

Agenda for a meeting of the Meremere Community Committee to be held in the Meremere Community Hall, Heather Green Ave, Meremere on **THURSDAY 8 FEBRUARY 2018** 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.*

**1. APOLOGIES AND LEAVE OF ABSENCE**

**2. CONFIRMATION OF STATUS OF AGENDA**

**3. DISCLOSURES OF INTEREST**

**4. CONFIRMATION OF MINUTES**

Meeting held on Thursday 9 November 2017 2

**5. REPORTS**

- |      |  |        |
|------|--|--------|
| 5.1. | Meremere Works & Issues Report – February 2018 | 6      |
| 5.2  | Meremere Hall & Library                        | Verbal |
| 5.3  | Councillor's Report                            | Verbal |
| 5.4  | Discretionary Fund Report to 23 January 2018   | 10     |
| 5.5  | Discretionary Fund Transaction                 | 12     |
| 5.6  | Year to Date Service Request Report            | 13     |

**6. GENERAL BUSINESS**

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**CHIEF EXECUTIVE**

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**Open Meeting**

<b>To</b>	Meremere Community Committee
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	29 November 2017
<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 9 November 2017.

**2. RECOMMENDATION**

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**THAT** the minutes of the meeting of the Meremere Community Committee held on Thursday 9 November 2017 be confirmed as a true and correct record of that meeting.

**3. ATTACHMENTS**

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MMCC Minutes

**MINUTES** of a meeting of the Meremere Community Committee held at the Meremere Community Hall, Heather Green Avenue, Meremere on **THURSDAY 9 NOVEMBER 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 [from 7.12pm]

**Attending:**

Miss A Dobby (Youth Representative)  
2 Members of the Public

**APOLOGIES AND LEAVE OF ABSENCE**

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

**THAT** an apology be received from **Mr Brown**.

**THAT** an apology for lateness be received from **Ms Heta**.

**CARRIED on the voices**

**MMCCI711/01**

**CONFIRMATION OF STATUS OF AGENDA ITEMS**

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

**THAT** the agenda for a meeting of the Meremere Community Committee held on Thursday 9 November 2017 be confirmed and all items therein be considered in open meeting;

**AND THAT** all reports be received;

**AND FURTHER THAT** all youth members present be given speaking rights for the duration of this meeting.

**CARRIED on the voices**

**MMCCI711/02**

**DISCLOSURES OF INTEREST**

There were no disclosures of interest.

**CONFIRMATION OF MINUTES**

**Resolved: (Mr Katu/Mr Creed)**

**THAT the minutes of a meeting of Meremere Community Committee held on Thursday 14 September 2017 be confirmed as a true and correct record of that meeting.**

**CARRIED on the voices**

**MMCCI711/03**

**REPORTS**

Works & Issues Report  
Agenda Item 5.1

The report was received [*MMCCI711/02 refers*] and discussion was held.

Wastewater Overflow CIP Education Programme Update  
Agenda Item 5.2

The report was received [*MMCCI711/02 refers*] and discussion was held.

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

**THAT the report on the wastewater education programme be received and the collateral 'wish list' be completed by the Meremere Community Committee and returned to Teresa Hancock in the WDC Communications Team.**

**CARRIED on the voices**

**MMCCI711/04**

Joint Community Board and Community Committee December Meeting  
Agenda Item 5.3

The report was received [*MMCCI711/02 refers*] and discussion was held.

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

**THAT the Meremere Community Committee agrees to support the joint meeting of Community Boards and Community Committees on Tuesday, 19 December.**

**CARRIED on the voices**

**MMCCI711/05**



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### **Open Meeting**

<b>To</b>	Meremere Community Committee
<b>From</b>	Jacki Remihana Programme Delivery Manager
<b>Date</b>	26 January 2018
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV0510
<b>Report Title</b>	Meremere Works & Issues Report – February 2018

## **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 Service Delivery be received.**

## **3. ATTACHMENTS**

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- Works and Issues Report

## Works and Issues Report

	Issue	Area	Action
I.	<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/Duncan	<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 Board's 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 will contact Jim Katu regarding the wants/needs/requirements for this area.</p> <p>Additional comment 14/09: I have spoken with Jim around the gorse on Spring Hill Road. He was just wanting advice and options around how the gorse along spring hill road could be cleared/removed. I said we would come up with a few ideas for options/initiatives to remove the gorse and send it through to him.</p> <p>NOVEMBER: Options for the removal of the gorse will be provided to Jim early November.</p> <p>FEBRUARY Parks &amp; Reserves and Waikato District Alliance staff are currently developing a Works Plan for the removal of gorse. This work will commence March 2018.</p>

