Oxford-Ohoka Community Board

Agenda

Thursday 8 February 2018

7.00pm

A&P Meeting Room
Oxford Town Hall
30 Main Street
Oxford

Members:
Doug Nicholl (Chair)
Mark Brown (Deputy Chair)
Wendy Doody
James Ensor
Shirley Farrell
Kevin Felstead
John Lynn
Thomas Robson
Board Members
OXFORD-OHOKA COMMUNITY BOARD

AGENDA FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD TO BE HELD IN THE A&P MEETING ROOM, OXFORD TOWN HALL, 30 MAIN STREET, OXFORD ON THURSDAY 8 FEBRUARY 2018 AT 7PM.

RECOMMENDATIONS IN REPORTS ARE NOT TO BE CONSTRUED AS COUNCIL POLICY UNTIL ADOPTED BY THE COUNCIL

BUSINESS

1 APOLOGIES

2 CONFLICTS OF INTEREST

3 CONFIRMATION OF MINUTES

3.1 Minutes of the Oxford-Ohoka Community Board – 7 December 2017

RECOMMENDATION

(a) THAT the Oxford-Ohoka Community Board:

Confirms the circulated minutes of the Oxford-Ohoka Community Board meeting, held 7 December 2017, as a true and accurate record.

4 MATTERS ARISING

5 DEPUTATIONS AND PRESENTATIONS

Nil.

6 ADJOURNED BUSINESS

Nil.
7 REPORTS

7.1 Classification of Reserve 1651, 470 Woodstock Road, Oxford – Monese Ball (Property Officer)

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

(a) Receives report No. 180109001167

(b) Recommends that the Council:

Approves under the Reserves Act 1977 to classify the reserve described in the schedule as Local Purpose (Sewerage and Plantation) reserve, subject to the provisions of the Act.

Canterbury Land District – Waimakariri District
Schedule

<table>
<thead>
<tr>
<th>Area (Ha)</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>87.4120</td>
<td>Reserve 1651 (New Zealand Gazette 1878 page 1670)</td>
</tr>
</tbody>
</table>

(c) Notes that a subsequent report will be presented should any objections be received following public advertising.

7.2 Property Lease/Licence Renewals 01 January 2018 to 31 December 2018 – Monese Ball (Property Officer)

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

(a) Receives report No. 180119004348

(b) Notes the upcoming renewals, status and nature of the lease/licence agreements.
7.3 General Landscaping Budget – Grant Stephens (Green Space Community Engagement Officer)

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

(a) Receives report No. 180126007040

(b) Notes that to date the board has a budget of $16,370.00 available to allocate from its 2017/2018 General Landscaping Budget towards landscaping projects within the Oxford Ohoka Ward. This is made up of the annual plan allocation of $11,920.00 and a carry-over from the previous financial year of $4450.00

(c) Approves the allocation of $5000.00 to the Mandeville Sports Club Inc. for use in reinstating boundary plantings for shelter and improving the aesthetic presentation of the public park.

(d) Approves the allocation of $580.00 to the Ashley Gorge Advisory Group to be spent on the purchase of 20 predator traps.

7.4 Poyntzs Road Water Supply Source Upgrade – Consultation – Colin Roxburgh (Water Asset Manager) and Mark Andrews (Civil Engineer)

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

(a) Receives report No. 171122126436.

(b) Recommends to the Utilities & Roading Committee that it endorses the option to upgrade the Poyntzs Road water supply by connecting with the West Eyreton scheme via the Main Race Road pipe route.

(c) Recommends to the Utilities & Roading Committee that staff consult with the residents of the Poyntzs Road, Summerhill and West Eyreton Communities to inform residents of the preferred upgrade option, the preferred funding option (Option B) and to seek feedback on this recommendation and an alternative funding Option (Option A).

(d) Notes that alternative funding options C and D, which involved financially joining schemes, were considered but discounted due to likely opposition from the communities based on historical consultations.

(e) Notes that an identical report has been submitted to the Rangiora Ashley Community Board for discussion at the meeting on 14 February 2018.

(f) Notes that recommendations from the Board will be included in a report to the Utilities & Roading Committee at its meeting of 20 February 2018, seeking approval to consult the community.
8 CORRESPONDENCE

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

Draft Stormwater Drainage Bylaw

(a) Notes the letter of support from the Board to the Draft Stormwater Drainage Bylaw 2018 (Trim 171206132500).

(b) Receives the acknowledgement of letter of support to the Draft Stormwater Drainage Bylaw 2018 (Trim 180122004948).

9 CHAIRPERSON’S REPORT

Nil.

10 MATTERS FOR INFORMATION

10.1 Woodend-Sefton Community Board meeting minutes – 11 December 2017 (Trim No. 171205131874).

10.2 Rangiora-Ashley Community Board meeting minutes – 8 November 2017 (Trim No. 171108121421).

10.3 Rangiora-Ashley Community Board meeting minutes – 13 December 2017 (Trim No. 171127128450).

10.4 Kaiapoi-Tuahiwi Community Board meeting minutes – 20 November 2017 (Trim No. 171116125128)

10.5 Kaiapoi-Tuahiwi Community Board meeting minutes – 18 December 2017 (Trim No. 171218137118)


RECOMMENDATION

THAT the Oxford-Ohoka Community Board receives the information in items 10.1-10.7

11 MEMBERS’ INFORMATION EXCHANGE

The purpose of this exchange is to provide a short update to other members in relation to activities/meetings that have been attended or to provide general Board related information.

12 CONSULTATION PROJECTS

Nil.
13 REGENERATION PROJECTS

13.1 Town Centre, Oxford

Updates on the Oxford Town Centre projects are emailed regularly to Board members. These updates can be located using the link below:


13.2 New Arterial Road, Kaiapoi

Regular updates on the progress of the new Arterial Road will be posted on the Council’s website. There are also links to intersection layout plans for each of the new intersections. The updates can be located using the link below:


14 BOARD FUNDING UPDATE

14.1 Board Discretionary Grant

Balance as at 8 February 2018: $3276.19

15 MEDIA ITEMS

16 QUESTIONS UNDER STANDING ORDERS

17 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

NEXT MEETING

The next meeting of the Oxford-Ohoka Community Board is scheduled for Thursday 8 March 2018 commencing at 7.00pm, at the Ohoka Domain Pavilion.

Workshop

Members Forum

- Attendance at the Oxford A&P Show 31 March 2018
MINUTES FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD
HELD IN THE WEST EYRETON HALL, 3 EARLYS ROAD, WEST EYRETON ON
THURSDAY 7 DECEMBER 2017 AT 7.02PM.

PRESENT
D Nicholl (Chair), M Brown (Deputy Chair), J Ensor, S Farrell, K Felstead,
J Lynn and T Robson.

IN ATTENDANCE
S Markham (Manager, Strategy and Engagement), S Nichols (Governance Manager),
K Graham (Journey Planner/Road Safety Coordinator), C Brown (Community Green Space
Manager) and E Stubbs (Minute Secretary).

There were 15 members of the public in attendance. The Chair welcomed the visitors.

1 APOLOGIES
Moved J Ensor seconded J Lynn
An apology was received and sustained from W Doody for absence.

CARRIED

2 CONFLICTS OF INTEREST
Item 7.1 J Lynn.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the Oxford-Ohoka Community Board – 9 November 2017
Moved T Robson seconded S Farrell
THAT the Oxford-Ohoka Community Board:
(a) Amends the minutes of the Oxford-Ohoka Community Board meeting
held on 9 November 2017, item 15, third sentence should read ‘They
would attend a meeting in the new year to discuss initiatives.’
(b) Confirms the circulated minutes of the Oxford-Ohoka Community
Board meeting, held 9 November 2017, with amendments, as a true
and accurate record.

CARRIED

4 MATTERS ARISING
J Ensor referred to the discussion regarding holding Board meetings at Mandeville
and asked why no meetings had been booked for Mandeville. S Nichols advised
staff would bring back a report in April 2018 looking at the option of using Mandeville
as a meeting venue. In order to ensure meeting venues would be available, the
approved venues required confirmation now. Venues could be reviewed in April
2018.

5 DEPUTATIONS AND PRESENTATIONS
5.1 John Burton as a representative of the Ashley Gorge Advisory Committee,
and manager of the track development programme, updated the Board on the
work occurring on the Ashley Gorge walking tracks. He advised that currently they were looking for funding to complete Stage 1, which was a one-hour loop track, finished to DOC’s highest standard. It was already well utilised. The work had been completed with 2,000 volunteer hours and the committee had teamed up with Oxford Area School and DOC for the project. Another part of the project was trapping, with the aim to be predator free.

J Burton tabled information (Trim 171212134778) regarding cost estimates to complete Stage 1 requiring shingle and machinery and 10 predator traps.

J Burton advised that Stage 2 was a 40 minute walking track to the waterfall north of Ashley Gorge. This track would be finished to a lower level of service as a ‘stage 2 easy tramping track’.

S Farrell enquired where funding had been received to this stage. J Burton replied that funding had been received from the Council as a means to enhance what was a high use reserve (up to 1,000 visitors daily during peak). The funding was for $13,000 for initial gravelling, also $500 received from the local supermarket and $2,000 from the Lions Club to help with gravelling. J Burton noted that the Board had provided funding to the group for the Pavilion, and the track project would tie-in with that.

J Lynn asked if they had considered an application to Lotteries or Rata for funding. J Burton advised that funding had been received from Rata for the Pavilion. They had not looked at those options for this aspect of the project, as they had been successful in finding funding so far.

D Nicholl queried if DOC was contributing to the project. J Burton advised that they did not have a monetary contribution however, they were contributing expertise and signage.

D Nicholl asked if they were looking for funding through the Long Term Plan (LTP). J Burton advised that they received funding through the Annual Plan the previous year. There were looking to have the track completed before winter.

K Felstead congratulated the group on the work they had completed so far. He asked if the project was time critical and if they needed to have an answer on funding relatively soon. J Burton commented they would like to have an idea on funding by late January. S Nichols advised that the Board could request a staff report for the next meeting which was 8 February 2018.

Moved J Lynn seconded M Brown

THAT the Oxford-Ohoka Community Board:

(a) Requests staff write a report for the 8 February 2018 Oxford-Ohoka Community Board meeting regarding the Ashley Gorge tracks funding request and Mandeville Sports Club Inc funding request.

CARRIED

5.2 Annie Bonifant and Rod Buchanan representing the Ohoka Domain Advisory Group updated the Board on the Gate House development. It was noted that most Board members had visited the site and were aware of the background. The group had received a grant to cover relocation costs, and had support from Mainpower for assistance with relocation. It was hoped to carry out the relocation in February-March 2018. There was community support for restoration. It was proposed that long-term ownership of the building be taken over by Council.

The proposed site identified for the Gate House by the Ohoka Domain Master Plan was supported and they were looking for support from the Community
Board for the project to proceed. The group had been in conversation with Building unit staff regarding the consenting process. It would be in the low-use category and a building consent would be in the Council’s name.

J Ensor asked if the relocation costs included piling and it was confirmed that it did.

S Farrell asked if a lease or licence to occupy was required. It was advised that with Council proposing to take ownership that was not required.

D Nicholl asked if they were aware that the domain concept plan was going to the LTP. There would be no work undertaken until the plan had been agreed by Council. They were hopeful that there could be a discussion around a mechanism to bring forward the access way.

5.3 Barbara Warren representing the Ohoka Farmers Market spoke to the Board regarding the Ohoka Domain Master Plan. B Warren advised the market was grateful for the opportunity to speak in support of the ‘alternative plan’ which they believed did not compromise the objectives of the initial plan. The alternative plan had a slightly larger carpark to allow stallholders to park inside the domain and allow customers to use the road parking space, the area could also be used by the market during the wet winter months.

B Warren raised a number of points to highlight the importance of the Ohoka Farmers Market and tabled a handout (Trim 171212134785). The market provided significant social collaboration, was a way of life, existed not for profit but for purpose, was a place for people to gather, share local knowledge, was an inclusive event, reflected real life and ever-changing diversity and it was the community’s self-determination that enabled the market to be as popular as it was. B Warren noted that the market was one of the four best farmers markets in New Zealand. She commented that the Market had never asked the Council for financial assistance but they were asking for support for the alternative plan.

D Nicholl asked why the stallholders could not park further away to allow the public to park close by. B Warren commented that they had requested this in the past however it was not easy along Whites Road and they had been stopped parking beside the garage. The narrow road made it difficult. She noted it was surprising how many cars they could fit into that space and that it would make a huge difference.

5.4 Brent Arps representing the Ohoka Domain Advisory Group (ODAG) spoke to the Board regarding the Ohoka Domain Master Plan. He advised that the group was concerned about the alternative plan and they wished to protect the trees and green space. He noted that 12 years ago three trees had been planted for the purpose of demarcation and protecting against encroachment into the park. The car parking area proposed under the tree would be detrimental to that tree. He suggested a compromise would be to keep away from the tree and not extending past the pavilion.

B Arps noted another concern was access to the tennis courts as the plan prevented access of heavy vehicles and asked how Council envisaged the access of vehicles such as would be required for resurfacing.

B Arps invited the Board to the domain to look at where the carpark was going. They did not want to exclude car parking for the market but were very concerned about damage to the tree.

J Lynn asked if access to the tennis court was still an issue in the initial Ohoka Domain Master Plan and B Arps noted it was.

K Felstead asked if the issues of protection of the tree and access to the tennis court could be addressed, would the Ohoka Domain Advisory Group be supportive of the alternative plan. B Arps commented they were concerned about the provision of parking for what was a commercial operation. They
definitely did not want parking around the tree and were concerned about the parking encroaching into the greenspace of the domain.

6 ADJOURNED BUSINESS

6.1 Removal of all day parking spaces Oxford Town Centre

6.1.1 Supplementary Report - Approval to remove 1 x all day parking space – Oxford Town Centre - K Graham (Journey Planner/Road Safety Co-ordinator)

6.1.2 Approval to remove 3 x all day parking spaces – Oxford Town Centre – K Stevenson (Roading Manager) and K Graham (Journey Planner/Road Safety Co-ordinator)

K Graham spoke to the report noting that it was a supplementary report in response to concerns raised by the Board regarding parking, visibility and safety on the main street of Oxford. The original suggestion to remove three parking spaces did raise concerns of a business owner. The recommendations were a compromise. Time restricted parking had been investigated as requested.

The new recommendation was to remove just one carpark outside Fresh Choice. That would improve visibility at the entry/exit to Fresh Choice and pedestrian crossing. The recommendation was also to reduce the size of two carparks that were to the south of the entrance.

K Graham advised that time restricted parking was not feasible as there was not the resourcing to enforce and it did not resolve the safety issues.

K Felstead asked if staff believed the removal of one carpark would resolve the safety issues. K Graham commented on visibility with the issue not just a simple parking matter as the same scenario occurred on other streets where there was an encumbrance on drivers to make sure the way was clear. Whether it solved the issue depended on the driver, changes would however improve the current situation. There was potential for people to park on yellow lines and there would be a need for community engagement to ensure people did not break the rules.

S Farrell asked if K Graham believed the moving of the park 2m would improve visibility. K Graham believed it would improve visibility, however it was not going to solve the total problem as it was not a single issue; driver education was also important.

J Lynn asked if there was an opportunity to create more carparks by reducing the size of carparks to which K Graham replied no.

J Lynn asked if speed or visibility was the issue and K Graham advised the speed surveys showed speed was not a concern. Visibility was a concern; some perceived and some real. It was not a unique concern on this type of road layout.

K Felstead asked if the deputation at the October meeting was the only business owner who had raised concern at the removal of car parking spaces. K Graham advised that the letter from OPAC also raised concern. S Farrell clarified that the OPAC letter was concerned about people parking all day in spaces. K Felstead noted that the concerned business owner had extended their building, and in doing so, had taken away three of their own car parks.

D Nicholl asked if changes to the entry/exit layout would improve visibility and K Graham noted that question had been raised last time and that it would
require a physical barrier and was unlikely to work. Two entrances were required due to truck movements.

Moved S Farrell seconded K Felstead

THAT the Oxford-Ohoka Community Board:

(a) Receives report No. 170719074874.

AND

Recommends to the Council that it:

(b) Adopts the attached Amended Second Schedule – Parking Restrictions to the Parking Bylaw 2007 (Doc 170719075025).

(c) Notes that the proposed amendment to the Second Schedule of the Parking Bylaw is for the removal of three parking spaces and the installation of no stopping restrictions in Main Street, Oxford, outside of the Fresh Choice Supermarket to improve sight visibility for the supermarket entranceway and the pedestrian crossing.

(d) Notes there has been a request from members of the community for consideration of time-restricted parking in some areas of Oxford Main Street and staff will be investigating this option.

CARRIED

K Felstead commented that the issue had been raised by the Board due to visibly issues and pedestrian safety. He accepted what staff said; there was a certain amount of personal safety but if visibility was poor it increased the danger. He supported the removal of three carparks for visibility and safety and was not sympathetic to the business owner who had themselves removed carparks close to their own building.

T Robson agreed with K Felstead’s comments. The issue arose from significant community concern regarding lack of visibility. It had been a point of discussion since the October meeting where it was originally discussed. He concurred that shortening 2m on the west side did not provide the required improved visibility, especially to see a child running across the road. He supported the removal of all three parks as recommended in the October report.

M Brown totally agreed with the previous comments saying it had been lying on the table long enough.

J Lynn commented he had raised the left hand turn only but on reflection believed it was an all or nothing situation.

7 REPORTS

7.1 40km/h Advisory School speed signs Ohoka School – K Graham (Journey Planner/Road Safety Co-ordinator)

K Graham spoke to the report which was seeking approval for installation of 40km/h advisory school speed signs outside Ohoka School when children were present. The signs would be similar to West Eyreton School. They were not enforceable but acts as a warning to drivers of the school. Speed surveys outside the school showed was not generally excessive but there were some high speeds.
S Farrell asked if the signs were approved could they be installed before the start of the next school year. Staff hoped that would be the case.

