

Agenda for a meeting of the Meremere Community Committee to be held in the Meremere Community Hall, Heather Green Ave, Meremere on **THURSDAY 10 AUGUST 2017** commencing at **7.00pm**.

Information and recommendations are included in the reports to assist the Board in the decision making process and may not constitute Council's decision or policy until considered by the Board.

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GJ Ion
CHIEF EXECUTIVE
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Open Meeting

To	Meremere Community Committee
From	Gavin Ion Chief Executive or General Manager
Date	12 June 2017
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV0510
Report Title	Confirmation of Minutes

1. EXECUTIVE SUMMARY

To confirm the minutes of the Meremere Community Committee meeting held on Thursday 8 June 2017.

2. RECOMMENDATION

THAT the minutes of the meeting of the Meremere Community Committee held on Thursday 8 June 2017 be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

MMCC Minutes

MINUTES of a meeting of the Meremere Community Committee held at the Meremere Community Hall, Heather Green Avenue, Meremere on **THURSDAY 8 JUNE 2017** commencing at **7.00pm**.

Present:

Mr J Katu (Chairperson)
 Cr J Sedgwick
 Mr D Creed
 Ms A Dobby (Secretary)
 Mr J Harman
 Ms C Heta

Attending:

His Worship the Mayor, Mr AM Sanson
 Ms J Remihana (Programme Delivery Manager)
 6 members of the public

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr Creed/Ms Heta)

THAT an apology be received from and leave of absence granted to Mr Ngatai and Mrs Jenkin.

CARRIED on the voices

MMCCI706/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr Katu/Ms Heta)

THAT the agenda for a meeting of the Meremere Community Committee held on Thursday 8 June 2017 be confirmed and all items therein be considered in open meeting:

AND THAT all reports be received;

AND FURTHER THAT the following item be discussed at an appropriate time during the course of the meeting;

- **Speed Limit Bylaw**

CARRIED on the voices

MMCCI706/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Mr Harman/Mr Creed)

THAT the minutes of a meeting of Meremere Community Committee held on Thursday 11 May 2017 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

MMCCI706/03

REPORTS

Works & Issues Report
Agenda Item 5.1

The report was received [MMCCI706/02 refers] and discussion was held.

Councillor's Report
Agenda Item 5.2

Cr Sedgwick and Mayor Sanson gave a verbal report and answered questions of the Committee.

Discretionary Fund Report to 24 May 2017
Agenda Item 5.3

Resolved: (Mr Katu/Mr Creed)

THAT an amount of \$1,000 be paid to Marina Wihongi for travel to China;

AND THAT \$500 be paid from the Mayoral Fund towards Marina Wihongi's travel to China;

AND FURTHER THAT the commitment for \$200 for a bbq for the MYG Youth Group [MMCCI705/05/4] be transferred from the Discretionary Fund to the Youthtown account;

AND FURTHER THAT \$300 be paid to Vivienne Milton from Discretionary Account 4 for cooking classes;

AND FURTHER THAT \$450 be transferred from the Discretionary Fund account into the Youthtown account to purchase 10 tables @ \$45 each.

CARRIED on the voices

MMCCI706/04

GENERAL BUSINESS

The following items were discussed:

- Marina Wihongi read out a letter requesting sponsorship as she has been picked as one of 5 new Zealanders to travel to China to represent New Zealand. We moved to support Marina with \$1000.00. Mayor Sanson also approved \$500 out of the mayoral fund.
- Vivienne Milton has offered to do a cooking class for the under 10's, Janice Harman asked that it is not on the same day as cheeky monkeys as the children would prefer cooking. We move to support Vivienne with \$300 to set this up [Resolved: Mr Harman/Mrs Dobby]
- Discussion was held on the operation of the Community Hall
- Vivienne would also like to hire out the plunket rooms for storage of her catering equipment. This equipment would be made available for people hiring the hall. This will be discussed with Dudley
- Tables – We move to purchase 10 tables for the community centre at a cost of \$45 each. Can this be deposited into the youthtown account [Resolved: Mr Harman/Mr Creed]

There being no further business the meeting was declared closed at 8:45pm.

Minutes approved and confirmed this day of 2017.

J Katu

CHAIRPERSON

Minutes2017/MMCC/170608 MMCC Minutes

Open Meeting

To	Meremere Community Committee
From	Jacki Remihana Programme Delivery Manager
Date	27 July 2017
Chief Executive Approved	Y
Reference/Doc Set #	MMCC 2017 (10/08/2017)
Report Title	Works and Issues Report

1. EXECUTIVE SUMMARY

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

2. RECOMMENDATION

THAT the report from the Programme Delivery Manager be received.

