

Agenda for a meeting of the Meremere Community Committee to be held in the Meremere Community Hall, Heather Green Ave, Meremere on **THURSDAY 9 MAY 2019** commencing at **7.00pm**.

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

**1. APOLOGIES AND LEAVE OF ABSENCE**

**2. CONFIRMATION OF STATUS OF AGENDA**

**3. DISCLOSURES OF INTEREST**

**4. CONFIRMATION OF MINUTES**

Meeting held on Thursday 14 February 2019 2

**5. REPORTS**

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| 5.1 | Appointment of Secretary                   | 6      |
| 5.2 | Meremere Works & Issues Report – May 2019  | 7      |
| 5.3 | Councillor's Report                        | Verbal |
| 5.4 | Iwi & Community Partnership Manager        | 9      |
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**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>	4 April 2019
<b>Prepared by</b>	Wanda Wright Committee Secretary
<b>Chief Executive Approved</b>	Y
<b>Reference #</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 14 February 2019.

### **2. RECOMMENDATION**

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**THAT** the minutes of the meeting of the Meremere Community Committee held on Thursday 14 February 2019 be confirmed as a true and correct record of that meeting.

### **3. ATTACHMENTS**

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MMCC Minutes – 14 February 2019

**MINUTES** of a meeting of the Meremere Community Committee held at the Meremere Community Hall, Heather Green Avenue, Meremere on **THURSDAY 14 FEBRUARY 2019** commencing at **7.07pm**.

**Present:**

Mr J Katu (Chairperson)  
 Cr J Sedgwick  
 Mr B Brown  
 Mrs V Milton (Secretary)  
 Mr J Harman  
 Ms C Heta

**Attending:**

His Worship the Mayor, Mr AM Sanson  
 Mrs T Sanson ( Mayoress)  
 Mr M Balloch (Building Quality Manager)  
 Miss J Heta  
 Members of the Public

**APOLOGIES AND LEAVE OF ABSENCE**

**Resolved: (Mr Harman/Cr Sedgwick)**

**THAT** an apology be received from Mr Creed and Mr Ngatai.

**CARRIED**

**MMCCI902/01**

**CONFIRMATION OF STATUS OF AGENDA ITEMS**

**Resolved: (Mr Harman/Cr Sedgwick)**

**THAT** the agenda for a meeting of the Meremere Community Committee held on Thursday 14 February 2019 be confirmed and all items therein be considered in open meeting;

**AND THAT** all reports be received.

**CARRIED**

**MMCCI902/02**

**DISCLOSURES OF INTEREST**

There were no disclosures of interest.

**CONFIRMATION OF MINUTES****Resolved: (Mr Katu/Mrs Milton)****THAT the minutes of a meeting of Meremere Community Committee held on 8 November 2018 be confirmed as a true and correct record of that meeting.****CARRIED on the voices****MMCCI902/03****REPORTS**Meremere Works & Issues Report – 1 February 2019

Agenda Item 5.1

The report was received [MMCCI902/02 refers] and discussion was held.

Councillor's Report

Agenda Item 5.2

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

Discretionary Fund Report to 30 January 2019

Agenda Item 5.4

The report was received [MMCCI902/02 refers] and discussion was held.

**Resolved: (Mr Brown/Mr Harman)****THAT a commitment be made of \$400 towards Pat Carr's farewell. This amount should be paid into the Youth Account.****CARRIED****MMCCI902/04**Blueprint Update

Agenda Item 5.4

The report was received [MMCCI902/02 refers] and discussion was held.

Year to Date Service Request Report 31 December 2018

Agenda Item 5.5

The report was received [MMCCI902/02 refers] and discussion was held.

