to remain unchanged.

**ACTION:** This action to be closed and removed from the report.

#### Gardens at each entry/exit point at Meremere

**ACTION:** This action to be closed and removed from the report.

#### Fence repairs surrounding the skatepark

Library hours to remain unchanged.

**ACTION:** This action to be closed and removed from the report.

#### Repairs to the water fountain

Quote had not been received.

**ACTION:** This action to remain on the report.

#### Bush behind the basketball courts

Mr Katu advised that kaumatua Mickey Graham would bless the spot.

**ACTION:** This action to be closed and removed from the report.

#### Garden at the front of the Meremere Hall

**ACTION:** This action to be closed and removed from the report.

Steps to be added to the front of the Meremere Hall

**ACTION:** This action to be closed and removed from the report.

Sunken footpaths where water meters had been placed

**ACTION:** Mr Katu to contact the Community Projects Manager to ascertain if there were any potholes still outstanding.

Meremere Hall Committee AGM

The following discussions were held:

- A hui had been held to form a hall committee. They are an independent committee.
- An AGM would be held following the end of Council's financial year.
- The doctor's surgery was not covering the full cleaning and maintenance costs incurred. The hall committee were in the process of renegotiating this agreement.
- Any organisation that uses the hall should be charged a usage cost as the hall required regular income to cover costs.
- The hall committee to prepare and present a detailed budget forecast to the development committee to assist with funding.
- The committee had been advised by Waikato Regional Council to charge each user.

**ACTION:** Staff to investigate who the umbrella organisation is for the hall committee and report back to the committee.



Councillor's Report

Agenda Item 5.2

Cr Sedgwick gave a verbal report on the following matters:

- A proposal had been presented to change Island Block Road to a left in, left out movement (LILO) so there would be a restriction on the right turn movement. The committee discussed, and agreed, that this is not a good idea and that it would funnel all traffic to the south entrance of Meremere which would cause problems. Another solution needs to be found.

**ACTION:** Cr Sedgwick to take this back to Council for another solution.

- The Long Term Plan would be coming out in two (2) to three (3) weeks. The committee should be aware that some of the issues being addressed are:
  - Inorganic rubbish collection – should it continue?
  - Pensioner housing - Council is looking at selling these assets. It was noted that Meremere does not have any pensioner housing units.
  - Rates rise and the percentage of increases being considered.
- Individuals and the Meremere Community Committee could make submissions. There would be forms at the library and links on Facebook as well as information coming through the mail.
- Peat fires - FENZ had determined that the peat fires had started as a controlled burn and were now being monitored by the farmer with the help of FENZ. FENZ were in charge of putting out the fire and council was responsible for the air pollution. If any person is feeling unwell, they should see a doctor. FENZ were available to meet with the community if there is interest to discuss the process and answer questions.
- Mr Harman advised that he had not been reimbursed the \$69.96 for hoses and attachments.

**ACTION:** Cr Sedgwick would follow up reimbursement to Mr Harman.

Discretionary Fund Report to on 22 March 2021

Agenda Item 5.3

**Resolved: (Mr Harman/Mr Brown)**

**THAT the funds for the purchase of a gift for Mr Creed of \$200.00 (Resolution No. MMCC1906/04) be returned to the discretionary fund pool.**

**CARRIED**

**MMCC2104/05**

Year to Date Service Request Report  
Agenda Item 5.4

The following item was discussed:

- Statistics showed that not many people were reporting issues. A reminder to contact the Waikato District Council whenever there are issues so that they can be recorded and addressed accordingly.

**GENERAL BUSINESS**

The following items were discussed:

- The inorganic collection would be held on Monday, 31 May 2021. The committee would prepare a submission to keep this service. The submission would be provided at the next meeting of the committee for retrospective approval.
- Rates increases – the committee to prepare submission on this. The submission would be provided at the next meeting of the committee for retrospective approval.
- Cattle on roads. A reminder to call council and lodge a CRM as this is a hazard for the highway and roads.