	Issue	Area	Action
2.	<p>Te Puea Avenue at the Island Block Road end. There are still issues around pooling of water</p> <p>Can the owners of cars on the corner of Te Puea Avenue and Heather Green Avenue be asked to keep their cars off the footpath (this seems to be an ongoing issue and one for which a Service Request has previously been raised).</p>	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 - now scheduled for the new construction season starting September 2017.</p> <p><i>Additional comment 14/09: Waters Team will action the solution as soon as ground conditions allow. Unfortunately similar to the March delay, the persistent wet weather means that we cannot start the ground works required. FYI: we need approximately 2 weeks of dry weather to allow the digger works to take place.</i></p> <p><b>NOVEMBER:</b> As previously reported, ongoing clean-up from recent weather events have hampered progress on this project. Hopeful to have a confirmed project commencement date by mid-November.</p> <p>Parking Wardens have visited the site. Any vehicles parked on the footpath will be ticketed. The owner has been written to informing them that they cannot park on the footpath.</p> <p><b>FEBRUARY 2018:</b> WDA have scheduled to install a 100m long 375mm Culvert in mid-February.</p>



	Issue	Area	Action
3.	Naho Place Street sign required and area needs to be maintained	Service Delivery – Roading	<p>Waikato District Alliance will programme sign. Inspector will be dispatched to ascertain maintenance requirements.</p> <p><i>Additional comment 14/09: Naho Place has been entered onto the cyclic maintenance schedule and will be included in the regular patrols for roading related defects and litter. The sign has been ordered but I have yet to receive information on when we will receive it. Road name blades are not "off the shelf" signs like the regulatory and permanent warning signs so have to be made specifically. Mike is chasing the signs supplier (Directionz) to find out when we could expect the sign to go up. I will let you know if I hear before your meeting tonight.</i></p> <p><b>NOVEMBER:</b> Sign installed and road is on the maintenance list.</p> <p><b>CLOSED.</b></p>
4.	Naho Place Can the fence posts and gate into Naho place be removed. The posts are actually in the road.	Service Delivery/WDA	<p><b>NOVEMBER:</b> This work will be completed within the next month.</p> <p><b>FEBRUARY</b> Post and gate removed, catch pit cleared and pile of aggregate removed. No further action required.</p> <p><b>CLOSED.</b></p>

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**Open Meeting**

<b>To</b>	Meremere Community Committee
<b>From</b>	Tony Whittaker General Manager Strategy & Support
<b>Date</b>	23 January 2018
<b>Prepared by</b>	Juliene Calambuhay Management Accountant
<b>Chief Executive Approved</b>	Y
<b>Reference/Doc Set #</b>	GOV0510 / 1886662
<b>Report Title</b>	Discretionary Fund Report to 23 January 2018

**1. EXECUTIVE SUMMARY**

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To update the Committee on the Discretionary Fund Report to 23 January 2018.

**2. RECOMMENDATION**

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

**3. ATTACHMENTS**

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Discretionary Fund Report to 23 January 2018

# II

## MEREMERE COMMUNITY COMMITTEE DISCRETIONARY FUND 2017/2018

		GL	1.209.1704
<b>Commitments from Committee Meeting Minutes &amp; Other Information</b>			
<b>2017/18 Annual Plan (including Salaries)</b>			6,421.00
<b>Carry forward from 2016/17</b>			8,929.26
<b>Total Funding</b>			<u><u>15,350.26</u></u>
<b>Expenditure</b>			
03-Jul-17	Contact - credit 5/5/2017 - 30/6/2017		(29.31)
10-Jul-17	Marina Whihongi -travel to China	MMCCI706/04	1,000.00
03-Aug-17	Contact - July 2017		58.66
25-Aug-17	Vivienne Milton - plates & cutlery for Community hall (\$569 less \$300 already paid for cooking classes)	MMCCI708/04	269.00
25-Aug-17	Meremere Youth Town account - plywood & hinges	MMCCI708/04	68.76
29-Sep-17	Contact - August 2017		56.31
02-Oct-17	Tuakau Glass & Glazing - reglazing of the gym windows	MMCCI709/04	180.60
02-Oct-17	Youth Town Account - cost of padlocks, plywood, hinges and screws for cupboards	MMCCI709/04	421.39
28-Nov-17	Meremere Youhtown account - purchase 10 tables @ \$45 each	MMCCI706/04	450.00
28-Nov-17	Meremere Youhtown account - further purchase 10 tables @ \$45 each	MMCCI709/04	450.00
29-Nov-17	Meremere Youhtown account - sunk bolts		4.91
<b>Total Expenditure</b>			<u>2,930.32</u>
<b>Income</b>			
<b>Total Income</b>			<u>-</u>
<b>Net Expenditure</b>			<u><u>2,930.32</u></u>
<b>Net Funding Remaining (Excluding commitments)</b>			<u><u>12,419.94</u></u>
<b>Commitments</b>			
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
14-Sep-17	Meremere Christmas party - to be paid to Meremere Development Account	MMCCI709/04	600.00
<b>Total Commitments</b>			<u><u>850.00</u></u>
<b>Net Funding Remaining (Including commitments) as of 23 January 2018</b>			<u><u>11,569.94</u></u>

