

Agenda for a meeting of the Meremere Community Committee to be held at the Meremere Hall, 21 Heather Green Avenue, Meremere on **THURSDAY, 12 OCTOBER 2023** commencing at **7.00pm**.

**1. APOLOGIES AND LEAVE OF ABSENCE**

**2. CONFIRMATION OF STATUS OF AGENDA**

**3. PUBLIC FORUM**

**4. DISCLOSURES OF INTEREST**

The register of interests is no longer included on agendas; however, members still have a duty to disclose any interests under this item.

**5. CONFIRMATION OF MINUTES**

Meeting held on Thursday, 31 August 2023. 2

**6. REPORTS**

6.1 Meremere Works & Issues Report 7

6.2 Discretionary Fund Report 9

6.3 Chairperson's Report *Verbal*

6.4 Councillor's Report 11

**7. GENERAL BUSINESS**

GJ Ion  
**CHIEF EXECUTIVE**

<b>To</b>	<b>Meremere Community Committee</b>
<b>Report title</b>	<b>Confirmation of Minutes</b>
Date:	4 October 2023
Report Author:	Robyn Chisholm, Democracy Advisor
Authorised by:	Gaylene Kanawa, Democracy Manager

## **1. Purpose of the report**

### **Te Take moo te puurongo**

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To confirm the minutes for the meeting of the Meremere Community Committee held on Thursday, 31 August 2023.

## **2. Staff recommendations**

### **Tuutohu-aa-kaimahi**

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**THAT the minutes for a meeting of the Meremere Community Committee held on Thursday, 31 August 2023 be confirmed as a true and correct record.**

## **3. Attachments**

### **Ngaa taapirihanga**

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Attachment 1 – MMCC Minutes, Thursday, 31 August 2023

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**MINUTES** of a meeting of the Meremere Community Committee held in the Meremere Community Hall, 21 Heather Green Avenue, Meremere, on **THURSDAY, 31 August 2023** commencing at **7.16pm.**

**Present**

Mr Jim Katu, (Chairperson)  
 Mr B Brown (Deputy Chairperson/Treasurer)  
 Ms Lauren Wismans  
 Cr Marlene Raumati  
 Ms Kirsty Wellington (EPMO Office Manager)  
 Ms S Hohaia  
 Mr V Sudhamalla (Politician for Vision NZ)  
 Mr G Whittaker (Civil Response Group/Te Kauwhata Fire Service)  
 Ms G Kanawa (Democracy Manager)  
 Ms D Thurlow (Community & Development Funding Advisor)  
 2 representatives from Man Up

**Absent**

Ms Josephine Baker - resignation with immediate effect received later in the meeting.

**APOLOGIES AND LEAVE OF ABSENCE**

**Resolved: (Cr M Raumati/Mr B Brown)**

**THAT the Te Kauwhata Community Committee accept the apologies for:**

- a. non-attendance from Mr J Calvert, Mr M Swann and Ms C Heta.

**CARRIED**

**MMCC2309/01**

**PUBLIC FORUM**

The following items were discussed under Public Forum:

Democracy:

- Discussed Community Committee Charter, A quorum is half of our members this is needed to make decisions. Currently operating under 2016 Charter but a new charter was adopted in November 2022. A report of Charter changes will be presented at next meeting.

- Code of Conduct was discussed, democracy currently short staffed, reminder to be kind and courteous.

#### Discretionary funding applications

- Forms need to be filled in online it then gets added to agenda for next meeting a copy also goes to Jim Katu as the Funding Rep for the committee, this is public money so there needs to be full transparency, each transaction needs a mover and a seconder, full fund or partial fund, this gets put into the minutes and can then be seen online by anyone.
- The Funding Rep is then responsible for getting back to the applicant. Funding applicants must also attend meeting in person but decisions can be made later in the meeting due a private discussion if needed. The funding Rep needs to ensure the application meets the
  - guidelines, Dom is happy to Tautoko the Funding Rep if/when needed.
- Committee encouraged to only provide seed funding and applicants to seek funding from elsewhere.
- The funding form is currently being updated online which will be easier to use.