3. ATTACHMENTS

- Works and Issues report

Works and Issues Report

	Issue	Area	Action
1.	<p>Gorse on the roadside on Springhill Road leading to the village. This is on Council land, could we please address the gorse.</p> <p>09.03.17 Committee want to know state of the native trees, can these be saved and the gorse removed?</p> <p>11.05.17 What landscape options are there for this site to alleviate further issues Can this be stepped to make it more accessible? What would the requirements be eg TMPs, dumping of waste etc</p>	Service Delivery	<p>A light chemical control spray of the gorse has been completed. It is however apparent that any heavy chemical application in the area will have a devastating effect on the planted native trees within the vicinity.</p> <p>The Alliance is keen to understand the Community Boards expectations, as frequent manual control of pest plants is an expensive exercise.</p> <p>Site visit undertaken, some natives are surviving; however it will be a major exercise to remove the gorse and keep the natives that have survived. An option could be to spray it out, remove dead vegetation and replant.</p> <p>The Open Spaces Team Leader, Duncan MacDougall with contact Jim Katu regarding the wants/needs/requirements for this area.</p>
2.	Te Pua Avenue at the Island Block Road end. There are still issues around pooling of water	Service Delivery	<p>As previously reported, the current plan is to install an additional 60m of stormwater pipe and two new manholes, draining into the existing system. This solution will ensure that road drainage is independent to both the power station site and adjacent state highway road reserve.</p> <p>Project is planned to be completed during week of 17 March 2017.</p> <p>Project has been rescheduled due to the weather events that have hit the district, is now scheduled for the new construction season starting September 2017.</p>

	Issue	Area	Action
3.	Sleepovers at the Hall – why can't these be accommodated, this was a key principle for the build of the Hall	Service Delivery	<p>The Meremere Hall is a commercial premise and does not comply with section 21a of the NZ Fire Act, principally it is not designed as accommodation and it is not fitted with an automatic fire sprinkler system. Any use of the building outside of the approved fire evacuation scheme is in breach of the Fire Act and regulations. Any proposal for use which does not meet fire requirements shall not be approved.</p> <p>Currently having a new fire design completed and costed to potentially incorporate into the planned works for the Hall</p>
4.	Naho Place Street sign required and area needs to be maintained	Service Delivery – Roading	Waikato District Alliance will programme sign. Inspector will be dispatched to ascertain maintenance requirements.

Open Meeting

To	Meremere Community Committee
From	Tony Whittaker General Manager Strategy & Support
Date	27 July 2017
Prepared by	Julienne Calambuhay Management Accountant
Chief Executive Approved	Y
Reference/Doc Set #	GOV0510 / 1775205
Report Title	Discretionary Fund Report to 30 June 2017

1. EXECUTIVE SUMMARY

To update the Committee on the Discretionary Fund Report to 30 June 2017.

2. RECOMMENDATION

THAT the report from the General Manager Strategy & Support be received.

3. ATTACHMENTS

Discretionary Fund Report to 30 June 2017

MEREMERE COMMUNITY COMMITTEE DISCRETIONARY FUND 2016/2017

GL 1.209.1704

Commitments from Committee Meeting Minutes & Other Information

2016/17 Annual Plan (including Salaries)

6,325.00

Carry forward from 2015/16

5,871.00

Total Funding

12,196.00

Expenditure

27-Jul-16	Contact Energy		54.44
15-Aug-16	Contact Energy		72.84
13-Sep-16	Contact Energy		50.86
11-Oct-16	Contact Energy		36.56
10-Nov-16	Hip Hop (NRG pride) - upcoming event at the end of year	MMCCI611/17/2/1	200.00
10-Nov-16	Contact Energy		11.25
10-Nov-16	Contact Energy - credit for July 2016		(54.44)
10-Nov-16	Freezer for village hall use	MMCCI609/05/2	300.00
12-Dec-16	Contact Energy		47.69
10-Jan-17	Contact Energy		47.69
17-Jan-17	Pat Carr - petrol reimbursement	MMCCI611/17/2/1	148.00
19-Jan-17	Meremere Community Devt Committee - opening of skateboard park	MMCCI611/17/2/2	1,600.00
23-Jan-17	Purchase 6 x locks and 6 x hasp & staple sets for the pantry cupboards	MMCCI609/05/2	179.83
03-Feb-17	Contact Energy		49.42
03-Mar-17	Contact Energy		46.10
05-Apr-17	Contact Energy		44.51
01-May-17	Patricia Carr - reimbursement for gift pack for Shirley Wikaire	MMCCI609/05/1	30.00
03-May-17	Contact Energy - credit for 10 March to 28 April 2017		(25.18)
01-Jun-17	Contact Energy		47.69
13-Jun-17	Vivienne Milton - cooking classes	MMCCI706/04	300.00
30-Jun-17	Contact Energy		79.48
Total Expenditure			<u>3,266.74</u>
Income			
Total Income			<u>-</u>
Net Expenditure			<u>3,266.74</u>
Net Funding Remaining (Excluding commitments)			<u>8,929.26</u>
Commitments			
09-Mar-17	Reconnection of power for the Tennis Pavillion	MMCCI703/04/2	to be confirmed
11-May-17	Commitment for Pika Hema	MMCCI705/05/4	50.00
11-May-17	Commitment for MYG Youth Group	MMCCI705/05/4	200.00
08-Jun-17	Marina Whihongi -travel to China	MMCCI706/04	1,000.00
08-Jun-17	Youthtown account - purchase 10 tables @ \$45 each	MMCCI706/04	450.00
Total Commitments			<u>1,700.00</u>
Net Funding Remaining (Including commitments) as of 30 June 2017			<u>7,229.26</u>

