



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

Kaupapataka Agenda

**NOTICE OF A MEETING
OF
ROTORUA RURAL COMMUNITY BOARD**

Date: Tuesday 15 April 2025

Time: 1:00 pm

Venue: Committee Room 1

MEMBERSHIP

Chair

Mr Colin Guyton

Members

Mr John Atkinson
Cr Karen Barker

Mr Ben Hollier (Deputy Chair)
Ms Rachel Clark

Quorum

3

**Andrew Moraes
Chief Executive**

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.
Membership	<p>4 elected representatives 1 Council representative</p>
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; 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 Lakes 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 NGĀ WHAKAPĀHA – APOLOGIES

The Chair invites notice from members of:

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

3 WHAKATAUKI – PROVERB

Time is money

He moni te wa

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 the 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 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 TE WHAKAŪ I NGĀ MENETI - CONFIRMATION OF MINUTES

6.1 MINUTES OF THE ROTORUA RURAL COMMUNITY BOARD MEETING HELD ON 18 MARCH 2025 AND 7 APRIL 2025

RECOMMENDATION

- 1. That the minutes of the Rotorua Rural Community Board Meeting held 18 March 2025 be confirmed as a true and correct record.**
- 2. That the minutes of the Rotorua Rural Community Board Meeting held 7 April 2025 be confirmed as a true and correct record.**

Minutes

**Rotorua Rural Community Board meeting
held Tuesday 18 March 2025 at 1:00 pm
Committee Room 1, Rotorua Lakes Council**

- MEMBERS PRESENT:** Mr Colin Guyton (Chair)
Cr Karen Barker;
Mr Ben Hollier;
Ms Rachel Clark;
Mr John Atkinson.
- APOLOGIES:** Ben Hollier (lateness)
- PUBLIC IN ATTENDANCE:** Keren Leslie – Reporoa Ratepayer Association
Rachel Bidois – Mamaku Residents Association
Sue Taylor – Reporoa Ratepayer Association
Tina Rose – Mamaku Residents Association
- STAFF PRESENT:** D Cossar, Governance & Democracy Lead;
R Dunn, Senior Governance & Democracy Advisor;
D Taljaard, Governance & Democracy Coordinator;

The meeting opened at 12.59pm.

The Chairperson welcomed board members, councillors, community members and staff to the meeting.

1 KARAKIA WHAKAPUAKI – OPENING KARAKIA

Cr Karen Barker opened the meeting with a Karakia.

2 WHAKATAUKI – PROVERB

You can't make an omelette without breaking a few eggs
Kaore e taea e koe te hanga omelet me te kore e pakaru etahi hua

3 NGĀ WHAKAPĀHA – APOLOGIES

RESOLVED RRCB 25/03-005

Moved: Mr Atkinson

Seconded: Cr Barker

That the apologies from Ben Hollier for lateness be accepted.

CARRIED

4 WHAKAPUAKITANGA WHAIPĀNGA – DECLARATIONS OF INTEREST

Nil.

5 TE PAPA KŌRERO MŌ TE TUAWHENUA HAPORI – RURAL COMMUNITY FORUM

At 1.02pm Mr Hollier joined the meeting.

Rachel Bidois: Mamaku Residents Association

- The MRA AGM was held last week. It was a very positive meeting with all three members getting voted back in.
- The Community Hall team now comes under the MRA umbrella & reports to them.
- The Mamaku car show is being held on 22 March 2025.
- Planning for the Anzac Day celebrations are underway.
- Some trees need to be removed to allow the flag poles to be erected. RLC is going through Tree Scope to complete this.
- Thanks to the RCB for all the devolved funding being allocated for Mamaku projects.
- The new footpath outside the school is half completed.

The Chair noted that the Rural Community Forum will resume once Keren Leslie has arrived to provide a verbal update.

6 TE WHAKAŪ I NGĀ MENETI - CONFIRMATION OF MINUTES**6.2 MINUTES OF THE ROTORUA RURAL COMMUNITY BOARD MEETING HELD ON 18 FEBRUARY 2025****RESOLVED RRCB 25/03-006**

Moved: Mr Hollier

Seconded: Cr Barker

That the minutes of the Rotorua Rural Community Board Meeting held 18 February 2025 be confirmed as a true and correct record.

CARRIED

7 NGĀ TĀPAETANGA - PRESENTATIONS

Nil.

8 PŪRONGO KAIMAHI – STAFF REPORTS

8.1 VERBAL REPORTS	
RESOLVED RRCB 25/03-007	
Moved: Mr Hollier Seconded: Cr Barker	
1. That the report 'Verbal Reports' be received.	CARRIED

8.1.1 Drowning Prevention Aotearoa - Colin

Mr Guyton commented that the cost of conducting an Inland Water Hazard Assessment along with the development of a Signage and Public Rescue Equipment (PRE) Plan for five sites was \$6,850. The installation costs by RLC would be \$1,500. (\$300 per site) for a total of \$8,350. Additional/spare throw bags could be purchased to cover lost or damaged items.