#### Payment Processing

- Invoices need to be addressed to Waikato District Council, 15 Galileo Street Ngaruawahia 3720 this is to ensure that they don't get bounced back and is also an auditing requirement

#### Community Response Group

- Generator plugs donated by Te Kauwhata Water association one will be getting placed at the hall.
- Ben arranged a starlink for Meremere and Te Kauwhata through funding help from TK Disc
- Community Response Group are working on an education plan, financing and equipment
- Free St John first aid training is being set up and will be available to committee members
- Community response group is using council infostructure to support
- MCC could put a commitment aside in the discretionary fund so it is there should the need arise
- Education need so that all homes understand that in case of an emergency they should be able to stand on their own for 72 hours.

VJ spoke briefly about the vision political party and why he is standing as a candidate

Man up spoke about the program they are offering for the community

Man up had a community event at the skate park recently which was a great success and have said that they would like to have another one in December like a Christmas in the park looking for funding support – discretionary funds can be used to fund community events.

## **CONFIRMATION OF MINUTES**

**Resolved: (Cr M Raumati/Mr B Brown)**

**THAT the minutes for a meeting of the Meremere Community Committee held on Thursday, 31 August 2023 be confirmed as a true and correct record.**

**CARRIED**

**MMCC23089/02**

- Page 10 Commitment readds \$1320 should read \$660.00
- Page 8 second point to read Hall Committee report was kindly given by Ms Rogers rest of page to be deleted and top of page 9.
- Page 9 Bullet point 1 and 2 remain rest to be deleted.

## **REPORTS**

### Councillors Report

Councillor's Report taken as read

### Meremere Community Committee Works & Issues Report:

- Camera's in village stalled with Hamilton City Council, still a community need, Waikato District Council to provide ongoing updates until installation
- Kirsty will follow up on service request about Stone wall entrance on Springhill Road

### Discretionary Fund Application Report

No Discretionary Report

Councillor Raumati did not take part in this discussion nor voted as she is a member of the Te Kauwhata Community Response Group.

**Resolved: (Ms L Wismans/Mr B Brown)**

**THAT the Meremere Community Committee:**

- a. **approves an allocation of \$3,000.00 (incl. GST) from their Discretionary Funding account to:**
  - i. **Te Kauwhata Community Response Group**
  - ii. **For equipment towards Community Response in the event of an emergency**
- b. **with the commitment to add \$500.00 per year**

**CARRIED**

**MMCC2308/03**

### **GENERAL BUSINESS**

- MCC is in need of a new secretary with the resignation from Josephine, Jacob has shown interest in the past but minutes need to be kept short and to the point. If meetings are being recorded need to have consent from all parties. A template will be looked into for ease of use.
- Lauren to do minutes for next meeting as well while Jacob is away
- Footpaths are being obstructed by vehicles and plants making them unsafe for walking
- Speeding down Te Puea Ave is becoming a regular occurrence becoming a safety issue
- Councillor Marlene will communicate with John Brown for Community wide communication on service requests.

There being no further business the meeting was declared closed at 9.17pm.

Minutes approved and confirmed this                      day of                      2023.

**Mr J Katu**  
**CHAIRPERSON**

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<b>To</b>	<b>Meremere Community Committee</b>
<b>Report title</b>	<b>Meremere Works &amp; Issues Report – October 2023</b>
Date:	12 October 2023
Report Author:	Karen Bredesen, EA to the General Manager Service Delivery
Authorised by:	Kirsty Wellington, Enterprise Project Management Office Manager

## 1. Purpose of the report Te Take moo te puurongo

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

## 2. Staff recommendations Tuutohu-aa-kaimahi

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**THAT the Meremere Works & Issues Report be received.**

## 3. Attachments Nga taapirihanga

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Attachment 1 – Works and Issues Report – October 2023

### Works and Issues Report

	<b>Issue</b>	<b>Area</b>	<b>Action</b>
1.	<b>CCTV Update</b>	Community Connections	Staff are continuing to work with Hamilton City Council (HCC) to finalise the MOU. This has been delayed from HCC due to a restructure, but we have had assurance that they are still committed to supporting WDC on this project.

