Oxford-Ohoka Community Board

Agenda

Thursday 8 December 2016

7.00pm

West Eyreton Hall
corner North Eyre Road and School Road
West Eyreton

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

AGENDA FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD TO BE HELD IN THE WEST EYERTON HALL, CORNER NORTH EYRE ROAD AND SCHOOL ROAD, WEST EYRETON ON THURSDAY 8 DECEMBER 2016 AT 7PM.

Karyn Ward
Community Board Advocate

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

BUSINESS

1 APOLOGIES

2 BOARD MEMBER DECLARATION

The Waimakariri District Council adheres to the following legislation with regard to the swearing in of elected members:

2.1 Local Government Act 2002 - Schedule 7 – Clause 14: Declaration by Member

(1) A person may not act as a member of a local authority until:

(a) that person has, at a meeting of the local authority following the election of that person, made an oral declaration in the form set out in subclause (3); and

(b) a written version of the declaration has been attested as provided under subclause (2).

(2) The written declaration must be signed by the member and witnessed by:

(a) the chairperson; or

(b) the mayor; or

(c) a member of the local authority; or

(d) the chief executive of the local authority; or

(e) in the absence of the chief executive, some other officer appointed by the chief executive.

(3) The form of the declaration must consist of the following elements:

Declarations by mayor or chairperson or member.

"I, [Full Legal Name], declare that I will faithfully and impartially, and according to the best of my skill and judgment, execute and perform, in the best interests of [region or district], the powers, authorities, and duties vested in, or imposed upon, me as [mayor or chairperson or member] of the [local authority] by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act

Dated at: [place, date]

Signature: Signed in the presence of: [mayor or chairperson or member or chief executive of local authority]..."
The Chair will invite the following member elect to read and sign declaration forms:

Mark Brown

3 CONFLICTS OF INTEREST

4 CONFIRMATION OF MINUTES

4.1 Minutes of the Oxford-Ohoka Community Board – 3 November 2016

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

(a) Confirms the minutes of the Oxford-Ohoka Community Board meeting held 3 November 2016, having been circulated, as a true and accurate record.

5 DEPUTATIONS AND PRESENTATIONS

5.1 Michael Ducray (local resident), will speak to the Board regarding Ready Mix Concrete Limited’s proposed Brown’s Road Quarry.

5.2 Kathy Graham (Journey Planner/Road Safety Coordinator) and Dan Lewis (Construction Management Engineer) will speak to the Board regarding the Urban Cycleways project.

6 ADJOURNED BUSINESS

7 REPORTS

7.1 Road Naming – Private Right of Way Oxford – S Morrow (Land Information Officer)

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

(a) Receives report No 161122120128.

(b) Approves a new road name for a Private Right of Way created off Cheapside Street, Oxford as Phillips Lane.

8 CORRESPONDENCE

8.1 Letter from Hazel Walker, Oxford Resident, regarding the well discovered under the Oxford Service Centre and Library. (Trim No. 161129122831)
9 CHAIRPERSON’S REPORT

9.1 Chairperson’s Report for November 2016

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

(a) Receives report No.161129122733.

10 MATTERS FOR INFORMATION

10.1 Rangiora-Ashley Community Board meeting minutes – 7 November 2016 (Trim No. 161104114041)

10.2 Woodend-Sefton Community Board meeting minutes – 15 November 2016 (Trim No. 161109115482)

10.3 Kaiapoi-Tuahiwi Community Board meeting minutes – 21 November 2016 (Trim No. 161118118922)

10.4 Visit to Belgium for Passchendaele Commemorations – J Palmer (Chief Executive) - Council, 1 November 2016 (Trim No. 161026109825)

10.5 Oxford Library/Service Centre Development – C Sargison (Manager Community and Recreation) – Council, 1 November 2016 (Trim No. 161020108313)

10.6 Contract Acceptance Report – 14/27 – Southbrook Road / South Belt Intersection Upgrade – K Stevenson (Roading Manager) and K Straw (Project Manager) – Public Excluded Council, 1 November 2016

10.7 Request for Increases to Water Source Upgrade Budgets for Waikuku Beach, Garrymere and Poyntzs Road Water Supply Schemes – C Roxburgh (Water Asset Manager) – Utilities and Roading Committee, 22 November 2016 (Trim No. 161108115095)