Moved K Felstead seconded J Ensor

THAT the Oxford-Ohoka Community Board:

(a) **Receives** report No 171123127546.
(b) **Approves** the installation of “40km/h when children present” school advisory signs on Jacksons Road at Ohoka School as shown on the attached documents (Trim 150629103361 and 171123127547).
(c) **Circulates** this report to the Utilities and Roading Committee.

CARRIED

K Felstead commented the recommendation was common sense and was supported by the community.

J Ensor commented it was an excellent decision, as children did unexpected things.

7.2 **Ohoka Domain Draft Master Plan – G Stephens (Green Space Community Engagement Officer)**

C Brown spoke to the report commenting that staff had undertaken significant consultation with the community following the presentation of the Draft Master Plan to the Board in September. The feedback received was in two main areas of interest. Firstly the future of the Farmers Market in the Domain and issues with car parking and secondly playground equipment features.

C Brown advised that some members of the community, as well as members of the farmers market, did not believe the playground should be extended as it would take up valuable space for the farmers market in winter or when it was wet. The option to move the existing playground behind the Ohoka Domain Pavilion had been investigated however it would cost an additional $70,000 to move and its current location provided good summer shade.

An alternative plan had been created that did not compromise the outcome for those who supported the original plan. There was still sufficient space to carry out activities and for growth especially in relation to the Ohoka Bush. There were two main changes in the alternative plan and aside from those it was the same that had gone out to consultation.

C Brown went through the elements of the master plan. He noted that some ground stabilisation mat had been installed, however it had not been sufficiently wet for testing. In other parts of New Zealand the mats had worked extremely well. In terms of the playground extension, while it was not usual to have a pedestrian path through the middle of a playground it was not considered detrimental in terms of play value. A flying fox had been a common request, with space identified and ODAG could fund in the future. The new footbridge and gated vehicle entrances would assist with movement into the Domain.

C Brown advised that they had used the opportunity to consult on the relocation of the Ohoka Gate Keepers Lodge and had received positive feedback.

The extension of Ohoka Bush was a continuation of a highly successful community project. The removal of the horse paddock would bring the two areas of the Domain together.
C Brown noted the squaring off the carpark on the alternative plan would better suit the special requirements of the farmers market by providing additional space for parking particularly during the winter months. The tree could be protected through various options. C Brown appreciated why the three trees had been as demarcation and believed the extension to the carpark area would create a line with some symmetry. It was a compromise and was not a large extension leaving green space for the community which would not limit people’s ability to do what they commonly did in the Domain. The alternative plan would cost an additional $20,000. A commercial relationship would be formalised with the market including a fee for them to able to use the Domain which would go some way to repaying the $20,000 to Council.

J Lynn asked if the overall square footage of playground was different between the two plans with C Brown advising it was not. The actual increase in carpark area was small and was a compromise.

J Lynn referred to the difficulty of access to the tennis courts and C Brown advised there had been significant work to the courts 10 years ago. If heavy vehicles were required in the future there were other ways to access, for example by removing a fence.

K Felstead noted that it appeared staff had gone a long way to get a compromise between users of the Domain and asked if staff believed there would be any benefit of a Board visit to the Domain. The implications for funding was discussed. It was noted that if the report lay on the table there was not another opportunity for the Board to approve prior to the draft LTP.

There was some general discussion around changing the layout. C Brown advised it could be discussed with the Board, the ODAG and the Farmers Market representatives on site, and if there were alternatives, he would be happy to explore. C Brown commented that the landscape architects had looked at the layout for a long-time and believed it struck the right balance. If there was not another compromise mutually acceptable, there was a risk to funding.

J Ensor asked C Brown if he believed traffic management for the market was satisfactory. C Brown noted he was not qualified to advise, however the plan provided more pedestrian access straight into the reserve. He noted that traffic slowed when there was a lot of activity present.

K Felstead asked if the recommendation was approved as it was to allow the plan to go to the LTP, would C Brown still be prepared to meet with the Farmers Market and ODAG, and if there were no acceptable alternatives the resolution as approved would still stand. C Brown advised he would be.

M Brown asked if there was anything to stop cars getting onto the main reserve area with staff noting there were bollards protecting the Domain.

J Lynn asked if the market had gained more space and C Brown replied no, however some of the space they use, had become more permanent.

Moved J Lynn seconded M Brown

THAT the Oxford-Ohoka Community Board:

(a) Receives report No 171123127597
(b) Notes that staff have undertaken initial consultation with the community through a feedback flyer and two ‘drop in’ stations and used the results of this feedback to guide the design of the Draft Master Plan for Ohoka Domain, included as attachment i.
(c) Notes that following a report in October to the Oxford-Ohoka
Community Board which summarised the initial consultation and presented a draft master plan. Staff gained approval to undertake public consultation on this Draft Master Plan. Staff have undertaken this consultation with the community through a feedback flyer (attachment ii) and two ‘drop in’ stations and used the results of this feedback to guide any changes to the design of the Draft Master Plan for Ohoka Domain.

(d) **Notes** that following and as a result of this consultation an Alternative Draft Master Plan (Attachment iii) has been created for Ohoka Domain. This plan has been altered to better suit the needs of the Farmers Market as well as providing for all of the elements in the original plan.

(e) **Notes** that the current estimated cost to implement the Alternate Draft Master Plan is $290,000

(f) **Approves** the Alternative Ohoka Domain Draft Master Plan (Trim No.171123127620) for implementation in 2018/19 subject to Council funding approval of $290,000 in the Long Term Plan in 2018.

(g) **Requests** that staff undertake further discussion with the Ohoka Domain Advisory Group and the Farmers Market. If there is no agreement on an acceptable alternative then the Alternative Ohoka Domain Draft Master Plan (Trim No.171123127620) will stand as resolved in (f) above.

**CARRIED**

J Lynn commented there were challenging issues however he was concerned that if the plan was not approved the improvements would not happen for a long time. It was difficult to suit all parties however the plan was a suitable compromise. The increased facilities for Ohoka’s population was long overdue and he did not want it delayed further. He was hopeful all parties would come to an agreement in the longer term.

M Brown agreed with J Lynn. They had had the same experience with the West Eyreton Concept Plan with compromises required. He did not want to be part of a Board that kept lying reports on the table. It was important for the planning process that it proceeded and be considered through the LTP process.

K Felstead believed staff had ‘bent over backwards’ to reach a compromise and believed they still could. It came down to the protection of one tree. Both aspects of the Domain use were obviously very important and there was plenty of room to achieve both. He was confident the groups could come together to protect the tree.

7.3 **Application for Oxford-Ohoka Community Board Discretionary Grant 2017-2018 – E Cordwell (Governance Adviser)**

S Nichols advised that the West Eyreton School were seeking funds for books for the library. She took the report as read.

Moved: K Felstead  seconded: M Brown

THAT the Oxford-Ohoka Community Board:

(a) **Receives** report No. 171122126837.

(b) **Approves** a grant of $384.76 to West Eyreton School towards the costs of books focusing on healthy eating for the school library.
Amendment:

Moved S Farrell seconded J Ensor

THAT the Oxford-Ohoka Community Board:
(a) Receives report No. 171122126837.
(b) Declines the application from West Eyreton School.

A Division was called.
For: S Farrell, T Robson, J Ensor.
Against: M Brown, K Felstead, J Lynn and D Nicholl.

AMENDMENT LOST
3:4

S Farrell expressed concern that if the funding was declined the project would not go ahead and questioned how serious the school was about a healthy eating policy. She could not understand the pricing of the Dr Libby book. She noted that West Eyreton was a Bring Your Own Devices school and that students could find information through that. There were lots of booklets available from health providers.

J Ensor believed the request was slightly off track with what the Community Board should be funding. He suggested they should be funding sports equipment rather than food related items.

M Brown provided some context noting that the library was a community building and was not funded by the Ministry of Education, it was open to all the community to use. The board of Trustees were always having to find money from additional sources. He had not read anywhere that the request was outside of funding criteria. S Nichols confirmed that the application met the criteria.

Moved: K Felstead seconded: M Brown

THAT the Oxford-Ohoka Community Board:
(a) Receives report No. 171122126837.
(b) Approves a grant of $384.76 to West Eyreton School towards the costs of books focussing on healthy eating for the school library

CARRIED
T Robson, S Farrell Against

K Felstead appreciated the different views, commenting that it was not a lot of money and the request met the criteria. It was good to support applications from that area and he did not believe it should be declined.

7.4 Appointment to Advisory Groups and Outside Organisations – Waimakariri Access Group – E Cordwell (Governance Adviser)

S Nichols advised that the report was a request for an appointment to the Waimakariri Access Group (WAG). She noted some members had attended a recent WAG presentation and participation event. S Nichols noted W Doody had been attending as a replacement to the late P Allen. She would take the
report as read. Some Board members were not available due to the timing of the meetings at 11am.

Moved K Felstead seconded J Ensor

**THAT** the Oxford-Ohoka Community Board:

(a) **Receives** report No. 171122126746.

(b) **Approves** the appointment of Board Member W Doody as the Board’s representative and liaison person to the Waimakariri Access Group subject to W Doody’s approval.

**CARRIED**

8 **CORRESPONDENCE**

S Nichols advised that the Mandeville Sports Club application could be included on the request for a staff report. T Robson requested a breakdown of costings for the Mandeville Sports Club application in the report as well as the amount of grant they currently receive.

M Brown tabled a letter he received from C Roxburgh (Water Asset Manager) (Trim 171211134135) as a member of the Advisory Group regarding consultation on options to upgrade the Garrymere water supply scheme. He also tabled a letter from Bernard Kingsbury a founding member of the Summerhill Water Supply Advisory Group (Trim 171211134140) regarding his concern regarding drilling a new well beside the West Eyreton well. He noted there appeared to be a lot of discussion in the community on the Garrymere scheme. M Brown requested an update on where things were at. S Nichols advised the tabled letters would be forwarded to C Roxburgh. S Markham advised that they would get some information from C Roxburgh prior to February. J Lynn commented that at the public meeting C Roxburgh had been though the options thoroughly. S Nichols commented there would be more community discussion before the next stage, acknowledging varying views.

Moved T Robson seconded S Farrell

**THAT** the Oxford-Ohoka Community Board:

(a) **Receives** the letter regarding Mandeville Sports Club Inc application for General Landscaping Budget grant (Trim 171127128348).

**CARRIED**

9 **CHAIRPERSON’S REPORT**

9.1 **Chairperson’s Report for November 2017**

Moved T Robson seconded K Felstead

**THAT** the Oxford-Ohoka Community Board:

(a) **Receives** report No 171128128808.

**CARRIED**

10 **MATTERS FOR INFORMATION**

10.1 **Woodend Sefton Community Board meeting minutes – 9 October 2017**

[Trim No. 171018112702]

10.2 **Woodend Sefton Community Board meeting minutes – 13 November 2017**

[Trim No. 171108121357]
10.3 **Rangiora-Ashley Community Board meeting minutes – 11 October 2017** (Trim No. 171018112700).

10.4 **Kaiapoi-Tuahiwi Community Board meeting minutes – 16 October 2017** (Trim No. 171016111634)

10.5 **Library Update** – Report to Community and Recreation Committee 21 November 2017 (Trim No. 171109122261).


10.7 **Community Facilities Provision** – Report to Community and Recreation Committee 21 November (Trim No. 171026115830)

10.8 **Annual Report for Te Kohaka o Tuhaitara Trust for the year ended 3 June 2017** – Report to Audit and Risk Committee 28 November 2017 (Trim No. 171103119209).

10.9 **Capital Projects Report for the period ended 30 September 2017** – Report to Audit and Risk Committee 28 November 2017 (Trim No. 171107120949).


10.11 **Annual Report for Enterprise North Canterbury for the year ended 30 June 2017** Report to Audit and Risk Committee 28 November 2017 (Trim No. 171103119284).

10.12 **Summary of Discretionary Grant Accountability 1 January 2017 to 30 June 2017** – Report to Kaiapoi-Tuahiwi Community Board 18 September 2017 (Trim No. 170901094834).

10.13 **Summary of Discretionary Grant Accountability 1 January 2017 to 30 June 2017** – Report to Rangiora-Ashley Community Board 13 September 2017 (Trim No. 170831094272).

10.14 **Summary of Discretionary Grant Accountability 1 January 2017 to 30 June 2017** – Report to Woodend-Sefton Community Board 11 September 2017 (Trim No. 170830093802).

10.15 **Tram Road Speed Limit, Mandeville North** – Report to Council 5 December 2017 (Trim No. 171121126353).

10.16 **Adoption of Council Standing Orders** – Report to Council 5 December 2017 (Trim No. 171115124385).

10.17 **Extension of Recycling and Refuse Kerbside Collection Contract 10/16** – Report to Council 5 December 2017 (Trim No. 171027116243)(Public Excluded)


S Nichols advised that the report on the adoption of Council Standing Orders had been approved at the 5 December Council meeting. It was the intention to have a report before the Board in February regarding the adoption of similar Standing Orders to Council for consistency. There were a handful of items in the Council Standing Orders that were not in the Community Board Standing Orders.

S Farrell commented on the footnote of the Standing Orders papers advising they were adopted on 5 December prior to the Standing Orders actually being adopted, S Nichols advised that it was an administrative process and the document at that point was in draft when presented to the Council.
Moved M Brown    seconded J Lynn

THAT the Oxford-Ohoka Community Board receives the information in items 10.1-10.18

CARRIED

11 MEMBERS’ INFORMATION EXCHANGE

11.1 J Lynn
- Commented on advisory signs outside the Ohoka School were a good outcome.
- Attended end of year meeting for Neighbourhood Support and noted the ‘gets ready’ campaign.
- Attended feedback session for Ohoka Domain Draft Master Plan.
- Noted public interest in Tram Road speed limit setting.

11.2 S Farrell
- Invited guest to Mandeville Community Association meeting where the Tram Road speed limit and composting were raised.
- Attended WAG presentation. Commented care was needed to ensure footpaths were safe.
- Attended Stormwater Drainage Bylaw workshop.
- Attended 5 December Council meeting and commented on the Tram Road speed limit process.

11.3 T Robson
- Attended Ashley Gorge meeting where tree felling and pruning on the lower flat for safety purposes was inspected. The work would continue following peak season.
- Attended Stormwater Drainage Bylaw workshop.
- Attended white ribbon event at Oxford Area School. He had been impressed and noted the incredible turnout and the work of Oxford Community Trust and Police.
- Advised there had been comment on ‘Oxford Chit Chat’ regarding rubbish in landscaping around the Oxford Skate Park including broken glass. He requested a report from Greenspace.
- Attended final Youth Council meeting for the year. Requested that the Youth Council minutes be circulated to Community Boards.

11.4 M Brown
- Noted the tabled letters from the advisory group members and request for update.
- Encouraged Swannanoa Cricket Club to provide a written request for funding.
- Encouraged West Eyreton School to request funding through the Discretionary Grant process.
- Attended Mandeville Sports Club Board meeting and noted the issue of sole access had not been discussed.

11.5 K Felstead

   Council
- Report on earthquake repairs, costing $39million. He acknowledged the good effort as they were $1.4million under budget.
- Noted the long debate on the Tram Road speed limit, with approval at 80km/hr.
- Waste minimisation – three bins had been approved to go to the LTP.
- Working party set up to review liquor licence bylaw and liquor ban bylaw.
• Approved adoption of Northern Pegasus Bay Bylaw Implementation Plan which gave effect to the bylaw.
• Adopted revised Standing Orders.
• Approved road stopping at Pines Beach area - as a result of earthquakes.
• Kaiapoi Wharf and Marina Precinct - the non-accessible option to the bottom of the terraces had been approved with a split vote on viewpoints that there were other accessible areas to the river.
• Reviewed road policies.

12 CONSULTATION PROJECTS
S Nichols provided an update on the consent for the Mandeville Village Development. The developers had put in a consent late last Thursday, but it had since been sent back to the developers due to incomplete information. Once it had been received staff could set times. When the clock started it would be a 20 working day process. At the end of that time it could either be notified or go to the next stage.

S Nichols noted the email correspondence from E Cordwell regarding the Board Stormwater Drainage Bylaw submission, which had been drafted, and request for feedback. The submission could be formally ratified at the February meeting.

S Farrell expressed concern that the drainage advisory groups had not been consulted as advised and would provide feedback to Governance staff for inclusion in the submission.

S Nichols advised that some of the other community boards who had attended the briefing had decided to submit to endorse the direction the Council had proposed.

S Markham advised that there had been some tweaks to the standard report template in order to ask the question, ‘what have the relevant groups or organisations said?’ as a prompt for staff in putting together a report.

D Nicholl commented that in some cases consultation with outside organisations was a matter of timing. S Farrell argued that was not an excuse for not consulting.

12.1 Stormwater Drainage Bylaw
Consultation closes 5pm, 15 December 2017.

http://www.waimakariri.govt.nz/have-a-say/letstalk/consultations/stormwater-drainage-bylaw

Moved T Robson seconded S Farrell

THAT the Oxford-Ohoka Community Board:

(a) Resolves that it will submit on the Stormwater Drainage Bylaw.

AND

(b) Notes that any elected member may choose to submit on this matter as a private individual.

CARRIED

13 REGENERATION PROJECTS
13.1 Town Centre, Oxford
Updates on the Oxford Town Centre projects are emailed regularly to Board members. These updates can be located using the link below:

13.2 **New Arterial Road, Kaiapoi**

Regular updates on the progress of the new Arterial Road will be posted on the Council’s website. There are also links to intersection layout plans for each of the new intersections. The updates can be located using the link below:


J Lynn requested an update on when the new arterial road would be open. There were concerns around dangerous shingle.

The projects were noted by the Board.