	<b>Issue</b>	<b>Area</b>	<b>Action</b>
			<p>In the interim, we have agreed that enabling works can commence which involves finalising designs and purchasing hardware prior to installation.</p> <p>HCC hope to have the finalised MOU back within the month.</p>
2.	<b>Service Request - Stone Wall entrance on Springhill Road</b>	Kirsty Wellington	<ul style="list-style-type: none"> <li>• A service request to repair the wall cannot be found in the system.</li> <li>• Staff are currently getting a quote for repairs. Hopefully staff will get detail on repair timeframes by 13 October 2023.</li> <li>• The asset was never vested in Council and therefore is not in Council's asset database.</li> </ul>



<b>To</b>	<b>Meremere Community Committee</b>
<b>Report title</b>	<b>Discretionary Fund Report to 02 October 2023</b>
Date:	12 October 2023
Report Author:	J Schimanski Support Accountant
Authorised by:	Alison Diaz, Chief Financial Officer

## **1. Purpose of the report**

### **Te Take moo te puurongo**

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The purpose of this report is to update the Meremere Community Committee on the Discretionary fund spend to date, commitments and balance as at 02 October 2023.

## **2. Staff recommendations**

### **Tuutohu-aa-kaimahi**

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**That the Meremere Community Committee receives the report.**

## **3. Attachments**

### **Ngaa taapirihanga**

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Attachment 1 – Discretionary Fund report to 02 October 2023

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MEREMERE COMMUNITY COMMITTEE DISCRETIONARY FUND REPORT 2023/24 (July 2023- June 2024)				MMCC
As at Date: 02-Oct-2023				
		GL	10-2090-0000-00-25904	
<b>2023/24 Annual Plan</b>			1,550.00	
<b>Carry forward from 2022/23</b>			17,777.00	
<b>Total Funding</b>			<b>19,327.00</b>	
<b>Income</b>				
<b>Total Income</b>			-	
<b>Expenditure</b>			excl GST	
12-Jun-23	Payment 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 Expenditure</b>			<b>43.48</b>	
<b>Net Funding Remaining (Excluding commitments)</b>			<b>19,283.52</b>	
<b>Commitments</b>			excl GST	
09-Jun-22	Commitment of \$330 including GST for the purchase of chemicals for local footpath/s	MMCC2206/04	286.96	
20-Jul-23	<i>Less resolution to return funds to Discretionary Funds Pool</i>	MMCC2307/01	(286.96)	(0.00)
08-Jun-23	Commitment from Meremere Community Committee for the amount of \$2,063.56 from the discretionary funds towards the Matariki Garden Project	MMCC08/06/04	2,063.56	
20-Jul-23	<i>Less resolution to return funds to Discretionary Funds Pool</i>	MMCC2307/02	(2,063.56)	-
20-Jul-23	Commitment of \$660.00 including GST for the purchase of chemicals for the local footpath/s in the Meremere Village	MMCC2307/03		573.91
31-Aug-23	Commitment of \$3,000.00 to the Community Response Group with the commitment to add \$500.00 per year	MMCC2308/01		2,608.70
<b>Total Commitments</b>				<b>3,182.61</b>
<b>Net Funding Remaining (Including commitments)</b>				<b>16,100.92</b>

<b>To</b>	<b>Meremere Community Committee</b>
<b>Report title</b>	<b>Councillor’s Report</b>
Date:	Thursday 12 October 2023
Report Author:	Cr Marlene Raumati Waerenga-Whitikahu Ward

## 1. Purpose of the report

### Te Take moo te puurongo

To provide an update on the activities of Councillor Raumati since the Meremere Community Committee 31 August 2023 meeting.

