Doc ID: 20413456



AGENDA

NOTICE OF A MEETING

OF THE

ROTORUA RURAL COMMUNITY BOARD RĀNGAI TAIWHENUA O ROTORUA

Date: Tuesday 16 July 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	N/A			
Committees				
Legislative Basis	Schedule 7 S30, Local Government Act 2002			
Purpose	 The purpose of the Community Board is to: 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	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); Constitution Council Counci			
	 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: 			

- 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;

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- d) providing input to strategies, policies and plans that impact on the Board's area; and
- e) providing input to bylaw changes that impact on the Board's area.
- 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

Te whakaū i ngā meneti - Confirmation of minutes 7

7.1 Rotorua Rural Community Board Meeting Minutes (draft) 18 June 2024

DOC. ID: 20411693



Minutes

Rural Community Board meeting held Wednesday 18 June 2024, 1.00pm in Committee Room 1, Rotorua Lakes Council

MEMBERS PRESENT: Mr Colin Guyton, Chair

Mr Ben Hollier, Deputy Chair

Mr John Atkinson Cr Karen Barker

APOLOGIES: Ms Rachel Clark

Nil ABSENT:

IN ATTENDANCE: Cr O'Brien

PUBLIC PRESENT: Tina Rose, Mamaku Residents Association

> Rachel Bidois, Mamaku Residents Association Marie Craig, Mamaku Residents Association Ken Craig, Mamaku Residents Association Wendy Roe, Mamaku Residents Association Alan Wills, Reporoa Residents Association Keren Wills, Reporoa Residents Association Shirley Donelley, Reporoa Residents Association

Susan Atkinson, Waikite Valley Community Association

STAFF PRESENT: Oonagh Hopkins, Executive Manager - Corporate Planning & Governance

Thomas Colle, Group Manager - Corporate Services

Debbie Cossar, Governance & Democracy - Manager Rick Dunn, Senior Governance & Democracy Advisor Darryl Robson, Manager — Transport Infrastructure Networks Rob Pitkethley, Manager — Active & Engaged Communities Kelly Fletcher, Information Systems & Security - Manager Kelly-Anne Panapa, Director - Thriving Communities Christine Morriss, Senior Advisor - Community Wellbeing Russell George, Director — Infrastructure & Environment

Mr Guyton Chair, welcomed board members, community members and staff to the meeting.

1. KARAKIA WHAKAPUAKI - OPENING KARAKIA

Cr Barker opened the meeting with a Karakia at 1.00pm.

2. WHAKATAUKI - PROVERB

Nil.

3. NGĀ WHAKAPAAHA - APOLOGIES

Resolved:

That the apologies for Ms Clark be accepted.

Moved: Mr Guyton Seconded: Cr Barker

CARRIED

4. WHAKAPUAKITANGA WHAIPĀNGA - DECLARATIONS OF INTEREST

Mr Atkinson declared an interest in the item "Waikite Valley Hall Committee - Application for Devolved Funding".

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

The Chair commented that the board members were available following the meeting to respond to any community member queries.

5.1 Reporoa Memorial Hall – Returned Servicemen update.

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Alan Wills & Shirley Donnelly gave a verbal update and tabled a document showing where some returned servicemen had relocated to the Reporoa area (Attachment 1) and commented on the following points:

- The community need to recognise settlers post WWI and WWII primarily returned servicemen.
- There are around 250 photographic frames that need to be exhibited in the Mamaku Hall.
- Using social media to contact families where 100 responses have been received.
- There is a catalogue of known returned servicemen and where they settled available for purchase.
- The returned servicemen became farmers who laid down the foundation stones for the area.
- It is important now that the Reporoa Hall is available to display the photographs.
- An unveiling is being planned for Anzac Day 2025 using the Reporoa Hall.
- The returned servicemen need to be respected.
- Funding of \$20k to \$24k is being sought.

5.2 Mamaku Residents Association

Tina Rose, Mamaku Residents Association commented on the following points:

- Mr Colle is working with the local Brad, around the Mamaku Hall issues.
- A Civil Defence plan has been started.
- Suggested to plant native trees along the rail line by the cemetery to help buffer the wind.
- A "blue tree" project to support mental health is in its research stage. Suggest planting fruit trees opposite the tennis court and include blue tree feature.

Action Point:

Mr Dunn to redistribute the RCB LTP submission to board members.

Rachel Bidois commented on the following points:

- Both the Reporoa & Mamaku community halls are War Memorial Halls.
- The community want to use the hall in respecting the next Anzac Day.
- The MRA are trying to locate a stained glassed window that has been removed and stored somewhere in Ngongotaha.
- Once the timeline of the hall project is known, material to be displayed for the Anzac Day event can be gathered.