There being no further business the meeting was declared closed at 8.30pm.

Minutes approved and confirmed this    day of    2021.

J Katu  
**CHAIRPERSON**

### **Open Meeting**

<b>To</b>	Meremere Community Committee
<b>From</b>	Sue O’Gorman General Manager Customer Support
<b>Prepared by:</b>	Mervyn Balloch Building Quality Manager
<b>Date</b>	03 May 2021
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV0510
<b>Report Title</b>	Meremere Works & Issues Report – 13 May 2021

#### **1. EXECUTIVE SUMMARY**

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To update the Committee and provide information on works and issues raised at previous meetings.

#### **2. RECOMMENDATION**

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**THAT the report from the General Manager Customer Support be received.**

#### **3. ATTACHMENTS**

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Works and Issues Report

## Works and Issues Report

	Issue	Area	Action
1.	<p>Would like to clarify a few points in relation to the Meremere Hall:</p> <ol style="list-style-type: none"> <li>a. What their remit is vs the Meremere Development Committee</li> <li>b. Can we confirm they are being charged a hall rate?               <ol style="list-style-type: none"> <li>i. Unclear where this money is going</li> </ol> </li> <li>c. We would need to have a meeting with both committees at the same time, to run through their respective TOR and responsibilities.</li> <li>d. Overall they were keen to attract new people to the committees</li> </ol>	Service Delivery	<p>Staff will be attending the May Hall committee meeting and inviting a representatives from the Community Committee and Development Committee to discuss these actions.</p> <p>Outcome will be put in writing and reported back to all committees involved.</p>
2.	Steps to hall parking area, can some yellow no-parks lines be put at the top of the steps	Service Delivery	Completed
3.	<p>Island Block Rd intersection: they were adamant that they were opposed to this, on the following grounds:</p> <ol style="list-style-type: none"> <li>a. It will funnel a large amount of traffic, particularly trucks, through Meremere village.</li> <li>b. They think it is the cheapest option but not the safest</li> <li>c. They don't like (was the overall summary)</li> <li>d. Gareth – next steps. You may need to go to the next meeting and explain whether it is a consultation or notification. I do agree with their comments re extra traffic through the village.</li> </ol>	Service Delivery	<p>At this stage, NZTA do not have funding to undertake the works. There will be some work on traffic assessment required to support any potential traffic changes. It is likely that this proposal will result in some increases through Meremere however it is considered to be minor as existing traffic volumes on island block road heading north are approx. 150 vehicles per day, some of which originate from Meremere. The proposed changes will likely deter this route from being used and those access from Meremere will use the southern access onto SH1.</p> <p>The crash risk is extremely high here when compared to other local roads, however not high enough on State Highway to warrant grade separation/roundabouts etc. So, whilst the changes would appear to be low cost, they do pretty much illuminate the issue.</p> <p>That said, there is some work to be done yet to assess traffic migration and there is no funding currently allocated by NZTA.</p>

	Issue	Area	Action
4.	Would like an increase in attention from Animal Control in relation to straying dogs	Customer Support	Animal Control plan to increase patrols through the Meremere township.  Animal Control Team Leader Tracey Oakes to attend May meeting to address any other concerns that the community may have.

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**Open Meeting**

<b>To</b>	Meremere Community Committee
<b>From</b>	Alison Diaz Chief Financial Officer
<b>Date</b>	03 May 2021
<b>Prepared by</b>	Julie Kelly Support Accountant
<b>Chief Executive Approved</b>	Y
<b>Reference/Doc Set #</b>	GOV0510
<b>Report Title</b>	Discretionary Fund Report to 3 May 2021

**1. EXECUTIVE SUMMARY**

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To update the Committee on the Discretionary Fund Report to 03 may 2021.

**2. RECOMMENDATION**

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**THAT** the report from the **Chief Financial Officer** be received.

