

Agenda for a meeting of the Meremere Community Committee to be held in the Meremere Community Hall, Heather Green Ave, Meremere on **THURSDAY 20 FEBRUARY 2020** commencing at **7.00pm**.

**1. APOLOGIES AND LEAVE OF ABSENCE**

**2. CONFIRMATION OF STATUS OF AGENDA**

**3. DISCLOSURES OF INTEREST**

**4. CONFIRMATION OF MINUTES**

Meeting held on 12 December 2019

3

**5. REPORTS**

5.1. Meremere Works & Issues Report

6

5.2. Discretionary Fund Report – to 30 January 2020

9

5.3. Councillor's Report

Verbal

5.4. Year to Date Service Request Report

11

**6. GENERAL BUSINESS**

GJ Ion  
**CHIEF EXECUTIVE**

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**MINUTES** of a meeting of the Meremere Community Committee held at the Meremere Community Hall, Heather Green Avenue, Meremere on **THURSDAY 12 DECEMBER 2019** commencing at **7.00pm**.

**Present:**

Mr J Katu (Chairperson)  
Mr J Harman (Deputy Chair)  
Ms A Dobby (Secretary)  
Mr B Brown  
Ms L Horsfall  
Ms Heta  
Cr J Sedgwick

**Attending:**

Mr M Balloch (Building Quality Manager)

**APOLOGIES AND LEAVE OF ABSENCE**

There were no apologies.

**CONFIRMATION OF STATUS OF AGENDA ITEMS**

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

**THAT the agenda for a meeting of the Meremere Community Committee held on Thursday 21 November 2019 be confirmed and all items therein be considered in open meeting;**

**AND THAT all reports be received.**

**CARRIED**

**MMCCI912/01**

**DISCLOSURES OF INTEREST**

There were no disclosures of interest.

**CONFIRMATION OF MINUTES****Resolved: (Mr Harman/Ms Heta)****THAT the minutes of a meeting of the Meremere Community Committee held on 21 November 2019 be confirmed as a true and correct record of that meeting subject to the editing of Resolution No. 1911/05 (Appointment of Chairperson, Deputy Chairperson and Secretary) from:*****“Resolved: (Mr Wiseman/Mr Harman)******THAT nominations for the position of Chairperson of the Meremere Community Committee be closed.*****CARRIED”****to read:*****“Resolved: (Ms Horsfall/Mr Harman)******THAT nominations for the position of Chairperson of the Meremere Community Committee be closed.”*****CARRIED****MMCC1912/02****REPORTS**Works & Issues Report  
Agenda Item 5.1

The report was received [MMCC1912/01 refers] and discussion was held.

Councillor’s Report  
Agenda Item 5.2

Cr Sedgwick gave a verbal report on the upcoming Solid Waste review

Discretionary Fund Report to 9 December  
Agenda Item 5.4

The report was received [MMCC1912/01 refers] and discussion was held.

- The Committee’s waterblaster would be stored at the hall and 2 new hoses, attachments and petrol vouchers would be purchased for \$200.

**Resolved: (Mr Harman/Ms Heta)**

**THAT Meremere Community Committee approves payment of;**

- **\$1840.00 inc GST to purchase security cameras for the puna and Meremere School; and**
- **\$500.00 each to Cecilia Heta, Okeroa Rogers and Trish van der Wende, hall committee members for an honourium; and**
- **\$200.00 inc GST to the Meremere Hall Committee to purchase 2 x 30metre hoses and attachments for the Committee's waterblaster and petrol vouchers.**

**CARRIED**

**MMCCI912/03**

Schedule of Meetings

Agenda Item 5.4

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

**THAT the Meremere Community Committee holds its meetings for the remainder of the 2019-22 triennium on a six-weekly cycle commencing at 7.00pm on Thursday, 20 February 2020, with the remainder of meetings in 2020 to be held at 7.00pm on the following dates:**

- **Thursday, 2 April 2020;**
- **Thursday, 14 May 2020;**
- **Thursday, 25 June 2020;**
- **Thursday, 6 August 2020;**
- **Thursday, 17 September 2020;**
- **Thursday, 29 October 2020; and**
- **Thursday, 10 Decembetr 2020.**

**CARRIED**

**MMCCI912/04**

### **GENERAL BUSINESS**

The following items were discussed:

A new camera was discussed and it was decided to add another camera to see the doctor's door. The hall committee would get quotes for the next meeting

The weedeater that was purchased for the community use has been removed from the garden shed, The padlock had also been removed, These both needed to be returned.