## 2. Staff recommendations

### Tuutohu-aa-kaimahi

**THAT** the report from Cr Raumati for the **August – September 2023** period be received.

## 3. Executive Summary

### Whakaraapopotanga Matua

#### **Local Government Act s17A**

The Local Government Act s17A requires local authorities to carry out service delivery reviews within two years of the expiration of a contract or other binding agreements, to deliver a service. Councils roading team has undertaken a full review of the Delivery of Roding Services and developed the Waikato District Council Roding Service Delivery Review Report.

In the August Infrastructure Committee meeting, approval was sought, to enable progressing to the design and development of the new contract model. The recommendation to bring asset management and contract management inhouse, and to design physical works contracts to deliver general maintenance and renewals through appropriately sized, and scoped forms of service delivery contracts, was subsequently, approved by Council.

## Open – Information only

### **Council’s Long Term Plan 2024 - 2034**

The Long-Term Plan (“LTP”) project involves many process and content pieces, many of which overlap or are dependent on each other, before getting to the final LTP document that is adopted at the very end.

In mid-September, Council’s, Performance and Strategy Committee meeting, were provided with an update on progress in the LTP programme, relevant to the eleven key building blocks that make up the 2024 – 2034 LTP, with the key project objectives being, to create, and effectively consult on, an LTP Consultation Document; to deliver a final 2024 – 2034 Long Term Plan by 30 June 2024; and to ensure that the final LTP document, has buy-in from, and can be relied on, by staff, elected members, and the community.

### **Council’s Water Supply Bylaw 2014**

Council staff conducted a workshop with regards to Council’s Water Supply Bylaw 2014. Some minor changes have been proposed. A review by legal staff, will precede the consultation, hearings, and deliberations processes, in October and November, which will be followed by an adoption of the new 2023 Bylaw, in December.

More information on the bylaw can be found at:

**<https://www.waikatodistrict.govt.nz/your-council/plans-policies-and-bylaws/bylaws>**

### **Council Meetings**

Performance & Strategy	11 September
Sustainability & Wellbeing	20 September
Infrastructure	27 September
Extraordinary Council Meeting	27 September
Audit & Risk	27 September

### **Workshops and Other Meetings**

Water Governance Board	05 September
JMA	07 September
Long Term Plan & AMP Workshop	13 September

### **Community and Constituency Engagements**

TKCC Meeting	06 September
Woodlands Estate Trust BOT	14 September
TK Community House BOT Elections	19 September

