

Agenda for a meeting of the Meremere Community Committee to be held via Audio Visual Conference on **THURSDAY, 9 DECEMBER 2021** commencing at **7.00pm**.

- |           |   |               |
|-----------|---|---------------|
| <b>1.</b> | <b><u>APOLOGIES AND LEAVE OF ABSENCE</u></b>  |               |
| <b>2.</b> | <b><u>CONFIRMATION OF STATUS OF AGENDA</u></b>  |               |
| <b>3.</b> | <b><u>DISCLOSURES OF INTEREST</u></b>   | <b>2</b>      |
|           | <p>The Register of Interests for the Meremere Community Committee is attached for information purposes and for members to update any interests they may have.</p> |               |
| <b>4.</b> | <b><u>CONFIRMATION OF MINUTES</u></b>   |               |
|           | Meeting held on Thursday, 28 October 2021   | <b>4</b>      |
| <b>5.</b> | <b><u>REPORTS</u></b>   |               |
| 5.1.      | Meremere Works & Issues Report – 9 December 2021  | <b>9</b>      |
| 5.2       | Discretionary Fund Report to 19 November 2021   | <b>12</b>     |
| 5.3       | Councillor’s Report   | <i>Verbal</i> |
| 5.4       | Schedule of Meetings 2022   | <b>14</b>     |
| <b>6.</b> | <b><u>GENERAL BUSINESS</u></b>  |               |

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>	30 November 2021
<b>Prepared by</b>	Lynette Wainwright Democracy Advisor
<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 Register of Interests report be noted.**

### **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>	30 November 2021
<b>Prepared by</b>	Lynette Wainwright Democracy Advisor
<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 for the meeting of the Meremere Community Committee held on Thursday, 28 October 2021.

### **2. RECOMMENDATION**

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**THAT the minutes for the meeting of the Meremere Community Committee held on Thursday, 28 October 2021 be confirmed as a true and correct record.**

### **3. ATTACHMENTS**

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MMCC Minutes – Thursday, 28 October 2021

**MINUTES** for the meeting of the Meremere Community Committee held via Audio Visual Conference on **THURSDAY, 28 OCTOBER 2021** commencing at **7.05pm**.

**Present:**

Mr J Katu (Chairperson)  
Mr J Harman (Deputy Chairperson)  
Mrs C Heta  
Mrs L Horsfall  
Mr B Brown  
Cr J Sedgwick [*until 8.21pm*]

**Attending:**

Mr M Balloch (Building Quality Manager)  
Mrs LM Wainwright (Democracy Advisor)  
Mrs L Van den Bemd (Community Led Development Advisor)  
Mrs J Dolan (Economic and Community Development Manager)  
Ms M May (Community Connections Manager)  
Ms C Cullen (Project Manager)

**APOLOGIES AND LEAVE OF ABSENCE**

**Resolved: (Mr Brown/Mrs Heta)**

**THAT the Meremere Community Committee accepts the apology for non-attendance from Ms Tapiata.**

**CARRIED**

**MMCC2110/01**

**CONFIRMATION OF STATUS OF AGENDA ITEMS**

**Resolved: (Mr Brown/Ms Horsfall)**

**THAT the Meremere Community Committee confirms:**

- a) the agenda for the meeting of the Meremere Community Committee on Thursday, 28 October 2021;
- b) that all items therein be considered in open meeting, and
- c) that all reports be received.

**CARRIED**

**MMCC2110/02**

**DISCLOSURES OF INTEREST**

There were no disclosures of interest.

**CONFIRMATION OF MINUTES**

No minutes were available for the previous meeting.

**REPORTS****Meremere Works & Issues Report June 2020**

Agenda Item 5.1

The report was received [MMCC21/10/02 refers]. The following items were discussed:

Skatepark lights are not working. Merv logged a service request on 6/8/21, update required

Skatepark lights would be repaired with the next two (2) weeks.