14 **BOARD FUNDING UPDATE**

14.1 **Board Discretionary Grant**

Balance as at 7 December 2017: $3,660.95

S Nichols suggested members encourage groups to apply to the grant. It was at the discretion of the Council but the Boards had been warned previously that there was a ‘use it or lose it’ policy. Landscaping grants were different as they could be ring-fenced for an upcoming project.

S Nichols advised that Board Chairs had been invited to a discussion with the Mayor regarding a potential youth scholarship type grant.

15 **MEDIA ITEMS**

Nil.

16 **QUESTIONS UNDER STANDING ORDERS**

Nil.

17 **URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

Nil.

**NEXT MEETING**

The next meeting of the Oxford-Ohoka Community Board is scheduled for Thursday 8 February 2018 commencing at 7.00pm, at Oxford Town Hall.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 9.58pm.

CONFIRMED

__________________________
Chairperson

__________________________
Date
1. SUMMARY

1.1 The purpose of this report is to seek the Board’s recommendation that the Council approves the re-classification of Reserve 1651 which is located at 470 Woodstock Road, Oxford.

1.2 The reserve was set aside for public recreation (public domain) by New Zealand Gazette 1878 page 1670. In 1962 the Oxford County Council was appointed to control the reserve as the Domain Board (NZ Gazette 1962 page 1293).

1.3 Since 1995 the reserve has been used by Council for the dispersal and treatment of sewage with the balance being planted in pine trees. Council’s current use of the land does not fit with, and is in contradiction with, the current public recreation reserve classification.

1.4 It is recommended that Council classify the reserve to Local Purpose (Sewerage and Plantation) Reserve. This classification will correctly identify and reflect Council’s use of the land.

1.5 Waimakariri District Council has delegated authority to classify this reserve from the Minister of Conservation.

Attachments:
- Aerial image (Trim No. 180124005947)
- Title (gazettes) (Trim No. 180124005946)

2. RECOMMENDATION

THAT the Oxford Ohoka Community Board

a) Receives report No. 180109001167

Recommends that the Council:

Approves under the Reserves Act 1977 to classify the reserve described in the schedule as Local Purpose (Sewerage and Plantation) reserve, subject to the provisions of the Act.
Canterbury Land District – Waimakariri District

Schedule

<table>
<thead>
<tr>
<th>Area (Ha)</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>87.4120</td>
<td>Reserve 1651 <em>(New Zealand Gazette 1878 page 1670)</em></td>
</tr>
</tbody>
</table>

b) **Notes** that a subsequent report will be presented should any objections be received following public advertising.

3. **ISSUES AND OPTIONS**

3.1. Council has used the land as a sewerage dispersal field for a number of years. The proposed classification will correctly identify and record Council’s use of the land. It is recommended that the classification be approved by Council, subject to no public submissions or objections.

3.2. Should Council not classify the reserve it will continue to be held in trust as a public recreation (public domain) which is in contradiction to Council’s current use.

3.3. The Management Team/CEO has reviewed this report and supports the recommendations.

3.4. The approximate timeline for completion will be as follows:
   - Prepare public notice, resolution, submission period, publish and register new gazette notice is approx. 10 week process

4. **COMMUNITY VIEWS**

4.1. A notice will be published in the Northern Outlook newspaper seeking public submissions or objections to the proposed classification. The public will have one month to object to the change.

4.2. Should any objections be received a subsequent report will be presented to Council.

5. **FINANCIAL IMPLICATIONS AND RISKS**

5.1. Council’s current use of the land does not align with the current classification for public recreation (public domain). The proposed classification of Local Purpose (Sewerage and Plantation) reserve will correctly identify and permit Council’s current uses. There are penalties associated with the Reserves Act for unauthorised acts on reserves, this holds a penalty of a fine not exceeding $200,000.

5.2. There is a risk that members of the public may object to the proposed classification. This is, however, considered unlikely as Council have used the land in this manner for many years and the proposed classification is to perfect the existing situation.

5.3. The public recreation (public domain) classification promotes public access and use of the land. This poses a health and safety issue to Council as access to the sewerage dispersal fields should be restricted.

5.4 The costs associated with changing the status of this Reserve will not exceed $6,000.

6. **CONTEXT**

6.1. **Policy**

This matter is not a matter of significance in terms of the Council’s Significance and Engagement Policy.
6.2. **Legislation**

The land is subject to the provisions of the Reserves Act 1977. Section 24 of the Act requires public notification and section 16 provides the mechanism to classify reserves.

Monese Ball

*Property Officer*
Powers delegated to the Oxford Recreation Domain Board under "The Public Domains Act, 1860."

NORMANBY, Governor.
ORDER IN COUNCIL.
At the Government House, at Wellington, this eighteenth day of November, 1878.

Present:

HIS EXCELLENCY THE GOVERNOR IN COUNCIL.

WHEREAS by the eleventh section of "The Public Domains Act, 1860," it is enacted that the Governor, by Order in Council, may, from time to time delegate all or any of the powers by the said Act conferred upon any person, for any period, and subject to such stipulations as may be specified in such order, and that every such delegation may from time to time in like manner be altered or revoked; and whereas it is enacted by "The Public Domains Act, 1860," that the word "person" in the foregoing recited section of "The Public Domains Act, 1860," shall be deemed to include more persons than one: And whereas, pursuant to "The Public Reserves Act, 1877," by an Order in Council of even date herewith, the land described in the Schedule thereto is declared to be brought under and to be subject to the said "Public Domains Act, 1860."

Now, therefore, His Excellency the Governor, by and with the advice and consent of the Executive Council of the Colony of New Zealand, doth, by this present order, delegate all the powers conferred by the Act first above mentioned, except the powers under or conferred by subsections five and ten of section five and section eleven, to the under-mentioned persons, who shall be known as the "Oxford Recreation Domain Board."

JOSEPH PEARSON, SENIOR,
RICHARD PERRIM,
JOHN MUNNIN,
JOHN ROBBINS PEARSON,
JOHN E. GORDON,
(below referred to as "the Board."). Subject to the stipulations hereinafter contained, that is to say:

1. The Board shall meet for the transaction of business, on the first Monday in each month, at seven o'clock in the evening, at the office of the Oxford Road Board, or at such other time or place as may from time to time be fixed by the Board. The first meeting shall be held on Thursday, the twelfth day of December, one thousand eight hundred and seventy-eight.

2. Special meetings may be convened by the Chairman, or by any two members of the Board, provided that two days' notice of such meeting be given to each member specifying the business to be transacted at such special meeting; and no other business than that so specified shall be transacted at such meeting.

3. Any three of the said Board shall form a quorum. Any meeting may be adjourned from time to time.

4. The members of the Board shall at their first meeting, and thereafter at an annual meeting to be held on the first Monday in January in every succeeding year thereafter, elect one of themselves to be Chairman, who may join in the discussion, and shall have an original as well as a casting vote. The Chairman shall hold office until the election of his successor.

5. If at any meeting the Chairman is not present at the time appointed for holding the same, the members present shall choose some one of their number to be Chairman of such meeting.

6. If, by resignation, death or incapacity, otherwise, the office of Chairman shall be or become vacant the members may at any monthly or special meeting appoint a Chairman.

7. All questions shall be determined by the majority of votes of the members of the Board present at a meeting.

FORSTER GORDON,
Clerk of the Executive Council.

Oxford Recreation-ground brought under "The Public Domains Act, 1860."

NORMANBY, Governor.
ORDER IN COUNCIL.
At the Government House at Wellington, this eighteenth day of November, 1878.

Present:

HIS EXCELLENCY THE GOVERNOR IN COUNCIL.

By virtue of the powers and authorities vested in me by the eleventh section of "The Public Reserves Act, 1877," I, George Augustus Constantine, Marquis of Normanby, Governor of the Colony of New Zealand, by and with the advice and consent of the Executive Council of the said colony, do hereby order and declare that the reserve made for public recreation in the Provincial District of Canterbury, and known as the "Oxford Recreation-ground," and described in the Schedule hereto, shall be and the same is hereby brought under the operation of and declared to be subject to the provisions of "The Public Domains Act, 1860," and the said Act and such domain shall hereafter be managed, administered, and dealt with in manner directed by the said Acts.

SCHEDULE.

All that area in the Provincial District of Canterbury containing by admeasurement two hundred and sixteen (216) acres, more or less, being Section numbered 1651 (in red). Bounded towards the West by Section numbered 25503 for a distance of forty-eight (48) chains sixty-four (64) links; towards the South by the Eyre Road South for a distance of thirty-three (33) chains eighty-eight (88) links; and towards the East by Section numbered 24130; and also by a line in continuation of its western boundary, a distance altogether of fifty-one (51) chains fifty-five (55) links; as the same is delineated on the official map in the Provincial District Survey Office, Christchurch.

FORSTER GORDON,
Clerk of the Executive Council.

Moa Flat and Ettrick Recreation-ground brought under "The Public Domains Act, 1860."

NORMANBY, Governor.
ORDER IN COUNCIL.
At the Government House, at Wellington, this eighteenth day of November, 1878.

Present:

HIS EXCELLENCY THE GOVERNOR IN COUNCIL.

By virtue of the powers and authorities vested in me by the eleventh section of "The Public Reserves Act, 1877," I, George Augustus Constantine, Marquis of Normanby, Governor of the Colony of New Zealand, by and with the advice and consent of the Executive Council of the said colony, do hereby order and declare that the reserve made for public recreation in the Provincial District of Otago, and known as the "Moa Flat and Ettrick Recreation-ground," and described in the Schedule hereto, shall be and the same is hereby brought under the operation of and declared to be subject to the provisions of "The Public Domains Act, 1860," and the said Act and such domain shall hereafter be managed, administered, and dealt with in manner directed by the said Acts.
Appointment of the Waialai Beach Reserve Society, Incorporated, to Control and Manage a Reserve

Pursuant to the Reserves and Domains Act 1953, the Minister of Lands hereby appoints the Waialai Beach Reserve Society, Incorporated, to control and manage the reserve described in the Schedule hereto, subject to the provisions of the said Act, as an historic reserve for a period of seven years from the date hereof.

SCHEDULE
Otago Land District—Mapoutahi Pa Historic Reserve
Sections 57a and 1340w, Block IV, North Harbour and Blue-skin Survey District: Area, 4 acres, more or less.
Dated at Wellington this 3rd day of August 1962.
R. G. GERARD, Minister of Lands.
(L. and S. H.O. 4/581; D.O. 8/121)

Resolution of Appointment of Oxford Domain Board, Amendment of New Board, and Union of Oxford and Gorge Domains

Pursuant to the Reserves and Domains Act 1953, the Minister of Lands hereby revokes the appointment of the Oxford Domain Board as published in Gazette, 5 May 1955, Vol. II, page 750, and appoints the Oxford County Council to be the Oxford Domain Board to have control of the reserve described in the First Schedule hereeto, subject to the provisions of the said Act, as a public domain, and also declares that on and after the 1st day of September 1962 the public domains described in the First and Second Schedules hereto shall be united to form one public domain to be known as the Oxford Domain.

FIRST SCHEDULE
Canterbury Land District—Oxford Domain
Reserve 1651, situated in Blocks VIII and XII, Oxford Survey District: Area, 216 acres, more or less. (S.O. Plan 586L.) Reserve 4153, situated in Block VIII, Oxford Survey District: Area, 1 rood 32 perches, more or less. All certificate of title, Volume 687, folio 26 (limited as to parcels). Reserve 4156, situated in Block VIII, Oxford Survey District: Area, 8 acres 2 roods 26 perches, more or less. All certificate of title, Volume 125, folio 120. Reserve 4432, situated in Block VI, Oxford Survey District: Area, 8 acres 40 acres and 3 perches, more or less (formerly shown acres). All certificate of title, Volume 144, folio 190. (L. and S. H.O. 1/316; D.O. 8/3/91)

SECOND SCHEDULE
Canterbury Land District—Ashley Gorge Domain
Reserve 3094, situated in Block IV, Oxford Survey District: Area, 11 acres, more or less. (S.O. Plan 1422.) Reserve 3221, situated in Block XVI, Upper Ashley Survey District, Block XIII, Mount Thomas Survey District, Block II, Mairaki Survey District: Area, 432 acres, more or less. (S.O. Plan 5914.) (L. and S. H.O. 1/946; D.O. 8/3/86)
Dated at Wellington this 1st day of August 1962.
R. G. GERARD, Minister of Lands.

Board Appointed to Have Control of Rotherham Domain

Pursuant to the Reserves and Domains Act 1953, the Minister of Lands hereby appoints:
1. Mervyn David Dick,
2. Guy Palin Dampier-Croserley,
3. Robert Bruce Henderson, and
4. Andrew Clement Rutherford Robinson

the Board of Examiners to have control of the reserve described in the Schedule hereeto, subject to the provisions of the said Act, as a public reserve.

Branch of the Waialai Beach Reserve Society, Incorporated, to Control and Manage a Reserve

Pursuant to the Reserves and Domains Act 1953, the Minister of Lands hereby appoints the Waialai Beach Reserve Society, Incorporated, to control and manage the reserve described in the Schedule hereto, subject to the provisions of the said Act, as a historic reserve for a period of seven years from the date hereof.

SCHEDULE
Otago Land District—Mapoutahi Pa Historic Reserve
Sections 57a and 1340w, Block IV, North Harbour and Blue-skin Survey District: Area, 4 acres, more or less.
Dated at Wellington this 3rd day of August 1962.
R. G. GERARD, Minister of Lands.
(L. and S. H.O. 1/802; D.O. 8/3/107)

Appointment of Member of Fergusonson Domain Board

Pursuant to the Reserves and Domains Act 1953, the Minister of Lands hereby appoints
Robert Haswell to be a member of the Fergusonson Domain Board, North Auckland Land District, in place of Arthur Reginald Allen, resigned.
Dated at Wellington this 6th day of August 1962.
R. G. GERARD, Minister of Lands.
(L. and S. H.O. 1/923; D.O. 8/3/205)

Members of National Parks Authority Appointed

Pursuant to subsection (1), (f), (g), (h), and (i) of section 4 of the National Parks Act 1952, the under-mentioned persons are hereby appointed to be members of the National Parks Authority for a term of three years from 1 April 1962:
1. Francis Raymond Callaghan (on the recommendation of the Royal Society of New Zealand);
2. David Bewell (on the recommendation of the Executive of the Forest and Bird Protection Society of New Zealand, Incorporated);
3. Roderick Syme (on the recommendation of the Dominion Executive of the Federated Mountain Clubs of New Zealand, Incorporated); and
4. Lancelot William McCaskill, to represent the National Parks Board constituted under the aforesaid Act.
Dated at Wellington this 1st day of August 1962.
R. G. GERARD, Minister of Lands.
(L. and S. H.O. NP 3)

Declaration that a Reserve be the Murupara Domain and Appointment of Domain Board

Pursuant to the Reserves and Domains Act 1953, the Minister of Lands hereby declares the reserve for recreation described in the Schedule hereeto to be a public domain, subject to the provisions of Part III of the said Act, to be known as the Murupara Domain and, pursuant to the aforesaid Act, appoints the Murupara Town Council to be the Murupara Domain Board to have control of the said domain.

SCHEDULE
South Auckland Land District—Murupara Domain
Lot 2, D.P.S. 5003, being part Section 15, Block XIII, Galatea Survey District: Area, 112 acres, more or less. Also Lot 4, D.P.S. 4669, being part Sections 13 and 15, Block XIII, Galatea Survey District: Area, 4 acres, more or less. Also Lot 2, D.P.S. 4890, being part Sections 13 and 26, Block XIII, Galatea Survey District: Area, 3 acres, more or less. Also Lot 1, D.P.S. 7081, being part Sections 13, 15, 16, 19, 20, 29, 30, and 34, Block XIII, Galatea Survey District: Area, 45 acres, more or less.
Dated at Wellington this 3rd day of August 1962.
R. G. GERARD, Minister of Lands.
(L. and S. H.O. 1/1024; D.O. 8/836)

Chairman of Board of Examiners Appointed Under the Boilers, Lifts, and Cranes Act 1950

Pursuant to section 40 of the Boilers, Lifts, and Cranes Act 1950, the Minister of Marine hereby appoints
Donald James McKenzie to be the Chairman of the Board of Examiners constituted under the said Act.
Dated at Wellington this 30th day of July 1962.
R. G. GERARD, Minister of Marine.
(M. 16/4/49)
Reversion of the Reservation Over Part of a Reserve

Pursuant to the Reserves and Domains Act 1953, the Minister of Lands hereby reverts the reservation over that part of the reserve for scenic purposes described in the Schedule hereto.

**SCHEDULE**

Southland Land District—Southland County

**Southland Land District—Southland County**

Lots 30 and 39 (formerly part Section 46), Block VII, Otanumia Hundred; area, 1 acre 2 roods 20 perches, more or less (S.O. Plan 7798).

Dated at Wellington this 29th day of April 1969.

DUNCAN MACINTYRE, Minister of Lands.

(L. and S. H.O. 4/261; D.O. 13/68)

Reservation of Land

Pursuant to the Land Act 1948, the Minister of Lands hereby sets apart the land described in the Schedule hereto as a reserve for recreation purposes.

**SCHEDULE**

Southland Land District—Southland County

Lot 1, D.P. 7277, being part Section 41, Block VII, Otanumia Hundred; area, 5 acres and 2.5 perches, more or less. Part certificate of title, Volume 85, folio 280.

Dated at Wellington this 29th day of April 1969.

DUNCAN MACINTYRE, Minister of Lands.

(L. and S. H.O. 4/261; D.O. 13/68)

Reservation of Land

Pursuant to the Land Act 1948, the Minister of Lands hereby sets apart the land described in the Schedule hereto as a reserve for scenic purposes.

**SCHEDULE**

Southland Land District—Southland County

Sections 933 and 1044, Block XVIII, and Sections 930, Block XXV, Hokonui Survey District; area, 116 acres, more or less (S.O. Plans 4184 and 7334).