**GENERAL BUSINESS**

The following items were discussed:

- Mayor Sanson presented a Bravery Award to Miss Jacquie Heta for rescuing three young children from drowning in the Waikato in December 2018.
- Ms Heta raised a question regarding the resurfacing of the tennis courts. Mayor Sanson advised that she could enquire from staff in relation to funding (referring to a fund that allows for resurfacing of one court per year).
- Mayor Sanson stated that the Discretionary Funding sytem was outdated and due for review by the Deputy Mayor and four Councillors.
- Lauren Horsfall volunteered to put out a Community Newsletter quarterly.

There being no further business the meeting was declared closed at 8.35pm.

Minutes approved and confirmed this                                  day of                                  2019.

**J Katu**  
**CHAIRPERSON**

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**Open Meeting**

<b>To</b>	Meremere Community Committee
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	1 April 2019
<b>Prepared by</b>	Wanda Wright Committee Secretary
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV0510
<b>Report Title</b>	Appointment of a Secretary

**1. EXECUTIVE SUMMARY**

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Due to the resignation of Ms Vivienne Milton in February 2019, the Committee must agree on a Secretary at this meeting in order to ensure the appropriate governance structure is in place.

**2. RECOMMENDATION**

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

**AND THAT** ..... be appointed Secretary of the Meremere Community Committee.

**3. ATTACHMENTS**

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Nil.

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### **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>	26 April 2019
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV0510
<b>Report Title</b>	Meremere Works & Issues Report – May 2019

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### **1. EXECUTIVE SUMMARY**

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

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### **2. RECOMMENDATION**

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

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### **3. ATTACHMENTS**

- Works and Issues Report

## Works and Issues Report

	Issue	Area	Action
I.	Resurfacing of the tennis courts.	Service Delivery Duncan McDougall	There is currently no project or budget for the resurfacing of the Meremere tennis courts in the current LTP. It is recommended that either the project be included in the next Annual Plan or LTP or committee apply for external funding for the project.

### COMMUNITY PROJECT UPDATES

#### 18/19 District Wide Water Reticulation Renewals - Contract 18/055

With the efficient and effective manner of our watermain replacement contractor Allens United, two separate sections of Te Puea Avenue has seen 350m of watermain pipeline upgraded over the March and April month transition.

This project ensures a proactive response to the rapid growth throughout the Waikato District town of Meremere by achieving the construction of new watermain pipelines in replacement of the existing sections of watermain that were ageing, undersized and in some cases in poor condition.

#### Meremere Library – Contract 18/055

Construction of a new library adjacent to the Community Hall at the community hub was awarded to Jack Thorburn Builders Ltd.

Start date is the last week in April 2019. Site Specific Safety Plan is to be submitted and approved prior to start. Construction Management Plan approval from Transpower, Submission of updated Works Programme and Bond documentation are to be received prior to commencement of works on site.



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### **Open Meeting**

<b>To</b>	Meremere Community Committee
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	26 March 2019
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV0510
<b>Report Title</b>	Iwi & Community Partnership Manager

## **1. EXECUTIVE SUMMARY**

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Recently appointed Iwi & Community Partnership Manager, Sam Toka will be in attendance to introduce himself and share the purpose of his role.

Mr Toka has over 24 years' experience with iwi and tangata whenua relationship building – most recently working in the professional consulting industry and has worked extensively on NZ Transport Authority projects.

Mr Toka has built, developed, organised, managed and maintained long-term relationships with Maaori within the Tainui region and nationally. He has worked with a broad range of stakeholders, such as local and central government, government agencies, corporations, businesses and wider communities of interest.

His leadership and liaison position at Council will be to continually focus on developing strategic and purposeful relationships – partnering with stakeholders to achieve goals and rewarding outcomes.

## **2. RECOMMENDATION**

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

## **3. ATTACHMENTS**

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NIL

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**Open Meeting**

<b>To</b>	Meremere Community Committee
<b>From</b>	Tony Whittaker Chief Operating Officer
<b>Date</b>	24 April 2019
<b>Prepared by</b>	Julienne Calambuhay Management Accountant
<b>Chief Executive Approved</b>	Y
<b>Reference/Doc Set #</b>	GOV0502
<b>Report Title</b>	Discretionary Fund Report to 24 April 2019

**1. EXECUTIVE SUMMARY**

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To update the Committee on the Discretionary Fund Report to 24 April 2019.