**ACTION:** This item to remain on the schedule until the lights were repaired.

Is the old long drop out on the rugby grounds still an issue?

The Committee did not feel that the long drop was no longer an issue. If the Committee wished to have a flushing toilet at the grounds, they would need to signal this requirement for the next Long Term Plan process.

**ACTION:** This item to be closed and removed from the schedule.

**Proposed Playground in Meremere**

Staff provided a presentation on the proposed playground design for the Meremere community and what playground equipment options were available for the community to choose from.

- Concerns were raised with regards to the location of the new playground.
- The committee were happy for Council to start engagement with the community on the new playground.

Discretionary Fund Report to 5 October 2021

Agenda Item 5.2

Tabled Item 5.2B: Discretionary Funding Guidelines.

The report was received [MMCC2110/02 refers] and discussion was held on the following matters:

- The funding review had taken place over the previous 18 months and had been approved by the Strategy & Finance Committee at its meeting held on Monday, 18 October 2021.
- The aim was to empower the Community Committee to make their own funding decisions as they were close to their community and had a good view of what was required.
- The new process aimed to reduce administration costs and achieve maximum productivity with minimum waste of funds.
- The proposal would significantly increase the levels of funds available to the community.
- When assessing applications, the Committee would need to balance risk and opportunity and ensure funds were being spent in the right places.
- Allocated discretionary funds must be spent on an annual basis and not carried over.
- Alignment to the Blueprint and Community Aspirations Programme was preferred.
- A workshop would be held to give guidance to the committee on the criteria for groups requesting funding.

**ACTION:** The Community Led Development Advisor would meet with the committee to provide training on the criteria for groups requesting funding.

Cr Sedgwick left the meeting at 8.21pm during discussion on item 5.2.

Councillor's Report

Agenda Item 5.2

No report was received.





### **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>	29 November 2021
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV0510
<b>Report Title</b>	Works & Issues Report – 9 December 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 Works & Issues report to 9 December 2021 be noted.**

#### **3. ATTACHMENTS**

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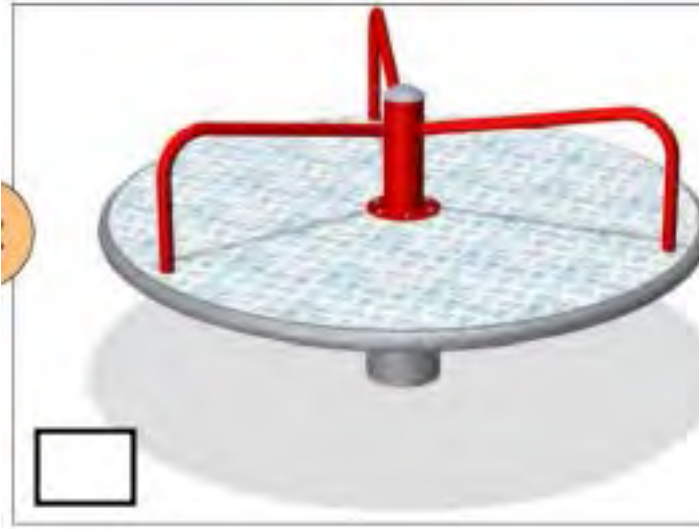

- Works and Issues Report

**Works and Issues Report**

	Issue	Area	Action
I.	Skatepark lights are not working, Merv logged a service request on 6/8/21, update required.	Service Delivery	Service request number PRK0188/22.  Parts have to be imported for these repairs and unfortunately there have been delays with shipping.  Repairs will be completed as soon as parts arrive.

**Community Projects Update – 29 November 2021**

From the community feedback for the Meremere playground the preferred options selected by those that filled in the flyers is below:

<p><b>Layout option:</b></p>  <p><input type="checkbox"/></p>	<p><b>Play module choice:</b></p>  <p><input type="checkbox"/></p>
<p><b>Spinner choice:</b></p>  <p><input type="checkbox"/></p>	<p><b>Double flying fox:</b></p> 

Detailed design will now be carried out and the playground equipment will be ordered from the manufacturers. The construction work is scheduled to be complete by winter.