Mr Richard Dobby and family have been maintaining the entrance, garden and orchard since Stan Pott's passing. Due to damage to their weedeater, this work can no longer be undertaken.

There being no further business the meeting was declared closed.

Minutes approved and confirmed this                      day of                      2020.

**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>	7 February 2020
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV0510
<b>Report Title</b>	Meremere Works & Issues Report – December 2019

## **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.	The alarm at the new library is still going off and needs to be investigate	Service Delivery	This issue has been fixed – contractor has been to site and resolved the problem.
2.	Paint the internal side of the new door frame at the new hall.	Service Delivery	Niall has visited the site to confirm what painting work needs completing. This door frame painting is being scheduled.

**COMMUNITY PROJECT UPDATES**

N/A



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### **Open Meeting**

<b>To</b>	Meremere Community Committee
<b>From</b>	Tony Whittaker Chief Operating Officer
<b>Date</b>	30 January 2020
<b>Prepared by</b>	Andrew Nimmo Project Accountant
<b>Chief Executive Approved</b>	Y
<b>Reference/Doc Set #</b>	GOV0502
<b>Report Title</b>	Discretionary Fund Report to 30 January 2020

### **1. EXECUTIVE SUMMARY**

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To update the Committee on the Discretionary Fund Report to 30 January 2020.

### **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 30 January 2020

**MEREMERE COMMUNITY COMMITTEE DISCRETIONARY FUND 2019/2020**

	<b>GL</b>	<b>1.209.1704</b>
<b>Commitments from Committee Meeting Minutes &amp; Other Information</b>		
<b>2019/20 Annual Plan (including Salaries)</b>		6,578.00
<b>Carry forward from 2018/19</b>		15,257.00
<b>Total Funding</b>		<u><u>21,835.00</u></u>
<b>Expenditure</b>		
04-Sep-19 Purchase water blaster from Mr Brown	MMCC1906/03	1,900.00
<b>Total Expenditure</b>		<u>1,900.00</u>
<b>Net Funding Remaining (Excluding commitments)</b>		<u><u>19,935.00</u></u>
<b>Commitments</b>		
09-Mar-17 Reconnection of power for the Tennis Pavilion	MMCC1703/04/2	to be confirmed
08-Aug-19 Purchase of a gift for Mr Creed in acknowledgment of his services to the community	MMCC1906/04	200.00
12-Dec-20 Purchase security cameras for the Puna and Meremere School. \$1,840 including GST	MMC1912/03	1,565.22
12-Dec-20 Honourium for Hall Committee members - Cecilia Heta, Okeroa Rogers and Trish van der Wende	MMC1912/03	1,500.00
12-Dec-20 Meremere Hall Committee to purchase 2 x 30metre hoses and attachments for the Committee's water blaster and petrol vouchers. \$200 including GST	MMC1912/03	173.91
<b>Total Commitments</b>		<u>3,439.13</u>
<b>Net Funding Remaining (Including commitments) as of 30 January 2020</b>		<u><u>16,495.87</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>	24 January 2020
<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 December 2019.