**2. RECOMMENDATION**

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

**3. ATTACHMENTS**

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Discretionary Fund Report to 24 April 2019

# MEREMERE COMMUNITY COMMITTEE DISCRETIONARY FUND 2018/2019

	GL	1.209.1704
<b>Commitments from Committee Meeting Minutes &amp; Other Information</b>		
<b>2018/19 Annual Plan (including Salaries)</b>		6,499.00
<b>Carry forward from 2017/18</b>		11,763.00
<b>Total Funding</b>		<b>18,262.00</b>
<b>Expenditure</b>		
19-Nov-18 Purchase 20 tables for the Community Centre to be paid to the Youth Account	MMCC1809/05	1,000.00
19-Nov-18 Purchase of feet for the new chairs in the Hall to be paid to the Youth Account	MMCC1809/05	300.00
30-Nov-18 Meremere Community Development Committee Inc - cost of producing five new signage boards for the Meremere Village community	MMCC1803/04	1,704.97
<b>Total Expenditure</b>		<b>3,004.97</b>
<b>Net Funding Remaining (Excluding commitments)</b>		<b>15,257.03</b>
<b>Commitments</b>		
09-Mar-17 Reconnection of power for the Tennis Pavillion	MMCC1703/04/2	to be confirmed
03-Apr-19 Commitment for Pat Carr's farewell	MMCC1902/04	400.00
<b>Total Commitments</b>		<b>400.00</b>
<b>Net Funding Remaining (Including commitments) as of 29 April 2019</b>		<b>14,857.03</b>

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**Open Meeting**

<b>To</b>	Meremere Community Committee
<b>From</b>	Tony Whittaker Chief Operating Officer
<b>Date</b>	26 April 2019
<b>Prepared by</b>	Sharlene Jenkins Executive Assistant
<b>Chief Executive Approved</b>	Y
<b>Reference/Doc Set #</b>	GOV0510
<b>Report Title</b>	Year to Date Service Request Report

**1. EXECUTIVE SUMMARY**

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To update the Committee on the Year to Date Service Request Report to 31 March 2019.

**2. RECOMMENDATION**

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

**3. ATTACHMENTS**

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Year to Date Service Request Report for Meremere Community Committee