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**Open Meeting**

<b>To</b>	Meremere Community Committee
<b>From</b>	Alison Diaz Chief Financial Officer
<b>Date</b>	19 November 2021
<b>Prepared by</b>	Jen Schimanski Support Accountant
<b>Chief Executive Approved</b>	Y
<b>Reference/Doc Set #</b>	GOV0510
<b>Report Title</b>	Discretionary Fund Report to 19 November 2021

**1. EXECUTIVE SUMMARY**

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To update the Committee on the Discretionary Fund Report to 19 November 2021.

**2. RECOMMENDATION**

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**THAT the Discretionary Fund report to 19 November 2021 be noted.**

**3. ATTACHMENTS**

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Discretionary Fund Report to 19 November 2021

<b>MEREMERE COMMUNITY COMMITTEE DISCRETIONARY FUND REPORT 2021/22 (July 2021 - June 2022)</b>
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<b>As at Date: 19-Nov-2021</b>
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	<b>GL</b>	<b>1.209.1704</b>
<b>2021/22 Annual Plan (including Salaries)</b>		1,550.00
<b>Carry forward from 2020/21</b>		14,747.00
<b>Total Funding</b>		<b>16,297.00</b>
<b>Income</b>		
<b>Total Income</b>		-
<b>Expenditure</b>		
17-Sep-21 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
<b>Total Expenditure</b>		<b>69.96</b>
<b>Net Funding Remaining (Excluding commitments)</b>		<b>16,227.04</b>
<b>Commitments</b>		
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
24-Jun-21 Payment approved to Ms Lauren Horsfall for the amount of \$50 (excl GST) for the purchase of a baby gift for Melysa Tapiata. MMCC2106/04		43.48
<b>Total Commitments</b>		<b>1,347.83</b>
<b>Net Funding Remaining (Including commitments)</b>		<b>14,879.21</b>

### **Open Meeting**

<b>To</b>	Meremere Community Committee
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	20 October 2021
<b>Prepared by</b>	Lynette Wainwright Democracy Advisor
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV0510
<b>Report Title</b>	Schedule of Meetings 2022

## **I. EXECUTIVE SUMMARY**

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The purpose of this report is to seek the Committee's approval to the proposed schedule of Committee meetings for 2022.

The Meremere Community Committee, at its meeting in December 2019, agreed to meet on a six-weekly meeting cycle for the duration of the 2019-2022 triennium, to align with the schedule of meetings for Council and Council Committee meetings. This meeting cycle has enabled staff to have sufficient time between meetings to address actions and fully report back to the next Committee meeting, which leads to better decision-making by the Committee and better outcomes for the community.

Attached to this report is the proposed schedule of meetings for 2022, which is based on the 2020 meeting cycle. The Committee may wish to meet between each Committee meeting with a workshop, to discuss its work programme and connect with its community.

## **2. RECOMMENDATION**

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

- **Thursday, 3 February,**
- **Thursday, 17 March,**
- **Thursday, 28 April,**
- **Thursday, 9 June,**
- **Thursday, 21 July, and**
- **Thursday, 1 September.**

**3. ATTACHMENTS**

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Proposed 2022 Calendar for Meremere Community Committee

## 2022 New Zealand Weekly Calendar.

Courtesy of **WinCalendar**

This Excel Calendar is designed for easy use as a planner.