MOTION

RESOLVED RRCB 25/03-008	
Moved: Mr Guyton Seconded: Cr Barker	
1. That the Rotorua Rural Community Board allocate Devolved Funding of up to \$9000 towards the supply and installation of Public Rescue Equipment and Signage at the following five sites selected by the Rural Community Board:	
1) Lake Rerewhakaaitu – Ash Pit Road Campsite	
2) Lake Rerewhakaaitu – Guy Roe Reserve Camground	
3) Lake Rerewhakaaitu – Rerewhakaaitu Domain	
4) Waikato River – Vaile Road Reserve	
5) Lake Okaro	
	CARRIED

8.1.2 CCTV Rerewhakaaitu

Mr Guyton commented that discussions are under way with the School Principal to get approval to have access to the school's internet service.

8.1.3 Heatpumps installation Mamaku & Reporoa Community Halls

The Rotorua Lakes Council Property Team are to provide updated costs for the purchase and installation of heatpumps.

8.1.4 Community Halls

Mr Dunn provided a verbal update from information received from the Property Team and commented on the following points:

- The condition of the halls remains the same as discussed in the workshop held in 2024.
- Work to address other hall renewals will be part of the planning for the next financial year.
- Rachel Bidois, MRA commented that information from RLC was not forthcoming.
- Cr Barker commented that the board needed more access to reports e.g. condition of halls & programmes of maintenance works required.

Action Point:

- Mr Guyton asked that RLC staff provide an update at the board's next meeting.
- Cr Barker asked if a community board member could be involved in the Community Halls Working Group.

Action Point:

Cr Barker asked for information on the Community Halls Working Group set up, who the members were & who should be on the group.

Action Point:

Mr Dunn to ask Stavros/Alex to provide an overview on RLC's preferred supplier process.

Ms Bidois commented that Brad Parker, Legacy Builders agreed that the Mamaku Memorial Hall had issues that needed addressing and that he had a solution.

Mr Guyton explained that hall maintenance budget was funded from rates.

Mr Atkinson commented that if the halls are not used the community can't expect any maintenance work to be done.

Mr Guyton commented that a lot of equipment & materials not belonging to RLC had mould damage and had been disposed of by the contractor working on the interior of the Reporoa Memorial Hall.

8.1.5 Rotorua Lakes Council Committee meetings

Cr Barker spoke to the report "Rural Ward Councillors Update March 2025" (Attachment 1) and commented on the following points:

- Stormwater consent approval.
- Museum update.
- Annual Plan Consultation.
- Community Safety update.
- Local Waters Done Week workshop.
- Tarawera Sewerage Scheme Funding workshop with BOPRC.

5 TE PAPA KŌRERO MŌ TE TUAWHENUA HAPORI – RURAL COMMUNITY FORUM

Keren Leslie commented on the following points:

- Contractors have started work on the hall.
- The contractors have removed everything from the hall without consulting anyone.
- The stage curtains have been removed by the contractor. Because they are expensive to replace Keren will store, cleaned & put them back up when the hall is completed.
- A request to Council to air the hall out was declined because of the dangerous mould issues and concerns that toxins would be released into the community.
- There were concerns that the contractors were working in the hall with the doors open.
- The communication and information from council has been poor.
- The Anzac Day celebration planning is underway.
- A letter from a Reporoa resident, Matthew Fitzgerald, was tabled at the meeting (Attachment 2)

Action Point:

Mr Dunn to provide a contact list for different RLC departments.

8.2 SCHEDULE OF CONTINUING ACTIONS	
<p>RESOLVED RRCB 25/03-009</p> <p>Moved: Mr Atkinson Seconded: Cr Barker</p> <p>1. That the report 'Schedule of Continuing Actions' be received.</p> <p style="text-align: right;">CARRIED</p>	

	Subject	For action by	Updates	Status
1	Mamaku improvements	Colin Guyton Ben Hollier Cr Karen Barker Darryl Robson	The trialling of temporary speed humps at the school and dairy have been successful. Work on installing a new footpath & crossing at the school is underway.	Ongoing.
2	Emergency Management Planning	Colin Guyton Ben Hollier Rick Dunn Tina Rose Chris Paterson Bruce Horne	Discuss Emergency Management Planning with a view for Mamaku community to introduce their plan.	Ongoing

3	Community Halls	Colin Guyton Ben Hollier Cr Barker Rick Dunn Sam Rowley	A preliminary report on maintenance assessments went to Council on 14 November 2024. Work on the Mamaku Memorial Hall has been completed. Work on the Reporoa Memorial Hall has commenced in time for the Anzac Day celebrations. Further interior work planned following Anzac Day.	Ongoing - see item 8.1
4	Request for Service (RFS) Dashboard	Colin Guyton Ben Hollier Board members Greg Kieck	RFS dashboard update	Ongoing
5	Devolved Funding	Ben Hollier Board members Greg Kieck Rick Dunn	Devolved funding of \$103,500 allocated see attachment 2.	Ongoing
6	Kaharoa School Bus Stop Location	Colin Guyton Cr Barker Rachel Doelman Darryl Robson	Bus Stop was on road reserve. NZTA removed approval to use location due to safety concerns. Explore options e.g. paper road upgrade.	Completed

The Chair noted the following points:

- The Kaharoa School Bus Stop location has been resolved as the bus stop has been relocated.
- The Request for Service (RFS) Dashboard item has been moved to April due to other priorities.
- The Ngakuru Community Hall replacement chairs have been ordered.
- The Kaharoa Community Hall benchtops have been ordered.

