

Agenda for a meeting of the Meremere Community Committee to be held in the Meremere Community Hall, Heather Green Ave, Meremere on **THURSDAY 8 AUGUST 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 13 June 2019

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5. REPORTS

5.1. Meremere Works & Issues Report – May 2019

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5.2 Councillor's Report

Verbal

5.3 Discretionary Fund Report to 25 July 2019

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5.4 Year to Date Service Request Report

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6. GENERAL BUSINESS

GJ Ion
CHIEF EXECUTIVE

Open Meeting

To	Meremere Community Committee
From	GJ Ion Chief Executive
Date	31 July 2019
Prepared by	Lynette Wainwright 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 held on Thursday 13 June 2019.

2. RECOMMENDATION

THAT the minutes of the Meremere Community Committee held on Thursday 13 June 2019 be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

MMCC Minutes – 13 June 2019

MINUTES of a meeting of the Meremere Community Committee held at the Meremere Community Hall, Heather Green Avenue, Meremere on **THURSDAY 13 JUNE 2019** commencing at **7.00pm**.

Present:

Mr J Katu (Chairperson)
Ms M Tararo (Secretary)
Mr J Harman
Ms C Heta

Attending:

Mr M Balloch (Building Quality Manager)
Mr S Toka (Iwi and Community Partnerships Manager)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr Harman/Ms Heta)

THAT an apology be received from Cr Sedgwick, Mr Ngatai and Mr Brown.

CARRIED on the voices

MMCCI906/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr Harman/Ms Heta)

THAT the agenda for a meeting of the Meremere Community Committee held on Thursday 13 June 2019 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received.

CARRIED on the voices

MMCCI906/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES**Resolved: (Mr Katu/Mr Harman)****THAT the minutes of a meeting of Meremere Community Committee held on Thursday 9 May 2019 be confirmed as a true and correct record of that meeting.****CARRIED on the voices****MMCCI906/03****REPORTS****Works & Issues Report**

Agenda Item 5.1

Merv Balloch

The report was received [*MMCCI906/02 refers*] and discussion was held on the following matters:

- Paint rollers request will be co-ordinated by Citycare as required.
- Mr Toka has approached Waikato Tainui Property Manager, Porsha Wharakura regarding the need to tidy up and maintain shelter belt.
- Existing library: Expression of interest in this building will go out to the public and one application has since been received from Irene Mtakwa (Meremere Church youth group co-ordinator). The new building is progressing quickly and is expected to be complete before its expected date in August.
- A query was raised regarding Transpowers involvement in the consent process of the new library.

ACTION: Mr Toka to make enquiries on Transpowers involvement in the consent process of the new library.

- Status of Doctors services: A meeting is to be held between the current doctor service providers Te Kauwhata Healthcare and the Hall Committee regarding the continued delivery of services from the Community Centre.

ACTION: Mr Balloch to facilitate a meeting between the current doctor service providers, Te Kauwhata Healthcare, and the Hall Committee regarding the continued delivery of services from the Community Centre and report back to the committee.

Councillor's Report
Agenda Item 5.2

Cr Sedgwick was not present at the meeting

Discretionary Fund Report to 30 May 2019
Agenda Item 5.4

The report was received [MMCC1906/02 refers].

GENERAL BUSINESS

The following items were discussed:

- Installation of security cameras around the perimeter of new library.
- Current state of existing security cameras due to an upgrade of the public computer hardware and software in all Waikato libraries.

ACTION: Ms Tararo will query with APNK (current service providers) to consider the donation of one of their old computer units to the Meremere Community Committee.

- Passing of community member Pika Hema.

ACTION: Ms Tararo will forward a letter of condolences on behalf of the Meremere Community Committee to express their sadness over the passing of long time community member Pika Hema.

- Lighting for Naho Place

There being no further business the meeting was declared closed at 8:40pm.

Minutes approved and confirmed this day of 2019.