WinCalendar	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
<b>Dec 2021</b>	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b> New Year's Eve	<b>1</b> New Year's Day	<b>2</b> Public Holiday
<b>Jan 2022</b>	<b>3</b> Week No 1	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>
	<b>10</b> Week No 2	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>
	<b>17</b> Week No 3	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>
	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>
	<b>31</b> Auckland Anniversary Day	<b>1</b>	<b>2</b>	<b>3</b> MMCC	<b>4</b>	<b>5</b>	<b>6</b> Waitangi Day
<b>Feb 2022</b>	<b>7</b> Week No 6	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>
	<b>14</b> Week No 7	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>
	<b>21</b> Week No 8	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>
	<b>28</b> Week No 9	<b>1</b> Mardi Gras	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>
<b>Mar 2022</b>	<b>7</b> Week No 10	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>
	<b>14</b> Taranaki Anniversary	<b>15</b>	<b>16</b>	<b>17</b> MMCC	<b>18</b>	<b>19</b>	<b>20</b>
	<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>
	<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b>	<b>1</b>	<b>2</b>	<b>3</b> Daylight Savings Ends
<b>Apr 2022</b>	<b>4</b> Week No 14	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>
	<b>11</b> Week No 15	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b> Good Friday	<b>16</b> Easter Saturday	<b>17</b>
	<b>18</b> Easter Monday	<b>19</b> Southland Anniversary	<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>
	<b>25</b> Anzac Day	<b>26</b>	<b>27</b>	<b>28</b> MMCC	<b>29</b>	<b>30</b>	<b>1</b>



WinCalendar	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
<b>May 2022</b>	<b>2</b> Week No 18	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b> Mother's Day
	<b>9</b> Week No 19	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>
	<b>16</b> Week No 20	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>
	<b>23</b> Week No 21	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>
	<b>30</b> Week No 22	<b>31</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
<b>Jun 2022</b>	<b>6</b> Queen's Birthday / Whit Monday (Pentecost Monday)	<b>7</b>	<b>8</b>	<b>9</b> MMCC	<b>10</b>	<b>11</b>	<b>12</b>
	<b>13</b> Week No 24	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>
	<b>20</b> Week No 25	<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>
	<b>27</b> Week No 26	<b>28</b>	<b>29</b>	<b>30</b>	<b>1</b>	<b>2</b>	<b>3</b>
<b>Jul 2022</b>	<b>4</b> Week No 27	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>
	<b>11</b> Week No 28	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>
	<b>18</b> Week No 29	<b>19</b>	<b>20</b>	<b>21</b> MMCC	<b>22</b>	<b>23</b>	<b>24</b>
	<b>25</b> Week No 30	<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b>
<b>Aug 2022</b>	<b>1</b> Week No 31	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
	<b>8</b> Week No 32	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>
	<b>15</b> Week No 33	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>
	<b>22</b> Week No 34	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>
	<b>29</b> Week No 35	<b>30</b>	<b>31</b>	<b>1</b> MMCC	<b>2</b>	<b>3</b>	<b>4</b> Father's Day
<b>Sep 2022</b>	<b>5</b> Week No 36	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>
	<b>12</b> Week No 37	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>
	<b>19</b> Week No 38	<b>20</b>	<b>21</b> Int'l. Day of Peace	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b> Daylight Savings Starts
	<b>26</b> Dominion Day / South Canterbury Anniversary	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>	<b>1</b>	<b>2</b>

WinCalendar	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
<b>Oct 2022 Elections</b>	<b>3</b> Week No 40	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>
	<b>10</b> Week No 41	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>
	<b>17</b> Week No 42	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b> Hawke's Bay Anniversary	<b>22</b>	<b>23</b>
	<b>24</b> Labour Day / United Nations Day	<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>
	<b>31</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>
<b>Nov 2022</b>	<b>7</b> Week No 45	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b> Canterbury Anniversary	<b>12</b>	<b>13</b>
	<b>14</b> Week No 46	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>
	<b>21</b> Week No 47	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>
	<b>28</b>	<b>29</b>	<b>30</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
<b>Dec 2022</b>	<b>5</b> Week No 49	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>
	<b>12</b> Week No 50	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>
	<b>19</b> Week No 51	<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b> Christmas Eve	<b>25</b> Christmas
	<b>26</b> Boxing Day	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b> New Year's Eve	<b>1</b> New Year's Day