10.8 Report on expenditure due to reactive maintenance work carried out on Rangiora, Kaiapoi and Pegasus Water Supply Wells – S de Roo (Utilities Engineering Officer) – Utilities and Roading Committee, 22 November 2016 (Trim No. 161109115696)

10.9 West Kaiapoi New Arterial Road Update – K Stevenson (Roading Manager) and J McBride (Civil Projects Team Leader) – Public Excluded Utilities and Roading Committee, 22 November 2016

10.10 Contract 15/66: Northbrook Road Urbanisation Tender Evaluation and Tender Acceptance Report – K Straw (PDU Project Manager) and K Stevenson (Roading Manager) – Management Team, 28 November 2016

RECOMMENDATION

THAT the Oxford-Ohoka Community Board receives the information in items 10.1-10.10.

Note: items 10.1-10.10 were circulated separately to members, 1 December 2016.
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

13 REGENERATION PROJECTS

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


14 BOARD FUNDING UPDATE

14.1 Board Discretionary Grant
Balance as at 1 December 2016: $2,360.

14.2 General Landscaping Budget
Balance as at 1 December 2016: $11,650.

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 7pm, Thursday 9 February 2016 in a location in Ohoka yet to be advised.

Workshop

1. Members’ Forum
2. Media and Communication. M McIlraith (Communications & Engagement Manager)
3. Out District, Our Future Waimakariri 2048: Waimakariri District Development Strategy. S Markham (Manager Strategy and Engagement)
MINUTES FOR MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD HELD IN THE OXFORD JAYCEE HALL, 56 MAIN STREET, OXFORD ON THURSDAY 3 NOVEMBER 2016 AT 7.01PM.

PRESENT

D Nicholl (Chair), W Doody, J Ensor, S Farrell, K Felstead, J Lynn, and T Robson.

IN ATTENDANCE

S Markham (Manager, Strategy and Engagement), K Ward (Community Board Advocate) and L Courtney (Governance Secretary).

The meeting adjourned at 7.36pm for a workshop in relation to updates on roading matters, resuming again at 8.17pm.

The meeting adjourned at 8.23pm to discuss the Board appointments, resuming again at 8.41pm.

At the commencement of the meeting the Chair emphasised the Board’s Code of Conduct encouraging members to read and adhere to it to provide a good service in their capacity as elected members.

1 APOLOGIES

Moved W Doody seconded T Robson

An apology was received and sustained from M Brown for absence.

CARRIED

2 CONFLICTS OF INTEREST

Nil.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the Oxford-Ohoka Community Board – 27 October 2016

J Lynn raised that there was no mention of M Brown’s nomination for Chair. There was also an error on page 5 of the minutes, which referenced D Lynn instead of J Lynn.

Moved J Lynn seconded S Farrell

THAT the Oxford-Ohoka Community Board:

(a) Amends the minutes of the Oxford-Ohoka Community Board meeting held 27 October 2016 to include the nominations for Chair and Deputy and to correct the reference on page 5 from D Lynn to J Lynn.

(b) Confirms the minutes of the Oxford-Ohoka Community Board meeting held 27 October 2016, having been circulated, as a true and accurate record.

CARRIED
4 DEPUTATIONS AND PRESENTATIONS

Nil.

5 ADJOURNED BUSINESS

Nil.

6 REPORTS

6.1 Draft Walking and Cycling Strategy for Public Consultation – L Beckingsale (Policy Analyst)

L Beckingsale outlined her role as a policy analyst and the role of the Policy Team within the Council. She spoke to the report advising the Strategy started with a survey across the communities of the Waimakariri District, with feedback from the survey informing the proposed Strategy. She gave some background to the walking and cycleways projects between Rangiora and Woodend, and Rangiora and Kaiapoi which have received funding from the New Zealand Transport Authority (NZTA); staff were now considering other projects to apply for funding. She referred members to the feedback in the report, highlighting that four submissions have been received to date. These have been supportive of the Strategy, with a particular emphasis on safety. She commented that although the consultation was closing Monday 7 November, staff would take any further comments from the Board.

D Nicholl asked whether staff had considered extending the footpath along Mill Road, Ohoka to Bradleys Road, Ohoka. L Beckingsale replied that submissions had been received regarding the footpath and the extension of the footpath will be considered in due course.