### **2. RECOMMENDATION**

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

### **3. ATTACHMENTS**

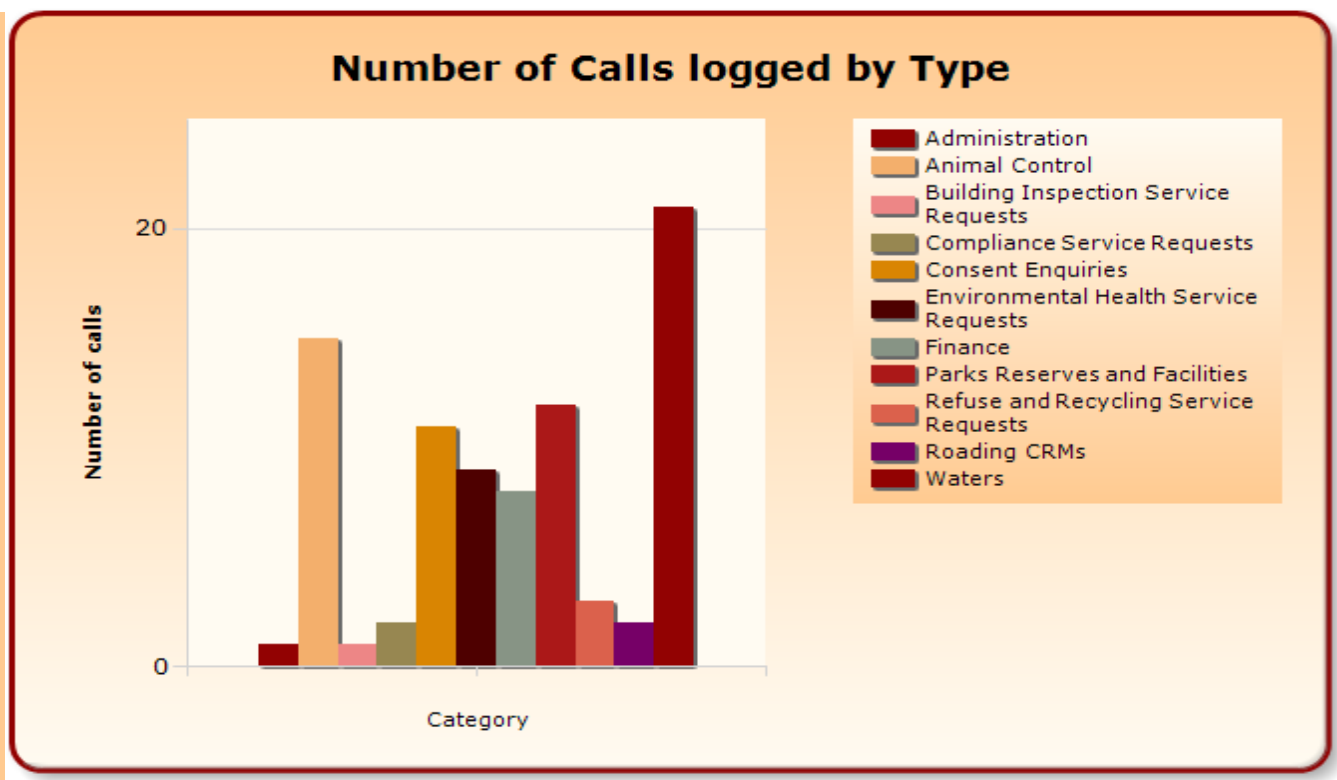
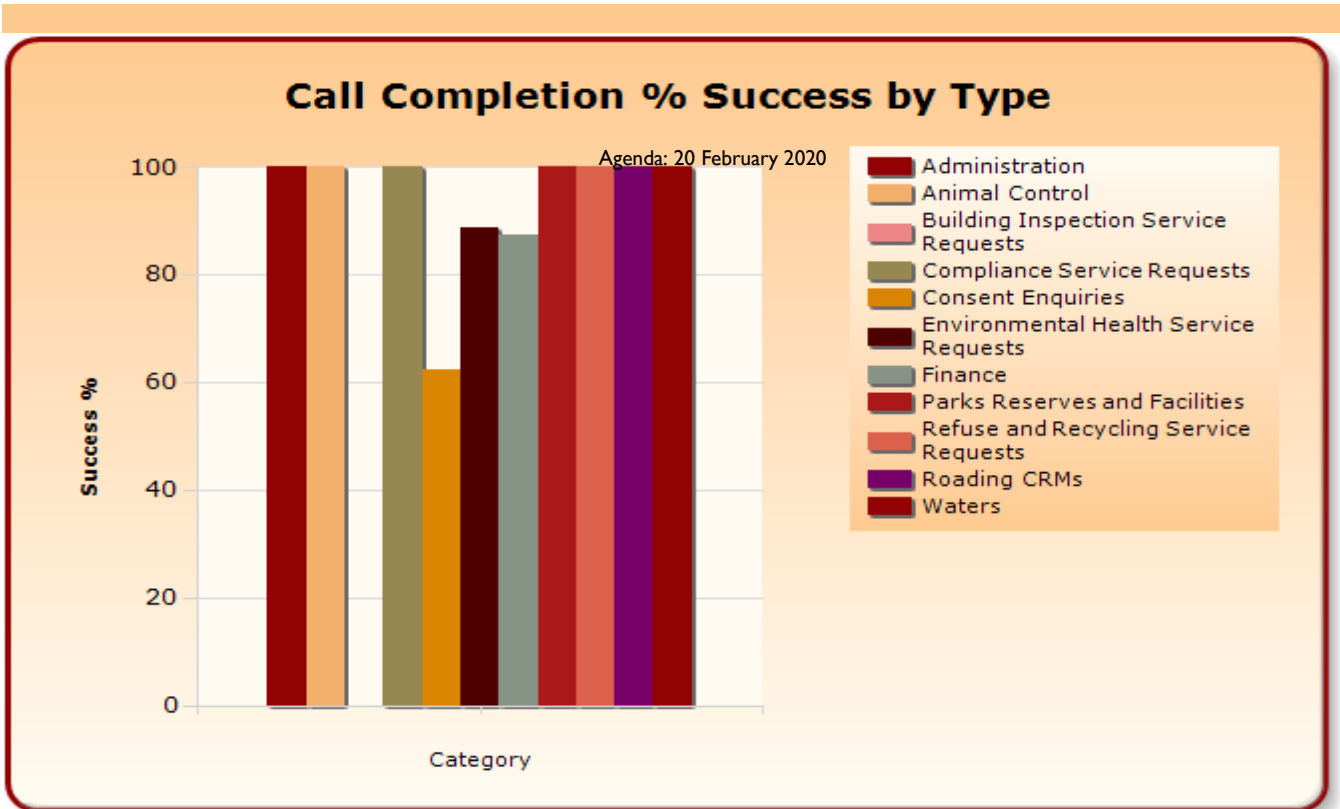
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Year to Date Service Request Report for Meremere Community Committee