Tina Rose, Mamaku Residents Association spoke to the document "Mamaku Residents Association – Request for a portion of the devolved fund to replace the roof on the Mamaku Pavilion" (Attachment 2)

The Chair explained that the board would consider devolved funding later in the meeting.

6. TAKU WHAKAMIHA - COMMUNITY SAFETY

Nil.

7. TE WHAKAŪ I NGĀ MENETI - CONFIRMATION OF MINUTES

RURAL COMMUNITY BOARD MEETING MINUTES 15 MAY 2024

Resolved

"That the minutes of the Rural Community Board meeting held 15 May 2024 be confirmed as a true and correct record".

Moved: Mr Hollier Seconded: Mr Atkinson

CARRIED

8.0 Pūrongo Kaimahi – Staff Reports

Nil.

9. NGĀ PŪRONGO Ā-WAHA - VERBAL UPDATES

The Chair ruled that item 9.8 "Waikite Valley Hall Committee – Devolved Funding" update be heard next.

9.8 Waikite Valley Hall Committee - Devolved Funding

Susan Atkinson spoke to the Waikite Valley Hall Committees application for devolved funding (page 18) and commented on the following points:

- The two existing fridges are old and need replacing.
- The purchase of a microwave would assist with the catering for events being held in the hall.
- The trestle tables are used frequently for events held in the hall and outside community events. The three old tables are heavy, not user friendly and unsafe and need replacing.
- The hall is a Civil Defence sector post and needs six lights to run off the generator in case of an emergency.
- The two room dividers are required to partition off part of the hall for Civil Defence purposes.

9.2 Community Halls update

The Chair noted that there was no new information available and this item would be moved to the 16th July 2024 meeting.

9.3 Mamaku Road Signs update

Alex Barrett, Engagement & Relationships Specialist gave a verbal update and commented on that the bus shelter & stop signs are being assess.

Georgie Griffiths commented on the following points:

- A bus safety education pack is available.
- The three existing 20kph signs in Mamaku are being replaced with "slow down around schools" signs.
- The signs are located on South Road, Tarena Street and Mamaku Street, opposite the school.

Mr Atkinson explained that the Ngakuru School requires funding to install a signs to help people locate the school.

Ms Griffiths explained that two signs would be installed for the Mamaku School.

The Chair ruled that item 9.6 "Kaharoa School Bus Stop" be heard next.

9.6 Kaharoa School Bus Stop update

Rachel Doelman, Sustainable Journeys Co-ordinator commented that if funding was available, there are four old green bus shelters available to be installed somewhere and commented on the following points:

The bus shelter located at Jackson Road, SH36 had been damaged and has been removed.

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- Complaints had been received from parents asking for a replacement bus stop to be installed.
- The bus stop is used to pick up children and transport them to multiple schools e.g. Bethlehem College.
- The bus stop was on road reserve which is used to stock pile roading materials. NZTA have declined a request to re-install the bus stop as it too dangerous as it has health and safety issues.
- Some children need to cross the state highway to be picked up.
- There is a paper road that could be available however it would need earthworks to be completed before it could be used.

Action Point:

That Russell George, Director – Infrastructure & Environment ask that RLC staff come back to the board with options/locations for the four unused bus shelters.

9.4 Hamurana Water Billing Investigation update

Russell George, Director – Infrastructure & Environment gave a verbal update and commented on the following points:

- InfraCore who are responsible for reading water meters have been estimating the readings.
- The current readings are correct.
- The meters have been under-estimated i.e. the estimations are low.
- A communications update will be forwarded to the community.
- The internal processes are being looked at.
- The actual meters are working correctly.

Cr Barker commented that she would circulate information on Facebook.

9.5 Butchers Pool Signage update

Wiremu Tapara, Recreation & Open Spaces Manager gave a verbal update and commented that at a community meeting it was discussed that by removing the sign would help ease the high usage of the pool.

Mr Guyton commented that the local residents still want the sign.

Mr Tapara explained that advertising is still present but not the physical sign.

Cr Barker explained that the historical signage was not there.

ACTION POINT

Mr Tapara to provide more information to the board at their next meeting around:

• Who attended the original meeting & what decision/s were made.

- The removal of signage
- What messaging can be provided to the community members who have raised concerns?