S Markham queried funding for other projects. K Stevenson replied that subsidies were available through NZTA. However staff still had to review/identify projects to progress and seek funding through the Council’s Annual Plan process, as well as NZTA. S Markham asked whether there was a set percentage that NZTA funded. K Stevenson advised that subsidies varied depending on the project.

W Doody asked whether the Strategy applied to Department of Conservation land. L Beckingsale replied that it did not.

Regarding the proposed cycleways: T Robson queried how staff defined a cycleway. L Beckingsale replied that the paths in the report were aspirational and based on feedback from the community. The responses included a variety of proposals from simply marking the road to a separate, formed path. She outlined some of the factors that were considered when deciding on the type of the pathway to be installed including the number of other vehicles that use the road, safety and projected use by the community.

J Lynn asked whether schools would be given priority when deciding on walking and cycleways, referencing Ohoka School. L Beckingsale commented that a transport survey was carried out at Ohoka School, which showed that 80% of the students were picked up and dropped off from school by car. Staff discussed the results with the students regarding why they did not utilise the wide paths to and from the school. Comments from students had been that the paths get wet in winter and their parents prefer them to avoid having muddy footwear. K Stevenson added that staff would
work with schools to get the best possible outcome, referencing Cust School.

S Farrell asked whether a cycleway from Loburn to Ashley Gorge could be considered for funding, as part of a national cycleway. K Stevenson commented that an application was made to this fund a few years ago, but the project did not meet the criteria. S Markham added that preference had been given to areas with high tourist numbers going through it, which the Waimakariri did not meet at the time. He requested K Stevenson check on the current status of the National Cycleway Fund.

Moved W Doody seconded J Lynn

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

(a) **Receives** report No. 161027110503.

(b) **Notes** there will be further assessment of individual projects once the Strategy is confirmed. Any projects requiring additional funding will be consulted through the Annual and/or Long Term Plan processes.

CARRIED

W Doody commended staff on the work carried out to date.

### 6.2 Approval to Install Cattle Stops in Moderates Road – K Stevenson (Roading Manager)

K Stevenson spoke to the report. He commented that the farmer moves his herd across the low volume road each day, taping the road off each time. The installation of cattle stops will allow the gate to be kept open and the cows to move across the road without the issue of them wandering away.

J Lynn asked whether feedback has been received from the community regarding the proposal. K Stevenson replied the issue had been raised by a member of the community, citing health and safety concerns.

W Doody asked whether the cattle stops would impede horse riders who would utilise the road also, as horses cannot cross cattle stops. K Stevenson commented a gate would be put in place to allow riders to get through.

T Robson queried whether there would be increased costs regarding grading the road around the cattle stops. K Stevenson replied the section of road the farmer uses is maintained by the farmer due to the low volume of the road; it is only graded two or three times a month.

S Farrell queried whether other nearby property owners were aware of the proposal. K Stevenson replied that they would be made aware of the proposal as part of the process.

Regarding access for horse riders: S Farrell queried the gate’s size. K Stevenson stated the gate had been designed with a horse rider and would be at a height for riders to open and close the gate without having to dismount.

Moved J Ensr seconded T Robson

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

(a) **Receives** report No. 161019107953.

(b) **Approves** the construction of two cattle stops and associated fences
and gates on Moderates Road at the location shown on the attached plan (Trim No. 161020108377) for the purpose of enabling the safe and efficient movement of cows across Moderates Road while at the same time keeping the road accessible and safe for road users.

(c) Approves the attached Licence to Occupy Agreement (Trim No. 161020108375).

(d) Notes that all costs associated with the construction and maintenance of the cattle stops, fences and gates will be met by the property owner.

(e) Notes the property owner will be required to remove the cattle stops, fences and gates if and when they cease dairy farming operations or if they change their method of operation that does not require the regular movement of cows across Moderates Road.

(f) Circulates this report to the Utilities and Roading Committee.

CARRIED

Moved D Nicholl seconded J Ensor

THAT the meeting adjourn at 7.36pm for a workshop in relation to updates on roading matters, resuming again at 8.17pm.