# Service Request Time Frames for MEREMERE Community Board

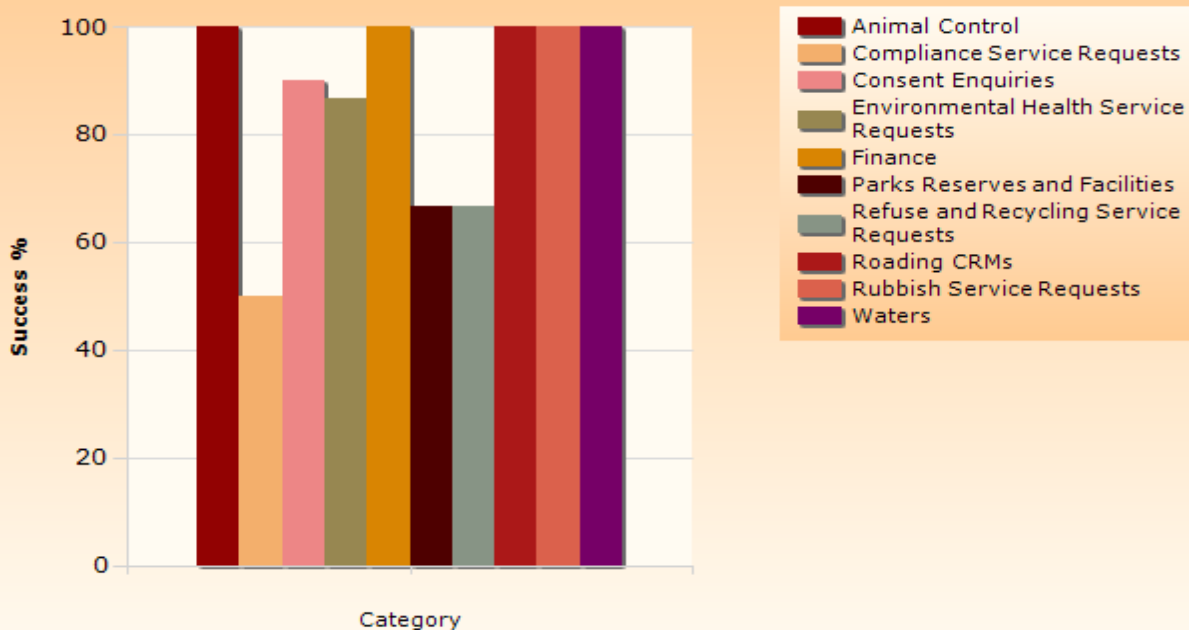
Date Range: 01/01/2019 to 31/03/2019



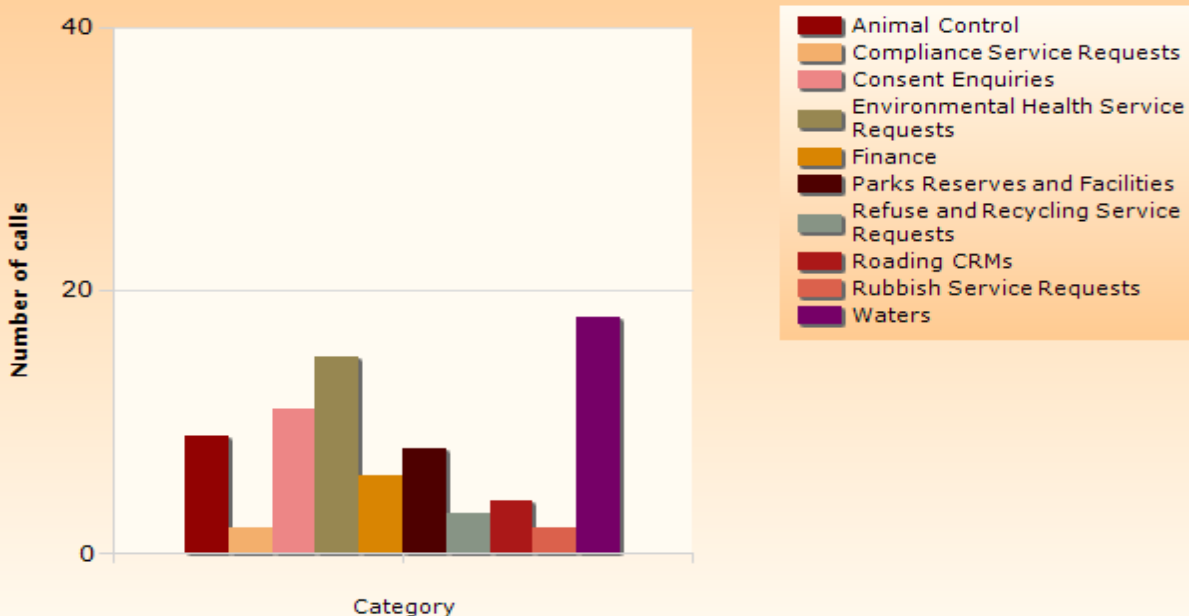
The success rate excludes Open Calls as outcome is not yet known.

