



**ROTORUA
LAKES COUNCIL**
Te Kaunihera o ngā Roto o Rotorua

AGENDA

NOTICE OF A MEETING
OF THE

**ROTORUA RURAL COMMUNITY BOARD
RĀNGAI TAIWHENUA O ROTORUA**

Date: Tuesday 16 April 2024

Time: 1pm

Venue: Committee Room 1

MEMBERS

Mr. C. Guyton, Chair

Mr. B Hollier, Deputy Chair

Ms. R Clark

Mr. J Atkinson

Cr K Barker

Quorum

3

ROTORUA RURAL COMMUNITY BOARD DELEGATIONS

Type of Committee	Independent board
Subordinate Committees	N/A
Legislative Basis	Schedule 7 S30, Local Government Act 2002
Purpose	<p>The purpose of the Community Board is to:</p> <ul style="list-style-type: none"> • Represent and act as an advocate for the interest of its community • Consider and report on all matters referred to it by the territorial authority, or any matter of interest or concern to the community board • Maintain an overview of services provided by the territorial authority within the community • Prepare an annual submission to the territorial authority for expenditure within the community • Communicate with community organisations and special interest groups within the community • Undertake any other responsibilities that are delegated to it by the territorial authority.
Reference	01-14-012
Membership	4 elected representatives 1 Council representative
Quorum	3
Meeting frequency	Monthly
Delegations	<ul style="list-style-type: none"> • Make submissions (as a Community Board) to any organisation relating to matters of interest to the Board in respect of the Board's area (a copy of any such submission is to be given to the Council's Chief Executive); • Represent the interests of the community at Council, Committee or Subcommittee meetings when a motion under debate relates to a matter that the Board considers being of particular interest to the residents within its community; • Consider matters referred to it by Officers of the Council, the Council, including reports relating to the provision of Council services within the Board's area, and make submissions or recommendations in response to those matters as appropriate. This will include:

	<ul style="list-style-type: none">a) monitoring and keeping the Council informed of community aspirations and the level of satisfaction with services provided;b) providing input to the council's Long-term Plan and Annual Plan;c) providing input to proposed District Plan changes;d) providing input to strategies, policies and plans that impact on the Board's area; ande) providing input to bylaw changes that impact on the Board's area. <ul style="list-style-type: none">• Council shall consult with the Board on issues that impact on the Rotorua Rural Community Board's area and allow sufficient time for the Board's comments to be considered before a decision is made.
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1 Karakia whakapuaki - Opening Karakia

TŪTAWA MAI

Tūtawa mai i runga
Tūtawa mai i raro
Tūtawa mai i roto
Tūtawa mai i waho
Kia tau ai te mauri tū
Te mauri ora, ki te katoa
Hāumi e. Hui e. Tāiki e!

TŪTAWA MAI

I summon from above
I summon from below
I summon from within
I summon the surrounding environment
The universal vitality and energy to infuse and
enrich all present
Enriched, unified and blessed

2 Whakatauki – Proverb

TBC

3 Ngā whakapāha - Apologies

The Chairperson invites notice from members of:

1. Leave of absence for future meetings of the Lakes Community Board; or
2. Apologies, including apologies for lateness and early departure from the meeting, where leave of absence has not previously been granted.

4 Whakapuakitanga whaipānga - Declarations of interest

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

5 Te Papa Kōrero mō te Tuawhenua Hapori – Rural Community Forum

- The purpose of the Rural Community Forum is for Rural Community Board constituents to address the Board and bring rural matters to the attention of the Board.
- Constituents wishing to speak in the public forum need to contact the Board administration, at least 24 hours before the Rural Community Board meeting.
- No more than 30 minutes is set aside for the public forum and each speaker has up to 5 minutes to speak.
- Those wishing to speak will be at the discretion of the Chair.

6 Taku Whakamiha - Community Safety

NIL

7 Te whakaū i ngā meneti - Confirmation of minutes

7.1 Rotorua Rural Community Board Meeting Minutes (draft) 19 March 2024

DOC. ID: 20232067



Minutes

**Rural Community Board meeting
held Tuesday 19 March 2024, 1.00pm
in Committee Room 1, Rotorua Lakes Council**

MEMBERS PRESENT:	Mr Colin Guyton, Chair Mr Ben Hollier, Deputy Chair (via audio visual link) Ms Rachel Clark Mr John Atkinson Cr Karen Barker
APOLOGIES:	Greg Kieck
ABSENT:	Nil
IN ATTENDANCE:	Cr O'Brien
PUBLIC PRESENT:	Rachel Matthews, Mamaku Residents Association Marie Craig, Mamaku Residents Association Ros Mihaka, Mamaku Residents Association Tina Rose, Mamaku Residents Association R Schipper, Mamaku Residents Association Lyn Fleet, Mamaku Bevan Wendelken, Mamaku John Roe, Mamaku Ken Craig, Mamaku Rosie Te Kani, Mamaku Keren Leslie, Booking Liaison Reporoa Memorial Hall