J Katu
CHAIRPERSON

Open Meeting

To	Meremere Community Committee
From	Sue O’Gorman General Manager Customer Support
Prepared by:	Mervyn Balloch Building Quality Manager
Date	26 July 2019
Chief Executive Approved	Y
Reference #	GOV0510
Report Title	Meremere Works & Issues Report – May 2019

1. EXECUTIVE SUMMARY

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

2. RECOMMENDATION

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

3. ATTACHMENTS

A Works and Issues Report

Works and Issues Report

	Issue	Area	Action
1.	Existing library building, what will happen once moved to new library	Service Delivery/Property	<p>FEBRUARY 2019: With regard to the Amenities (Library) Building, it is intended that Council's Property Team will undertake a public notification process calling for Expressions of Interest for the community use of this space</p> <p>JUNE 2019: The Leasing Officer vacancy within Council has recently been filled, which will enable this matter to progress.</p> <p>AUGUST update: Expressions of interest are being sought to lease current library. A press release was issued on 9 July:</p> <p><i>No longer needing to house the town's book collection, Meremere library is looking for a new occupier. Waikato District Council is seeking expressions of interest from those keen to lease the 222m² current library building on Te Puea Ave in Meremere. Expressions of interest can come from community groups and organisations that are either an incorporated society or charitable trust. "Ideally, the new occupier will be based and working in the Meremere community and will offer services or programmes that have a positive effect on the Meremere community," Waikato District Council Leasing Officer James Hanright says. Construction of a new library in Meremere is underway and will be located next to the community hall, which will create a community hub.</i></p> <p><i>Those interested in finding out more about the lease can phone Council on 0800 492 452 or email info@waidc.govt.nz.</i></p>
2.	What's happening with the moving of the doctor	Service Delivery	Ongoing discussion between the Hall Committee and Doctor over the terms and conditions of an agreement. Mr Katu wants to attend the next

	Issue	Area	Action
			meeting. AUGUST: Merv has a draft email from Niall to setup this meeting, proposing for early August.
3.	Funding from Transpower as a result of the hall's proximity to the main power	Sam Toka	Sam to make enquiries and report back to everyone at the next meeting about the fund, criteria and dates when funding round is opens and / or closes.
4.	Will the new library be alarmed and have CCTV on the outside?	Service Delivery	Yes, the new library will be alarmed (infra red detectors and glass break microphone) with internal and external sirens. There will also be four external CCTV cameras.

COMMUNITY PROJECT UPDATES

There seems to be a gap between what the Meremere Hall Committee are asking and what the Doctor is prepared to pay for the use of Meremere Hall. WDC are going to organise and facilitate a meeting between the two parties to see if middle ground can be reached.

Meremere Library – Contract 18/055

Works are well advanced and the construction completion is expected in August 2019.



Open Meeting

To	Meremere Community Committee
From	Tony Whittaker Chief Operating Officer
Date	25 July 2019
Prepared by	Juliene Calambuhay Management Accountant
Chief Executive Approved	Y
Reference/Doc Set #	GOV0502
Report Title	Discretionary Fund Report to 25 July 2019

1. EXECUTIVE SUMMARY

To update the Committee on the Discretionary Fund Report to 25 July 2019.

2. RECOMMENDATION

THAT the report from the Chief Operating Officer be received.

3. ATTACHMENTS

- A Discretionary Fund Report to 30 June 2019
- B Discretionary Fund Report to 25 July 2019

MEREMERE COMMUNITY COMMITTEE DISCRETIONARY FUND 2018/2019

	GL	1.209.1704
Commitments from Committee Meeting Minutes & Other Information		
2018/19 Annual Plan (including Salaries)		6,499.00
Carry forward from 2017/18		11,763.00
Total Funding		<u>18,262.00</u>
Expenditure		
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
Total Expenditure		<u>3,004.97</u>
Net Funding Remaining (Excluding commitments)		<u>15,257.03</u>
Commitments		
09-Mar-17 Reconnection of power for the Tennis Pavillion	MMCC1703/04/2	to be confirmed
Total Commitments		-
Net Funding Remaining (Including commitments) as of 30 June 2019		<u>15,257.03</u>

MEREMERE COMMUNITY COMMITTEE DISCRETIONARY FUND 2019/2020

	GL	1.209.1704
Commitments from Committee Meeting Minutes & Other Information		
2019/20 Annual Plan (including Salaries)		6,499.00
Carry forward from 2018/19		15,257.03
Total Funding		21,756.03
Expenditure		
Total Expenditure		-
Net Funding Remaining (Excluding commitments)		21,756.03
Commitments		
09-Mar-17 Reconnection of power for the Tennis Pavillion	MMCC1703/04/2	to be confirmed
Total Commitments		-
Net Funding Remaining (Including commitments) as of 24 July 2019		21,756.03

Open Meeting

To	Meremere Community Committee
From	Tony Whittaker Chief Operating Officer
Date	24 July 2019
Prepared by	Sharlene Jenkins Executive Assistant
Chief Executive Approved	Y
Reference/Doc Set #	GOV0510
Report Title	Year to Date Service Request Report

1. EXECUTIVE SUMMARY

To update the Committee on the Year to Date Service Request Report to 30 June 2019.