4/26/2019 12:16:01 PM

## Call Completion % Success by Type

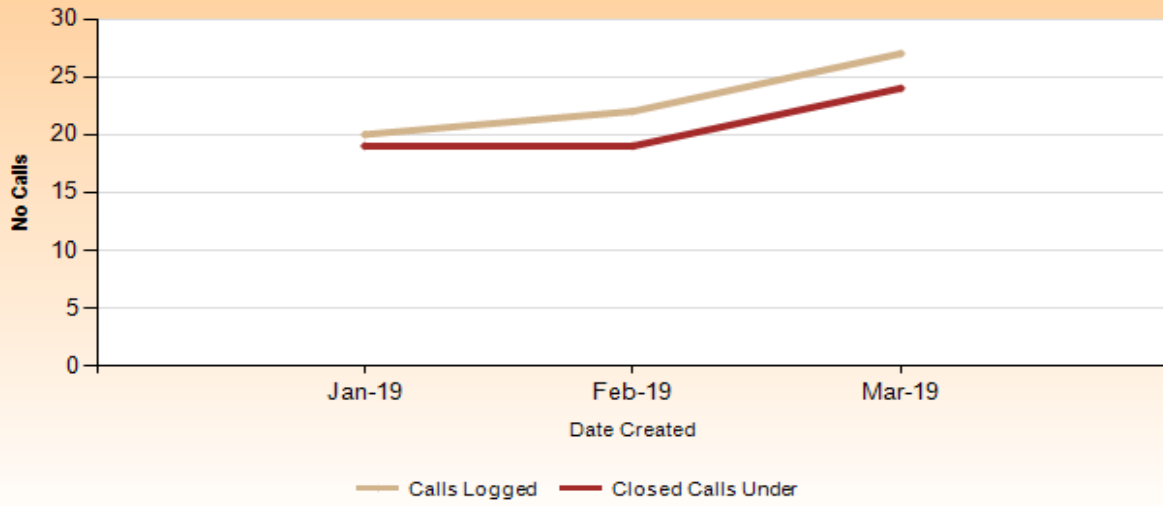


## Number of Calls logged by Type

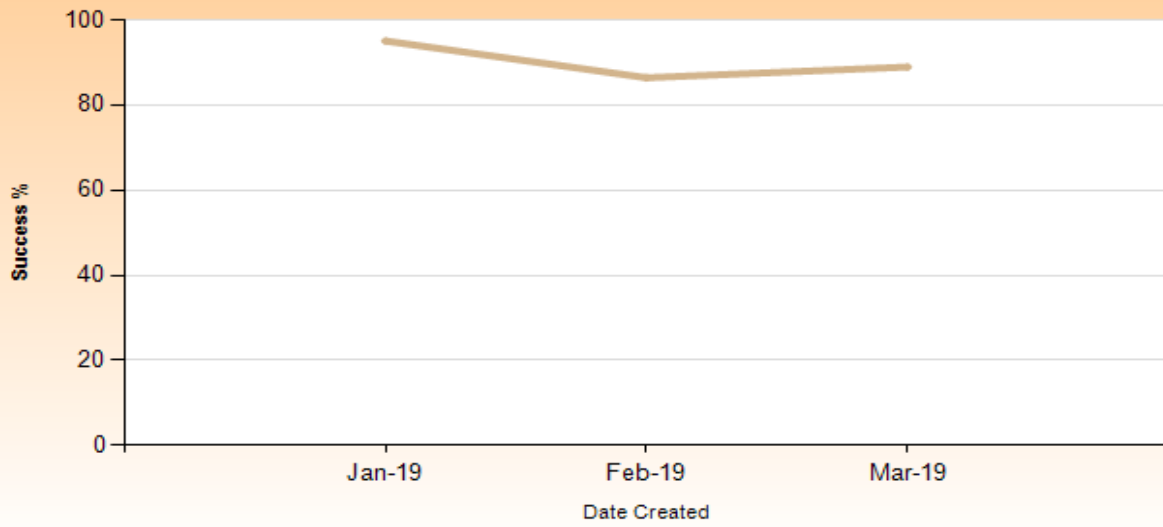




### Volume of Calls Closed vs Calls Closed in Time



### Completion Success per month



		Open			Closed		
<b>Closed Calls</b> are those calls logged during the time period that are now closed.	<b>Open Calls</b> are all the calls open for the ward and may have been logged at any time.	<b>Number of Calls</b>	<b>Open Calls Over</b>	<b>Open Calls Under</b>	<b>Closed Calls Over</b>	<b>Closed Calls Under</b>	<b>Success Rate</b>
<b>Animal Control</b>							
	<b>Summary</b>	<b>9</b>	<b>1</b>	<b>1</b>		<b>7</b>	<b>100.00%</b>
	Animal Charges	2	1			1	100.00%
	Dog Property Visit	1				1	100.00%
	Dog Straying - Current	4				4	100.00%
	Dogs Barking Nuisance	1		1			NaN
	Livestock Trespassing - Current	1				1	100.00%
<b>Compliance Service Requests</b>							
	<b>Summary</b>	<b>2</b>			<b>1</b>	<b>1</b>	<b>50.00%</b>
	DNU - Illegal parking	2			1	1	50.00%
<b>Consent Enquiries</b>							
	<b>Summary</b>	<b>11</b>		<b>1</b>	<b>1</b>	<b>9</b>	<b>90.00%</b>
	Planning Process	2				2	100.00%
	Property Information Request	4				4	100.00%
	Rural Rapid Number assignment & purchase of plates	1				1	100.00%
	Zoning and District Plan Enquiries	4		1	1	2	66.67%
<b>Environmental Health Service Requests</b>							
	<b>Summary</b>	<b>15</b>			<b>2</b>	<b>13</b>	<b>86.67%</b>
	Environmental Health Complaint	3			2	1	33.33%