6.3 Appointments to Advisory Groups and Outside Organisations – Karyn Ward (Community Board Advocate)

K Ward spoke to the report. She commented that most of the appointments were historical but did not preclude other groups/organisations from requesting representation from the Board. She highlighted the member’s role is to act as a liaison between the Board and the group/organisation.

D Nicholl added that having an executive role in a group or organisation did not mean that person had to act as the Board’s representative and did not preclude another Board member undertaking that representative role.

Moved D Nicholl seconded J Ensor

THAT the meeting adjourn at 8.23pm to discuss the Board appointments, resuming again at 8.41pm.

Moved J Ensor seconded J Lynn

THAT the Oxford-Ohoka Community Board:

(a) Receives Report No. 161021108777.

(b) Approves the appointment of Board Member T Robson as a Board representative and liaison person, to the Ashley Gorge Reserve Advisory Group.

(c) Approves the appointment of Board Member M Brown as a Board representative and liaison person, to Eyreton Domain Advisory Group.

(d) Approves the appointment of Board Member D Nicholl as a Board representative and liaison person, to Ohoka Domain Advisory Group.

(e) Approves the appointment of Board Member T Robson as a Board representative and liaison person, to the Oxford Promotions Action Committee.
(f) **Approves** the appointment of Board Members S Farrell and T Robson as Board representatives and liaison persons, to Pearson Park Advisory Group.

(g) **Approves** the appointment of Board Member M Brown as a Board representative and liaison person, to View Hill Domain Advisory Group, subject to M Brown’s agreement.

(h) **Approves** the appointment of Board Member J Lynn as a Board representative and liaison person, to the Ohoka Residents’ Association.

(i) **Approves** the appointment of Board Member S Farrell as a Board representative and liaison person, to the Oxford Historical Records Society Inc. Committee.

(j) **Approves** the appointment of Board Member J Lynn as a Board representative and liaison person, to the North Canterbury Neighbourhood Support.

(k) **Approves** the appointment of Board Member J Ensor as a Board representative and liaison person, to the Waimakariri Health Advisory Group.

(l) **Approves** the appointment of Board Member J Lynn as a Board representative and liaison person, to Grey Power North Canterbury Group.

(m) **Approves** the appointment of Board Member D Nicholl as a Board representative and liaison person, to the Ohoka Rural Drainage Advisory Group.

(n) **Approves** the appointment of Board Member M Brown as a Board representative and liaison person, to the Oxford Rural Drainage Advisory Group.

(o) **Approves** the appointment of Board Member J Ensor as a Board representative and liaison person, to the Mandeville Sports Centre.

(p) **Approves** the appointment of Board Member J Ensor as a Board representative and liaison person, to the Christchurch International Liaison Community Group.

(q) **Reviews** the appointments to advisory groups and outside organisations mid-term in 18 months, approximately April/May 2018.

**CARRIED**

7 **CORRESPONDENCE**

7.1 **Letter from K Deer regarding flooding issues in Mandeville** (Trim No. 161102113072)

Moved K Felstead  seconded J Ensor

THAT the Oxford-Ohoka Community Board:

(a) **Requests** the letter from K Deer (161102113072) be forwarded to the appropriate staff and the response be reported back to the Oxford-Ohoka Community Board at a future meeting.

**CARRIED**
7.2 **Letter from the Mandeville Sports Centre requesting representation from the Board** (Trim No. 161102113068)

7.3 **Email from the Christchurch International Airport Liaison Group requesting representation from the Board** Tabled by J Ensor

Moved S Farrell seconded W Doody

THAT the Oxford-Ohoka Community Board receives the correspondence 7.2 and 7.3.

CARRIED

8 **CHAIRPERSON’S REPORT**

D Nicholl was excited for the future of the Board, highlighting the enthusiasm of its members. He noted the Local Government New Zealand seminar he recently attended did not meet his expectations.