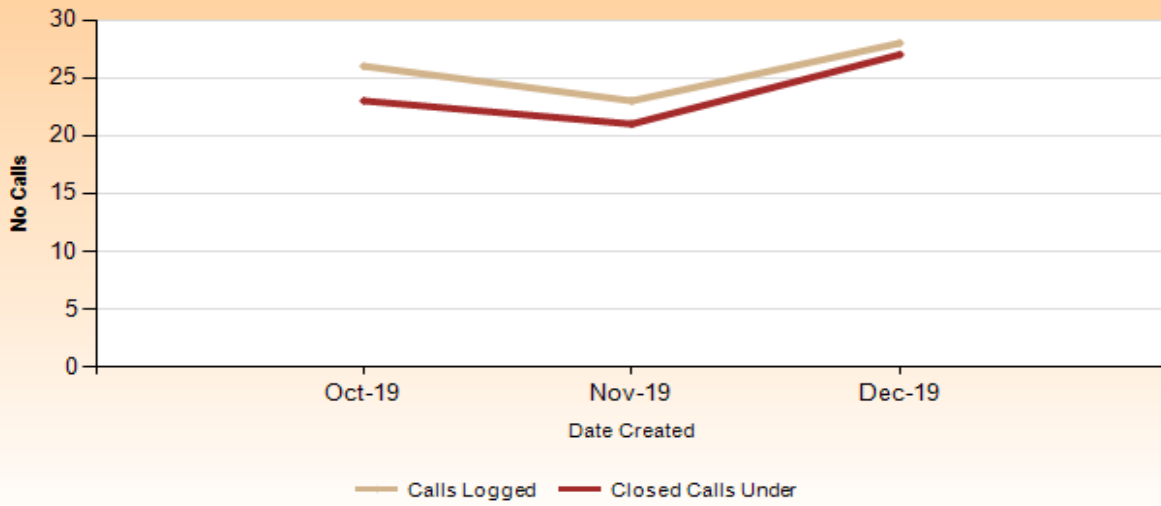
## Service Request Time Frames for MEREMERE Community Committee

Date Range: 01/10/2019 to 31/12/2019

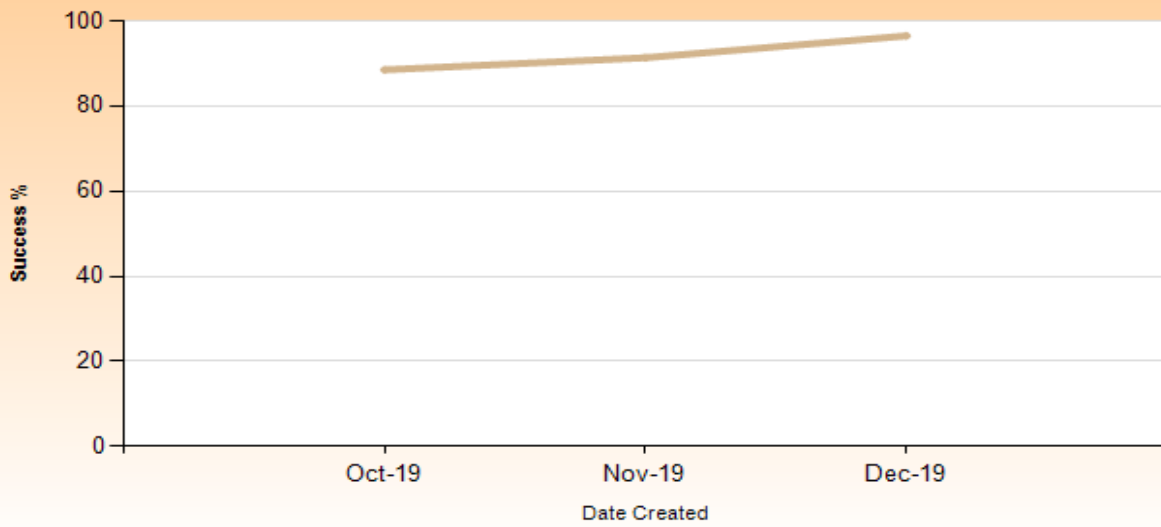
The success rate excludes Open Calls as outcome is not yet known.