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**Open Meeting**

<b>To</b>	Meremere Community Committee
<b>From</b>	Tony Whittaker General Manager Strategy & Support
<b>Date</b>	19 January 2018
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV0510 / 1885199
<b>Report Title</b>	Discretionary Fund Transaction

## **1. EXECUTIVE SUMMARY**

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The Chair in conjunction with other members of the Meremere Community Committee (“the Committee”) agreed to provide flowers to the owner of the Meremere Superette and Takeaways to demonstrate their support. It was agreed that this transaction be funded from the Committee’s discretionary fund and would be approved at the next Committee meeting.

## **2. RECOMMENDATION**

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

**AND THAT \$65.00 for flowers to the owner of the Meremere Superette and Takeaways be approved for funding by the Meremere Community Committee discretionary fund.**

## **3. ATTACHMENTS**

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NIL

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**Open Meeting**

<b>To</b>	Meremere Community Committee
<b>From</b>	Tony Whittaker General Manager Strategy & Support
<b>Date</b>	24 January 2018
<b>Prepared by</b>	Sharlene Jenkins PA to General Manager Strategy & Support
<b>Chief Executive Approved</b>	Y
<b>Reference/Doc Set #</b>	GOV0510 / 1887224
<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 2017.

**2. RECOMMENDATION**

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**THAT** the report from the **General Manager Strategy & Support** 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