STAFF PRESENT: Andrew Moraes, Chief Executive
Oonagh Hopkins, Executive Director, Corporate Planning & Governance
Debbie Cossar, Governance & Democracy Manager
Rick Dunn, Senior Governance & Democracy Advisor
Alex Barrett, Engagement & Relationships Specialist
Kelly Fletcher, Information Systems & Security Manager
Kelly-Anne Panapa, Director Thriving Communities
Darryl Robson, Manager Transport & Infrastructure Networks

The meeting opened at 1.02pm.

The Chair welcomed board members and staff to the meeting and explained that Mr Hollier would be joining the meeting via audio visual link and then invited those presenting at the public forum agenda item to be seated at the presenters table.

1. KARAKIA WHAKAPUAKI - OPENING KARAKIA

Cr Barker opened the meeting with a Karakia.

2. WHAKATAUKI - PROVERB

Nil.

3. NGĀ WHAKAPAAHA - APOLOGIES

That the apologies from Mr Kieck be accepted.

Moved: Cr Barker

Seconded: Mr Atkinson

CARRIED

4. WHAKAPUAKITANGA WHAIPĀNGA - DECLARATIONS OF INTEREST

Nil.

5. TE PAPA KŌRERO MŌ TE TUAWHENUA HAPORI - RURAL COMMUNITY FORUM

5.1 Mamaku Residents Association (MRA)

Ros Mihaka Chair, Mamaku Residents Association commented on the following points:

- The Community is waiting for feedback from RLC regarding the Community Hall building report.

- The recent Mamaku Car Display was a big success

Rosie Te Kani tabled further signatures in support of the petition “Mamaku Hall to be fixed” tabled at the 20 February 2024 meeting. (Attachment 1)

Ms Hopkins explained that the petition would be forwarded to Council.

Attendance: Mr Moraes joined the meeting at 1.09pm.

Rachel Matthews commented on the following points:

- Work is progressing well on improving a dangerous corner on Dansey Road.
- The Mamaku Resident Association’s AGM was held the previous week. A Chair, Deputy Chair, Secretary and seven members were appointed.
- A letter was received from The National Kiwi Hatchery Aotearoa advising their concerns around safety regarding buses and coaches pulling out of into Dansey Road to enter and exit the National Kiwi Hatchery. Ms Matthews suggested better signage be installed. (Attachment 2)
- The car show held on the previous Saturday was a success.

Tina Rose commented on the following points:

- A request for information around the maintenance costs of community halls was made through the Local Government Official Information and Meetings Act (LGOIMA).
- The LGOIMA request asked for information from the last 15 years, however only information for the last 7 years was available.
- A breakdown of maintenance costs is required for all work undertaken.

Attendance: Cr O’Brien joined the meeting at 1.06pm.

Ms Hopkins asked that the Mamaku Residents Association review the response they received from their LGOIMA request and provide feedback on what further information they require.

6. TAKU WHAKAMIHA - COMMUNITY SAFETY

Nil.

7. TE WHAKAŪ I NGĀ MENETI - CONFIRMATION OF MINUTES

RURAL COMMUNITY BOARD MEETING MINUTES 20 FEBRUARY 2024

Resolved

“That the minutes of the Rural Community Board meeting held 20 February 2024 be confirmed as a true and correct record”.

Moved: Mr Atkinson

Seconded: Cr Barker

CARRIED

8. PŪRONGO KAIMAHI – STAFF REPORTS

8.1 CCTV Options for Reporoa and Rerewhakaaitu

Kelly Fletcher, Information Systems and Security Manager provided a verbal update and commented that a finalised cost of the CCTV installation at Reporoa should be available for the Rural Community Board meeting being held on 15 April 2024 meeting.

Cr Barker asked if these costs would include CCTV installation at Rerewhakaaitu.

Mr Fletcher explained that there was more costing work to be completed for Rerewhakaaitu.

9. NGĀ PŪRONGO Ā-WAHA - VERBAL UPDATES

9.1 Speed Humps - Mamaku

Darryl Robson, Manager Transport & Infrastructure Network gave a verbal update and commented on the following points:

- Traffic Management Plan priorities.
- Assessing Mamaku's priorities.
- Temporary speed humps have been trialled and are not a permanent solution.
- Identify streets in Mamaku to conduct a trial.
- For a permanent solution traffic, streets and funding need to be looked at.