9 **MATTERS FOR INFORMATION**

9.1 **Woodend-Ashley Community Board meeting minutes – 19 September 2016** (Trim No. 160916095728)

9.2 **Oxford-Eyre Ward Advisory Board meeting minutes – 21 September 2016** (Trim No. 160916095763)

9.3 **Kaiapoi Community Board meeting minutes – 26 September 2016** (Trim No. 160922097905)

9.4 **Capital Projects Report for the period ended 30 June 2016 - Paul Christensen (Finance Manager)** – Audit Committee, 20 September 2016 (Trim No. 160905091231)

9.5 **Summary of Status of Council Water Supply Schemes - Colin Roxburgh (Water Asset Manager)** – Utilities and Roading Committee, 27 September 2017 (Trim No. 160914094969)

9.6 **Joining of Fernside Water Supply Scheme to Mandeville – Feedback from Community Consultation - Colin Roxburgh (Water Asset Manager) and Gary Stevenson (Utilities Projects Team Leader)** – Council, 4 October 2016 (Trim No. 160921097653)

9.7 **Chairperson’s End of Term Report – Robyn Wallace (Chairperson, Kaiapoi Community Board)** – Council, 4 October 2016 (Trim No. 160912093902)

9.8 **Chairperson’s End of Term Report – Judith Hoult (Chairperson, Rangiora Community Board)** – Council, 4 October 2016 (Trim No. 160912093829)

9.9 **Chairperson’s End of Term Report – Karen Eastwood (Chairperson, Woodend-Ashley Community Board)** – Council, 4 October 2016 (Trim No. 160912093764)

9.10 **Chairperson’s End of Term Report – Vic Allen (Chairperson, Oxford-Eyre Ward Advisory Board)** – Council, 4 October 2016 (Trim No. 160912093801)

Moved S Farrell seconded T Robson

THAT the Oxford-Ohoka Community Board receives the information in items 9.1-9.10.

CARRIED
10 MEMBERS’ INFORMATION EXCHANGE

10.1 J Ensor
- Attended Oxford Fete
- Attended Food Control Plan at Rangiora Service Centre regarding the new Food Act
- Attended District Development Strategy launch
- Attended Waimakariri Health Advisory Group meeting.

10.2 W Doody
- Tabled her Councillor’s report for the Board’s information (Trim No. 161108115058).

10.3 K Felstead
- Advised the Oxford Library and Service Centre will require a complete rebuild and the Council has approved the extra budget required at its meeting of 1 November 2016
- Greater Christchurch Urban Development Strategy
- Allocated appointments to outside groups and organisations
- Approved Mayor, Deputy Mayor and a Councillor to visit Zonnebeke, Belgium in October 2017, to participate in the 100 year anniversary commemorations of the Battle of Passchendaele.

11 CONSULTATION PROJECTS

11.1 Draft Walking and Cycling Strategy
S Markham reminded the Board of the report presented earlier in the meeting.

11.2 Waimakariri District Development Strategy
S Markham advised the launch of the District Development Strategy and the start of the initial consultation. Commented that the consultation will likely travel around the communities of the district.

11.3 Let’s Talk About Speed Limits
There was discussion regarding the Board submitting its views on the above Strategies. It was noted that a workshop will be before the Board at its December 2016 meeting regarding the District Development Strategy and a submission from the Board could be developed at that time.

The Board noted the consultation projects.

12 REVITALISATION PROJECTS

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


S Markham commented that there were no updates to report at this stage.
13 BOARD FUNDING UPDATE

13.1 **Board Discretionary Grant**
Balance as at 27 October 2016: $2,360.

13.2 **General Landscaping Budget**
Balance as at 27 October 2016: $11,650.

The Board noted the balances.

14 MEDIA ITEMS

J Lynn commented that was little in the local media regarding the newly formed Oxford-Ohoka Community Board. S Markham replied that the upcoming All Boards briefing, the Council’s Communications Manager would discuss media and social media coverage. J Lynn suggested that a Communications Plan be developed in order to raise the Board’s profile. S Markham suggested a workshop with the Communications Manager would be beneficial for developing a Plan.

J Ensor requested staff produce a media release regarding the new Community Board and its members for distribution to local media organisations.

15 QUESTIONS UNDER STANDING ORDERS

There were no questions under Standing Orders.

16 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

There was no urgent general business under Standing Orders.

**NEXT MEETING**

The next meeting of the Oxford-Ohoka Community Board is scheduled for 7pm, Thursday 8 December 2016 at the West Eyreton Hall, corner Earlys Road and North Eyre Road, West Eyreton.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 9.17PM.