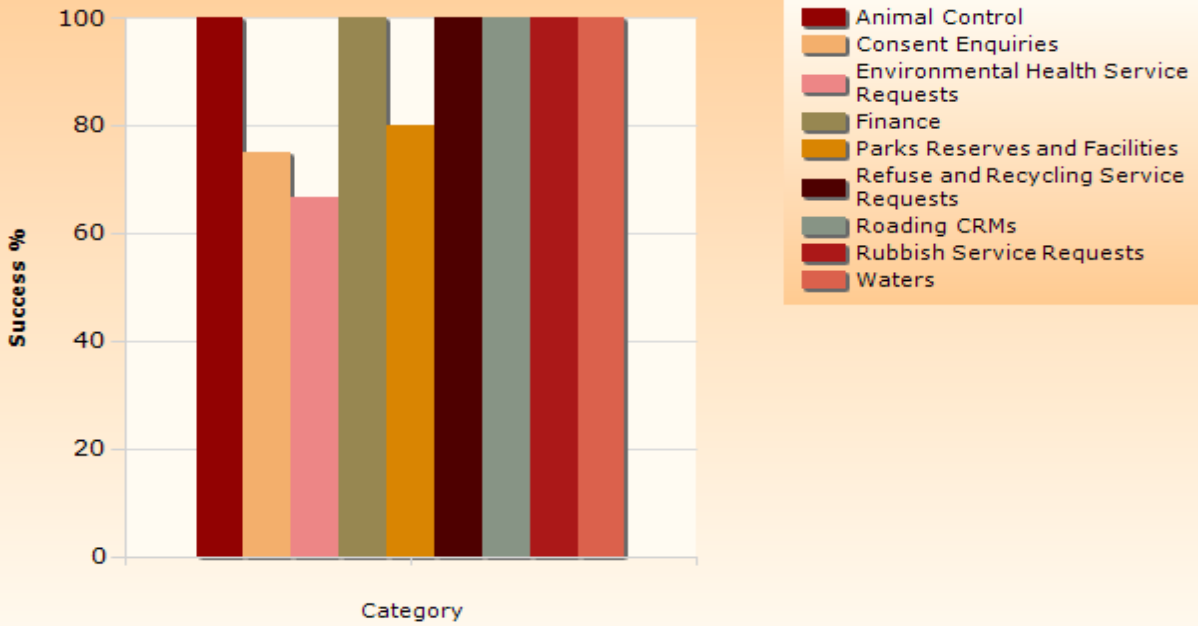
Date Range: 01/10/2017 to 31/12/2017



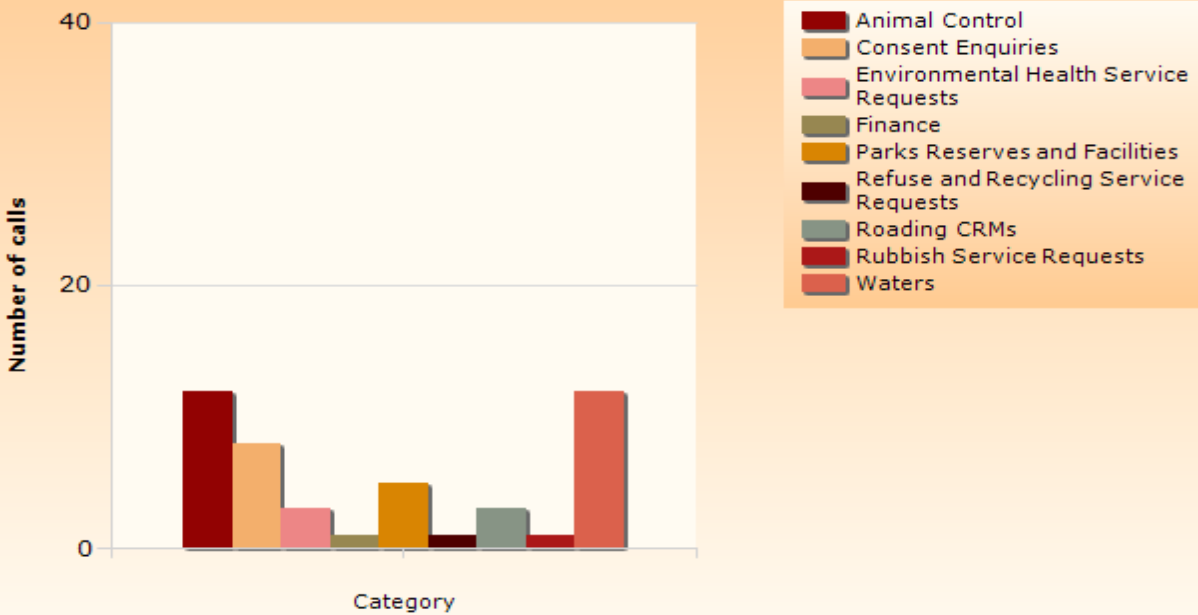
The success rate excludes Open Calls as outcome is not yet known.