Dated at Wellington this 29th day of April 1969.

DUNCAN MACINTYRE, Minister of Lands.

(L. and S. H.O. 4/1370; D.O. 13/107)

Reservation of Land and Declaration That Land be Part of the Tiritiri Domain

Pursuant to the Land Act 1948, the Minister of Lands hereby sets apart the land described in the Schedule hereto as a reserve for scenic purposes and, further, pursuant to the Reserves and Domains Act 1953, declares the said reserve to be a public domain, subject to the provisions of Part III of the last-mentioned Act, to form part of the Tiritiri Domain, to be administered as a public domain by the Domain Board.

**SCHEDULE**

Gisborne Land District—Cook County

Section 79, Tiritiri Village (formerly part Sections 14 and 15, Tiritiri Village), situated in Block XV, Hangaroa Survey District; area, 2 roods and 23.8 perches, more or less. Crown land in transfer 91835 (S.O. Plan 5677).

Dated at Wellington this 6th day of May 1969.

DUNCAN MACINTYRE, Minister of Lands.

(L. and S. H.O. 1/169; D.O. 8/871)

Vesting a Reserve in the Eitham Borough Council

Pursuant to the Reserves and Domains Act 1953, the Minister of Lands hereby vests the reserve described in the Schedule hereto in the Mayor, Councillors, and Citizens of the Borough of Eitham, in trust, for a site for a public pound.

**SCHEDULE**

Taranaki Land District—Eitham Borough

Lot 7, D.P. 1624, being part Section 77, Eitham Village Survey District; area, 1 rood, more or less. All certificate of title, Volume 50, folio 42.

Dated at Wellington this 29th day of April 1969.

DUNCAN MACINTYRE, Minister of Lands.

(L. and S. H.O. 6/11724; D.O. 14/33)

Union of Oxford and Carleton Domains

Pursuant to the Reserves and Domains Act 1953, the Minister of Lands hereby declares that on and after the 1st day of April 1969, the public domains described in the Schedules hereto shall be united to form one public domain to be known as Oxford Domain.

**FIRST SCHEDULE**

Cantebury Land District—Oxford County

**Oxford Domains**

Reserve 1651, situated in Blocks VIII and XII, Oxford Survey District; area, 216 acres, more or less (S.O. Plan 956). Reserve 3094, situated in Block IV, Oxford Survey District; area, 11 acres, more or less (S.O. Plan 1422).

Reserve 3231, situated in Block XVI, Upper Ashley Survey District, Block XIII, Mount Thomas Survey District, Block XVIII, Oxford Survey District, and Block I, Maiaiaki Survey District; area, 432 acres, more or less (S.O. Plan 5914).

Reserve 4156, situated in Block VIII, Oxford Survey District; area, 8 acres 2 roods 26 perches, more or less. All certificate of title, Volume 125, folio 129.

Reserve 4432, situated in Block VI, Oxford Survey District; area, 6 acres 1 rood, more or less. All certificate of title, Volume 144, folio 190 (S.O. Plan 8924).

DUNCAN MACINTYRE, Minister of Lands.

(L. and S. H.O. 1/316; D.O. 8/3/91)

**SECOND SCHEDULE**

Cantebury Land District—Oxford County

**Carleton Domain**

Reserve 2808: area, 7 acres 2 roods, more or less. Reserve 2858: area, 6 acres 1 rood, more or less.

Both situated in Block V, Maiaiaki Survey District (S.O. Plan 7154).

DUNCAN MACINTYRE, Minister of Lands.

(L. and S. H.O. 1/74; D.O. 8/3/90)

Dated at Wellington this 29th day of April 1969.

DUNCAN MACINTYRE, Minister of Lands.

(L. and S. H.O. 1/316; D. 1/74; D.O. 8/3/90, 8/3/91)

The Road Classification (Opotiki County) Notice 1969

Pursuant to regulation 3 of the Heavy Motor Vehicle Regulations 1955*, the Secretary for Transport hereby gives the following notice:

**NOTICE**

This notice may be cited as the Road Classification (Opotiki County) Notice 1969.

The Opotiki County Council's proposed classification of roads as set out in the Schedule hereto is hereby approved.

The Warrant dated the 26th day of June 1959 and the 1st day of October 1951 which relate to the classification of roads described in the Schedule hereto are hereby revoked.

1969-862
WAIMAKARIRI DISTRICT COUNCIL

REPORT

FILE NO: CPR-06-0986/180119004348

REPORT TO: Oxford-Ohoka Community Board

DATE OF MEETING: 8 February 2018

FROM: Monese Ball, Property Officer

SUBJECT: Property Lease/Licence Renewals 01 January 2018 to 31 December 2018

1. SUMMARY

1.1. The purpose of this report is to advise Community Board Members of leases/licences that are due for renewal over 2018, and to also provide information on what Leases/Licences are held within their area.

1.2. The Property Unit manage over 300 property leases/licences on behalf of the Council and are held for generally recreation, community facilities, farming, roading and drainage activities. The following attachment shows those licences/leases within this Ward and highlights those that are due for renewal or review in the upcoming year (in yellow).

1.3. The nature, vicinity and use of the land for both Lessee and Council often determine what value Council receives for the land/lease property.

1.4. Licences/Leases with $1 if demanded payment are associated to Council’s Community Recreation Team and are normally community based activities or sporting clubs that offer a service to the local community and in some instances assist in the maintenance of the leased land.

1.5. There are a number of gravel pit reserves in our district and in most instances they form part of neighbouring farm land. The rental amount can be lower due to the condition of the land and the saving to Council, in the maintenance costs associated to the land.

1.6. It has been indicated where rental has been set by way of Tender.

1.7. Due to the extended information now given in this report, it is attached by way of spreadsheet

Attachment:

i. Spreadsheet of Leases/Licences for Oxford-Ohoka Community Board ward area (Trim 180119004353).

2. RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

(a) Receives report No. 180119004348

(b) Notes the upcoming renewals, status and nature of the lease/licence agreements.
3. **ISSUES AND OPTIONS**

3.1. Often land is adjacent to farm land, or can be land locked esplanade reserve in isolated areas, where the return achieved is often set at a rate that equates to a “best option” and sometimes the only lease option where it is beneficial to receive some nominal fee as well as ensuring the land is well maintained.

3.2. Where there is an economic return/high interest in the land, this is generally advertised through a tender process.

3.3. The Management Team has reviewed this report and supports the recommendations

4. **COMMUNITY VIEWS**

4.1. Have not been specifically sought.

4.2. Where the land has significant interest, the land is leased through the Council’s tendering process.

5. **FINANCIAL IMPLICATIONS AND RISKS**

5.1. Receiving nominal rental is quite often the best option, where the Lessee is maintaining the land, as well as fencing, vegetation and security.

5.2. Not to lease for a nominal fee can be detrimental to Council, through an increase in maintenance costs.

6. **CONTEXT**

6.1. **Policy**

6.1.1. This matter is not a matter of significance in terms of the Council’s Significance Policy.

6.1.2. Under Council’s Treasury Policy, where land is identified as surplus to requirements, and land is sold and generally applied to general rates or the activity the land related to.

6.1.3. Council is consulting with the community in respect of the rational for charges relating to Community Facilities and Reserves.

6.1.4. Under the Delegations to the Community Board (reference S-DM 1041);

15. Delegated authority on matters in the Community Board Ward in accordance with Council policies and guidelines in respect of the following matters:

- Granting of new leases or licences on reserve land; excluding the airfield. (The Board also receives an annual report on existing reserve land leases). Any easements for underground works/services is an operational matter under delegation of Utilities & Roading or Property staff.