CONFIRMED

________________
Chairperson

________________
Date
Workshop – 9.18pm – 9.28pm
1. *Community Board Flyer.* K Ward (Community Board Advocate)
   Board members provided feedback on the proposed Community Board flyer.

Staff Briefing (Public Excluded) – 9.29pm – 9.45pm.
2. *Current Board matters.* S Markham (Manager, Strategy and Engagement)
   The Board was updated on relevant ward matters being carried forward into the
   new electoral term.
WAIMAKARIRI DISTRICT COUNCIL

REPORT

FILE NO: RDG-26 / GOV-26-10-06 / 161122120128

REPORT TO: Oxford Ohoka Community Board

DATE OF MEETING: 8 December 2016

FROM: Scott Morrow, Land Information Officer

SUBJECT: Road Naming – Private Right of Way Oxford

1. SUMMARY

1.1. The purpose of this report is to consider naming an existing Private Right of Way off Cheapside Street, Oxford.

1.2. The Right of Way was formed as part of the development under DP 393069.

1.3. The road name has been supplied by one of the property owners.

Attachments

i. Plan of the subdivision showing the Right of Way to be named.

ii. Waimakariri District Council policy for road naming (S-CP4505).

2. RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

(a) Receives report No 161122120128.

(b) Approves a new road name for a Private Right of Way created off Cheapside Street, Oxford as Phillips Lane.

3. ISSUES AND OPTIONS

3.1. The name supplied is not the same or similar to any existing road name in the District.

3.2. The name Phillips Lane comes from Baydon Phillips, who owns one of the properties off the Right of Way and has been a resident of this area for some time, being involved in local sports teams from an early age.

3.3. At present there are approximately four properties with access off the Private Right of Way, however there is potential for future development of the property known as 15A Cheapside Street.
3.4. The Oxford-Ohoka Community Board has the delegated power on behalf of the council to approve the naming of new roads.

3.5. Options Considered

3.5.1. Approve the naming of the new roads as proposed.

3.5.2. Name any road with a road name of the Oxford-Ohoka Community Board’s choice.

3.6. The Roading Team agree with the proposed names.

4. COMMUNITY VIEWS

4.1. It is considered that there would be minimal, if any, public opposition to this request. It does not impact or require any changes to other land parcels in the immediate vicinity.

5. FINANCIAL

5.1. The Developer will meet the cost of the road name blades.

6. CONTEXT

6.1 A strong sense of community.


6.3 Policy/Delegation Reference - Authority to approve the naming of roads and streets.

Scott Morrow
Land Information Officer
NAMING OF ROADS AND STREETS (INCLUDING PRIVATE ROADS) POLICY

1 Introduction
The Waimakariri District Council is responsible for naming (and renaming) roads within its boundaries. Roads are named to reflect the identity of the local area and to ensure ease of identification for the Council, the public and key public and private services such as emergency, postal and courier services.

2 Policy Context
This policy applies where proposed roads and other vehicular accesses are being created either through subdivision development or the formation of existing unformed legal roads and to the naming of existing unnamed roads/vehicular accesses both public and private. This policy should form part of any subdivision design and approval process reference material.

3 Policy Objective
This policy specifies Council’s requirements for the naming of roads and vehicle accesses throughout the District to provide a consistent and comprehensive approach to naming of roads in the District.

The Waimakariri District Council is responsible for the naming of roads by the Local Government Act 1974 section 319(j).

4 Policy Statement
4.1 The Council’s three Community Boards, Rangiora, Kaiapoi and Woodend-Ashley, have the delegated authority for the naming of new streets and roads and altering existing street names within their respective wards.

4.2 The Oxford Eyre Ward Advisory Board has delegated authority for the naming of new streets and roads and altering existing street names within the Board area.

4.3 Re-naming of streets and roads will only be undertaken if the Council considers the change will result in a clear benefit to the community.

4.4 Where a street is named for the first time or a street name is altered then the District Land Registrar, the Chief Surveyor, NZ Fire Service, Telecom, MainPower, valuation service provider, NZ Police, Civil Defence, and the Canterbury Regional Council shall be informed of the new name or change.

4.5 Where an existing street is extended, the street extension will be the same name as that of the existing street.

4.6 All new private roads in the Waimakariri District shall be named in consultation with the applicant, and at the applicant’s expense, and relevant road signs shall be suitably annotated “Private Road”.