9.7 Rotorua Lakes Council meetings update

Cr Barker gave a verbal update and commented on the following points:

- LTP hearings of over 160 people & deliberations complete.
- \$295k for community funding
- Community Boards retained their devolved funding of \$125pa.
- Street improvements are in year 4.
- Rural seal improvements remain the same.
- Umuroa Street improvements.
- Dansey Road safety improvements.
- New toilet block at Lake Okaro and Guy Road are complete and look good.
- Police & Community Safety team feedback on positive progress in the CBD.
- CBD safety CCTV
- Sir Howard Morrison Centre update on usage.
- Animal control infringement notices.
- Outstanding dog registrations.
- The dog pound has reached capacity.
- The Council meeting held on 26 June 2024 will include the following items: LTP adoption, Springfield Golf course & fluoridation.
- Rural matters:
 - Waikato Regional Council Water Security Strategy for the Waikato Region.
 - Dangerous driveway on Dansey Road Unison to remove to power poles to allow work to improve sight lines.
 - Request from Mayor for a RCB member to be included in the Community Funding Committee.
 - Devolved Funding process i.e. what is the process & what the funding is being used for.

ACTION POINT:

Create a Devolved Funding Policy by Christmas for the community to provide funding opportunities by providing applications to the board to consider.

Cr Barker commented that the board needs a mechanism to report back to Council.

The Chair ruled that item 9.1 "CCTV Installation at Reporoa & Rerewhakaaitu update" be heard next.

9.1 CCTV Installation at Reporoa & Rerewhakaaitu update

Kelly Fletcher, Information Systems & Security - Manager gave a verbal update and commented that both Reporoa & Rerewhakaaitu are waiting for electricity to be hooked up.

The Chair ruled that the allocation of devolved funding would be discussed next.

Devolved Funding Application - Waikite Valley Hall Committee (Item 9.8 - page 4)

Cr Barker commented that the items the hall committee have asked to be replaced/updated were old and in some cases unsafe. The Waikite Hall is well utilised & organised and was used as a Civil Defence sector post.

Mr Guyton agreed with Cr Barkers comments and supported the request for funding.

Resolved

That the Rotorua Rural Community Board allocate devolved funding up to \$2,400 to the Waikite Valley Hall Committee for the purchase of the following items:

- Fridge x1
- Microwave x1
- Tables x3
- Lights x6
- Extension leads & power board x1
- Room dividers x2

Moved: Cr Barker Seconded: Mr Hollier

CARRIED

9.9 Ngākuru School – Devolved Funding

Mr Guyton provided a verbal update and commented on the following points:

- A request for funding had been received from Rachel Weinberg, Principle Ngākuru School
- The items requested: replace some old wooden seating that are heavy, cumbersome and at the end of their life.
- Additional x 10 plastic trestle tables.
- Data projector and screen for the Ngākuru Community Hall.

Mr Guyton commented that funding for a screen could be looked at but maybe not a projector.

Mr Hollier explained the process around allocating \$15k.

Mr Atkinson commented that other halls may want funding for a projector and screen as well and maybe the Ministry could help.

Cr Barker commented that providing a screen and projector would open up further opportunities e.g. special events, funerals etc.

Mr Guyton asked if the board wished to allocate the funding.

Mr Atkinson agreed to allocate the \$15k.

Mr Guyton proposed the following recommendation.

Resolution:

"That the Rotorua Rural Community Board allocate devolved funding up to the value of \$15,000 (incl. GST) to the Ngākuru Community Hall for the purchase of the following items:

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Seating to replace old worn out wooden seating with lighter seating.

Additional 10 white plastic trestle tables with foldling legs.

• Data projector & screen.

Moved: Mr Guyton Seconded: Mr Hollier

CARRIED

The Chair asked board for comments around the item "Mamaku Residents Association – Request for a portion of the devolve fund to replace the roof on the Mamaku Pavilion" tabled by Tina Rose, Mamaku Residents Association.

Cr Barker spoke to the report and commented that a quote of \$9,900 to replace the roof had been received.

Mr Hollier commented that the funding request was reasonable that fits within Capex and the board's strategic direction.

Mr Atkinson commented he was happy with the funding application.

Mr Guyton asked if the pavilion required any further work.

Ms Rose explained that the pavilion needed cleaning, painting and the shutters needed repair work.

The board discussed funding options for the Mamaku Pavilion and the installation of bus shelters.

Mr Guyton proposed the following recommendation:

Resolution

"That the Rotorua Rural Community Board allocate devolved funding up to the value of \$21,000 (incl. GST) to replace the Mamaku Pavilion roof with the balance being used on other works as noted"

The Chair asked board for comments around the allocation of devolved funding to install four unused bus shelters.

Mr Guyton proposed the following recommendation

Resolution

"That the Rotorua Rural Community Board allocate devolved funding up to the value of \$16,000 (incl. GST) for the installation of four unused bus shelters"

Moved: Mr Guyton

Seconded: Mr Atkinson

CARRIED

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Mr Guyton commented he had received queries about dog issues and what as the process to report these.

ACTION POINT

Mr Dunn to include the RLC Dog Policy in the minutes.