**3. ATTACHMENTS**

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Discretionary Fund Report to 03 May 2021

<b>MEREMERE COMMUNITY COMMITTEE DISCRETIONARY FUND REPORT 2020/21 (July 2020 - June 2021)</b>
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<b>As at Date: 03-May-2021</b>
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	<b>GL</b>	<b>1.209.1704</b>
<b>2020/21 Annual Plan (including Salaries)</b>		1,550.00
<b>Carry forward from 2019/20</b>		15,247.00
<b>Total Funding</b>		<u><u>16,797.00</u></u>
<b>Income</b>		
<b>Total Income</b>		<u><u>-</u></u>
<b>Expenditure</b>		
01-Sep-20     Payment to A Plus Security for CCTV maintenance at the Meremere Library     MMCC2010/04		2,050.00
<b>Total Expenditure</b>		<u><u>2,050.00</u></u>
<b>Net Funding Remaining (Excluding commitments)</b>		<u><u>14,747.00</u></u>
<b>Commitments</b>		
17-Sep-20     Reimburse Mr James Harmen for the amount of \$69.96 including GST, for the purchase of two new 30 metre hoses and attachments from Mitre 10 MEGA Hamilton for the Committees water blaster.     MMCC2009/04		69.96
29-Oct-20     Meremere Community Committee commits the sum of \$1,500.00 (including GST) for the purchase of a laptop for the Committee.     MMCC2010/06		1,304.35
<b>Total Commitments</b>		<u><u>1,374.31</u></u>
<b>Net Funding Remaining (Including commitments)</b>		<u><u>13,372.69</u></u>

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**Open Meeting**

<b>To</b>	Meremere Community Committee
<b>From</b>	Tony Whittaker Chief Operating Officer
<b>Date</b>	13 April 2021
<b>Prepared by</b>	Sharlene Jenkins Executive Assistant
<b>Chief Executive Approved</b>	Y
<b>Reference/Doc Set #</b>	GOV0510
<b>Report Title</b>	Third Quarter Service Request Report

**1. EXECUTIVE SUMMARY**

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To update the Committee on the Third Quarter Service Request Report to 31 March 2021.

**2. RECOMMENDATION**

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**THAT** the report from the Chief Operating Officer be received.

**3. ATTACHMENTS**

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Third Quarter Service Request Report for Meremere Community Committee