Mr Guyton asked if Devolved Funding could be allocated to purchase temporary traffic humps.

Mr Robson replied and commented on the following points:

- The cheap plastic speed humps could not be purchased using devolved funding as they were not a capital item.
- Devolved funding could be used for permanent asphalt speed humps.
- A trial of the temporary black & yellow speed humps could be looked at outside the school & shop.
- Investigate to see what might work and then consider a trial. If a trial was successful in slowing traffic then a permanent solution could be looked at.

Tina Rose tabled a letter received from The National Kiwi Hatchery" raising safety concerns regarding buses and coaches entering their site from Dansey Road. (Attachment 2)

9.2 Illegal Dumping of Rubbish – Paradise Valley

Cr Barker tabled a letter sent from RLC to Mark Gibb (Attachment 3), Paradise Valley Residents regarding illegal street racing and rubbish dumping – Paradise Valley.

9.2 Community Board Conference 2024

Debbie Cossar, Governance and Democracy Manager gave a verbal update and commented on the following points:

- The conference is being held in Wellington 21 to 23 August 2024.

- The Chair and one other board member can attend the conference.

Action Point:

That the Rural Community Board agree on what member is to attend the Community Board Conference at the 16 April 2024 meeting.

9.3 Community Halls

Kelly-Anne Panapa, Director Thriving Communities gave a verbal update and commented on the following points:

- Communication around the inspection and review of the Mamaku Hall.
- Nine Mamaku residents visited Council to share their experiences around Council's communication. This resulted in 149 discussions points. Once these have been grouped into themes they will be shared with the residents.
- The need to understand the communication issues regarding the hall so these are not repeated.

Mr Moraes commented that there would be no immediate action taken. There would be two builders' reports. The community was to get a comprehensive builders report from their experienced builder.

Cr Barker table a letter from the Mamaku Volunteer Fire Brigade supporting the preserving and keeping of the Mamaku War Memorial Hall and retaining the hall as civil defence emergency backup for the Mamaku School Hall. (Attachment 4)

9.4 Request for Service (RFS) Dashboard

Greg Kieck, Manager Corporate Strategy & Planning will provide the next quarterly report at the 14 May 2024 meeting.

9.5 Devolved Funding 2024/2025.

Alex Barrett, Engagement & Relationships Specialist gave a verbal update. (Attachment 5)

Mr Guyton provided an update on the Taylor Place Reserve, Reporoa and commented on the following:

- RLC would provide funding for the basketball hoop.
- The local community would provide funding and fence the area.
- The Rural Community board would provide funding for the swing.

Breakdown of swing costs:

- Supply & freight:	\$9,000
- Installation:	\$2,000
- Earthworks:	\$1,000
- Certified cushion fall woodchip & drainage:	<u>\$2,000</u>
	TOTAL \$14,000

Resolution:

That the Rural Community Board approve devolved funding of up to \$14,000 for the purchase and installation of a 2-bay swing for Taylor Place, Reporoa.

Moved: Mr Guyton

Seconded: Cr Barker

CARRIED

10. NGĀ MAHI E HAERE TONU ANA - CONTINUING ACTIONS

10.1 Schedule of Continuing Actions

a) Items raised at Rural Community Board meetings:

	Subject	For action by	Updates	Status
1	Mamaku - improvements	Colin Guyton Ben Hollier Cr Karen Barker Darryl Robson	Look at the possibility of installing speed humps in Mamaku. Darryl to look at trialling temporary speed humps (at the school and shop) to provide data to see if permanent speed humps could be installed.	Ongoing
2	Emergency Management Planning	Colin Guyton Ben Hollier Rick Dunn Tina Rose Chris Paterson Linda Johnstone	Discuss Emergency Management Planning with a view for Mamaku community to introduce their plan. A copy of the Waikite Valley Emergency Management Plan has been distributed to members.	Ongoing
4	Community Halls	Colin Guyton Ben Hollier Cr Barker Rick Dunn	Property Manager and the community to review the Community Halls Guidance document. Cr Barker has reviewed the guidelines. Hall memorabilia moved to school hall for Anzac celebrations.	Ongoing

			Nominated experienced local builder to complete builders report.	
5	Request for Service (RFS)Dashboard	Colin Guyton Ben Hollier Board members Greg Kieck	Review requirements and establish reporting process. Dashboard due November. Greg spoke to PPT. Oct-Dec 2023.	Ongoing – Quarterly report May
6	Devolved Funding	Ben Hollier Board members Grieg Kieck Rick Dunn	The board to meet to agree on: Setting a process to call for & assess funding proposals. Approved Lake Okaro improvements \$8k. Approved Lake Rerewhakaaitu improvements \$8k. Taylor Place Reserve. Approved Taylor Place, Reporoa swing \$14k.	Ongoing

Cr Barker explained that consultation on the LTP starts 4 April 2024. There will also be community meetings held at Reporoa and Mamaku.