	Noise Complaint - Environmental Health	1				1	100.00%
	Noise complaints straight to contractor	11				11	100.00%
<b>Finance</b>							
	<b>Summary</b>	<b>6</b>				<b>6</b>	<b>100.00%</b>
	Rates query	6				6	100.00%
<b>Parks Reserves and Facilities</b>							
	<b>Summary</b>	<b>8</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>4</b>	<b>66.67%</b>
	Parks & Reserves - Buildings	2			2		0.00%
	Parks & Reserves - Council owned land	1				1	100.00%
	Parks & Reserves - Graffiti	1	1				NaN
	Parks & Reserves - Reserve Issues	4		1		3	100.00%
<b>Refuse and Recycling Service Requests</b>							
	<b>Summary</b>	<b>3</b>			<b>1</b>	<b>2</b>	<b>66.67%</b>
	Recycling Not Collected	1			1		0.00%
	Refuse - Non-Collection	2				2	100.00%
<b>Roading CRMs</b>							
	<b>Summary</b>	<b>4</b>		<b>2</b>		<b>2</b>	<b>100.00%</b>
	New Vehicle Entrance Request	1				1	100.00%
	Roading Work Assessment Required - OnSite 5WD	3		2		1	100.00%



<b>Rubbish Service Requests</b>							
	<b>Summary</b>	<b>2</b>		<b>1</b>		<b>1</b>	<b>100.00%</b>
	Abandoned Vehicle	2		1		1	100.00%
<b>Waters</b>							
	<b>Summary</b>	<b>18</b>		<b>1</b>		<b>17</b>	<b>100.00%</b>
	3 Waters Enquiry	3		1		2	100.00%
	Drinking Water Final Meter Read	3				3	100.00%
	Drinking Water Major Leak	1				1	100.00%
	Drinking Water minor leak	6				6	100.00%
	Drinking Water Quantity/Pressure	2				2	100.00%
	No Drinking Water	1				1	100.00%
	Wastewater Overflow or Blocked Pipe	2				2	100.00%
<b>Total</b>		<b>78</b>		<b>2</b>		<b>7</b>	<b>89.86%</b>