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



### Completion Success per month



		Open			Closed		
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>Administration</b>							
	<b>Summary</b>	<b>1</b>				<b>1</b>	<b>100.00%</b>
	Pro rated rates for the period xx to xx	1				1	100.00%
<b>Animal Control</b>							
	<b>Summary</b>	<b>15</b>	<b>1</b>			<b>14</b>	<b>100.00%</b>
	Animal Charges	2	1			1	100.00%
	Dog Property Visit	1				1	100.00%
	Dog Straying - Current	3				3	100.00%
	Dog Straying - Historic	3				3	100.00%
	Dog Welfare - Immediate threat to life	1				1	100.00%
	Dog/Animal Missing	1				1	100.00%
	Dogs Aggression - Current	2				2	100.00%
	Dogs Aggression - Historic	2				2	100.00%
<b>Building Inspection Service Requests</b>							
	<b>Summary</b>	<b>1</b>			<b>1</b>		<b>0.00%</b>
	Building Inspection Service Requests	1			1		0.00%
<b>Compliance Service Requests</b>							
	<b>Summary</b>	<b>2</b>				<b>2</b>	<b>100.00%</b>
	Compliance - Unauthorised Activity	1				1	100.00%
	Illegal parking	1				1	100.00%
<b>Consent Enquiries</b>							
	<b>Summary</b>	<b>11</b>		<b>3</b>	<b>3</b>	<b>5</b>	<b>62.50%</b>
	Property Information Request	4		1		3	100.00%
	Zoning and District Plan Enquiries	7		2	3	2	40.00%
<b>Environmental Health Service Requests</b>							
	<b>Summary</b>	<b>9</b>			<b>1</b>	<b>8</b>	<b>88.89%</b>
	Environmental Health Complaint	1				1	100.00%
	Noise complaints straight to contractor	8			1	7	87.50%
<b>Finance</b>							
	<b>Summary</b>	<b>8</b>			<b>1</b>	<b>7</b>	<b>87.50%</b>
	Rates query	8			1	7	87.50%
<b>Parks Reserves and Facilities</b>							
	<b>Summary</b>	<b>12</b>				<b>12</b>	<b>100.00%</b>
	Parks & Reserves - Buildings	9				9	100.00%
	Parks & Reserves - Reserve Issues	2				2	100.00%
	Parks & Reserves-Council owned buildings on reserv	1				1	100.00%
<b>Refuse and Recycling Service Requests</b>							
	<b>Summary</b>	<b>3</b>				<b>3</b>	<b>100.00%</b>
	New collections	1				1	100.00%
	Recycling Not Collected	1				1	100.00%
	Refuse - Non-Collection	1				1	100.00%
<b>Roading CRMs</b>							
	<b>Summary</b>	<b>2</b>		<b>1</b>		<b>1</b>	<b>100.00%</b>
	Footpath Maintenance - Non_Urgent	1				1	100.00%
	Road Culvert Maintenance	1		1			NaN

15

<b>Waters</b>							
	<b>Summary</b>	<b>21</b>	<b>1</b>	<b>2</b>		<b>18</b>	<b>100.00%</b>
	3 Waters Enquiry	4				4	100.00%
	Drinking water billing	4				4	100.00%
	Drinking Water Final Meter Read	3		1		2	100.00%
	Drinking Water minor leak	5				5	100.00%
	Fix Water Toby	1		1			NaN
	New Drinking Storm Waste water connections	2				2	100.00%
	No Drinking Water	1	1				NaN
	Wastewater Overflow or Blocked Pipe	1				1	100.00%
<b>Total</b>		<b>85</b>	<b>2</b>	<b>6</b>	<b>6</b>	<b>71</b>	<b>92.21%</b>