Action Point:

- Mr Dunn to provide the 2025 Local Authority Election timetable to the board.
- Mr Dunn to ask Mr Kieck for an update on the Stock Movement Bylaw.
- Mr Dunn to provide an update on the RFS Dashboard at the April meeting.
- Mr Dunn to ask Mr Robson to provide an update on the rural road seal programme. e.g. Tumunui Road's recent re-seal.

9 TE KARAKIA WHAKAMUTUNGA – CLOSING KARAKIA

Ben Hollier closed the meeting with a karakia.

The Meeting closed at 2.24pm

To be confirmed at the Rotorua Rural Community Board meeting on 15 April 2025.

Note:-Rotorua Lakes Council is the operating name of Rotorua District Council

Attachments tabled at the Rural Community Board Meeting on 18 March 2025

Attachment 1: Rural Ward Councillor Update – March 2025

Rural Ward Councillor Update March 2025**Infrastructure & Environment Committee**

Agenda and presentations here: [Infrastructure and Environment Committee - 05/03/2025 - Rotorua Lakes Council](#)

Comprehensive Stormwater Consent approved

- This consent amalgamates 39 individual consents into 1 overarching consent that is managed by Rotorua Lakes Council. This consent outlines the requirements for work in the catchment over the next 30 years.
- There is a License Manager in Council in charge of the consent and it expires in 2059
- There are approx. 200 industrial sites that are identified as “high risk” and will need to get a license to discharge into the SW system.
- There will be education on responsibilities and monitoring and compliance aspects to the consent.
- A Rotorua Urban Water Quality Plan will be finalised within 12 months and the consent will be monitored in line with the WQP. Results will be published online.

Rotorua Urban Catchment Area Map

- Waingaehe Stream
- Waitawa Stream
- Puarenga Stream
- Utuhina Stream (including Otamatea and Mangakākahi Streams)
- Waiowhiro Stream
- Ngongotahā Stream
- Waitetī Stream



You can see the presentation here: [PowerPoint Presentation](#)

Museum Update

The build is going well and is on time and on budget at this stage. You can see some photos and the presentation here: [PowerPoint Presentation](#)



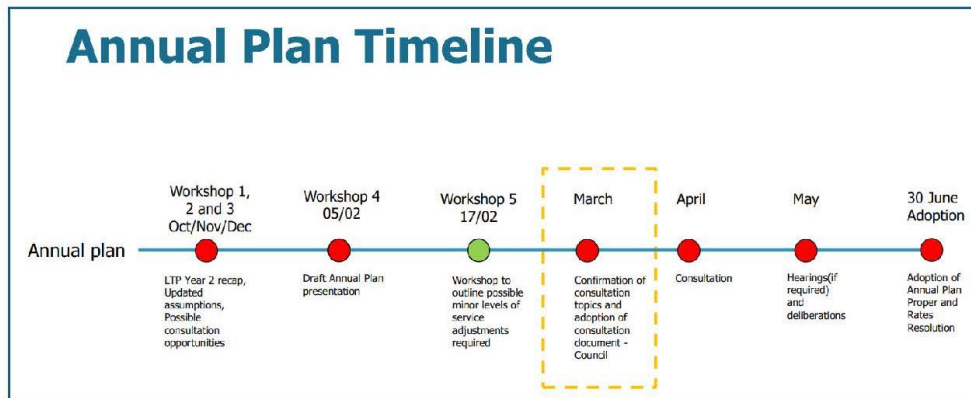
Council Meeting 5th March 2025

See Agenda and presentations here: [Council Meeting - 05/03/2025 - Rotorua Lakes Council](#)

The **Annual Plan Consultation** topics were discussed including:

- Alternative funding for the Tarawera Sewerage Scheme
- Options on Rotorua Night Market delivery
- Airport Business Park Proposal
- Local Waters Done Well

You can see the presentation here: [Council Meeting - 05/03/2025 - Rotorua Lakes Council](#)