Mr Atkinson commented that the Mamaku ratepayers asked for information on maintenance checks not financial reports.

Ms Hopkins explained that following the LGOIMA request maintenance information had been provided up to 7 years. 15 years information is not held. What costs entailed was not part of the original LGOIMA request. If the Mamaku Residents Association have not received sufficient information they could ask for additional information using the same process.

11. TE KARAKIA WHAKAMUTUNGA - CLOSING KARAKIA

Cr Barker closed the meeting with a Karakia at 2.15pm.

8 Pūrongo Kaimahi - Staff Reports

8.1 CCTV Options for Reporoa and Rerewhakaaitu

Kelly Fletcher, Information Systems and Security Manager.

Report back on CCTV costs, options, installation and time frames.

9 Ngā Pūrongo ā-Waha- Verbal Reports

9.1 Community Board Conference 2024

Colin Guyton, Chair Rural Community Board to provide a verbal update.

9.2 Community Halls – Mamaku & Reporoa

Kelly-Anne Panapa, Director Thriving Communities, to provide a verbal update.

9.3 Devolved Funding

Colin Guyton, Chair Rural Community Board to provide a verbal update.

(Attachment 1)

9.4 Community Funding Policy

Jill Campbell, Principal Community Wellness Advisor to provide a verbal update.

9.5 Long-term Plan 2024-34

Oonagh Hopkins, Executive Director, Corporate Planning & Governance to provide a verbal update.

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10 Ngā Mahi e Haere Tonu Ana - Continuing Actions

Schedule of Continuing Actions

	Subject	For action by	Updates	Status
1	Mamaku improvements	Ben Hollier Cr Karen Barker Darryl Robson	Look at the possibility of installing speed humps in Mamaku. Darryl to look at trialling temporary speed humps (at the school and shop) to provide data to see if permanent speed humps could be installed.	Ongoing
3	Emergency Management Planning	Ben Hollier Rick Dunn Tina Rose Chris Paterson Linda Johnstone	Discuss Emergency Management Planning with a view for Mamaku community to introduce their plan. A copy of the Waikite Valley Emergency Management Plan has been distributed to members.	Ongoing
94	Community Halls	Ben Hollier Cr Barker Rick Dunn	Property Manager and the community to review the Community Hall Guidelines document. Hall memorabilia moved to school hall for Anzac celebrations. Nominated experienced local builder to complete builder's report.	Ongoing
5	Request for Service (RFS) Dashboard	Ben Hollier Board members Greg Kieck	Review requirements and establish reporting process. Dashboard due 14 May 2024.	Ongoing.

6	Devolved Funding	Ben Hollier Board members Greg Kieck Rick Dunn	The board approved funding for a picnic table & bench seat for Lake Okaro & Lake Rerewhakaaitu. Taylor Place Reserve concept & funding plan being developed. The board will be provided a monthly update on a) approved funding b) completed work c) balance.	Ongoing

11 Closing Karakia - Te Karakia Whakamutunga

Kia whakairia te tapu
Kia wātea ai te ara
Kia turuki whakataha ai
Kia turuki whakataha ai
Hui e!! Taiki e!!

Restrictions are moved aside
So the pathway is clear
To return to every day activities
To return to every day activities
Enriched, Unified, and Blessed

Attachment 1

ROTORUA RURAL COMMUNITY BOARD

Doc. ID 20204301

Devolved Funding 2024/2025 = \$125,000pa

No.	Capital Expenditure Project	Approved (\$)	Date approved	Completed	Balance (\$)
1	Lakes Okaro: a) Picnic table & concrete slab b) Bench & concrete slab Total	6,000 2,000 \$8,000	14/11/2023		\$117,000
2	Lake Rerewhakaaitu: a) Picnic table & concrete slab b) Bench & concrete slab Total	6,000 2,000 \$8,000	14/11/2023		\$109,000
3	Taylor Place Reserve – Reporoa a) 2-bay swing supply & freight b) Installation c) Earthworks d) Certified cushion fall woodchip & drainage Total	9,000 2,000 1,000 2,000 \$14,000	19/03/2024		\$95,000