# Service Request Time Frames for MEREMERE Community Committee

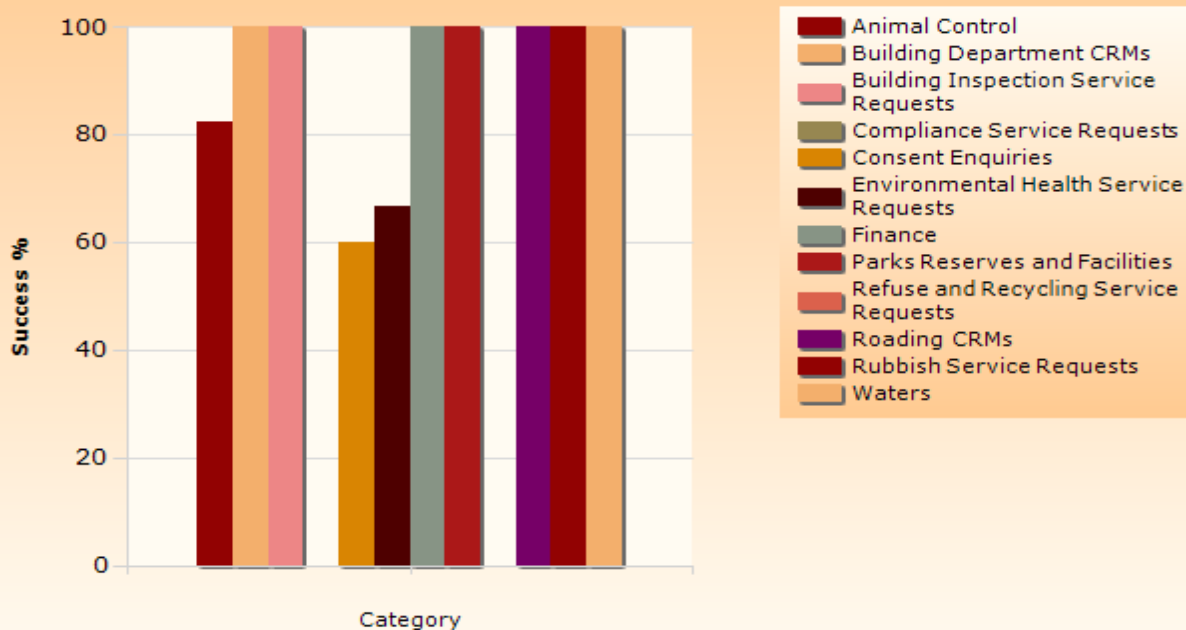
Date Range: 01/01/2021 to 31/03/2021



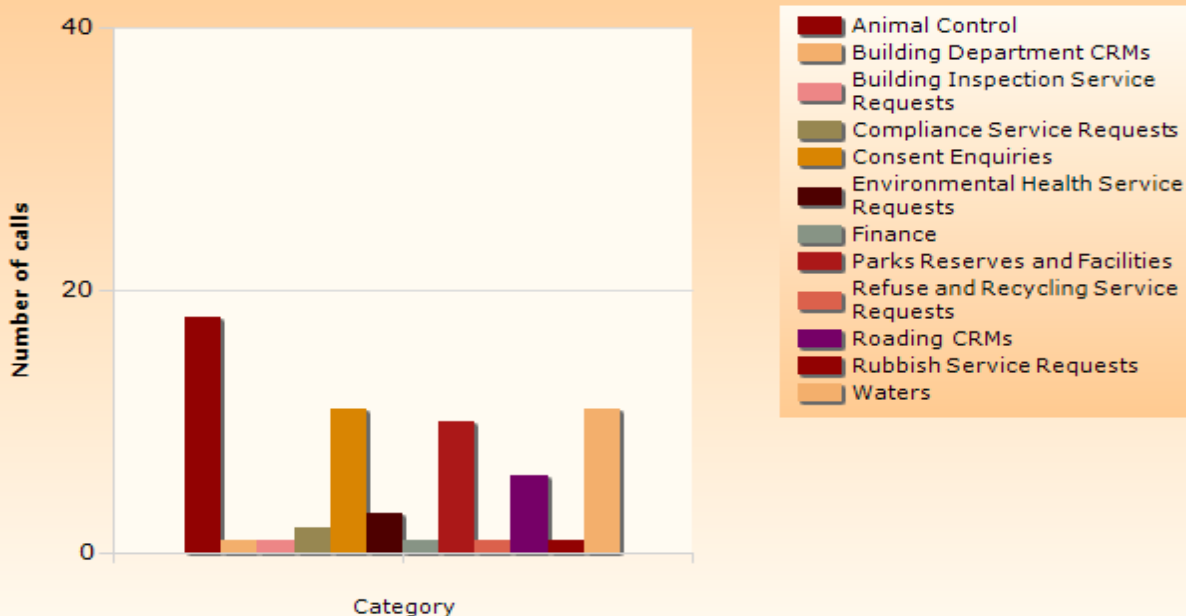
The success rate excludes Open Calls as outcome is not yet known.