Community & District Development Meeting 12th March 2025

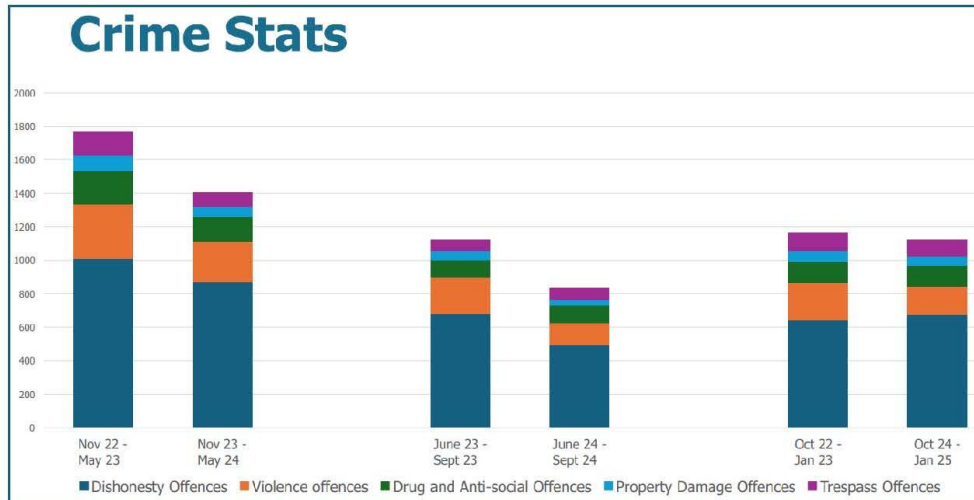
Agenda and presentations here: [Community and District Development Committee - 12/03/2025 - Rotorua Lakes Council](#)

Topics of discussion:

- Community Safety Update
- Youth Council Update
- Housing Plan update (in confidential)

Community Safety Update

Good progress to date with reductions in crime stats within the CBD



Local Waters Done Well Workshop

The RLC will go out to the community for consultation in April 2025 on the type of model we will use for Water Services delivery.

The material for the workshop can be found here: [Workshop - 4/3/2025 - Rotorua Lakes Council](#)

There were presentations from:

- Commerce Commission (who will be regulating the Water Entities)
- Taumata Arowai (The water quality regulator)
- Dept. of Internal Affairs (Water Services Delivery Plan approval)
- Rotorua Lakes Council (Water Delivery models)

Options modelled



In-house Council waters division



Council owned water organisation (council controlled organisation)



Multi-Council owned water organisation (council controlled organisation)

Overview

	Option 1: In house Council waters division	Option 2: Council owned water organisation	Option 3: Multi-Council owned water organisation
Ownership	Wholly council owned waters division	Wholly council-owned separate water organisation	Ownership is shared across member Councils
Governance	Council direct operational and governance oversight	Appointed Board of independent, professional directors accountable to elected members	Appointed Board of independent, professional directors accountable to owner Councils elected members
Strategy	Council prepares water services strategy and consults with their communities before adoption and implementation.	Council issues statement of expectations to the CCO. Water organisation Board prepares a water services strategy and consult only with Council.	Shareholding Councils issue combined statement of expectations to the CCO. Board prepares a water services strategy and consults with shareholding Councils.

Overview

	Option 1: In house Council waters division	Option 2: Council owned water organisation	Option 3: Multi-Council owned water organisation
Accountability	Will report to Council Monitored by the public through established Council and local democracy processes. Performance accountability expectations through LTPs. Water services annual report	Board accountable to council shareholder and will report regularly on performance. Required to give effect to an agreed statement of expectations and to meet relevant statutory requirements. Council has ability to dismiss or replace the Board for unsatisfactory performance. Water organisation annual report.	Board accountable to council shareholders and reports regularly on performance. Required to give effect to agreed statement of expectations and meet relevant statutory requirements. Councils have ability to dismiss or replace the Board for unsatisfactory performance. Water organisation annual report.

Overview

	Option 1: In house Council waters division	Option 2: Council owned water organisation	Option 3: Multi-Council owned water organisation
Borrowing	Borrowing undertaken by council and with the water activity group meeting their true share of financing costs Borrowing levels affect the whole of Council debt capacity. 250% of operating revenue under Council's financial strategy, and 280% of operating revenue under LGFA covenants	Borrowing via Council or from LGFA directly but supported by a council guarantee or uncalled capital. Higher borrowing levels will be reflected in charges/rates. 500% of operating revenues with the provision of Council support.	Borrowing arrangements and credit rating implications dependant on whether shareholding councils provide direct or guarantee financial support.