1/24/2018 11:37:38 AM

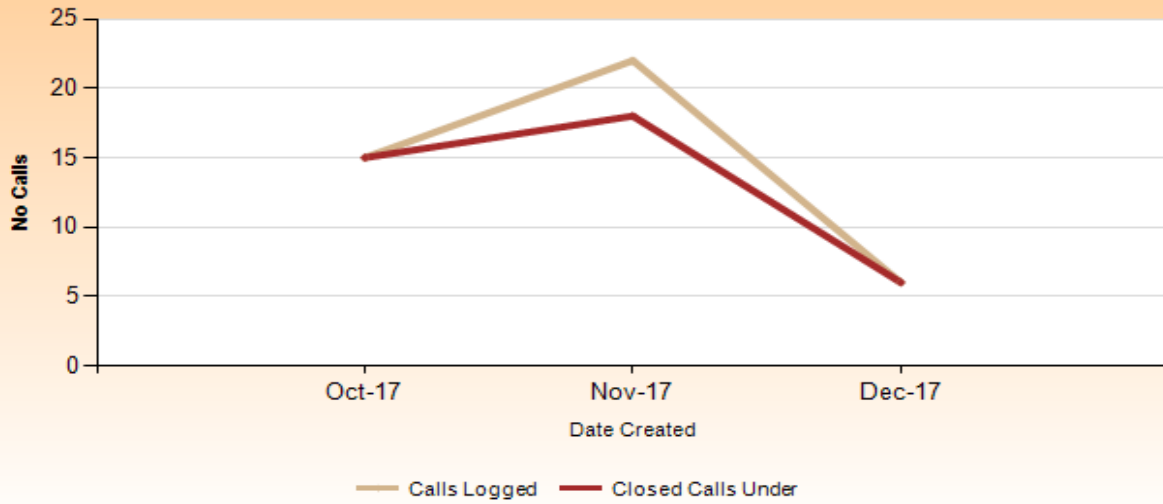
## Call Completion % Success by Type



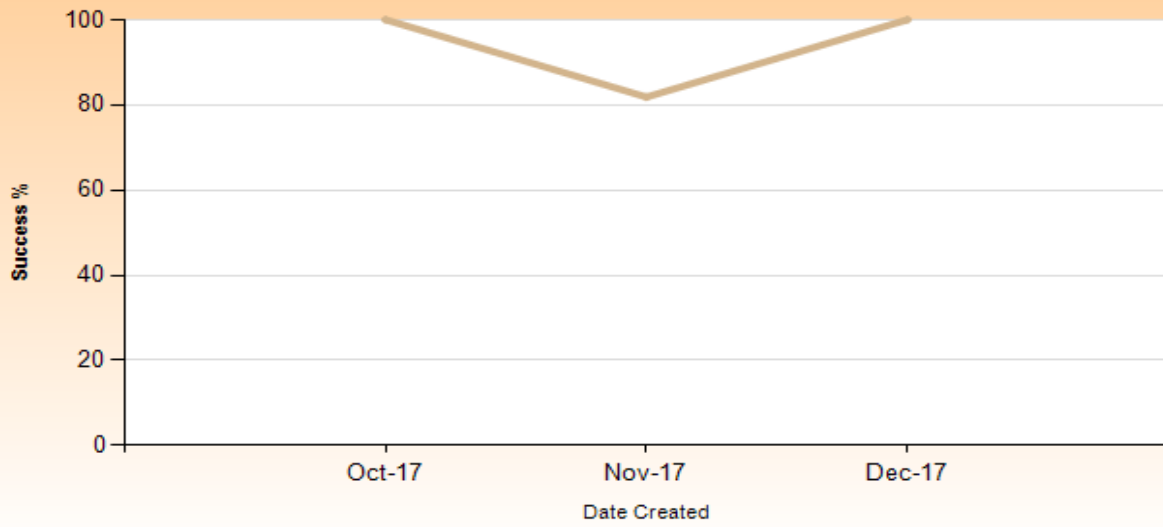
## Number of Calls logged by Type



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



### Completion Success per month



Closed Calls are those calls logged during the time period that are now closed.	Open Calls are all the calls open for the ward 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>Animal Control</b>							
	<b>Summary</b>	12	1	1		10	100.00%
	Animal Charges	2				2	100.00%
	Dog Property Visit	3				3	100.00%
	Dog Straying - Current	2				2	100.00%
	Dog Straying - Historic	3				3	100.00%
	Dog Surrender	1		1			NaN
	Dogs Aggression - Current	1	1				NaN
<b>Consent Enquiries</b>							
	<b>Summary</b>	8			2	6	75.00%
	Onsite Services	2				2	100.00%
	Planning Process	1				1	100.00%
	Property Information Request	2				2	100.00%
	Zoning and District Plan Enquiries	3			2	1	33.33%
<b>Environmental Health Service Requests</b>							
	<b>Summary</b>	3			1	2	66.67%
	Environmental Health Complaint	1				1	100.00%
	Noise complaints straight to contractor	2			1	1	50.00%
<b>Finance</b>							
	<b>Summary</b>	1				1	100.00%
	Rates query	1				1	100.00%
<b>Parks Reserves and Facilities</b>							
	<b>Summary</b>	5			1	4	80.00%
	Parks & Reserves - Buildings	1				1	100.00%
	Parks & Reserves - Reserve Issues	3				3	100.00%
	Parks & Reserves-Council owned buildings on reserv	1			1		0.00%
<b>Refuse and Recycling Service Requests</b>							
	<b>Summary</b>	1				1	100.00%
	Recycling Not Collected	1				1	100.00%
<b>Roading CRMs</b>							
	<b>Summary</b>	3		1		2	100.00%
	New Vehicle Entrance Request	1				1	100.00%
	Roading Work Assessment Required - OnSite 5WD	2		1		1	100.00%
<b>Rubbish Service Requests</b>							
	<b>Summary</b>	1				1	100.00%
	Illegal Rubbish Dumping	1				1	100.00%
<b>Waters</b>							
	<b>Summary</b>	12				12	100.00%
	3 Waters Enquiry	1				1	100.00%
	Drinking water billing	2				2	100.00%
	Drinking Water Final Meter Read	3				3	100.00%
	Drinking Water minor leak	2				2	100.00%
	Fix Water Toby	1				1	100.00%
	New Drinking Storm Waste water connections	1				1	100.00%
	Wastewater Overflow or Blocked Pipe	2				2	100.00%
<b>Total</b>		<b>46</b>	<b>1</b>	<b>2</b>	<b>4</b>	<b>39</b>	<b>90.70%</b>