### **Hearings and Deliberations**

Freedom Camping Bylaw Hearings	12 September
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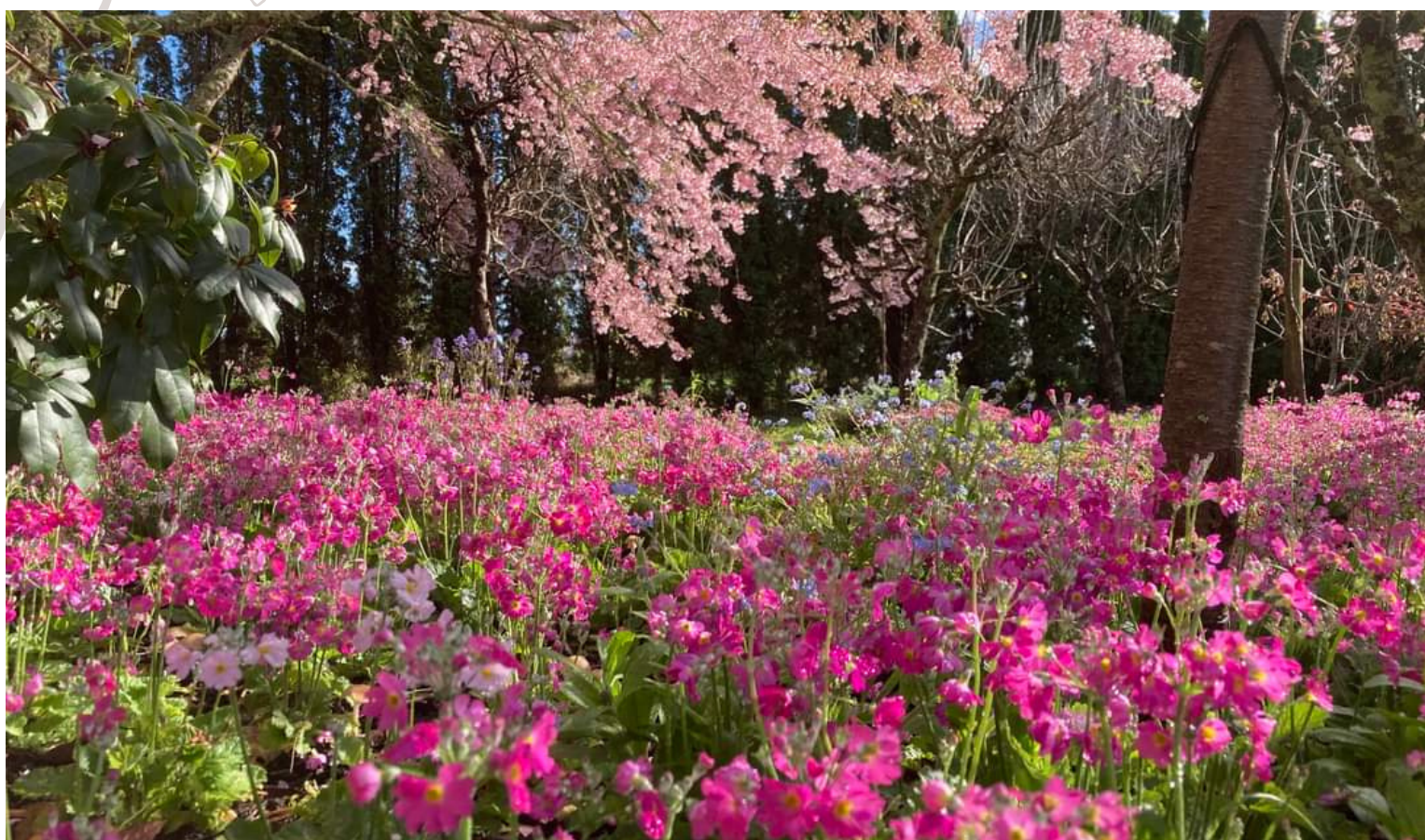


# AD

MARLENE RAUMATI

# WAIKATO

*Waerenga-Whitika*  
SEPTEMBER NEWSLETTER



## WAIKATO DISTRICT COUNCIL LONG TERM PLAN 2024 - 2034

Every three years, Council sets about developing a Long-Term Plan ("LTP") in consultation with our communities. The LTP is a key strategic, planning document that sets out the vision, financial and infrastructure strategies, key financial policies, community outcomes, levels of service, work plans and budgets for the next ten years.

In mid-September, Council's, Performance and Strategy Committee, were provided with an update on progress in the LTP programme, relevant to the eleven key building blocks that make up the 2024 - 2034 LTP, with the key project objectives being, to create, and effectively consult on, an LTP Consultation Document; to deliver a final 2024 - 2034 Long Term Plan by 30 June 2024; and to ensure that the final LTP document, has buy-in from, and can be relied on, by staff, elected members, and the community. Council is well on its way to meeting the required Long Term Plan deadline!