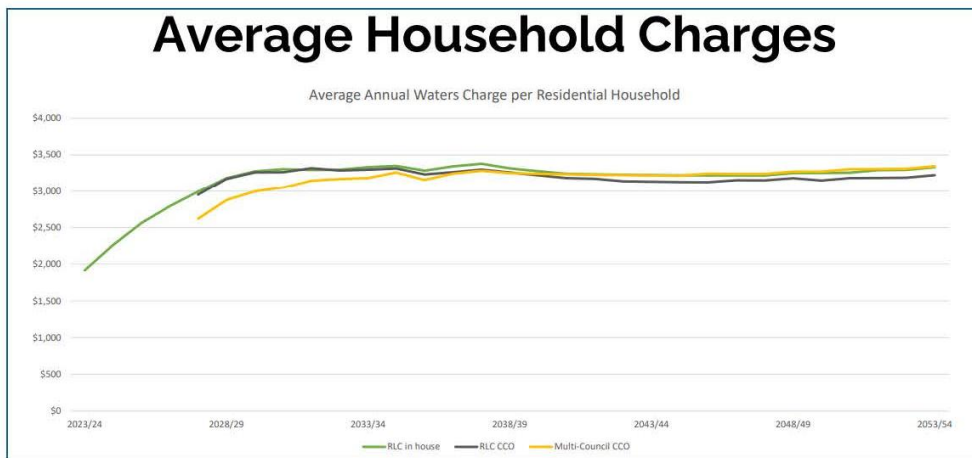
Advantages

	Option 1: In house Council waters division	Option 2: Council owned water organisation	Option 3: Multi-Council owned water organisation
Advantages	<p>Council retains direct oversight and operational</p> <p>Better link to other Council strategic objectives alignment.</p>	<p>Access to increased borrowing levels.</p> <p>Council retains indirect control and has the ability to leverage expert professional director's involvement and governance.</p> <p>Ability to instruct through the statement of expectations</p>	<p>Scale advantage particularly with procurement and planning standards and documents.</p> <p>Better opportunities for specialist water services staff recruitment and retention.</p> <p>Increased debt leverage.</p>

Disadvantages

	Option 1: In house Council waters division	Option 2: Council owned water organisation	Option 3: Multi-Council owned water organisation
Disadvantages	<p>May not achieve benefits of scale.</p> <p>Debt leverage constrained by Council's borrowing limits.</p>	<p>May not achieve the benefits of scale.</p> <p>Higher debt level is contingent and impactful on Council's capacity to guarantee debt.</p>	<p>Less direct control over water organisation.</p> <p>Further removed from key local issues and priorities.</p> <p>Level of disconnection.</p> <p>Development constrained</p> <p>Greater water services needs may be in other districts.</p>

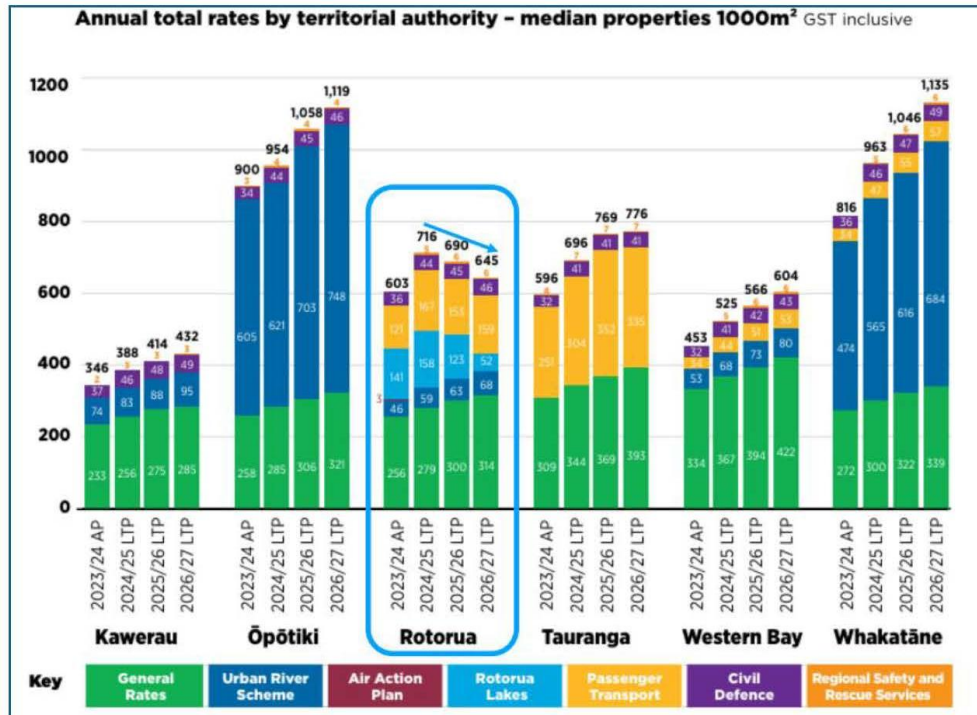
Average Household Charges



Tarawera Sewerage Scheme Funding Workshop with BOPRC

Rates Swap Proposal

- BOPRC have committed to reducing their targeted rate to Rotorua residents (replacing with a general rate across the Bay of Plenty) over the next 3 years.
- Rates that Rotorua residents are paying to the Regional Council are reducing with NO change in service.
- This creates an opportunity for RLC to increase its Lakes Enhancement Rate (over the same timeframe as the Regional Council rate reduction) to increase the subsidy for the Lake Tarawera Sewerage Scheme and to repay the recent \$10 million loan for the Rotoiti Sewerage Scheme, as required by 2032. Limiting the net effect to Rotorua ratepayers.



Additionally, a potential for interest free loan agreement with Regional Council.

- Requires approval by Regional Council.
- Would require negotiation of a suitable agreement.
- Finalise by May 2025 to ensure provided for in Regional Council's Annual Plan 2025-2026.

You can see the presentation here: [boprc-presentation-rates-swap-option-workshop-12-march-2025.pdf](https://www.boprc.govt.nz/assets/Uploads/boprc-presentation-rates-swap-option-workshop-12-march-2025.pdf)

Attachment 2: Letter from Reporoa resident, Matthew Fitzgerald

Reporoa Community Issues & Proposed Solutions
Prepared for Rotorua Lakes Council
By Matthew Fitzgerald

1. Clarification of Council Responsibilities

One of the key challenges faced by the Reporoa community is understanding the roles and responsibilities of the various council departments and governing bodies.