4.7 All private roads that are to be named, are to have a minimum of four lots with access from the private road.

4.8 A new street or road shall not be named the same or similar to a street or road already in existence in the District.

Council’s ‘List of Approved but Unallocated Road Names’
NAMING OF ROADS AND STREETS (INCLUDING PRIVATE ROADS) POLICY

The list of unallocated potential road names for the Waimakariri District is maintained by Customer Services. Names approved for addition to the List of Approved but Unallocated Road Names will remain there until they are either allocated to a road or removed as the result of a review of the list.

From time to time a road name may no longer need to be used as two or more roads may be jointed into one road or a road may be permanently closed. In both of these cases, the road name(s) may be put back on the list for potential reallocation, usually for a new or renamed road in the same general area.

The list of Approved but Unallocated Road Names will be reviewed by the Community and Ward Advisory Boards every six years.

4.9 Naming of streets in new subdivisions:

The rights of the subdivision developer to promote preferred road names for the subdivision will be taken into consideration, but the decision regarding road names will be made by the Community or Ward Advisory Board by applying the clauses of this policy.

4.10 Approval Criteria and Weighting

The following factors shall be taken into account when selecting street, road or private road names in the Waimakariri District:

(a) The proposed name has local historical, cultural, environmental or geographical significance - e.g. Torlesse, Boys, Ashley, Cam.
(b) Maori names of local significance chosen in conjunction with local iwi representatives to ensure appropriateness of meaning and correct spelling.
(c) Significant and well known or previously well known names of farms, properties or run holdings – e.g. Coldstream, Carleton.
(d) Names of local residents who have achieved prominence in their chosen fields such as arts, sport, commerce, science, politics, local government, military, etc (e.g. Kippenberger, Kirk), or who have been long term residents.
Roads and Streets

NAMING OF ROADS AND STREETS (INCLUDING PRIVATE ROADS) POLICY

4.11 Road Type

The road type should be one that most accurately reflects the type of roadway that is being named. The list below should be used where appropriate, however, this list is not exclusive – refer to AS/NZS 4819:2011.

<table>
<thead>
<tr>
<th>Road Type</th>
<th>Abbreviation</th>
<th>Description</th>
<th>Open ended</th>
<th>Cul-de-sac</th>
<th>Pedestrian only</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alley</td>
<td>Aly</td>
<td>Usually narrow roadway in a city or town.</td>
<td>✓</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Arcade</td>
<td>Arc</td>
<td>Covered walkway with shops along the sides.</td>
<td>✓</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Avenue</td>
<td>Ave</td>
<td>Broad roadway, usually planted on each side with trees.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Boulevard</td>
<td>Blvd</td>
<td>Wide roadway, well paved, usually ornamented with trees and grass plots.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Circle</td>
<td>Cir</td>
<td>Roadway that generally forms a circle; or a short enclosed roadway bounded by a circle.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Close</td>
<td>Cl</td>
<td>Short enclosed roadway.</td>
<td></td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Court</td>
<td>Crt</td>
<td>Short enclosed roadway, usually surrounded by buildings.</td>
<td></td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Crescent</td>
<td>Cres</td>
<td>Crescent shaped roadway, especially where both ends join the same thoroughfare.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Drive</td>
<td>Dr</td>
<td>Wide main roadway without many cross-streets</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Esplanade</td>
<td>Esp</td>
<td>Level roadway along the seaside, lake, or a river.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Glade</td>
<td>Gld</td>
<td>Roadway usually in a valley of trees.</td>
<td>✓</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Green</td>
<td>Grn</td>
<td>Roadway often leading to a grassed public recreation area.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grove</td>
<td>Grv</td>
<td>Roadway that features a group of trees standing together.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Highway</td>
<td>Hwy</td>
<td>Main thoroughfare between major destinations.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lane</td>
<td>Lane</td>
<td>Narrow roadway between walls, buildings or a narrow country roadway.</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Loop</td>
<td>Loop</td>
<td>Roadway that diverges from and rejoins the main thoroughfare.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mall</td>
<td>Mall</td>
<td>Wide walkway, usually with shops along the sides.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mews</td>
<td>Mews</td>
<td>Roadway in a group of houses.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Parade</td>
<td>Pde</td>
<td>Public roadway or promenade that has good pedestrian facilities along the side.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Place</td>
<td>Pl</td>
<td>Short, sometimes narrow, enclosed roadway.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Promenade</td>
<td>Prom</td>
<td>Wide, flat walkway, usually along the water’s edge.</td>
<td>✓</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Quay</td>
<td>Qy</td>
<td>Roadway alongside or projecting into water.</td>
<td>✓</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Rise</td>
<td>Rise</td>
<td>Roadway going to a higher place or position.</td>
<td>✓</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Road</td>
<td>Rd</td>
<td>Open roadway primarily for vehicles.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Square</td>
<td>Sq</td>
<td>Roadway which generally forms a square shape, or an area of roadway bounded by four sides.</td>
<td>✓</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Steps</td>
<td>Stps</td>
<td>Walkway consisting mainly of steps.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Street</td>
<td>St</td>
<td>Public roadway in an urban area, especially where paved and with footpaths and buildings along one or both sides.</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Terrace</td>
<td>Tce</td>
<td>Roadway on a hilly area that is mainly flat.</td>
<td>✓</td>
<td>✓</td>
<td></td>
</tr>
</tbody>
</table>
NAMING OF ROADS AND STREETS (INCLUDING PRIVATE ROADS) POLICY