---

Monese Ball
Property Officer
<table>
<thead>
<tr>
<th>Full Details</th>
<th>Land Use</th>
<th>Reserve</th>
<th>Rent Review</th>
<th>Term Renewal</th>
<th>Expiry Due</th>
<th>Term of Lease</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>3072 South Eyre Road, Brent &amp; Michelle Atkinson. Licence to Occupy Gravel Reserve 324-07-010</td>
<td>stock grazing</td>
<td>yes</td>
<td>28/03/2019</td>
<td>28/03/2019</td>
<td>05Yr</td>
<td></td>
<td></td>
</tr>
<tr>
<td>62 Bradleys Road, Sheep Grazing - Gina Mudgway</td>
<td>stock grazing</td>
<td>yes</td>
<td>6/08/2019</td>
<td>6/08/2019</td>
<td>05Yr</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1595 South Eyre Road, Stock Grazing - Clady Properties</td>
<td>stock grazing</td>
<td>yes</td>
<td>30/06/2027</td>
<td>30/06/2027</td>
<td>05Yr</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1221 Tram Road, Stock Grazing - D A Gilton</td>
<td>stock grazing</td>
<td>yes</td>
<td>30/06/2018</td>
<td>30/06/2018</td>
<td>05Yr</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1680 Tram Road, Stock Grazing - W S E Gartley</td>
<td>stock grazing</td>
<td>yes</td>
<td>1/01/2030</td>
<td>1/01/2030</td>
<td>05Yr</td>
<td></td>
<td></td>
</tr>
<tr>
<td>433 North Eyre Road, Stock Grazing - Maurice Winter Ltd</td>
<td>stock grazing</td>
<td>yes</td>
<td>30/06/2022</td>
<td>30/06/2022</td>
<td>05Yr</td>
<td></td>
<td></td>
</tr>
<tr>
<td>165 Mandeville Road, Stock Grazing - C G Bailey</td>
<td>stock grazing</td>
<td>yes</td>
<td>30/06/2018</td>
<td>30/06/2018</td>
<td>05Yr</td>
<td></td>
<td></td>
</tr>
<tr>
<td>189 MM Road, Stock Grazing - Vicky Wall</td>
<td>stock grazing</td>
<td>yes</td>
<td>31/08/2022</td>
<td>31/08/2022</td>
<td>05Yr</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2042 Tram Road, Stock Grazing - Kenneth Douglas Dalley</td>
<td>stock grazing</td>
<td>yes</td>
<td>31/08/2022</td>
<td>31/08/2022</td>
<td>05Yr</td>
<td></td>
<td></td>
</tr>
<tr>
<td>131 - 153 Whites Road, Stock Grazing - John SCHRAPPY</td>
<td>stock grazing</td>
<td>yes</td>
<td>30/05/2019</td>
<td>30/05/2019</td>
<td>05Yr</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2042 North Eyre Road, Stock Grazing - John Roy</td>
<td>stock grazing</td>
<td>yes</td>
<td>30/02/2018</td>
<td>30/02/2018</td>
<td>05Yr</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6 Bradleys Road, agreement to plant forestry - Ohoka School Committee</td>
<td>Community planting</td>
<td>yes</td>
<td>Indefinite</td>
<td>Indefinite</td>
<td>Indefinite</td>
<td></td>
<td></td>
</tr>
<tr>
<td>83 Raddens Road, water pipe under road - G &amp; J Bellaney</td>
<td>pipe under road</td>
<td>no</td>
<td>Indefinite</td>
<td>Indefinite</td>
<td>Indefinite</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Off Bradleys Road Adjacent to 474 Bradleys Road, Grazing Licence</td>
<td>stock grazing</td>
<td>no</td>
<td>31/03/2018</td>
<td>31/03/2018</td>
<td>05Yr</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Part 8 Bradleys Road, Weighbridge - Mandeville Weighbridge Trust</td>
<td>commercial</td>
<td>yes</td>
<td>31/02/2032</td>
<td>31/02/2032</td>
<td>05Yr</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5d 1770 Carleton Road, licence to Occupy Road for water pipe R &amp; A Frahm</td>
<td>pipe under road</td>
<td>no</td>
<td>Indefinite</td>
<td>Indefinite</td>
<td>Indefinite</td>
<td></td>
<td></td>
</tr>
<tr>
<td>384 Woodfields Road, Irrigation Pipe Under Road - T &amp; A Larseen</td>
<td>pipe under road</td>
<td>no</td>
<td>Indefinite</td>
<td>Indefinite</td>
<td>Indefinite</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1059 Pasby Road, Pipe Under Road - Hawan Grazing Ltd</td>
<td>pipe under road</td>
<td>no</td>
<td>Indefinite</td>
<td>Indefinite</td>
<td>Indefinite</td>
<td></td>
<td></td>
</tr>
<tr>
<td>31 Chiltons Road, Water Pipe Under Road - Rangiora Nursery</td>
<td>pipe under road</td>
<td>no</td>
<td>Indefinite</td>
<td>Indefinite</td>
<td>Indefinite</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3739 South Eyre Road G &amp; J Evans Licence to Occupy for Farming, Gravel Reserve, ex plantation</td>
<td>pipe under road</td>
<td>yes</td>
<td>7/08/2019</td>
<td>7/08/2019</td>
<td>7/08/2024</td>
<td>05Yr</td>
<td></td>
</tr>
<tr>
<td>adjacent to corner Carleton/Littles Roads, Oxford - licence to occupy road for pipework</td>
<td>pipe under road</td>
<td>no</td>
<td>Indefinite</td>
<td>Indefinite</td>
<td>Indefinite</td>
<td></td>
<td></td>
</tr>
<tr>
<td>90 High Street, Oxford - Bill Bowsii</td>
<td>stock grazing</td>
<td>yes</td>
<td>30/06/2018</td>
<td>30/06/2018</td>
<td>05Yr</td>
<td></td>
<td></td>
</tr>
<tr>
<td>18 McPhedrons Road - Tinley Holdings Ltd</td>
<td>stock grazing</td>
<td>yes</td>
<td>31/03/2021</td>
<td>31/03/2021</td>
<td>05Yr</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1601 Woodstock Road View Hill Domain - M McIntosh</td>
<td>stock grazing</td>
<td>yes</td>
<td>30/04/2018</td>
<td>30/04/2018</td>
<td>05Yr</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1 Wapsheen Road - Woodstock Farms Ltd</td>
<td>stock grazing</td>
<td>yes</td>
<td>31/03/2018</td>
<td>31/03/2018</td>
<td>05Yr</td>
<td></td>
<td></td>
</tr>
<tr>
<td>352 Carleton Ashley Road - Parish Diaries Ltd Grazing licence</td>
<td>stock grazing</td>
<td>yes</td>
<td>1/05/2021</td>
<td>1/05/2021</td>
<td>05Yr</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3952 South Eyre Road - Garry FEARY Grazing licence</td>
<td>stock grazing</td>
<td>yes</td>
<td>31/03/2026</td>
<td>31/03/2026</td>
<td>05Yr</td>
<td></td>
<td></td>
</tr>
<tr>
<td>262 B&amp;C Bennetts Road - K Wakelin Grazing Licence</td>
<td>stock grazing</td>
<td>yes</td>
<td>30/06/2018</td>
<td>30/06/2018</td>
<td>10Yr</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1985 Oxford Road - Lisa Farms Mark Berger Grazing/Farming licence on Gravel Reserve</td>
<td>stock grazing</td>
<td>yes</td>
<td>3/10/2019</td>
<td>3/10/2019</td>
<td>3/10/2024</td>
<td>05Yr</td>
<td></td>
</tr>
<tr>
<td>388 Rainneys Road - Lees Valley Station LLC</td>
<td>pipe under road</td>
<td>yes</td>
<td>30/11/2024</td>
<td>30/11/2024</td>
<td>10Yr</td>
<td></td>
<td></td>
</tr>
<tr>
<td>McPhedrons Road unlimited legal road - Lees Valley Station LLC</td>
<td>pipe under road</td>
<td>no</td>
<td>30/11/2024</td>
<td>30/11/2024</td>
<td>10Yr</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Thompsons/Germani/Glentui Bush Roads - Andrew Mehrtens</td>
<td>pipe under road</td>
<td>no</td>
<td>Indefinite</td>
<td>Indefinite</td>
<td>Indefinite</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Unformed Legal Road off Raddens Farm Rd - Nicola &amp; Joseph Burston</td>
<td>stock grazing</td>
<td>no</td>
<td>31/03/2018</td>
<td>31/03/2018</td>
<td>05Yr</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Unformed legal road adj. 781 Ashley Gore Rd - B Bristow</td>
<td>stock grazing</td>
<td>no</td>
<td>27/02/2020</td>
<td>27/02/2020</td>
<td>05Yr</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1236/1234 North Eyre Road - Maurice Borooske</td>
<td>stock grazing</td>
<td>yes</td>
<td>18/02/2020</td>
<td>18/02/2020</td>
<td>10Yr</td>
<td></td>
<td></td>
</tr>
<tr>
<td>284 German Road Oxford - Stock Underpass - Bishop Farms Oxford Ltd</td>
<td>stock underpass</td>
<td>no</td>
<td>Indefinite</td>
<td>Indefinite</td>
<td>Indefinite</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pointzts Road - Landcorp Farming - Irrigation pipe under road reserve</td>
<td>pipe under road</td>
<td>no</td>
<td>Indefinite</td>
<td>Indefinite</td>
<td>Indefinite</td>
<td></td>
<td></td>
</tr>
<tr>
<td>part 5C Main Street Oxford, Pearson Park - Oxford Community Mens Shed</td>
<td>community planting</td>
<td>yes</td>
<td>30/08/2022</td>
<td>30/08/2022</td>
<td>10Yr</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pointzts, Brownes Road Oxford - Nga Tahu Farming Ltd</td>
<td>pipe under road</td>
<td>no</td>
<td>Indefinite</td>
<td>Indefinite</td>
<td>Indefinite</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3066 Oxford Road - Andrew Still Tanya Selak Licence to Occupy Armenty Reserve</td>
<td>stock grazing</td>
<td>yes</td>
<td>16/04/2020</td>
<td>16/04/2020</td>
<td>05Yr</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lees Valley Road - Licence to Occupy - Roading - Communication Installation - TELECOM NZ LTD</td>
<td>utility</td>
<td>no</td>
<td>Indefinite</td>
<td>Indefinite</td>
<td>Indefinite</td>
<td></td>
<td></td>
</tr>
<tr>
<td>207 Depot Road [Watsons Reserve Road] - Stock Access (no grazing rights) - Trinity Holdings Ltd</td>
<td>stock access track</td>
<td>no</td>
<td>31/07/2021</td>
<td>31/07/2021</td>
<td>05Yr</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lees Valley Road - Licence to Occupy Grazing - Robert Hugh M JOHNSTON</td>
<td>stock fence on road</td>
<td>no</td>
<td>Indefinite</td>
<td>Indefinite</td>
<td>Indefinite</td>
<td></td>
<td></td>
</tr>
<tr>
<td>25 Lees Road - Licence to Occupy Grazing - Gravel Reserve - Alister WALTIN</td>
<td>stock grazing</td>
<td>yes</td>
<td>31/10/2019</td>
<td>31/10/2019</td>
<td>05Yr</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Trig Road - Licence to Occupy - Grazing - Eydele Farming Co. Ltd</td>
<td>pipe under road</td>
<td>no</td>
<td>Indefinite</td>
<td>Indefinite</td>
<td>Indefinite</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Off Thongcaster Road - Licence to Occupy - Unformed Legal Road - Brendon James WILLIAMS</td>
<td>private plantation encroachment</td>
<td>no</td>
<td>Indefinite</td>
<td>Indefinite</td>
<td>Indefinite</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PT Glentui Bennetts Road - Licence to Occupy - Fence &amp; Tree Plantings - Isabel Mary COKKIN</td>
<td>landscape encroachment</td>
<td>no</td>
<td>Indefinite</td>
<td>Indefinite</td>
<td>Indefinite</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pearson Park - Dohrmans Road - Licence to Occupy (Land Swap) - MF &amp; DY ROGER</td>
<td>residential encroachment</td>
<td>no</td>
<td>Indefinite</td>
<td>Indefinite</td>
<td>Indefinite</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Off Glentui Bush Road - Licence to Occupy - Road (Water supply pipeline) - Hugh John HORN</td>
<td>pipe under road</td>
<td>no</td>
<td>Indefinite</td>
<td>Indefinite</td>
<td>Indefinite</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Part of Glentui Bush Road - Licence to Occupy - Private Community Water Supply Scheme - Glentui Private Community Water Supply Committee</td>
<td>pipe under road</td>
<td>no</td>
<td>Indefinite</td>
<td>Indefinite</td>
<td>Indefinite</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Glentui Road - 207 Depot Rd Licence to Occupy - Grazing - Kiri Kiri Farms Ltd</td>
<td>stock grazing</td>
<td>yes</td>
<td>30/06/2010</td>
<td>30/06/2010</td>
<td>05Yr</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mountain Road - Licence to Occupy - Unformed Legal Road - Water tank, pipeline, fencing &amp; building encroachment - George Roland &amp; Jennifer Ruth JASONSNI</td>
<td>Utility and fencing</td>
<td>no</td>
<td>Indefinite</td>
<td>Indefinite</td>
<td>Indefinite</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Road Name</td>
<td>Licence to Occupy</td>
<td>Road Reserve</td>
<td>Irrigation</td>
<td>Prescription</td>
<td>Stock Grazing</td>
<td>Stock underpass</td>
<td>Stock underpass</td>
</tr>
<tr>
<td>-----------</td>
<td>------------------</td>
<td>--------------</td>
<td>------------</td>
<td>--------------</td>
<td>--------------</td>
<td>----------------</td>
<td>----------------</td>
</tr>
<tr>
<td>321 Ranges Road - David MARTIN</td>
<td>Licence to Occupy Road Reserve - Pipe Under Road - Neale TODD</td>
<td>stock grazing</td>
<td>no</td>
<td>31/03/2018</td>
<td>05Yr</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2341 Oxford Road, Oxford - Licence to Occupy Road Reserve - 2 x Irrigation pipes under road</td>
<td>Licence to Occupy Road Reserve - 2 x Irrigation pipes under road</td>
<td>pipe under road</td>
<td>no</td>
<td>30/06/2022</td>
<td>05Yr</td>
<td></td>
<td></td>
</tr>
<tr>
<td>849 Thongcaster Road, Licence to Occupy - Grazing - John Thomas &amp; Joanne Charlotte SCOTT</td>
<td>pipe under road</td>
<td>no</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>792 High Street, Oxford - Licence to Occupy - Commercial</td>
<td>Licence to Occupy - Commercial</td>
<td>Commercial</td>
<td>no</td>
<td>03/09/2018</td>
<td>02Yr</td>
<td></td>
<td></td>
</tr>
<tr>
<td>256 Gillies Road, Summerhill - Licence to Occupy, Grazing - Barbara AVERY</td>
<td>pipe under road</td>
<td>yes</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>345 Thongcaster Road - Licence to Occupy Road Reserve - Irrigation Intake, Irrigation Pump House &amp; Pipeline - Thongcaster Farm Ltd</td>
<td>pipe under road</td>
<td>no</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>14 Parish Road - Licence to Occupy Road Reserve - Grazing</td>
<td>Licence to Occupy Road Reserve - Grazing</td>
<td>Grazing</td>
<td>no</td>
<td>01/03/2020</td>
<td>28/02/2025</td>
<td>10Yr</td>
<td></td>
</tr>
<tr>
<td>788 Burnt Hill Road, Oxford - Licence to Occupy Road Reserve - Grazing - Parish Dairies Ltd</td>
<td>pipe under road</td>
<td>no</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>302 Oxford Road, Oxford - Licence to Occupy Road Reserve - 4 x Irrigation pipes under road reserve - Gavin REED</td>
<td>Licence to Occupy Road Reserve - 4 x Irrigation pipes under road reserve</td>
<td>pipe under road</td>
<td>no</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>150 Oxford Road - Licence to Occupy - Grazing</td>
<td>Licence to Occupy - Grazing</td>
<td>Grazing</td>
<td>no</td>
<td>30/06/2022</td>
<td>05Yr</td>
<td></td>
<td></td>
</tr>
<tr>
<td>121 Raineys Road - David MARTIN</td>
<td>Licence to Occupy Road Reserve - Pipe Under Road - Neale TODD</td>
<td>stock grazing</td>
<td>no</td>
<td>31/03/2018</td>
<td>05Yr</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Property Details</td>
<td>Details</td>
<td>completion date</td>
<td>duration</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>------------------</td>
<td>---------</td>
<td>----------------</td>
<td>----------</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>470 Woodstock Road Oxford Sewer Site - Oxford Farming Limited - Bill Mason</td>
<td>stock grazing/cropping yes</td>
<td>15/05/2020</td>
<td>03Yr</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Road Reserve adj 111 Kiri Kiri Road - Gavin Taege</td>
<td>stock grazing no</td>
<td>31/01/2019</td>
<td>04Yr</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>422 Harman Gorge Road - Derek Taylor</td>
<td>stock grazing yes</td>
<td>31/03/2020</td>
<td>05Yr</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>470 Woodstock Road</td>
<td>pipe under road no</td>
<td>Indefinite</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>111 Kiri Kiri Road - Misu Lodge Stud (Timperley) STOCK UNDERPASS Agreement</td>
<td>stock underpass no</td>
<td>Indefinite</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1167 to 1168 Poyntzs Road - Geoff Spark - STOCK UNDERPASS Agreement</td>
<td>stock underpass no</td>
<td>Indefinite</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Verona and Modena Place Ohoka - Ohoka Utilities Ltd, Water Pipe within Road Reserve 1 of 4 (see Notes)</td>
<td>pipe under road no</td>
<td>Indefinite</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Siena and Sillano Places, Mandeville. Private Water Scheme. 1 of 4 see notes</td>
<td>pipe under road no</td>
<td>Indefinite</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bella Pl, Vicenza Dr, Wards Rd - Ohoka Utilities Ltd - Private water scheme within WDC Road - 1 of 4 of see notes</td>
<td>pipe under road no</td>
<td>Indefinite</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Velino &amp; Siena Pl, Bradleys Rd - Ohoka Utilities Ltd Private water scheme in Road Reserve. 1 of 4 see notes</td>
<td>pipe under road no</td>
<td>Indefinite</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>434 Depot Road and Road Reserve Parti ll Road - Lovelock Livestock Ltd</td>
<td>stock grazing yes</td>
<td>1/10/2020</td>
<td>10Yr</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1056 Wrights Road - Les Inch</td>
<td>stock grazing yes</td>
<td>1/12/2020</td>
<td>30/11/2025 10Yr</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rameye Road Oxford - Lees Valley Station Ltd Pipe work under road reserve</td>
<td>pipe under road no</td>
<td>Indefinite</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>620 German Road - Oxford - Robert Johnston</td>
<td>stock grazing no</td>
<td>3/02/2046</td>
<td>30Yr</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>14 Swamp Road - Barbara Johnson</td>
<td>driveway encroachment no</td>
<td>28/02/2016</td>
<td>10Yr</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Adj Coffey Carleton Roads. Pipe under the Road - Glen Eyre Dairy Ltd</td>
<td>pipe under road no</td>
<td>1/03/2026</td>
<td>Indefinite</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>46 198/290 McArrows Road - Kevin Mehrens licence to occupy pipe under road</td>
<td>pipe under road no</td>
<td>25/02/2026</td>
<td>Indefinite</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hunter and Poyntzs Roads - Nga Tahu Farming Ltd pipe under road reserve</td>
<td>pipe under road no</td>
<td>3/10/2026</td>
<td>Indefinite</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Timperley Enterprises Limited - Cattle stops Moderates Road</td>
<td>Cattle stops/fencing road no</td>
<td>Indefinite</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>78 to 303 Glentui Bush Road, Pipe under Road - Bushnell Nominates Ltd</td>
<td>pipe under road no</td>
<td>20Yr</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>46 95 Woodstock Road - Carleton Daries, Julie Wells - Licence to Occupy road for pipe work</td>
<td>pipe under road no</td>
<td>Indefinite</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>216 Tallotts Rd - Adj to Springbank Road Clare McKay - Bioractor in Road Reserve</td>
<td>Bioractor in road no</td>
<td>Indefinite</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>41 Harewood Road Oxford Community Health Centre Commercial no</td>
<td></td>
<td>3/12/2018</td>
<td>3/12/2028 30/11/2048 20Yr</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56 Main Street Oxford - Jacceys Room. Oxford Historical Records Society</td>
<td>Community Museum no</td>
<td>1/09/2017</td>
<td>1/09/2043 30Yr</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>86 Mandeville Road WOC as Lessee Swannanza Rural Fire Base</td>
<td>FIRE Council as Lessee no</td>
<td>2/12/2019</td>
<td>05Yr</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7 Burnett St Oxford - Oxford Health &amp; Fitness Centre Trust Commercial yes</td>
<td></td>
<td>31/12/2040</td>
<td>31/12/2040 25Yr</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>173 Howsons Rd - &quot;The Oaks&quot; - Craig Kennedy Grazing licence</td>
<td>stock grazing yes</td>
<td>30/11/2019</td>
<td>05Yr</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>431 Mandeville Road - Mandeville Sports Club inc</td>
<td>sporting group yes</td>
<td>31/03/2044</td>
<td>33Yr</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3097 Tam Road - Grazing &amp; Accessway Lease - Anthony &amp; Elizabeth Mary BUCKLAND</td>
<td>stock grazing no</td>
<td>28/02/2030</td>
<td>20Yr</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>37 Main Street - Lease - Oxford Community Trust</td>
<td>Community no</td>
<td>21/01/2019</td>
<td>21/01/2022 03Yr</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>56 Main Street - Lease for Squash Courts (Pearson Park) - Oxford Squash Rackets Club Inc</td>
<td>Sporting group yes</td>
<td>3/04/2018</td>
<td>20/03/2023 10Yr</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>37 Main Street - Lease - Commercial - Cottage Crafts Co-op</td>
<td>Commercial no</td>
<td>30/11/2018</td>
<td>01Yr</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>30A Main Street - Oxford, Lease, Commercial, Ashley Gorge Motor Camp - Wayne &amp; Sally SCHIST</td>
<td>Camp Ground yes</td>
<td>30/09/2020</td>
<td>30/09/2030 09Yr</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>697 Ashley Gorge Road, Oxford, Lease, Commercial, Ashley Gorge Motor Camp - Wayne &amp; Sally SCHIST</td>
<td>Camp Ground yes</td>
<td>30/09/2020</td>
<td>30/09/2030 10Yr</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>18 Main Street, Oxford - License to Occupy, Oxford Farmers Market - Pearson Park - Oxford Farmers Market Incorporated</td>
<td>Commercial yes</td>
<td>31/07/2018</td>
<td>21Yr</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>68 Main Street, Oxford (linked to 56 Main Street), Lease - Pearson Park - Art Gallery - Arts in Oxford Trust Commercial/Community yes</td>
<td></td>
<td>31/03/2018</td>
<td>06Yr</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2209 Lees Valley Road - Lease - Community Centre - Lees Valley Householders Committee</td>
<td>Community yes</td>
<td>31/05/2018</td>
<td>31/05/2018 10Yr</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>30A Main Street, Oxford - Lease St John Tanker Building &amp; Fire Tanker Shed - Order of St John &amp; Northern Region (S) 31/04/1930</td>
<td>Commercial no</td>
<td>30/04/1930</td>
<td>06Yr</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>90 High Street, Oxford - Lease - Office Space (mail sorting room) - NZ Post Ltd Commercial no</td>
<td></td>
<td>31/10/2022</td>
<td>31/10/2022 06Yr</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>46 &amp; 28 Butchers Road, Kaispoil - Residential Lease Robert Gardiner</td>
<td>Residential accommodation no</td>
<td>31/08/2018</td>
<td>Part of silverstream link road project. Will be sold once project completed</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
WAIMAKARIRI DISTRICT COUNCIL

REPORT

FILE NO and TRIM NO: GOV-26-10-06/ 180126007040

REPORT TO: Oxford Ohoka Community Board

DATE OF MEETING: 8th February 2018

FROM: Grant Stephens – Green Space Community Engagement Officer

SUBJECT: General Landscaping Budget

SGNED BY: (for Reports to Council or Committees)

Department Manager

Chief Executive

1. SUMMARY

1.1. The purpose of this report is to inform the Board of the remaining financial provision in the 2017/2018 General Landscaping Budget.

1.2. This report proposes that the Board approve funding from their general landscaping budget to Mandeville Sports Club for the purpose of boundary planting. This report also recommends that funding be granted to the Ashley Gorge Reserve Advisory Group for the purchase of 20 predator traps.

Attachment

i Mandeville Sports Club Planting Plan Trim 180130008631

2. RECOMMENDATION

THAT the Oxford Ohoka Community Board:

(a) Receives report No. 180126007040

(b) Notes that to date the board has a budget of $16,370.00 available to allocate from its 2017/2018 General Landscaping Budget towards landscaping projects within the Oxford Ohoka Ward. This is made up of the annual plan allocation of $11,920.00 and a carry-over from the previous financial year of $4450.00

(c) Approves the allocation of $5000.00 to the Mandeville Sports Club Inc. for use in reinstating boundary plantings for shelter and improving the aesthetic presentation of the public park.

(d) Approves the allocation of $580.00 to the Ashley Gorge Advisory Group to be spent on the purchase of 20 predator traps.
3. ISSUES AND OPTIONS

Mandeville Sports Club Funding Request

3.1. At the December 2017 meeting of the Oxford Ohoka Community Board a request was tabled from the Mandeville Sports Club Inc. seeking a grant of $5000 from the General Landscaping Budget. This grant would go towards reinstating boundary plantings for shelter and improving the aesthetic presentation of the public park.

3.2. In 2013 strong winds damaged a large number of plants along the boundary. These have now been cleared and the club wish to replant the shelter belts in August this year. Funding would be put towards tree purchase, irrigation and pest protection.

3.3. The area to be planted is along the western boundary from Mandeville Road along to North Eyre Road. The club intend to plant the northern end first which forms the boundary of the old pony club paddock. Once this is established they hope to continue on with the other areas as funds and resources become available.

3.4. A planting plan has been created for this work which includes Laylandii along the boundary and then some Lombardy poplars and pin oaks inside the reserve as shade trees. This can be shown on the attached plan provided by Mandeville Sports Club.

3.5. In order to help make a decision on this request for funding, the community board asked for staff to include within this report a breakdown of costings for both this project as well as the other grants the club receives. At the time of writing this report, staff were unable to get a detailed complete breakdown of costs to include within the agenda however, staff are hopeful that this will be available by the time of the meeting and can be tabled then.

3.6. With regards to other recent grants received by the club from The Waimakariri District Council, these are listed below;

   3.6.1. $128,780 Operational grant as part of the 17/18 financial year.
   3.6.2. Approx. $500,000 of capital funding over last seven years.
   3.6.3. $3,000 from the Oxford / Ohoka General Landscaping fund allocated as a grant to the Eyreton Pony Club for the purpose of installing landscaping around the outside of their new clubrooms at Mandeville Domain.

3.7. It is important to note that while there is an operational grant of $128,780 within this financial year, this grant is to cover general maintenance of the whole reserve which reflects what Council would have to pay were we to maintain the grounds under the current maintenance contract.

Ashley Gorge Track Funding Request

3.9. A sub-committee of the Ashley Gorge Reserve Advisory Group undertook in mid-2015 to restore a section of walking track on DOC land on the opposite side of the Ashley River, following significant demand from those visiting the reserve for opportunities to explore the area around the camp. To date they have been successful in clearing and restoring the track to a high standard under guidance from DOC, and with the assistance of local schools in the Oxford area and the Department of Corrections, with whom they have successfully established ongoing relationships through facilitating regular working bees on the track.
3.10. In May 2016 the group requested funds from the Oxford Eyre Ward Advisory Board towards the purchase tools, develop interpretive signage about the outstanding natural characteristics of the area, construct culverts, erect bench seating and hire machinery to surface the track. The Board chose to grant $7147.00 towards this project and were advised that funds were being sought from the annual plan for the funds required to complete the track.