At present, my understanding is that responsibilities are divided among the Domain Board, Parks and Reserves teams, and the broader Rotorua Lakes Council. However, it is unclear which entity is responsible for specific issues or improvements.

Proposal:

- We request a clear breakdown of responsibilities, including a directory or contact list of the relevant departments.
-

2. Vaile Road & Reporoa Domain Entry Repairs

The entrances to Vaile Road Reserve and Reporoa Domain have deteriorated over time, leading to water pooling during periods of rain. These areas serve as key access points for recreational use, and their current condition presents safety concerns.

Proposal:

- Conduct a formal assessment of these entryways and identify necessary repair work.
 - Upgrade the entrances to meet current council safety and accessibility standards.
 - Improve drainage to prevent future pooling and maintain usability year-round.
-

3. Broadlands Road Maintenance and Widening

Broadlands Road is a critical arterial route, used extensively for events such as the Ironman and local cycling training. However, the road has limited or non-existent cycle lanes, making it increasingly hazardous, particularly as traffic volumes continue to rise.

The combination of large vehicles (tractors, trucks) and cyclists sharing narrow lanes presents a significant safety risk. While event-day closures help mitigate these risks temporarily, the concern remains for regular usage.

Proposal:

- Undertake a traffic safety review for Broadlands and Vaile Roads.
- Implement road widening as part of any scheduled maintenance or upgrades.
- Designate and mark dedicated cycle lanes to enhance safety for all road users.
- Investigate funding opportunities for these improvements, possibly in partnership with national transport agencies or event organisers.

4. Reporoa Waste Management & Septic System Concerns

Reporoa's geographical position as a low-lying village presents challenges for waste management, particularly during wet winter and spring months. When the ground becomes saturated, septic systems fail to function effectively, leading to concerns about public health and environmental contamination.

Given the proximity of the Waiotapu Stream, there is a real risk of untreated waste entering the waterways, which poses a significant environmental threat. Additionally, homeowners and businesses face costly individual solutions, with estimates as high as \$30,000 to mitigate septic seepage that in turn may not even work.

Proposal:

- Conduct an independent environmental impact study to assess the severity of the issue.
- Explore funding or subsidy options for residents who need septic upgrades.
- Investigate the feasibility of a community wastewater treatment solution.
- Engage with the Regional Council to explore long-term waste management solutions that protect local waterways.

5. Water Safety Signage & River Management on the Waikato River

The Waikato River is a popular recreation spot for both locals and visitors, yet key areas along the river lack adequate safety signage or speed restriction notices. This poses a risk to swimmers, boaters, and other users who may be unaware of potential dangers.

Currently, it is unclear whether responsibility for river safety falls under the jurisdiction of the local council or the regional council.

Proposal:

- Clarify which governing body is responsible for managing water safety initiatives on the river.
- Install appropriate safety signage at high-use areas to warn about hazards.
- Assess the feasibility of implementing speed restrictions in key areas to reduce the risk of accidents.
- Promote community awareness campaigns to educate visitors and locals on water safety best practices.

Conclusion & Call to Action

The Reporoa community is seeking clarity, action, and investment in these key areas to ensure the safety, well-being, and sustainability of the region.

We kindly request:

1. A response regarding the breakdown of council responsibilities.
2. A formal review of the proposed infrastructure improvements, including road widening and entryway repairs.
3. Further engagement on long-term waste management solutions.
4. Immediate action on water safety signage and management along the Waikato River.

We appreciate your time and consideration in addressing these community concerns and look forward to working together to implement practical solutions.

Matthew Fitzgerald
Local Reporoa Resident

Attachment 3:

ROTORUA RURAL COMMUNITY BOARD

Doc. ID: 20891111

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

No.	Capital Expenditure Project	Approved (\$)	Date approved	Completed	Balance (\$)
1.	Install handrails for stage & emergency exit at Rerewhakaaitu community hall, using existing devolved funding allocated in 2022/23.	\$1,900	2022/23		\$125,000
2.	Install footpath and raised courtesy crossing outside the Mamaku School.	\$80,000	19.11.24		\$45,000
3.	Supply & replace kitchen bench tops at Kaharoa Community Hall.	\$15,000	19.11.24		\$30,000
4.	Purchase ladder for the Ngākuru Community Hall.	\$500	19.11.24		\$29,500
5.	Purchase fencing materials for the Taylor Place Reserve Playground Project.	\$8,000	19.11.24		\$21,500

Minutes

**Rotorua Rural Community Board meeting
held Monday 7 April 2025 at 2:00 pm
Committee Room 2, Rotorua Lakes Council**

- MEMBERS PRESENT:** Mr Colin Guyton (Chair)
Mr Ben Hollier, (Deputy Chair) – via zoom
Cr Karen Barker,
Mr John Atkinson – via zoom
- APOLOGIES:** Ms Rachel Clark for lateness – via zoom
- IN ATTENDANCE:** Cr Conan O’Brien
Cr Don Paterson
- STAFF PRESENT:** D Cossar, Governance & Democracy Lead;
R Dunn, Senior Governance & Democracy Advisor;
D Taljaard, Governance & Democracy Coordinator;

The meeting opened at 2.01pm.