2. RECOMMENDATION

THAT the report from the Chief Operating Officer be received.

3. ATTACHMENTS

Year to Date Service Request Report for Meremere Community Committee

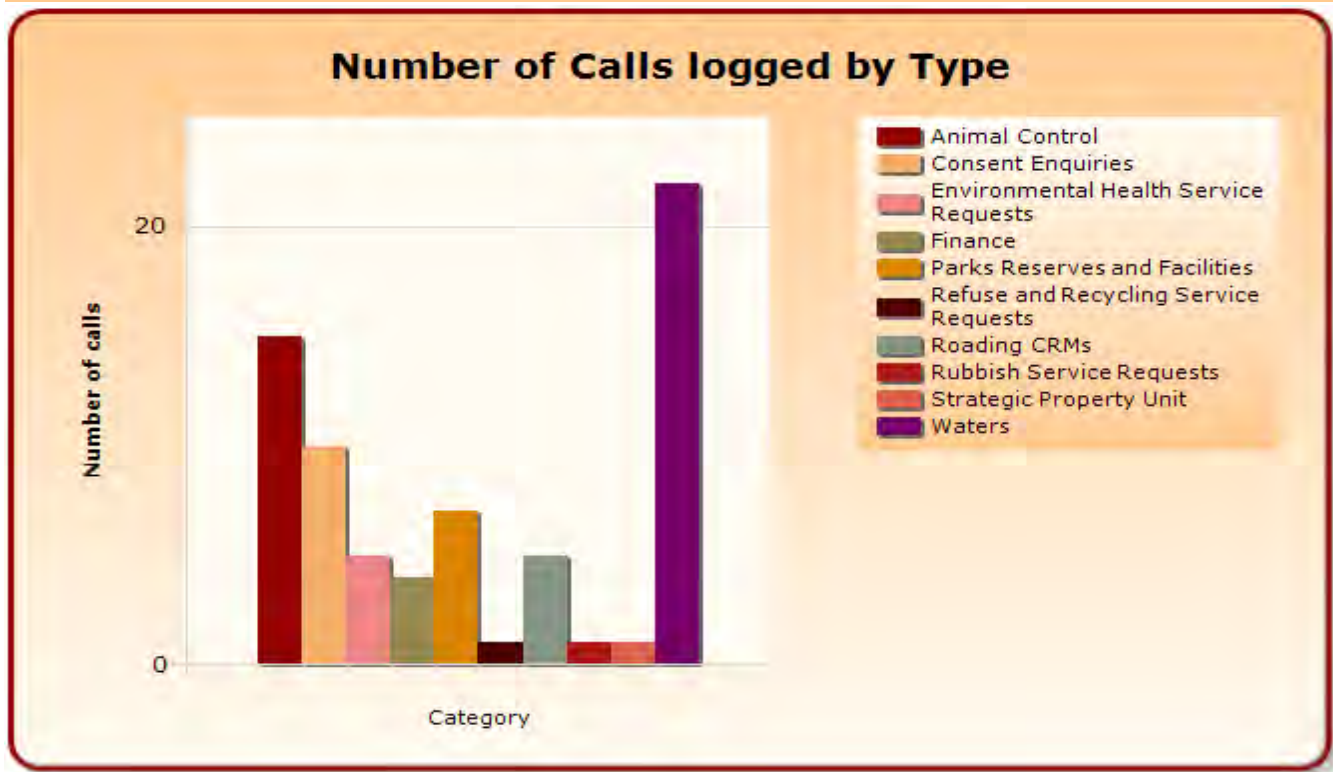
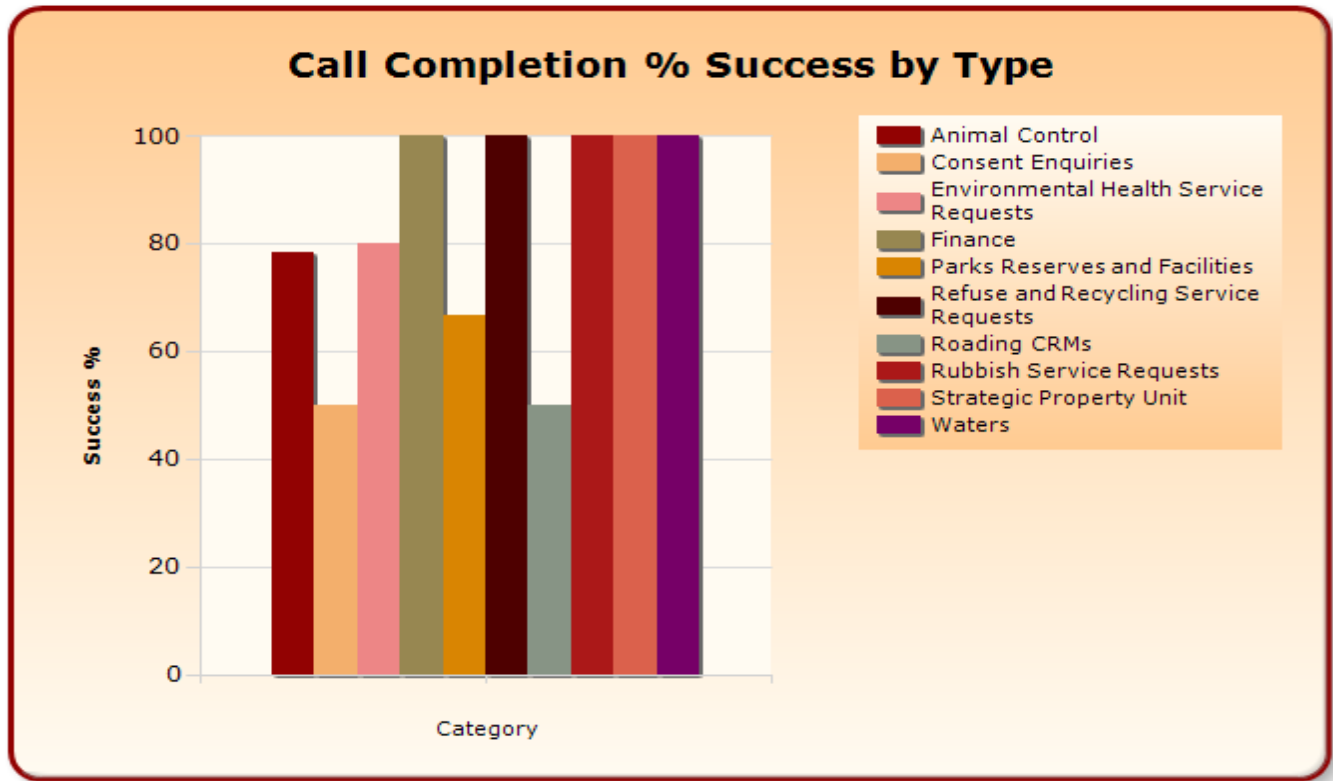
Service Request Time Frames for MEREMERE Community Board