3.1. At the December 2017 meeting John Burton as a representative of the Ashley Gorge Advisory Committee, and manager of the track development programme, updated the Board on the work occurring on the Ashley Gorge walking tracks. He advised that currently they were looking for further funding to complete Stage 1, which was a one-hour loop track, finished to DOC’s highest standard which is already well utilised. Another part of the project was trapping, with the aim to be predator free.

3.2. John tabled information regarding the remaining costs to complete stage one of the track and a request was made to staff to include information regarding this track as part of a report to the board’s following meeting relating to the General Landscaping Budget.

3.3. The costs remaining are as follows;

- Shingle (AP20) 33 Cu m $ 1584.00
- Machinery $ 1725.00
- Traps 20 $ 580.00

TOTAL $3889.00 (inc gst)

3.4. The advisory group have since found funding from a separate source to cover the cost of the shingle and machinery listed above and are now only seeking funds to cover the cost of the traps ($580.00)

3.5. Staff note that while the track is on DoC land, it links directly to the Ashley Gorge Reserve and does provide additional recreation opportunities for people using the reserve to enjoy. Furthermore, as the funds sought are towards traps which are transportable, while these can be used along the new track initially, in future they can be used within the Council reserve also.

3.6. The Oxford Ohoka Community Board has a budget available to allocate of $16,370. This is made up of an allocation of $11,920 from the 2018 budget and $4450.00 of un-allocated money that was carried over from the 2016/17 financial year.

3.7. In the past financial year, the Oxford Ohoka Community Board made contributions to the following projects;

3.7.1. $3,000 allocated as a grant to the Eyreton Pony Club for the purpose of installing landscaping around the outside of their new clubrooms at Mandeville Domain.

3.7.2. $1,000 allocated towards the maintenance and development of an area of native bush located on Glentui Bennetts Road.

3.7.3. $3,200 allocated towards the manufacture and installation of a multi directional sign to be installed in Pearson Park.

3.8. Staff believe that the requests from the Mandeville Sports Club and the Ashley Gorge Advisory Group are consistent with the type of projects which grants from the General Landscaping Budget are typically used for and are supportive of the work being proposed.

3.9. The Management Team/CEO has reviewed this report and supports the recommendations.
4. COMMUNITY VIEWS

4.1. Community views have not been sought on either of these proposals. Staff believe that both projects would have a positive impact on the local environment without foreseeable negative issues for the surrounding community.

5. FINANCIAL IMPLICATIONS AND RISKS

5.1. The Oxford Ohoka Community Board has a budget available to allocate of $16,370. This is made up of an allocation of $11,920 from the 2018 budget and $4450.00 of unallocated money that was carried over from the 2016/17 financial year.

6. CONTEXT

6.1. Policy

This matter is not a matter of significance in terms of the Council’s Significance Policy.

6.2. Legislation

Reserves Act 1977

6.3. Community Outcomes

6.3.1. Public spaces and facilities are plentiful, accessible and high quality.

6.3.2. There is a safe environment for all.

6.3.3. There are areas of significant indigenous vegetation and habitats for indigenous fauna.
KEY

- Leyland Cypress
  * Leighton Green (6m) 80
  * Robinsons Gold (6m) 80
- Poplars - Lombardy (25m) 20
- Pin Oaks (100m) 5
1. SUMMARY

1.1. The purpose of this report is twofold:

1.1.1. To seek the Oxford Ohoka Community Board's endorsement of the preferred option to upgrade the Poyntzs Road water supply scheme in order to achieve compliance with the Drinking Water Standards for New Zealand (DWSNZ).

1.1.2. To seek the Oxford Ohoka Community Board’s comments on proposed consultation material and endorsement to consult with the residents to connect the supplies and the rating impacts of the available options.

1.2. The Council approved strategy to upgrade the Poyntzs Road water supply source is to connect the scheme with the West Eyreton and Summerhill water supply schemes (refer Trim 170816088611). Alternative upgrade options of drilling a new well source, treating the existing source or connecting with Oxford Urban were ruled out due to the options not being physically or financially viable.

1.3. The West Eyerton headworks currently supplies both the West Eyreton and Summerhill water supply schemes, which are represented by the Oxford-Ohoka and Rangiora-Ashley Community Boards respectively. Given that this proposal involves joining to these two schemes, this report is being presented to both boards as part of this process.

1.4. The total cost of the works required to join the Poyntzs Road and West Eyreton water supply schemes is estimated to be between $780,000 and $860,000 depending upon the pipe route selected (Main Race Road or South Eyre Road) and assuming predominantly trenchless construction techniques for the pipework installation (mole ploughing). Either pipe route would involve the installation of approximately 8km to 9km of pipe and the construction of a booster pump station with storage.

1.5. The recommended upgrade option for connecting Poyntzs Road to the West Eyreton and Summerhill water supply is the Main Race Road pipe route, because:

1.5.1. It provides the opportunity to supply water to the greatest number of properties as a by-product of the project.

1.5.2. It has a marginally lower rating impact, despite the higher capital cost, due to the additional properties that would likely connect. This option assumes that a five-
lot sub-division will occur within the first two years of construction based on feedback received.

1.5.3. An initial phone conversation with the owner of land through which a short section of the pipe would be required to be installed suggests that they would not be averse to the extension of the existing pipeline along their western boundary (subject to discussions regarding regarding easements).

1.6. Although four funding Options were investigated for connecting Poyntzs Road to the West Eyreton and Summerhill water supply via the Main Race Road pipe route, only Options A and B below are proposed for consultation:

1.6.1. **Funding Option A** - Schemes remain financially separate, no capital contribution by Poyntzs Road scheme to West Eyreton and Summerhill scheme for recent back-up well project; *Poyntzs Road customers would pay all the capital costs and a contribution to operational costs associated with the upgrade. The existing source would be retained as the emergency back-up source. The capital cost of the new back-up well at West Eyreton would be funded from rates from the West Eyreton and Summerhill schemes (as per the current budget) with no contribution from Poyntzs Road scheme members.*

1.6.2. **Funding Option B** - Schemes remain financially separate, backup well to be funded from rates from the Poyntzs Road, West Eyreton and Summerhill; *Poyntzs Road customers would pay all the capital costs and a contribution to operational costs associated with the upgrade. The capital cost of the recent back-up well at West Eyreton would be funded proportionally by Poyntzs Road, West Eyreton and Summerhill Schemes.*

1.7. Council Staff recommend that **Funding Option B** is presented as the preferred funding option during consultation. This is because it is believed to be more equitable, given that Poyntzs Road will be benefiting from the back-up well in the same manner that the other schemes are, therefore they should contribute proportionally towards its cost.

1.8. Alternative funding Options (C and D), physically and financially joining schemes, have not been proposed for consultation due to the limited benefit to, and significant increase in rates that would be incurred by, West Eyreton scheme members. The following options are not proposed for consultation:

1.8.1. **Funding Option C** - West Eyreton and Poyntzs Road schemes are financially and physically joined; *The capital costs and operational costs for the West Eyreton and Poyntzs Road schemes would be shared between all properties connected to the West Eyreton and Poyntzs Road schemes. The capital cost of the recent back-up well at West Eyreton would be funded proportionally by Poyntzs Road, West Eyreton and Summerhill Schemes.*

1.8.2. **Funding Option D** - All three schemes are financially and physically joined; *The capital costs and operational costs for the three schemes would be shared between all properties connected to the West Eyreton, Summerhill and Poyntzs Road schemes.*

1.9. It is proposed to consult with the Poyntzs Road, West Eyreton and Summerhill communities on the funding and rating options. The proposed 1 month consultation period would begin 12 March 2018 with submissions closing 06 April 2018.

1.10. Approval from the Utilities & Roading Committee to proceed with community consultation regarding funding options will be sought at their meeting on 20 February 2018.

**Attachments:**

i. Draft Consultation Documentation (TRIM ref: 171201130760).
2. **RECOMMENDATION**

**THAT** the Oxford-Ohoka Community Board:

(a) Receives report No. 171122126436.

(b) Recommends to the Utilities & Roading Committee that it endorses the option to upgrade the Poyntzs Road water supply by connecting with the West Eyreton scheme via the Main Race Road pipe route.

(c) Recommends to the Utilities & Roading Committee that staff consult with the residents of the Poyntzs Road, Summerhill and West Eyreton Communities to inform residents of the preferred upgrade option, the preferred funding option (Option B) and to seek feedback on this recommendation and an alternative funding Option (Option A).

(d) Notes that alternative funding options C and D, which involved financially joining schemes, were considered but discounted due to likely opposition from the communities based on historical consultations.

(e) Notes that an identical report has been submitted to the Rangiora Ashley Community Board for discussion at the meeting on 14 February 2018.

(f) Notes that recommendations from the Board will be included in a report to the Utilities & Roading Committee at its meeting of 20 February 2018, seeking approval to consult the community.

3. ** ISSUES AND OPTIONS**

**Background**

3.1 As per the Waimakariri District Council Long Term Plan 2015-2025, the Poyntzs Road water supply scheme (Poyntzs Road scheme) is to be upgraded to achieve compliance with the Drinking Water Standards for New Zealand (DWSNZ). There is currently $50,000 of budget allocated for the 2017/18 financial year and $450,000 for the 2018/19 financial year to complete this upgrade.

3.2 The Poyntzs Road scheme currently serves approximately 80 properties with water. The source is a 30m (approximately) deep well that is treated with chlorine. The chlorine treatment achieves compliance with the bacterial requirements of the DWSNZ, but not the protozoal requirements.

3.3 The existing source also has nitrate at levels at approximately 80% of the maximum acceptable value (MAV) for this parameter in the DWSNZ. While this is within the limit in the DWSNZ at present, there is a risk that this value will continue to increase over time meaning that chemical compliance with the DWSNZ may not be achieved in the future if this source is retained.

**Source Upgrade Strategy**

3.4 The following options were considered and reported to Council, the Oxford Ohoka Community Board, the Rangiora Ashley Community Board and the West Eyreton and Summerhill Water Advisory Groups to upgrade the Poyntzs Road scheme to achieve compliance with the DWSNZ:

3.4.1 Connect the scheme with the West Eyreton scheme through the installation of approximately 8km of new pipework and the construction of a booster pump station.
3.4.2 Drilling a new deep well. This is not considered viable based on investigation of surrounding deep wells in the area which are shown to have insufficient yield for the scheme. It is also noted that the likely cost of a deep well, if it were successful, would be in the order of $730,000 which is similar to the option of joining with West Eyreton but carries a much higher level of risk (as there is no certainty in regards to the success of the well).

3.4.3 Treatment of the existing source. This is not considered to be viable due to the presence of nitrate in the current water supply at close to (approximately 80%) the maximum acceptable value (MAV) under the DWSNZ. The removal of nitrate is not considered to be economically viable in addition to the cost of treatment for protozoa.

3.4.4 Connect to the Oxford Urban scheme. This option is not viable due to the significant length of pipe that would be required to connect the schemes, making this option cost prohibitive.

3.5 The recommended strategy to upgrade the Poyntzs Road water supply source is to connect with the West Eyreton water supply scheme. This is due to the drilling of a new source, treatment of the existing source and connection with Oxford Urban all excluded as alternative options due to not being physically or financially viable.

3.6 The existing Poyntzs Road source could be retained as an emergency back-up source and may improve resilience to the West Eyreton and Poyntzs Road schemes. However, the consented source capacity (11 l/s), existing surface pump capacity (in the order of 7 l/s) and water quality of the Poyntzs Road source may limit the extent of any emergency back-up potential afforded by the Poyntzs Road source.

3.7 The total cost of the works required to join the Poyntzs Road and West Eyreton water supply schemes is estimated to be between $780,000 and $860,000 depending upon the route selected and assuming no dig construction techniques for the pipework. This would involve the installation of approximately 8km of pipe and the construction of a booster pump station.

3.8 At its September 2017 meeting Council endorsed the following consultation strategy:

<table>
<thead>
<tr>
<th>Step</th>
<th>Description</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Council endorse recommended strategy to upgrade Poyntzs Road source by joining with the West Eyreton scheme</td>
<td>Complete</td>
</tr>
<tr>
<td>2</td>
<td>Council endorse staff consulting with residents along the potential pipe routes to gauge their level of interest in joining, in order to help identify preferred route.</td>
<td>Complete</td>
</tr>
<tr>
<td>3</td>
<td>Initial letter delivered to residents on both West Eyreton and Poyntzs Road schemes, and along both possible pipe routes. <em>(Copy of letter and distribution list available on TRIM: 170804083087 and 171011109985)</em></td>
<td>Complete</td>
</tr>
<tr>
<td>4</td>
<td>Staff carry out rating assessment of recommended option based on preferred route (identified in step 3 above), and based on likely number of new connections to partially fund upgrade.</td>
<td>Complete. Refer to Sections 3.15 to 3.18</td>
</tr>
<tr>
<td>5</td>
<td>Prepare a consultation plan for engaging with Poyntzs Road, West Eyreton and Summerhill Communities outlining funding and rating options.</td>
<td>Draft consultation plan prepared and included within this document for comment / endorsement</td>
</tr>
</tbody>
</table>
Results of Community consultation along two possible pipeline routes

3.9 As previously identified, in investigating the preferred option to join the Poyntzes Road scheme with West Eyreton the two potential routes to achieve this that are similar in terms of expected cost. These are depicted on Figure 1 below.

![Figure 1: Potential Pipe Routes for Connection of Poyntzes Road to West Eyreton (exact point at which schemes will join is subject to hydraulic modelling being finalised)](image)

3.10 Following Council approval and Community Board and Water Supply Advisory Group discussion, letters were dispatched to residents along both potential pipeline routes. Table 1 summarises the results of the initial stage of consultation:

<table>
<thead>
<tr>
<th>Table 1: Results of pipeline route consultation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of letters dispatched to properties along potential alignments</td>
</tr>
<tr>
<td>Number of responses to letters</td>
</tr>
</tbody>
</table>

**South Eyre Road Route:**
- Number of properties wishing to connect immediately: 2
- Number of Properties considering connecting within 10 years: 9

**Main Race Road Route:**
- Number of properties wishing to connect immediately (including potential five lot sub-division): 9
- Number of Properties considering connecting within 10 years: 5

3.11 Two properties in close proximity to the existing West Eyreton reticulation network identified that they might be interested in connecting within the next 10 years. These properties have been included within the West Eyreton rating assessment, but excluded from route analysis in Table 1, because the ability of these properties to connect is not dependent upon the new pipeline being installed.

3.12 The Main Race Road route has a greater number of immediate connections, with fewer interested in connecting within the next 10 years. The immediate benefit of this option is significantly greater than the South Eyre Road route because the projected number of new connections would provide more properties to share the cost of the project.
3.13 The South Eyre Road route has fewer total connections within 10 years and a significant proportion of these are not immediate connections, which potentially may not connect. Two of the nine properties considering connecting within 10 years are relatively close to either the Poyntzs Road or West Eyreton Schemes. Therefore, it might be viable to connect these properties by laying rider mains in the berm at a later date regardless of which pipe route is selected.

3.14 One of the immediate connections reported within the South Eyre Road route is roughly midway between the two routes and would require additional pipe or alterations to alignments. Subject to cost, this might be accommodated by either option.

Rating Impact Assessment

3.15 High level cost estimates (assuming 30% contingency due to the high level nature of the design to date) for the two potential pipeline routes have been prepared (Refer to Trim 170809085150). The following results were incorporated into the rating impact assessment:

- Main Race Road Option: $860,000
- South Eyre Road Option: $780,000

3.16 During consultation with the Community Boards and Water Supply Advisory Groups, members expressed that:

3.16.1 The new back-up well at West Eyreton (due to be drilled in early 2018) will potentially benefit the Poyntzs Road, Summerhill and West Eyreton schemes, therefore the capital cost of this new well should be shared between the schemes. It was agreed that this would be included as a potential funding option for consideration during consultation.

3.17 Rating impact assessments of the two routes and shared backup well costs were prepared and are summarised in Table 2. The following assumptions were included for the additional connections identified as part of the route selection consultation and West Eyreton Back-up well cost apportionment:

3.17.1 New connections will be 2 unit connections

3.17.2 Connections are extra over to current growth projections.

3.17.3 Where immediate connections are identified these are distributed evenly across the first two years.

3.17.4 Where potential connections within the next 10 years are identified these are distributed evenly across years 7 to 10.

3.17.5 For the funding option where it is proposed that Poyntzs Road would make a capital contribution to the recent back-up well at West Eyreton (Table 2 Options B and C), the estimated capital cost of West Eyreton back-up well was apportioned based on the number of connections projected in 2018/19 financial year (25.6% Poyntzs Road Scheme, 21.4% West Eyreton Scheme, 53% Summerhill Scheme).