The Chairperson welcomed board members, elected members, media, staff and members of the public.

1 KARAKIA WHAKAPUAKI – OPENING KARAKIA

Cr Karen Barker opened the meeting with a Karakia.

2 NGĀ WHAKAPĀHA – APOLOGIES

<p>RESOLVED RRCB 25/04-010</p> <p>Moved: Cr Barker Seconded: Mr Hollier</p> <p>1. That the apologies from Mrs Rachel Clark be accepted.</p> <p style="text-align: right;">CARRIED</p>
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3 WHAKAPUAKITANGA WHAIPĀNGA – DECLARATIONS OF INTEREST

Nil.

4 NGĀ TĀPAETANGA - PRESENTATIONS

Nil.

5 PŪRONGO KAIMAHI – STAFF REPORTS

5.1 DEVOLVED FUNDING DECISIONS: MAMAKU AND REPOROA COMMUNITY HALLS

RESOLVED RRCB 25/04-011

Moved: Mr Guyton
 Seconded: Cr Barker

**HE TŪTOHUNGA
 RECOMMENDATION**

1. That the report ‘Devolved Funding Decisions: Mamaku and Reporoa Community Halls’ be received.

CARRIED

RESOLVED RRCB 25/04-012

Moved: Mr Guyton
 Seconded: Mr Hollier

2. That the Committee resolve to allocate \$4,358 of devolved funding towards the purchase and installation of blinds for the Reporoa Community Hall.

CARRIED

RESOLVED RRCB 25/04-013

Moved: Mr Guyton
 Seconded: Cr Barker

3. That the Board resolve to allocate the final balance of devolved funding (\$6,242) from the 2024/25 budget towards the purchase and installation of heat pumps for the Mamaku Hall, noting that this will be added to the \$14,240 already allocated.

CARRIED

RESOLVED RRCB 25/04-014

Moved: Mr Guyton

Seconded: Mr Atkinson

- 4. That the Board note that further funding may be required to purchase the heat pumps for the Mamaku Hall and approve the reallocation of up to \$5,000 of devolved funding currently allocated for the purchase of heat pumps for Reporoa Community Hall, to the purchase and installation of heat pumps for the Mamaku Community Hall, if required.**

CARRIED

RESOLVED RRCB 25/04-015

Moved: Mr Guyton

Seconded: Mr Atkinson

- 5. That the Board note that funding currently allocated to the Reporoa Community Hall for the purchase of heat pumps will be insufficient, and that the Board will be asked to allocate funding from the devolved funding budget 2025/26 to supplement funding already allocated for the purchase and installation of heat pumps at the Reporoa Hall.**

CARRIED

Mr Guyton asked Debbie Cossar, Governance & Democracy Team Lead, to overview the report and the purpose of calling this meeting.

Discussion included:

- Mrs Cossar provided background information regarding the Reporoa Hall and the request from the community for blinds with the updated quote.
- The blinds may not be ready in time for the Anzac Memorial Service, but the hall will reopen for the commemorations that day.
- Keren Leslie, Reporoa Memorial Hall Custodian tabled a letter of support for the funding application of the blinds in Reporoa Memorial Hall
- Mrs Cossar explained that when followed up with the RLC property team, the cost of heatpumps is going exceed the amount of money set aside for them in 2023, approximately \$25,000 per hall is the anticipated cost.
- Mrs Cossar spoke to the report that asked Board members to consider reallocating funding from Reporoa Hall to cover the cost of the heatpumps needed at Mamaku Hall.
- In addition, the remaining devolved funding from the 2024/25 financial year is to be allocated to the purchasing of heatpumps for the Mamaku Hall.
- Board members were asked to note that they will be asked to allocate additional funding to the purchasing and installment of the Reporoa heatpumps, once the next round of devolved funding comes through.

6 TE KARAKIA WHAKAMUTUNGA – CLOSING KARAKIA

Cr Barker closed the meeting with a karakia.

The Meeting closed at 2.25pm

To be confirmed at the Rotorua Rural Community Board meeting on 15 April 2025.

Note:-Rotorua Lakes Council is the operating name of Rotorua District Council

Attachments tabled at Rural Community Board Meeting 7 April 2025**Attachment 1: Letter of Support for Funding request of Reporoa Hall Blinds.**

Keren Leslie
(Reporoa Memorial Hall Custodian)
Jay Road
Reporoa

3rd April 2025

Rotorua District Council
Rotorua

Re: Reporoa Memorial Hall

I am writing to wholeheartedly support the application for funding blinds for the Reporoa Memorial Hall, at a cost of \$4358.50 from Steiners in Rotorua.