Open Meeting

To	Meremere Community Committee
From	Tony Whittaker General Manager Strategy & Support
Date	11 July 2017
Prepared by	Shannon Kelly Youth Engagement Advisor
Chief Executive Approved	Y
Reference #	GOV0510 / 1760608
Report Title	Request to appoint youth representative at Meremere Community Committee

I. EXECUTIVE SUMMARY

The Youth Engagement Plan focuses on how Council, its community boards and community committees can give young people a voice in local decision-making structures.

Council's 2020 challenge is to have the most engaged community in New Zealand. The Youth Engagement Plan helps towards achieving this by offering young people opportunities to meaningfully engage into their communities and giving them a platform to air their views at a local governance level.

The key recommendation in the Youth Engagement Plan is that community boards and community committees have youth representation. This was trialled with the Te Kauwhata Community Committee, the Huntly Community Board and the Ngaruawahia Community Board. The Plan stipulated that a Youth Representative for the local Youth Action Group be allowed to be represented on the Committee/Board in order to provide a youth perspective on matters discussed.

This trial was successful. The trial led to the development of the Govern Up programme, where youth action groups and youth reps were recruited from Onewhero, Tuakau, Tamahere, and Raglan. The original three towns involved in the trial: Ngaruawahia; Huntly; and Te Kauwhata, also participated in the Govern Up project.

The Youth Engagement Plan also contains a number of other recommendations which, when implemented, will significantly improve youth engagement and an understanding of Council, its community committees and its community boards by young people in our district.

The objectives of the Youth Engagement Plan are:

- Giving young people a voice in local decision-making.
- Building the confidence of young people to engage in local government matters.

- Helping to ensure that the views of youth are considered in community planning matters.
- Helping to create a cadre of future leaders.

Azabeth Dobby, a youth leader in the Meremere community, has been attending the Meremere Community Committee meetings since October 2016. In June 2017, Azabeth emailed the Youth Engagement Advisor to enquire whether her youth group could participate in the Govern Up programme, and if she could become the official youth representative for the Meremere Community Committee.

Azabeth met with the Youth Engagement Advisor on 11 July to discuss the responsibilities required on a personal level and on a community committee level to become a formal youth representative. As a youth representative, Azabeth would be required to:

- Be able to attend monthly community committee meetings;
- Let the committee secretary know if she was unable to attend the meeting;
- Attend training in governance and community committee etiquette as promoted by the Youth Engagement Advisor;
- Communicate with the committee on youth related issues, projects and activities;
- Represent the youth voice on matters pertinent to young people in Meremere;
- Submit a three monthly report to the Meremere Community Committee about projects or activities that the youth action group are involved in;
- Facilitate the youth action group in Meremere to meaningfully engage with the Meremere Community Committee.

The Meremere Community Committee will be required to:

- Support the youth representative to participate fully in community committee meetings and activities; and
- Nominate a youth mentor, who will meet and liaise with the youth rep on a monthly basis, and support the youth representative in local community matters.

As part of Health and Safety legislation and the Child Protection Policy at the Waikato District Council, the youth mentor will be required to complete the police vetting process before youth mentoring begins.

It is clear that Azabeth and the Meremere Community Committee have already developed a strong and positive working relationship. This report seeks to formalise the youth representative position so that Azabeth and the Meremere Community Committee receive the same support as highlighted in the Youth Engagement Plan.

The Youth Engagement Plan describes that youth representatives will receive a \$20 reward voucher for their service and attendance at monthly community committee meetings. For the 2017-2018 financial year, this reward will be available to the Meremere youth representative.

For your information, the Youth Engagement Plan can be found at this link <https://wcdsitefinity.blob.core.windows.net/sitefinity-storage/docs/default-source/your-council/plans-policies-and-bylaws/plans/youth-engagement-plan/youth-engagement-plan.pdf?sfvrsn=2>

It is proposed that Azabeth Dobby be appointed as the Meremere Community Committee Youth Representative.

2. RECOMMENDATION

THAT the report from the General Manager Strategy & Support be received;

AND THAT the Meremere Community Committee appoints Azabeth Dobby to be the Youth Representative;

AND FURTHER THAT the Meremere Community Committee appoint a youth mentor to support the Youth Representative.

3. ATTACHMENTS

NIL