3.17.6 Table 2 below shows the current 2017/18 and projected average rate for properties of each scheme with varying unit allocation over the ten year period 2018/19 to 2027/28, the four funding options A, B, C and D.
Table 2: High Level Rating Impact Assessment for Main Race Road Option:

<table>
<thead>
<tr>
<th>Rate Impact based on different allocations of units currently on scheme</th>
<th>Option</th>
<th>A - Poyntzs Road covers all costs of upgrade</th>
<th>B - Poyntzs Road covers all costs of the Upgrade and contributes to back-up well</th>
<th>C - Physical and financial joining of the West Eyreton and Poyntzs Road water supply schemes</th>
<th>D - Physical and financial joining of the three water supply schemes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Existing Rates (2017/18)</td>
<td>10 year average rate</td>
<td>10 year average rate</td>
<td>10 year average rate</td>
<td>10 year average rate</td>
<td></td>
</tr>
</tbody>
</table>

### West Eyreton Water Supply Scheme

<table>
<thead>
<tr>
<th>1 Unit (1 Property)</th>
<th>2 Unit (25 Properties)</th>
<th>4 Unit (37 Properties)</th>
<th>5 Unit (4 Properties)</th>
<th>6 Unit (3 Properties)</th>
<th>8 Unit (2 Properties)</th>
</tr>
</thead>
<tbody>
<tr>
<td>$802</td>
<td>$870</td>
<td>$1,006</td>
<td>$1,074</td>
<td>$1,142</td>
<td>$1,278</td>
</tr>
<tr>
<td>$845</td>
<td>$920</td>
<td>$1,069</td>
<td>$1,144</td>
<td>$1,219</td>
<td>$1,369</td>
</tr>
<tr>
<td>$818</td>
<td>$891</td>
<td>$1,037</td>
<td>$1,110</td>
<td>$1,182</td>
<td>$1,328</td>
</tr>
<tr>
<td>$1,110</td>
<td>$1,188</td>
<td>$1,345</td>
<td>$1,423</td>
<td>$1,502</td>
<td>$1,659</td>
</tr>
<tr>
<td>$1,178</td>
<td>$1,276</td>
<td>$1,473</td>
<td>$1,572</td>
<td>$1,670</td>
<td>$1,868</td>
</tr>
</tbody>
</table>

### Summerhill Water Supply Scheme

<table>
<thead>
<tr>
<th>2 Unit (123 Properties)</th>
<th>3 Unit (15 Properties)</th>
<th>4 Unit (16 Properties)</th>
<th>5 Unit (5 Properties)</th>
<th>6 Unit (5 Properties)</th>
<th>7 Unit (3 Properties)</th>
<th>8 Unit (4 Properties)</th>
<th>10 Unit (1 Properties)</th>
<th>12 Unit (1 Properties)</th>
<th>14 Unit (3 Properties)</th>
</tr>
</thead>
<tbody>
<tr>
<td>$1,145</td>
<td>$1,249</td>
<td>$1,353</td>
<td>$1,458</td>
<td>$1,563</td>
<td>$1,668</td>
<td>$1,772</td>
<td>$1,981</td>
<td>$2,190</td>
<td>$2,400</td>
</tr>
<tr>
<td>$1,401</td>
<td>$1,534</td>
<td>$1,667</td>
<td>$1,800</td>
<td>$1,933</td>
<td>$2,065</td>
<td>$2,198</td>
<td>$2,464</td>
<td>$2,729</td>
<td>$2,995</td>
</tr>
<tr>
<td>$1,389</td>
<td>$1,521</td>
<td>$1,653</td>
<td>$1,784</td>
<td>$1,916</td>
<td>$2,048</td>
<td>$2,179</td>
<td>$2,442</td>
<td>$2,706</td>
<td>$2,969</td>
</tr>
<tr>
<td>As Option B</td>
<td>$1,276</td>
<td>$1,375</td>
<td>$1,473</td>
<td>$1,572</td>
<td>$1,670</td>
<td>$1,868</td>
<td>$2,065</td>
<td>$2,262</td>
<td>$2,459</td>
</tr>
</tbody>
</table>

### Poyntzs Road Water Supply Scheme

<table>
<thead>
<tr>
<th>2 Unit (49 Properties)</th>
<th>4 Unit (16 Properties)</th>
<th>5 Unit (1 Property)</th>
<th>6 Unit (1 Property)</th>
<th>8 Unit (2 Properties)</th>
<th>12 Unit (1 Property)</th>
<th>19 Unit * (14 Properties)</th>
</tr>
</thead>
<tbody>
<tr>
<td>$573</td>
<td>$633</td>
<td>$663</td>
<td>$693</td>
<td>$753</td>
<td>$873</td>
<td>$1,083</td>
</tr>
<tr>
<td>$1,412</td>
<td>$1,575</td>
<td>$1,657</td>
<td>$1,738</td>
<td>$1,901</td>
<td>$2,227</td>
<td>$2,798</td>
</tr>
<tr>
<td>$1,478</td>
<td>$1,649</td>
<td>$1,734</td>
<td>$1,819</td>
<td>$1,990</td>
<td>$2,331</td>
<td>$2,928</td>
</tr>
<tr>
<td>$1,188</td>
<td>$1,345</td>
<td>$1,423</td>
<td>$1,502</td>
<td>$1,659</td>
<td>$1,972</td>
<td>$2,521</td>
</tr>
<tr>
<td>$1,276</td>
<td>$1,473</td>
<td>$1,572</td>
<td>$1,670</td>
<td>$1,868</td>
<td>$2,262</td>
<td>$2,952</td>
</tr>
</tbody>
</table>

Notes:
- * 19 unit connections are standard connections for the original Poyntzs Road scheme members
- The South Eyre Road route would increase the Poyntzs Road Average Rates by approx. $50 per connection when compared to the Main Race Road route.
3.18 The rating impact assessment identifies that:

3.18.1 Poyntzs Road scheme water rates increase from $573 for a two unit connection to a projected peak in water rates in 2021/21 between approximately $1,631 and $1,693 (excluding GST) depending upon the route identified and including a contribution to the West Eyreton backup well.

3.18.2 The Main Race Road route has a marginally lower rating impact, despite the higher capital cost, due to the additional properties that would likely connect immediately. This assumes that a five-lot sub-division will occur within the first two years of construction.

3.18.3 If the capital cost of the backup well at West Eyreton water supply headworks is shared equally between schemes (based on the number of connections), West Eyreton and Summerhill rates increases would be slightly less than would otherwise occur (in the order of $12 to $20 less per typical two or four unit connection). However, Poyntzs Road rates increase by approximately $66 per two-unit connection.

3.18.4 If the West Eyreton and Poyntzs Road schemes were financially and physically joined the water rates for Poyntzs Road schemes would be less than if not financially joined, however the West Eyreton Scheme rates would increase significantly if financially joined (increase in the order of $300 per typical 4 unit connection).

3.18.5 If the three schemes were financially and physically joined the water rates for Summerhill and Poyntzs Road schemes would be less than if not financially joined, however the West Eyreton Scheme rates would increase significantly if financially joined (increase in the order of $400 per typical 4 unit connection).

3.18.6 Options C and D add limited benefit to existing West Eyreton water supply scheme members and have significant rating impacts. It is considered that there would be significant opposition to options involving the financial joining of schemes, as it would effectively mean that West Eyreton would be subsidising the other schemes. This would likely distract the consultation process from the key issue being the need to upgrade the Poyntzs Road water supply, which would not be beneficial to the consultation process. Therefore Options C and D are not recommended to progress to the community consultation stage and have been excluded from draft consultation material.

**Pipeline route discussion**

3.19 Main Race Road Route:

3.19.1 The Main Race Road pipeline route concept requires connections to the existing Poyntzs Road reticulation network at two points to provide sufficient hydraulic capacity without additional pipeline or upgrades. These connections are at the intersection of Poyntzs Road and Main Race Road and to the existing 50mm PVC reticulation pipework at the western boundary of 663 Poyntzs Road. Connection to the 50mm PVC at 663 Poyntzs Road would require laying approximately 300m of pipework in private land which will require easements to be created or modified. Laying pipework through private land is not the preferred location of pipework for Council due to the requirement for easements, associated costs and risks. However, an initial phone conversation with the owner suggests that they would not be averse to a pipeline along their western boundary (subject to discussions regarding easements). It is noted that there is already a 230m section of pipe within this property. Allowance has been made in the cost estimate for this option to obtain an easement for this section of pipe.
3.19.2 The Main Race Road pipeline requires approximately 9km of pipeline to be laid. This is approximately 1km more pipe than the South Eyre Road option, which accounts for a significant proportion of the additional estimated capital cost.

3.19.3 As identified in item 3.12 and 3.13 it may be possible to extend the existing reticulation to connect properties in relatively close proximity to either the Poyntzts Road or West Eyreton schemes at a later date (subject to discussions regarding funding). Similarly, one of the immediate connections reported within the South Eyre Road route is roughly midway between the two routes and would require additional pipe or alterations to alignments. Subject to cost, this could be accommodated by either option.

3.20 South Eyre Road Route:

3.20.1 The South Eyre Road pipeline route concept requires connection to the existing Poyntzts Road reticulation network at two locations to provide sufficient hydraulic capacity without additional pipeline or upgrades. These connections are at the intersection of Poyntzts Road and Worlingham Road and outside 89 Poyntzts Road. The new pipeline would be laid entirely within the road reserve for the South Eyre Road pipeline option.

3.20.2 There is potential for approximately two immediate connections to the South Eyre Road Route option, however one would require a long rider main and connection funded solely by the property owner. The South Eyre Route has potential to attract fewer connections within 10 years than the Main Race Road option. This accounts for the elevated rating impact when compared to the Main Race Road option, despite the lower estimated capital cost of the South Eyre Road route option.

3.21 Both routes require a new pumping station, associated tanks, West Eyreton well pump upgrade and a new short length of pipework outside West Eyreton Headworks to be constructed.

3.22 It is envisaged that land acquisition for the pumping station would be required for either option, however the Main Race Road route would also require an easement through private land (which is anticipated to contribute to the marginally increased capital cost of the Main Race Road Route option).

3.23 Pumping station land acquisition:

3.23.1 Both pipe route options require a new pumping station, the position of which has some flexibility. This means that the design does not rely on a specific section of land to be acquired, resulting in a relatively large number of land owners who might be approached prior to options being exhausted.

3.23.2 In the unlikely event that land could not be acquired for the Main Race Road pipe route, the pumping station could be constructed within the road reserve with a similar configuration to the Davis Road pumping station (within the Summerhill scheme).

3.23.3 Construction of a pumping station within the road reserve of South Eyre Road is unlikely to be a viable option due to the higher traffic loading and narrower berms.

**Recommended Route**

3.24 It is recommended that consultation is undertaken assuming that the Main Race Road route as the preferred option. This is because the Main Race Road route has the greatest potential benefit to the greatest number of properties (currently not supplied by a Council...
operated water supply scheme) and also offers the lowest estimated rating impact of either potential route.

**Draft Consultation Plan**

3.25 A draft consultation plan and draft consultation material has been prepared with a view to asking the West Eyreton, Summerhill and Poyntzs Road Scheme members, and those who expressed an interest in joining the schemes to comment on the funding options for the project:

3.25.1 Funding Options for consultation to be:

- **Funding Option A** - Schemes remain financially separate, Backup well to be funded by West Eyreton and Summerhill; *Poyntzs Road customers would pay all the capital costs and a contribution to operational costs associated with the upgrade, the existing source would be retained as the emergency back-up source. The cost of the new back-up well at West Eyreton would be funded from rates from the West Eyreton and Summerhill schemes.*

- **Funding Option B** - Schemes remain financially separate, backup well to be funded from rates from the Poyntzs Road, West Eyreton and Summerhill; *Poyntzs Road customers would pay all the capital costs and a contribution to operational costs associated with the upgrade. The cost of the new back-up well at West Eyreton would be funded proportionally by Poyntzs Road, West Eyreton and Summerhill schemes.*

3.26 Council Staff recommend that Funding Option B is presented as the preferred funding option during consultation. This is because it is believed to be more equitable, given that Poyntzs Road will be benefiting from the back-up well in the same manner that the other schemes are, therefore they should contribute proportionally towards its cost.

3.27 Draft consultation material has been prepared for the West Eyreton Water Supply Advisory Group, Summerhill Water Supply Advisory Group, Oxford Ohoka Community Board, Rangiora Ashley Community Board comment (refer to TRIM: 171201130760). Subject to Utilities & Roading Committee approval consultation documentation could be issued for consultation for a 4 week period during 12 March 2018 and 06 April.

**Proposed Way Forward**

3.28 It is proposed that the project be progressed according to the following timetable:
<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Status / Revised Timeframe</th>
<th>Agendas Close</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Council endorse recommended strategy to upgrade Poyntzs Road source by joining with the West Eyreton scheme</td>
<td>Complete</td>
<td>-</td>
</tr>
<tr>
<td>2</td>
<td>Council endorse staff consulting with residents along the potential pipe routes to gauge their level of interest in joining, in order to help identify preferred route (subject to consultation with Water Supply Advisory Groups)</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Initial letter delivered to residents on both West Eyreton and Poyntzs Road schemes, and along both possible pipe routes.</td>
<td>Complete</td>
<td>-</td>
</tr>
<tr>
<td>5</td>
<td>Staff carry out rating assessment of recommended option based on preferred route (identified in step 3 above), and based on likely number of new connections to partially fund upgrade.</td>
<td>Complete</td>
<td>-</td>
</tr>
<tr>
<td>6</td>
<td>Staff prepare draft consultation material to engage with and consult the Poyntzs Road, West Eyreton and Summerhill communities about the recommendation for project and rating impacts.</td>
<td>Complete</td>
<td>-</td>
</tr>
<tr>
<td>7</td>
<td>Draft consultation material workshop with West Eyreton Water Supply Advisory Group and Summerhill Water Supply Advisory Group at Rangiora Service Centre</td>
<td>Complete</td>
<td>-</td>
</tr>
<tr>
<td>8</td>
<td>Staff report to OOCB to inform of rating impact, seek feedback on consultation material and request endorsement to U&amp;R committee to proceed with community consultation.</td>
<td>08 February 2018 / 26 January 2018</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Staff report to RACB to inform of rating impact, seek feedback on consultation material and request endorsement to U&amp;R committee to proceed with community consultation.</td>
<td>14 February 2018 / 02 February 2018</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>Staff report back to U&amp;R to inform of rating impact, seek feedback on consultation material and request authorisation to proceed with community consultation.</td>
<td>20 February 2018 / 09 February 2018</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>Community Consultation Commences (4 weeks)</td>
<td>12 March 2018</td>
<td>-</td>
</tr>
<tr>
<td>12</td>
<td>Public Meeting (19:00, 20 March), Drop in session (15:00 to 19:00, 27 March). Both to be held at West Eyreton Community Hall.</td>
<td>Provisionally: 20 and 27 March 2018</td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>Submissions Close</td>
<td>06 April 2018</td>
<td>-</td>
</tr>
<tr>
<td>14</td>
<td>Staff collate submissions and prepare recommendation report for Council review</td>
<td>09 April 2018</td>
<td>-</td>
</tr>
<tr>
<td>15</td>
<td>Council consider recommendations and budget alterations associated with these recommendations.</td>
<td>01 May 2018 / 20 April 2018</td>
<td></td>
</tr>
<tr>
<td>16</td>
<td>Detailed Design</td>
<td>May - August 2018</td>
<td></td>
</tr>
<tr>
<td>17</td>
<td>Construction</td>
<td>August - December 2018</td>
<td></td>
</tr>
</tbody>
</table>

3.29 The above programme is provisional and is dependent on the RACB, OOCB and Utilities & Roading Committee agreeing to consult the community on the upgrade and funding options at the meetings identified.

3.30 The Management Team has reviewed this report and supports the recommendations.
4 COMMUNITY VIEWS

4.1 Staff have sought and received community feedback on pipeline route options to connect the Poyntzs Road Water Supply scheme to the West Eyreton and Summerhill Water Supply schemes. This feedback was from residents along these routes to gauge interest in joining the scheme, if the ability to do so was made available as a by-product of the project.

4.2 The proposal for further community consultation for this project is covered in the Issues and Options section of this report.

4.3 The West Eyreton Water Supply Advisory Group and the Summerhill Water Supply Advisory Group were initially consulted regarding options to upgrade the Poyntzs Road source in October 2017. They have also been invited to a workshop at the Rangiora Service Centre on 07 February 2018 to discuss route and funding options available. The Water Advisory Group recommendations from the workshop shall be presented at the Community Board meetings.

4.4 It is noted that three residents have been in contact with Council staff along one of the possible pipe routes regarding joining the schemes prior to the initial phase of consultation. Staff will keep these residents informed of the progress of the project.

5 FINANCIAL IMPLICATIONS AND RISKS

5.1 The current budget for this project is $500,000. This budget was set when it was thought that treatment may be a viable option (based on treatment for protozoa but not nitrate). Given that the scope of the recommended solution has changed since the budget was initially set, the cost estimate has been revised.

5.2 The preliminary cost estimate for the Poyntzs Road Source Upgrade (through the joining the West Eyreton, Summerhill and Poyntzs Road schemes) is $860,000.

5.3 It is noted that there are $100,000 worth of upgrades at the Poyntzs Road water supply headworks that are currently budgeted and programmed to be carried out in 2018/19 that will no longer be required if this site is relegated to a back-up site (when the scheme joins with West Eyreton). This may partially offset any budget increase, but would still leave a budget shortfall.

5.4 The revised budget for the recommended option for the Poyntzs Road Source Upgrade (physical joining of the West Eyreton, Summerhill and Poyntzs Road schemes) has been included in the Draft Long Term Plan.

5.5 A rating impact assessment has been carried out based on the results of the proposed pipeline routes resident survey. Refer to Section 3.15 to 3.18 for the rating impact assessment.

Alternative Funding Option

5.6 It is noted that all options to achieve the required upgrade for the Poyntzs Road water supply scheme would result in a significant rate increase for the Poyntzs Road scheme members. Given the significant cost of all feasible options, and the relatively low number of residents to fund this upgrade the significant rating impact is unavoidable with the current rating structure in which each scheme recovers all costs associated with that scheme.

5.7 In accordance with the options identified in the Garrymere Source Upgrade Request to Consult on Option report (TRIM 171128128873), the Utilities and Roading Committee
opted to consider the option to cap rates for consideration as part of the Draft Long Term Plan.

5.8 This option is not a proposal to create a district wide water rate. It is an option that Council could consider to help fund the final two water supply upgrades in the district to achieve compliance with the DWSNZ (Garrymere and Poyntzs Road).