Date Range: 01/04/2019 to 30/06/2019

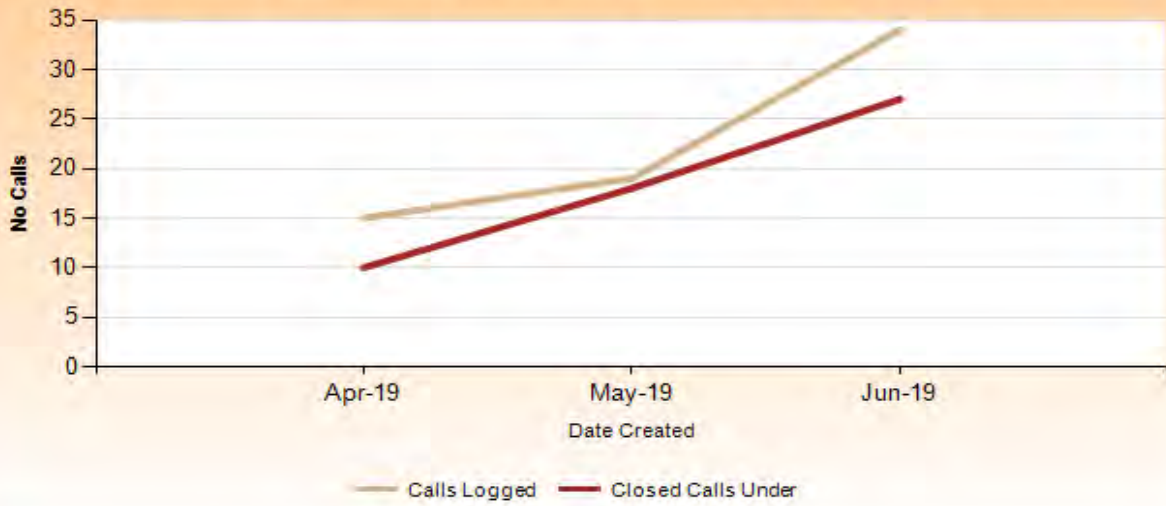


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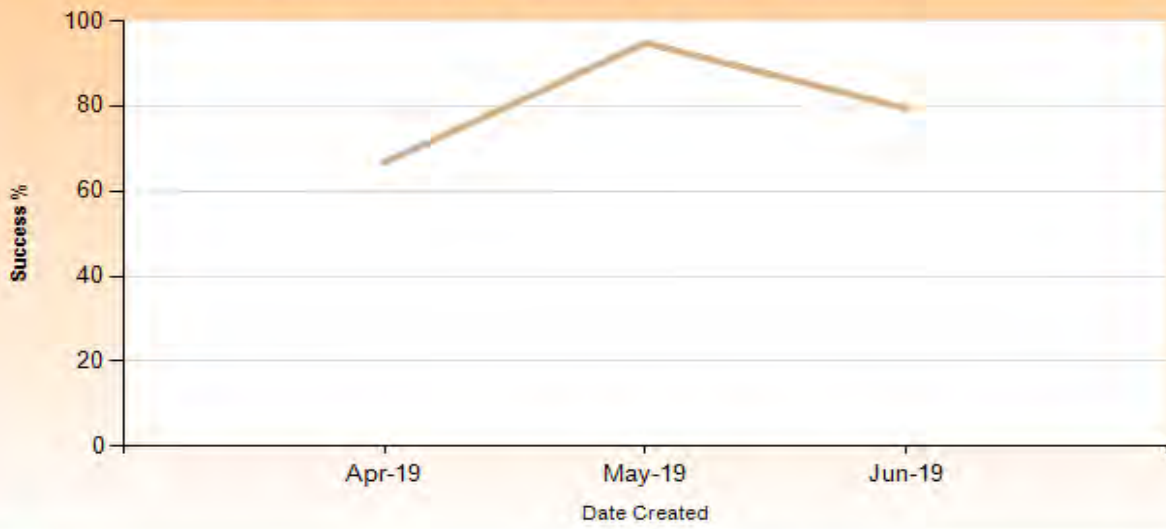
The success rate excludes Open Calls as outcome is not yet known.



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 for the ward and may have been logged at any time.	Number of Calls	Open Calls Over	Open Calls Under	Closed Calls Over	Closed Calls Under	Success Rate
Animal Control							
	Summary	15		1	3	11	78.57%
	Animal Charges	2				2	100.00%
	Dog Property Visit	2			1	1	50.00%
	Dog Straying - Current	6			2	4	66.67%
	Dog Straying - Historic	1				1	100.00%
	Dog/Animal Missing	1		1			NaN
	Dogs Barking Nuisance	1				1	100.00%
	Livestock Trespassing - Current	2				2	100.00%
Consent Enquiries							
	Summary	10			5	5	50.00%
	Planning Process	3				3	100.00%
	Property Information Request	1				1	100.00%
	Zoning and District Plan Enquiries	6			5	1	16.67%
Environmental Health Service Requests							
	Summary	5			1	4	80.00%
	Noise complaints straight to contractor	5			1	4	80.00%
Finance							
	Summary	4				4	100.00%
	Rates query	4				4	100.00%
Parks Reserves and Facilities							
	Summary	7		1	2	4	66.67%
	Parks & Reserves - Buildings	2			2		0.00%
	Parks & Reserves - Reserve Issues	3				3	100.00%
	Parks & Reserves-Council owned buildings on reserv	2		1		1	100.00%
Refuse and Recycling Service Requests							
	Summary	1				1	100.00%
	Recycling Not Collected	1				1	100.00%
Roading CRMs							
	Summary	5		1	2	2	50.00%
	New Vehicle Entrance Request	1		1			NaN
	Roading Work Assessment Required - OnSite 5WD	2			1	1	50.00%
	Street Light Maintenance	2			1	1	50.00%
Rubbish Service Requests							
	Summary	1				1	100.00%
	Illegal Rubbish Dumping	1				1	100.00%
Strategic Property Unit							
	Summary	1				1	100.00%
	Lease and Licence Enquiry (Existing Lease/Licence)	1				1	100.00%

Waters							
	Summary	22				22	100.00%
	3 Waters Enquiry	1				1	100.00%
	Drinking Water Final Meter Read	4				4	100.00%
	Drinking Water minor leak	3				3	100.00%
	Drinking Water quality	1				1	100.00%
	Fix Water Toby	5				5	100.00%
	No Drinking Water	5				5	100.00%
	Waters Pump Station jobs - only for internal use	3				3	100.00%
Total		71		3	13	55	80.88%