4/13/2021 2:38:41 PM

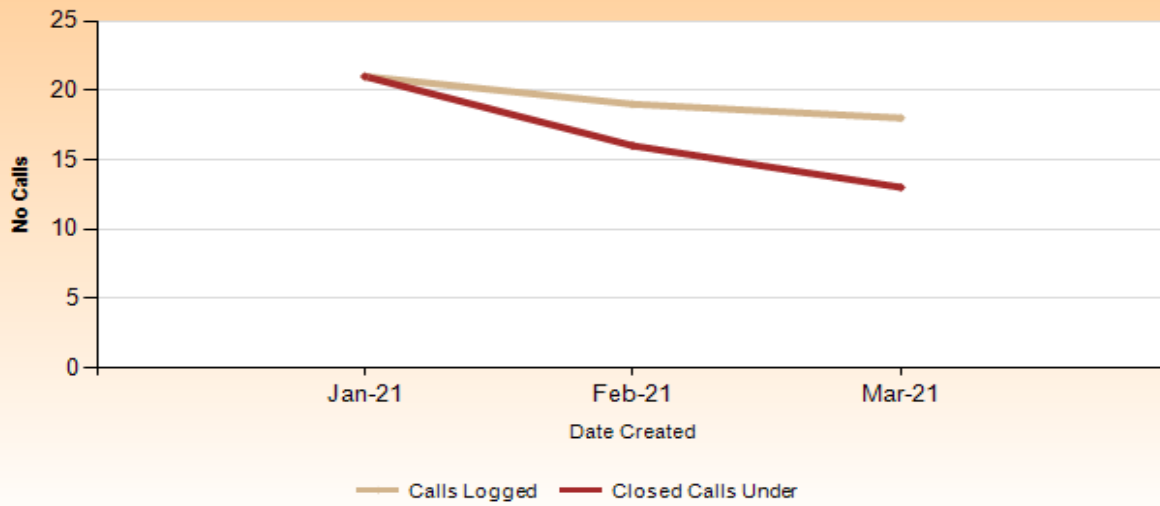
## Call Completion % Success by Type



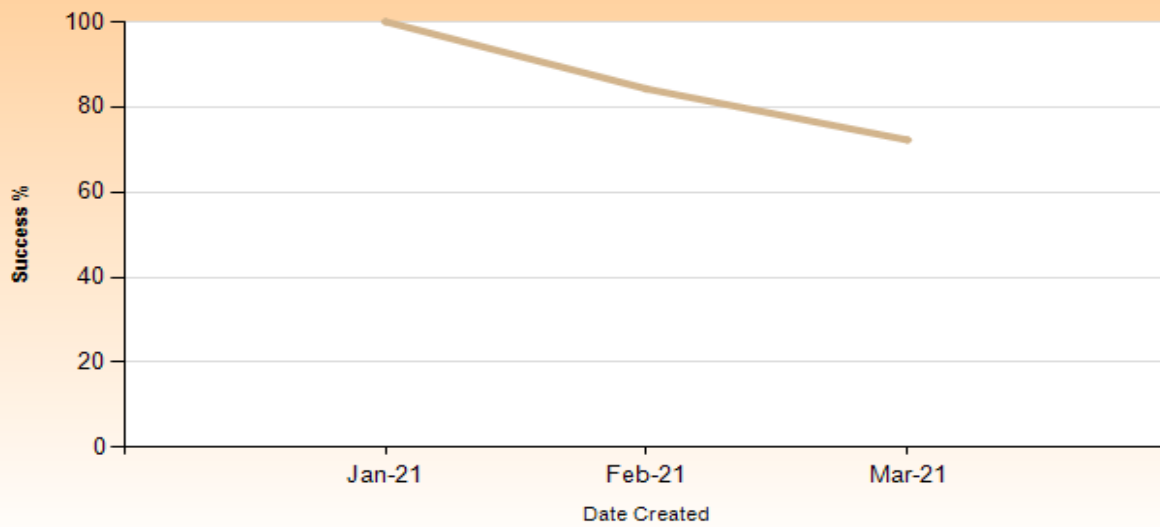
## Number of Calls logged by Type



### Volume of Calls Closed vs Calls Closed in Time



### Completion Success per month



Closed Calls are those calls logged during the time period that are now closed.	Open Calls are all the calls open and may have been logged at any time.	Number of Calls	Open		Closed		Success Rate
			Open Calls Over	Open Calls Under	Closed Calls Over	Closed Calls Under	
<b>Animal Control</b>							
	<b>Summary</b>	<b>18</b>		<b>1</b>	<b>3</b>	<b>14</b>	<b>82.35%</b>
	Dog Straying - Current	1				1	100.00%
	Dog Straying - Historic	1			1		0.00%
	Dog Surrender	2			1	1	50.00%
	Dog/Animal Missing	2				2	100.00%
	Dogs Aggression - Historic	1				1	100.00%
	Dogs Barking Nuisance	3		1		2	100.00%
	Livestock Trespassing - Current	7			1	6	85.71%
	Livestock Trespassing - Historic	1				1	100.00%
<b>Building Department CRMs</b>							
	<b>Summary</b>	<b>1</b>				<b>1</b>	<b>100.00%</b>
	PEO General Enquiry	1				1	100.00%
<b>Building Inspection Service Requests</b>							
	<b>Summary</b>	<b>1</b>				<b>1</b>	<b>100.00%</b>
	Building Inspection Service Requests	1				1	100.00%
<b>Compliance Service Requests</b>							
	<b>Summary</b>	<b>2</b>	<b>2</b>				<b>0.00%</b>
	Compliance - Unauthorised Activity	2	2				0.00%
<b>Consent Enquiries</b>							
	<b>Summary</b>	<b>11</b>		<b>1</b>	<b>4</b>	<b>6</b>	<b>60.00%</b>
	Property Information Request	2				2	100.00%