Cr Barker commented that the board needed to nominate a representative for the Community Funding Committee and that she was happy for the chair to become an m member of the committee.

Mr Hollier explained that the chair is usually the board's representative and that Mr Guyton has a good oversight of the community.

Cr Barker proposed the following recommendation:

Resolution

"That the Rotorua Rural Community Board nominate Mr Guyton to be their representative on the Community Funding Committee"

Moved: Cr Barker

Seconded: Mr Hollier

CARRIED

Mr Atkinson asked what happens to the \$200kpa maintenance budget.

Ms Bidois commented that if the maintenance budget has never been utilised and if not allocated it would be reallocated.

ACTION POINT

Confirm that the Devolved Funding allocated for community hall heat pumps at the Mamaku & Reporoa halls get carried over into the next financial year while these halls are closed.

Mr Hollier closed the meeting with a karakia at 3.10pm.

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	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.	The trial to commence June/July.
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	Rob the nominated experienced local builder has completed report which is being reviewed by RLC.	Ongoing
5	Request for Service (RFS)Dashboard	Colin Guyton Ben Hollier Board members Greg Kieck	Quarterly report due 18 June 2024.	Ongoing
6	Devolved Funding (Attachment 1)	Ben Hollier Board members Greg Kieck Rick Dunn	The board to meet to agree on: Setting a process to call for & assess funding proposals. Waikite Valley Hall Committee — Application for Devolved Funding moved to 18 June 2024.	Ongoing

11. TE KARAKIA WHAKAMUTUNGA - CLOSING KARAKIA

Cr Barker closed the meeting with a Karakia at 2.25 pm.

8 Pūrongo Kaimahi - Staff Reports

Nil

9 Ngā Pūrongo ā-Waha- Verbal Reports

9.1 CCTV Reporoa & Rerewhakaaitu Installation update

Kelly Fletcher, Information Systems & Security Manager to provide feedback.

9.2 Butchers Pool Signage update

Cr Barker & Mr Hollier to provide a verbal update.

9.3 Hamurana Water Billing Investigation update

Russell George, Director – Infrastructure & Environment to provide a verbal update.

9.4 Rotorua Lakes Council Committee meeting update

Cr Karen Barker to provide a verbal update.

9.5 Rural Community Board Priorities - revisit

Mr Guyton & Cr Barker to provide a verbal update.

10 Ngā Mahi e Haere Tonu Ana - Continuing Actions

Schedule of Continuing Actions

	Subject	For action by	Updates	Status
1	Mamaku improvements	Colin Guyton Ben Hollier Cr Barker Darryl Robson	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.	Trial to commence June/July
3	Emergency Management Planning	Colin Guyton Ben Hollier. Rick Dunn. Tina Rose. Chris Paterson. Rachel Matthews. 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.	On hold
4	Community Halls	Colin Guyton Ben Hollier Cr Barker Rick Dunn	Property Manager and the community to review the Community Hall Guidelines document. Nominated experienced local builder has provided a report & a meeting has being planned with RLC to discuss the building reports findings.	Ongoing
5	Request for Service (RFS) Dashboard	Coin Guyton Ben Hollier Board members Greg Kieck	Review requirements and establish reporting process. Dashboard due 20 August 2024.	Ongoing. (Greg on leave 8 to 22 July 2024)

6	Devolved Funding	Colin Guyton Cr Barker Ben Hollier Board members Greg Kieck Rick Dunn	Provide a monthly update on a) approved funding b) completed work c) balance. (Attachment 1) Funding of \$16k is available to relocate the 4 unused green bus shelters – identify new locations.	Ongoing
7	Kaharoa School Bus Stop Location	Colin Guyton Cr Barker Russell George Rachel Doelman	Bus Stop was on road reserve. NZTA removed approval for use due to safety concerns. Explore options e.g. paper road upgrade.	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 &	6,000 2,000			
	concrete slab Total	\$8,000	14/11/2023		\$117,000
2	Lake Rerewhakaaitu: a) Picnic table & concrete slab	6,000			
	b) Bench & concrete slab Total	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
4	CCTV Reporoa CCTV Rerewhakaaitu Total	\$20,000 \$20,000 \$40,000	16/04/2024		\$55,000
5	Waikite Valley Hall a) Fridge x1 b) Microwave x1 c) Tables x3 d) Lights x6	\$2,400	18/06/24		\$52,600

	e) Extension lead & power board x1 f) Room dividers x1		
6	Ngākuru Community Hall a) Replace old seating b) Trestle tables x10 c) Data projector & screen	\$15,000	\$37,600
7	Mamaku Pavilion a) Replace roof b) Replace walls etc.	\$21,000	\$16,600
8	Install x4 unused bus shelters	\$16,000	\$600