<table>
<thead>
<tr>
<th>Road Type Cont...</th>
<th>Abbreviation</th>
<th>Description</th>
<th>Open ended</th>
<th>Cul-de-sac</th>
<th>Pedestrian only</th>
</tr>
</thead>
<tbody>
<tr>
<td>Track</td>
<td>Trk</td>
<td>Walkway in natural setting.</td>
<td></td>
<td></td>
<td>√</td>
</tr>
<tr>
<td>Walk</td>
<td>Walk</td>
<td>Thoroughfare for pedestrians.</td>
<td></td>
<td></td>
<td>√</td>
</tr>
<tr>
<td>Way</td>
<td>Way</td>
<td>Short enclosed roadway.</td>
<td></td>
<td>√</td>
<td>√</td>
</tr>
<tr>
<td>Wharf</td>
<td>Whrf</td>
<td>A roadway on a wharf or pier.</td>
<td>√</td>
<td>√</td>
<td>√</td>
</tr>
</tbody>
</table>

*AS/NZS 4819:2011 Appendix B, Road Types – New Zealand*

5 Links to other policies and community outcomes
This policy should be read in conjunction with:

5.1 Local Government Act 1974 s319(j).
5.2 AS/NZS 4819:2011 Geographic information – Rural and urban addressing.
5.3 Community Outcome:

There are wide ranging opportunities for people to contribute to the decision-making by public organisations that affects our District.

- Public organisations make information about their plans and activities readily available
- Public organisations make every effort to accommodate the views of people who contribute to consultations

5.4 Waimakariri District Council, District Plan, Chapter 38, Road Names.

6 Adopted by and date
This Policy was approved by the Council’s Resource Management and Regulation Committee and subsequently adopted by the Council on 2 April 2013.

7 Review
Review every six years or sooner on request.
To whom it may concern

With the demolition of our Oxford
library + service centre, a red
brick well, has come
what a gift, this well predating 1877.

Residents of Oxford,
here's what I propose, the
library + service centre, be moved
closer to the main road, with our
new discovery, the red brick well,
being our newest tourist attraction
a wishing well with funds raised going
cross plunked, to name just a few.
Let get on board, Oxford before this
well is covered + lost once again.

19/11/16

Hazel Walker

OXFORD

7430

www.nrm.co.nz | QUALITY PRODUCTS MADE IN NEW ZEALAND SINCE 1899
1. **SUMMARY**

Some interesting events have occurred in our first month as a Community Board.

Board member John Lynn and I had a meeting with Mr and Mrs Bennett from Mandeville regarding the proposed commercial development there. Their objective was to request the Council to publicly notify the application.

The Board successfully workshoped a liquor licence application for Oxford; the Governance Manager guided the Board through the types of objections that could be appropriate and none were found.

2. **RECOMMENDATION**

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

(a) **Receives** report No.161129122733.

Doug Nicholl
Chairperson
Oxford-Ohoka Community Board