3 CONTEXT

3.1 Policy
This matter is not a matter of significance in terms of the Council’s Significance Policy.

3.2 Legislation
The Health (Drinking Water) Amendment Act is relevant in this matter.

3.3 Community Outcomes
This project is related to the following community outcomes:

- There is sufficient clean water to meet the needs of communities and ecosystems.
- Core utility services are provided in a timely, sustainable and affordable manner.
Funding options for the connection of water supplies

The Waimakariri District Council is proposing to upgrade the Poyntzs Road Water Supply to meet the Drinking Water Standards for New Zealand.

Our investigation indicates that the optimum way to meet the standards and allow for future population growth is to join the Poyntzs Road Water Supply with the West Eyreton and Summerhill supplies.

Council is considering the funding options and would like your feedback as it will affect your water rates.

This information will help you in completing and returning the enclosed feedback form. More detailed information is available from waimakariri.govt.nz

Background

The Poyntzs Road community currently sources its water from a shallow well near Worlingham Road. Treatment, including chlorination, is provided at the Poyntzs Road headworks before water is distributed to customers.

The Poyntzs Road source and treatment does not meet the requirements of the Drinking Water Standards for New Zealand. Additionally, the source has nitrate concentrations in the order of 80% of the maximum allowable value, the existing headworks has limited storage capacity and there is no back-up water supply source if there is a failure of the existing well. Therefore, an upgrade is needed to ensure water supply is reliable and meets the required national standards.

The West Eyreton and Summerhill communities source their water from a 100m deep well at the West Eyreton headworks and construction of a back-up well is due to commence in January 2018. The water is currently treated with chlorine and complies with the Drinking Water Standards for New Zealand. The back-up well at West Eyreton is required regardless of the connection of the Poyntzs Road scheme. This is required to maintain the current level of service, to improve resilience to the schemes (reduce the risk of loss of service) and allow for operational flexibility and well maintenance.

There is sufficient capacity with the current West Eyreton source to accommodate the addition of the Poyntzs Road scheme as well as the projected 50 year growth of the schemes.

Upgrading Options

Various upgrade options have been assessed for upgrading the Poyntzs Road Water Supply. These include:

- Drilling a new deep well for the Poyntzs Road scheme to find a secure groundwater source.
  - Discounted due to high capital cost and risk associated with potential yield and water quality.
- Additional treatment of the existing Poyntzs Road well and potentially drilling of a back-up well.
  - Discounted as removal of nitrate is not considered to be economically viable in addition to the cost of treatment for protozoa
• Connect to the Oxford Urban scheme.
  o Discounted due to high capital cost associated with length of pipework required.
• Connect to the West Eyreton and Summerhill schemes.
  o Good quality water and source capacity exceeds 50 year growth projections of the three schemes combined.

Identifying Preferred Upgrade Option

Joining Poyntzs Road to the West Eyreton and Summerhill schemes has been assessed as the optimum long-term upgrading option in terms of both cost and risk.

A source upgrade was identified in the Annual Plan 2016-17, and the upgrade strategy of physically joining the Poyntzs Road scheme to the West Eyreton and Summerhill schemes was endorsed by Council at their September 2017 meeting.

How?

The West Eyreton and Summerhill schemes currently has source capacity to accommodate Poyntzs Road, meaning that the schemes can be joined by upgrading the well pump at West Eyreton, constructing a short length of pipework in West Eyreton, constructing a pumping station and storage on the south side of the Eyre River and installing a watermain along the berm of Downs Road and Main Race Road (a length of approximately 9km). The estimated capital cost for this work is $860,000 (excluding GST).

The existing West Eyreton headworks and wells will be used as the primary source for the Poyntzs Road scheme.

Benefits

Poyntzs Road

• The Poyntzs Road Water Supply will be compliant with Drinking Water Standards for New Zealand.

West Eyreton and Summerhill

• Any additional future capital works that may be required at the headworks will also be contributed to by the Poyntzs Road scheme members which will lower costs to the West Eyreton and Summerhill members.

Funding Options

Recognizing that Poyntzs Road is the primary beneficiary of joining the supplies, two funding options to join the schemes have been identified for consideration.

A. Poyntzs Road covers all costs of the upgrade:
  • Poyntzs Road scheme members would pay the capital and operational costs associated with the Poyntzs Road source upgrade.
  • No capital contribution from Poyntzs Road scheme members to the existing back-up well at West Eyreton.
  • This would mean that West Eyreton and Summerhill rates would be the same as if Poyntzs Road didn’t connect

B. Poyntzs Road covers all costs of the upgrade and contributes to back-up well:
As per Option A, but Poyntzs Road scheme members also contribute to the capital cost of the new West Eyreton backup well.

This would mean that West Eyreton and Summerhill rates would be marginally less than if Poyntzs Road didn’t connect.

Council Staff recommend funding option B because it is believed to be more equitable, given that Poyntzs Road will be benefiting from the back-up well in the same manner that the other schemes are, therefore they should contribute proportionally towards its cost. Comment is sought regarding this recommendation and the alternative option identified.

**Rates Impact**

<table>
<thead>
<tr>
<th>Rate Impact based on different allocations of units currently on scheme</th>
<th>Option</th>
<th>A – Poyntzs Road covers all costs of upgrade</th>
<th>B – Poyntzs Road covers all costs of the Upgrade and contributes to back-up well</th>
</tr>
</thead>
<tbody>
<tr>
<td>Existing Rates (2017/18) 10 year average rate</td>
<td></td>
<td>10 year average rate</td>
<td></td>
</tr>
<tr>
<td><strong>West Eyreton Water Supply Scheme</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2 Unit (25 Properties)</td>
<td>$870</td>
<td>$920</td>
<td></td>
</tr>
<tr>
<td>4 Unit (37 Properties)</td>
<td>$1,006</td>
<td>$1,069</td>
<td></td>
</tr>
<tr>
<td>4 Unit (37 Properties)</td>
<td>$1,037</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Summerhill Water Supply Scheme</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2 Unit (123 Properties)</td>
<td>$1,145</td>
<td>$1,401</td>
<td></td>
</tr>
<tr>
<td>4 Unit (16 Properties)</td>
<td>$1,354</td>
<td>$1,667</td>
<td></td>
</tr>
<tr>
<td>4 Unit (16 Properties)</td>
<td>$1,653</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Poyntzs Road Water Supply Scheme</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2 Unit (49 Properties)</td>
<td>$573</td>
<td>$1,412</td>
<td></td>
</tr>
<tr>
<td>4 Unit (49 Properties)</td>
<td>$633</td>
<td>$1,575</td>
<td></td>
</tr>
<tr>
<td>4 Unit (49 Properties)</td>
<td>$1,649</td>
<td></td>
<td></td>
</tr>
<tr>
<td>19 Unit * (14 Properties)</td>
<td>$1,083</td>
<td>$2,798</td>
<td></td>
</tr>
<tr>
<td>19 Unit * (14 Properties)</td>
<td>$2,928</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The units identified in the above table are typical of connections units within the schemes. Please visit [waimakariri.govt.nz](http://waimakariri.govt.nz) and use the on-line calculator to determine rating impacts for unit allocations outside of those identified in the above table.

**Where to next?**

We’ll be holding a community meeting and a drop in session to discuss issues and options. The Community meeting will be on 20 March 2018 from 7pm to 9pm at the West Eyreton Community Hall and the drop in session will be on 27 March 2018 between 3pm and 7pm at the West Eyreton Community Hall.

Please complete and return the attached form in the reply paid envelope by 06 April 2018 allowing at least 3 days for postage.

After review and collation of submissions, Council staff will make a submission to Council.

The Council’s decision will take into account the views expressed by you, the Oxford-Ohoka Community Board, Rangiora Ashely Community Board and the West Eyreton and Summerhill Water Supply Advisory Groups.
For more information

Please visit waimakariri.govt.nz or call Mark Andrews, Civil Engineer, Ph 03 311 8900, email mark.andrews@wmk.govt.nz
Poyntzs Road Water Source Upgrade

Communications Plan

Purpose

This communication plan outlines consultation and communication activities for the Poyntzs Road water source upgrade, which will be carried out over a four week period from Monday 12 March until 6 April 2018.

Background

The Poyntzs Road water source and treatment does not meet the requirements of the Drinking Water Standards for New Zealand (DWSNZ). The chlorine treatment the water supply receives achieves compliance with the bacterial requirements of the DWSNZ, but not the protozoal requirements. Protozoa are organisms such as giardia that can be harmful to humans.

Additionally, the following issues have been identified with the Poyntzs Road water source:

- The source contains nitrate concentrations in the order of 80% of the maximum allowable value.
- The existing headworks has limited storage capacity and there is no back-up water supply source if there is failure of the existing well.

An upgrade is needed to ensure water supply is reliable and meets the required national standards.

Communication Strategy

The objective of this plan is to outline and support engagement with residents on the Poyntzs Road water supply scheme, as well as West Eyereton and Summerhill residents who may be impacted depending upon the preferred option chosen for funding the upgrade. Strategies include:

- Create an awareness of the proposal to upgrade the water supply and associated rating increases to affected residents with information that is clear and easy to follow.
- Feedback channels are identified.
- The background to the source upgrade is clearly outlined. (Outline how the option being proposed came about - history of the process)
- Provide an understanding of the requirements of the DWSNZ and other issues facing the current water supply so that residents understand the need for the upgrade
- Provide information that is clear and outlines opportunities to face to face engagement
- Ensure funding options are clear and easy to understand and include pro’s and con’s for each
- Promote Council’s commitment to improving drinking water quality for its residents.

Communications Objectives

- 80% of all affected residents provide their views and tell us their preferred options during the four week consultation period.
- Affected residents feel that they have been provided with clear information enabling them to make an informed decision.
## Risks and Mitigation

<table>
<thead>
<tr>
<th>Communication issue or risk</th>
<th>Mitigation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residents disapprove of rating increase or cannot understand the proposals for funding</td>
<td>Clearly outline the reasons for the need to upgrade the water supply and the benefits to them following the upgrade. Explain how the funding options have come about and provide pro’s and con’s for each to show transparency. Provide options so that residents feel that they can select a choice that makes them feel like they aren’t being forced into something they do not agree with.</td>
</tr>
<tr>
<td>Limited number of submissions received</td>
<td>As the number of residents on the Poyntzs Road scheme are relative low (80), and it is targeted communication, there is the option of phoning affected residents to follow up and encourage them to make a submission.</td>
</tr>
<tr>
<td>People cannot attend the public meeting date</td>
<td>Provide a second ‘drop in’ session to catch residents who could not make the first meeting. To be held in the locality of the scheme so that people do not have to go far out of their way.</td>
</tr>
<tr>
<td>Community feels that they haven’t been consulted adequately about the proposals</td>
<td>Include background information in the consultation material that clearly outlines how Council came to the decision to join schemes and ensure each ratepayer in the scheme receives the material when consultation opens to allow the full 4 week timeframe. Provide information about public information sessions and drop in sessions in the document, and also the cover letter to give prominence to these opportunities. In the cover letter, ask residents to provide Council with their email address so that we can keep them informed of progress, outcomes and then we can send reminders about the public meeting/drop in’s during the lead up, or ask them if they have any questions.</td>
</tr>
</tbody>
</table>

## Audiences and Stakeholders

<table>
<thead>
<tr>
<th>Directly affected</th>
<th>Poyntzs Road Water Supply Scheme members (x 80) Summerhill Scheme and West Eyreton Scheme members (approx. 300)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Internal</td>
<td>Oxford-Ohoka Community Board Rangiora-Ashley Community Board Councillors Webmaster Utilities and Roading Management Team Water Asset Manager – Colin Roxburgh Civil Engineer – Mark Andrews 3 Waters Manager - Kalley Simpson</td>
</tr>
<tr>
<td>Interest Groups</td>
<td>Poyntzs Road Water Advisory Group</td>
</tr>
</tbody>
</table>
Key Messages

Key messages during the consultation to join the Poyntzs Road scheme to the West Eyreton Scheme and Summerhill Scheme are:

- Presenting the chosen option as the optimum long term upgrade option for both cost and risk
- The current water supply is at risk of protozoa contamination and does not meet the Drinking Water Standards of New Zealand. This is a critical upgrade that is not negotiable.
- The water source contains nitrate concentrations in the order of 80% of the maximum allowable value. The upgrade will mitigate this issue.

Communications Approach

The affected residents are a small number of ratepayers in a specific water supply scheme. Therefore the communications approach will be directly targeted towards the 80 members of the Poyntzs Road scheme. Communications will also be directed to those on the West Eyreton and Summerhill scheme, because depending on which funding option is chosen, these ratepayers may also be impacted. They are also impacted because of the physical joining of Poyntzs Road to both of these schemes.

Newspaper advertising will not be utilised for this project as the impacts are relevant to a small number of residents in the district.

<table>
<thead>
<tr>
<th>Direct ratepayer engagement</th>
<th>• Development of an explanatory brochure about the need to join the schemes and the funding options being presented. This will include a freepost feedback form.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• A cover letter will be sent accompanying the brochure with a brief introduction to the proposal, urging people to have their say about their preferred funding option. The letter to West Eyreton and Summerhill members will differ from the one that is directed to Poyntzs Road as they are not being asked to fund the proposal.</td>
</tr>
<tr>
<td></td>
<td>• A community meeting will be held at the West Eyreton Community Hall which is in close proximity to those affected by the proposal. Community Board member attendance will be encouraged.</td>
</tr>
<tr>
<td></td>
<td>• Following the community meeting a drop in session will be held between 3.30-5.30 pm to allow a further opportunity for residents to talk to Council about the scheme upgrade. It will be held following school finishing for the day as it is near Fernside School and may catch some residents as they collect children from school. Community Board member attendance will be encouraged.</td>
</tr>
</tbody>
</table>
An online calculator tool will be developed and will be located on the consultation page of the website. This will enable residents to enter the number of units they receive, select an option and the tool will calculate what their rate increase will be. This information will be provided in table format on a consultation brochure, however the online version will cater to those who prefer this method of communication, and will simplify the information considerably.

Action Plan

Consultation with affected ratepayers will be carried out over a one month period starting Monday 12 March and closing on Friday 6 April 2018.

As this consultation affects a specific group of ratepayers, direct communication tools will be used. Social media and newspaper advertising will not be utilised during this consultation due to the targeted nature of the scheme upgrade.

<table>
<thead>
<tr>
<th>Tactic</th>
<th>Stakeholder</th>
<th>Timing</th>
<th>Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Website – Let’s Talk consultation page</td>
<td>All affected ratepayers</td>
<td>Live at 8am on Monday 12 March and ongoing until consultation closes.</td>
<td></td>
</tr>
<tr>
<td>Online calculator tool</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Online calculator tool</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Introductory letter and detailed consultation brochure</td>
<td>All affected ratepayers</td>
<td>Posted to residents on Wednesday 7 March to make letterboxes by Monday 12 March</td>
<td></td>
</tr>
<tr>
<td>Public information meeting – West Eyreton Hall</td>
<td>All affected ratepayers</td>
<td>Tuesday 20 March 7.00pm – 8.00pm</td>
<td></td>
</tr>
<tr>
<td>Drop-in session – West Eyreton Hall</td>
<td>All affected ratepayers</td>
<td>Tuesday 27 March 3.00pm – 7.00pm</td>
<td></td>
</tr>
<tr>
<td>Information posters and maps – maps showing the location of scheme</td>
<td>All affected ratepayers</td>
<td>Provided at public meeting</td>
<td></td>
</tr>
</tbody>
</table>
members and proposed new infrastructure. Also a poster showing the table of options and proposed rate increases.

<table>
<thead>
<tr>
<th>Tablets – provision of two tablets for residents to use at information sessions to calculate their rate increases and provide their submission online. TBC – budget dependent.</th>
<th>All affected ratepayers</th>
<th>Provided at public meeting and drop-in session.</th>
</tr>
</thead>
</table>
| Internal stakeholder updates – Mark to keep interested parties up to date | • Mayor  
• Councillors  
• Oxford-Ohoka Community Board  
• Rangiora-Ashley Community Board  
• Utilities and Roading  
• Management Team  
• Gerard Cleary  
• Kalley Simpson  
• Colin Roxburgh  
• Sean de Roo |  |
To: The Waimakariri District Council
Submission: Draft Stormwater Drainage Bylaw

From: The Oxford-Ohoka Community Board
Contact: Edwina Cordwell - Governance Advisor
Email: Edwina.cordwell@wmk.govt.nz
Phone: 03 311 8900 ext 8376

The Oxford-Ohoka Community Board (the Board) is supportive of the Draft Stormwater Drainage Bylaw and believe the proposal is heading in the right direction to support ongoing improvement of our waterways. Furthermore the Board thanks staff for the very informative presentation and briefing on 30 November 2017.

The Board would wish to reiterate the importance of ongoing communication and the provision of public information particularly for those properties and Drainage Advisory Committees that may be affected by the proposed bylaw.

The Board also emphasize the importance of early communication and engagement with stakeholders at the formative stages of any Bylaw.

Thank you,

Doug Nicholl
Oxford-Ohoka Community Board Chairperson
Monday 22\textsuperscript{nd} January 2018

The Oxford-Ohoka Community Board

Dear Edwina Cordwell,

\textbf{Waimakariri District Council Storm water Drainage Bylaw 2018}

Thank you for your submission on the Storm water Drainage Bylaw. It has been received and processed by the Council.

You have indicated that you do not wish to present your submission in person. If you would like to change your mind, please contact Gina Maxwell at the Council (03) 311 8900 extension 8657, by \textbf{Friday 23rd February 2018} at the latest, to arrange a time to come and speak to the Hearing Panel regarding your submission.

The public hearing, which you are most welcome to attend, will be held on: Tuesday 27\textsuperscript{th} February 2018, 9.00 am - 1.00 pm in the Rangiora Service Centre, Council Chambers.

Yours sincerely

\[GL\text{\textsuperscript{Maxwell}}\]

Gina Maxwell
Policy Technician