Photo courtesy of NZ Cherry Blossom Festival 2023, Maatangi, Waikato District



COUNCILLOR

**MARLENE RAUMATI**

marlene.raumati@waidc.govt.nz  
020 - 40012548



# Councillor's October Calendar

- **Policy and Regulatory Committee Meeting** Tuesday 03 October 9:30am - 12:30pm Chambers, Ngaaruawaahia
- **Workshop** Tuesday 03 October 1 - 2pm Chambers, Ngaaruawaahia
- **Mayoral Awards** Tuesday 03 October 4 - 6pm Chambers, Ngaaruawaahia
- **Te Kauwhata Community Committee LTP Workshop** Wednesday 04 October 7 - 8pm
- **REMAX Art Judging** Thursday 05 October 5 - 6 pm Te Kauwhata
- **Meremere Hall Committee Meeting** Thursday 05 October 6:30 - 7:30pm Meremere Hall, Meremere
- **Council Meeting** Monday 09 October 9:30 - 12:30pm Chambers, Ngaaruawaahia
- **Performance and Strategy Committee Annual Report** Monday 09 October 12 - 1pm Chambers, Ngaaruawaahia
- **LTP Workshop** Monday 09 October 1:30 - 4:30pm Chambers, Ngaaruawaahia
- **LTP Workshop** Tuesday 10 October 9am - 4:30pm Chambers, Ngaaruawaahia
- **LTP Workshop** Wednesday 11 October 9am - 3pm Chambers, Ngaaruawaahia



## Te Kauwhata Road Safety WAIKATO DISTRICT ALLIANCE

As part of a District wide Road Safety programme, Waikato District Alliance ("WDA") have incrementally delivered, over recent months, the Te Kauwhata Road Safety Programme. From resealing a section of the Te Kauwhata Road arterial, increasing the safety of the pedestrian crossing by installing speed cushions, to laying tactile pavers, an essential safety component for the vision impaired.

## TE KAUWHATA ST JOHN

St John, are offering **FREE** Mental Health First Aid Level 1 and First Aid Level 1 courses. The courses will be held in the St John room behind the ambulance station in Baird Ave, Te Kauwhata.

Mental Health First Aid Level 1 Course 11 and 29 November from 8:30 - 4:30pm - must be 18 or older.

First Aid Level 1 Course 18 November 8:30 - 4:30pm - must 14 or over and be able to kneel.

Please contact **Donna Wyatt** at [donna.wyatt@stjohn.org.nz](mailto:donna.wyatt@stjohn.org.nz) FOR MORE DETAILS



## WAIKATO DISTRICT COUNCIL ROADING SERVICE DELIVERY REVIEW REPORT, COUNCIL'S WATER SUPPLY BYLAW 2014 and WOODLANDS ESTATE

The Local Government Act s17A requires local authorities to carry out service delivery reviews within two years of the expiration of a contract or other binding agreements, to deliver a service. Councils roading team has undertaken a full review of the Delivery of Roading Services and developed the Waikato District Council Roading Service Delivery Review Report.

In the August Infrastructure Committee meeting, approval was sought, to enable progressing to the design and development of the new contract model. The recommendation to bring asset management and contract management inhouse, and to design physical works contracts to deliver general maintenance and renewals through appropriately sized, and scoped forms of service delivery contracts, was subsequently, approved by Council.

Council staff conducted a workshop with regards to Council's Water Supply Bylaw 2014. Some minor changes have been proposed. A review by legal staff, will precede the consultation, hearings, and deliberations processes, in October and November, which will be followed by an adoption of the new 2023 Bylaw, in December.

A bit closer to the ground and working more directly with other corners of the Waerenga-Whitikahu Ward, I recently met with Kirstie Alley, Operations Manager of the Woodlands Estate. The estate is an historic reserve, held by Council, yet governed by an independent board of volunteers. Earlier in the year, the estate retained the Five Star Garden of National Significance title, an incredible achievement! - If you have yet to experience, the gardens and the historic homestead, now might be a great time to do so. Take a picnic and explore the well-manicured gardens.

And just like that, my first year of local representation, has almost come and gone, and what an extraordinary year it has been! - Keep an eye out for my 2022 - 2023 reflection newsletter.

For all service requests, please visit [www.waikotodistrict.govt.nz/request a service](http://www.waikotodistrict.govt.nz/request-a-service) - for all other enquiries call **0800 492 452**