The curtains recently removed during the hall clean-up were outdated, faded, and in poor condition. The tracks were deteriorating and difficult to use, particularly given their height in the large windows of the main hall. The installation of new blinds will significantly improve the functionality of the space, making them easier to operate and more practical for the community.

Additionally, the light-filtering fabric of the new blinds will ensure that the RSA Memorial display, which has been extensively fundraised for and is set to be installed in April 2025, remains unobstructed. This display is of great importance to our community, and the blinds will provide the necessary balance of light control without compromising the visibility of this significant memorial.

I kindly request that the council seriously consider funding this much-needed resource, which will greatly enhance the usability of the hall for all members of the community.

Thank you for your time and consideration.

Kind regards,

Keren Leslie
0210380271

7 NGĀ TĀPAETANGA – PRESENTATIONS

Nil.

8 PŪRONGO KAIMAHI – STAFF REPORTS

8.1 VERBAL REPORTS

Doc ID:

Prepared by: Dayla Taljaard, Democracy and Governance Co-Ordinator

Approved by: Greg Kieck, Manager, Governance, Strategy & Compliance

Attachments: Nil

**1. TE PŪTAKE
PURPOSE**

The purpose of this report is to receive verbal updates on the below items:

- Request for Service Dashboard – Greg Kieck (Governance, Strategy & Compliance Manager)
- Rural Seal Programme – Darryl Robson (Manager, Transport Services)
- Rural Roadside Mowing/ Rural Drain Maintenance – Darryl Robson (Manager, Transport Services)
- Rotorua Lakes Council, Preferred Supplier Process – Robert Lodge (Procurement Manager)
- Rotorua Lakes Council Committee Meetings – Cr Karen Barker
- Local Water Done Well – Russell George (Director, Infrastructure & Environment)

**HE TŪTOHUNGA
RECOMMENDATION**

- 1. That the report ‘Verbal Reports ’ be received.**

8.2 SCHEDULE OF CONTINUING ACTIONS

Doc ID:

Prepared by: Dayla Taljaard, Democracy and Governance Co-Ordinator

Approved by: Greg Kieck, Manager, Governance, Strategy & Compliance

Attachments: Attachments: Nil

**1. TE PŪTAKE
PURPOSE**

The purpose of this report is to receive the Schedule of Continuing Actions and be provided with any updates.

**HE TŪTOHUNGA
RECOMMENDATION**

1. That the report 'Schedule of Continuing Actions ' be received.

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	The trialling of temporary speed humps at the school and dairy have been successful. Work on installing a new footpath & crossing at the school is underway.	Ongoing.
2	Emergency Management Planning	Colin Guyton Ben Hollier Rick Dunn Tina Rose Chris Paterson Bruce Horne	Discuss Emergency Management Planning with a view for Mamaku community to introduce their plan.	Ongoing
4	Community Halls	Colin Guyton Ben Hollier Cr Barker Rick Dunn Sam Rowley	A preliminary report on maintenance assessments went to Council on 14 November 2024. Work on the Mamaku Memorial Hall has been completed. Work on the Reporoa Memorial Hall has commenced in time for the Anzac Day celebrations. Further interior work planned following Anzac Day.	Ongoing
5	Request for Service (RFS) Dashboard	Colin Guyton Ben Hollier Board members Greg Kieck	RFS dashboard update	Ongoing
6	Devolved Funding	Ben Hollier Board members Greg Kieck Rick Dunn	Devolved funding of \$103,500 allocated see attachment.	Ongoing

ROTORUA RURAL COMMUNITY BOARD

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

No.	Capital Expenditure Project	Approved (\$)	Date approved	Completed	Balance (\$)
1.	Install handrails for stage & emergency exit at Rerewhakaaitu community hall, using existing devolved funding allocated in 2022/23.	\$1,900	2022/23	Yes	\$123,100
2.	Install footpath and raised courtesy crossing outside the Mamaku School.	\$80,000	19.11.24	Project underway	\$43,100
3.	Supply & replace kitchen bench tops at Kaharoa Community Hall.	\$15,000	19.11.24	Project underway	\$28,100
4.	Purchase ladder for the Ngākuru Community Hall.	\$500	19.11.24	Yes	\$27,600
5.	Purchase fencing materials for the Taylor Place Reserve Playground Project.	\$8,000	19.11.24	Yes	\$19,600
6.	Supply Public Safety Rescue Equipment & Signage (x5) from Drowning Prevention Aotearoa. Installation (by RLC) Total Allocated (up to)	\$6,850 \$1,500 \$8,350 \$9,000	18.03.25	Project underway	\$10,600
7.	Replacement roller blinds – east wall high windows Reporoa Hall	\$4,358	07/02/25 (Quote received)	To be approved	\$6,242

9 TE KARAKIA WHAKAMUTUNGA – CLOSING KARAKIA

Kia whakairia te tapu

Kia wātea ai te ara

Kia turuki whakataha ai

Kia turuki whakataha ai

Hāumi e. Hui e. Tāiki e!

Restrictions are moved aside

So the pathway is clear

To return to every day activities

To return to every day activities

Allied, enriched, unified, and blessed