	Zoning and District Plan Enquiries	9		1	4	4	50.00%
<b>Environmental Health Service Requests</b>							
	<b>Summary</b>	<b>3</b>			<b>1</b>	<b>2</b>	<b>66.67%</b>
	Environmental Health Complaint	2				2	100.00%
	Noise complaints straight to contractor	1			1		0.00%
<b>Finance</b>							
	<b>Summary</b>	<b>1</b>				<b>1</b>	<b>100.00%</b>
	Rates query	1				1	100.00%
<b>Parks Reserves and Facilities</b>							
	<b>Summary</b>	<b>10</b>		<b>1</b>		<b>9</b>	<b>100.00%</b>
	Parks & Reserves - Buildings	2				2	100.00%
	Parks & Reserves - Reserve Issues	8		1		7	100.00%
<b>Refuse and Recycling Service Requests</b>							
	<b>Summary</b>	<b>1</b>	<b>1</b>				<b>0.00%</b>
	Refuse & Recycling Enquiries	1	1				0.00%

20

<b>Roading CRMs</b>							
	<b>Summary</b>	<b>6</b>	<b>1</b>	<b>1</b>		<b>4</b>	<b>100.00%</b>
	Request 4 new street light path sign etc	1		1			0.00%
	Roading Work Assessment Required - OnSite 5WD	2				2	100.00%
	Routine Roding Work Direct to Contractor 5WD Comp	1				1	100.00%
	Urgent - Footpath Maintenance	1	1				0.00%
	Urgent Roding Work 4Hr Response	1				1	100.00%
<b>Rubbish Service Requests</b>							
	<b>Summary</b>	<b>1</b>				<b>1</b>	<b>100.00%</b>
	Illegal Rubbish Dumping	1				1	100.00%
<b>Waters</b>							
	<b>Summary</b>	<b>11</b>				<b>11</b>	<b>100.00%</b>
	3 Waters Enquiry	1				1	100.00%
	Drinking Water Final Meter Read	5				5	100.00%
	Drinking Water minor leak	3				3	100.00%
	No Drinking Water	1				1	100.00%
	Stormwater Open Drains	1				1	100.00%
<b>Total</b>		<b>66</b>	<b>4</b>	<b>4</b>	<b>8</b>	<b>50</b>	<b>86.21%</b>