MINUTES OF THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD HELD IN THE A&P MEETING ROOM, OXFORD TOWN HALL, 30 MAIN STREET, OXFORD ON THURSDAY 9 MARCH 2017 AT 7PM.

PRESENT
D Nicholl (Chair), M Brown (Deputy Chair, arrived at 7.21pm during item 7.1), J Ensor, S Farrell, K Felstead, J Lynn, and T Robson.

IN ATTENDANCE
S Markham (Manager, Strategy and Engagement), C Roxburgh (Water Asset Manager), G Stephens (Community Green Space Engagement Officer), K Ward (Community Board Advocate) and L Courtney (Governance Secretary).

Meeting adjourned 7.28pm for staff workshop, resuming again at 7.46pm.

1 APOLOGIES
Moved K Felstead seconded S Farrell

Apologies were received and sustained from M Brown for lateness and W Doody for absence.

CARRIED

2 CONFLICTS OF INTEREST
Nil.

3 CONFIRMATION OF MINUTES
3.1 Minutes of the Oxford-Ohoka Community Board – 9 February 2017
The Chair raised the final paragraph in item 7.1 should read “expressed sympathy” not “expressed empathy”.

Moved J Lynn seconded T Robson

THAT the Oxford-Ohoka Community Board:
(a) Amends item 7.1, final paragraph to “expressed sympathy” from “expressed empathy”.
(b) Confirms the circulated minutes of the Oxford-Ohoka Community Board meeting, held 9 February 2017, as a true and accurate record.

CARRIED

4 MATTERS ARISING
Regarding item 8.1: S Farrell clarified that an update received from Council staff advised the species of the replacement trees along Burnett Street were to be Italian Alders. These species are reasonably quick growing and tolerant of a range environmental conditions such as dry ground, harsh winds, snow and frost.
Regarding item 8.2: S Farrell advised that she had spoken with the property owner, who was working with the Council’s Roading Manager regarding the type of barrier to install outside his property, along the footpath of Meyer Place.

5 **DEPUTATIONS AND PRESENTATIONS**
Nil.

6 **ADJOURNED BUSINESS**
Nil.

7 **REPORTS**

7.1 **Oxford Rural Number 1 Water Supply New Source: Recommendation for New Bore Location – C Roxburgh (Water Asset Manager)**

C Roxburgh tabled the draft consultation material and spoke to the report. He provided background to the options and risks associated with the project including possible cost escalation, timing, land availability and Environment Canterbury consent matters.

C Roxburgh referred members to the project timeframe. He advised the next step would be community consultation and he would provide the Board with a verbal update at its April meeting. He explained that a public meeting held by staff had not been well attended and that staff proposed drop-in sessions or attendance at Oxford’s upcoming A&P Show to further consult on the matter.

D Nicholl asked whether staff would consider using water diviners. C Roxburgh advised the Council had used a diviner in the past without much success, and although there are instances where the method works, staff preferred to utilise other methods.

K Felstead sought clarification that the cost included the pipes. C Roxburgh confirmed it did, adding that because part of the scheme would be downstream of the pump station, some of water would have to be pumped back up to the pump station.

K Felstead asked if the water could be distributed downstream in the future. C Roxburgh advised the long term plan was for the network to pump from that well.

J Lynn asked how would the new well would assist in the event the main well failed. C Roxburgh replied it would cope on a short term basis.

J Lynn queried the initial cost to have the well as a backup. C Roxburgh replied that as the well was already drilled, the cost to connect would be marginal.

K Felstead asked whether the new well met the drinking water standards. C Roxburgh confirmed it did.

K Felstead queried the quantity of water. C Roxburgh replied it was not what staff hoped but it would suffice.
Moved K Felstead seconded J Lynn

THAT the Oxford-Ohoka Community Board:
(a) Receives report No. 161222133500.
(b) Notes that two general areas have been identified as to the next location to drill a new bore as the next step of the Oxford Rural No.1 source upgrade project. These are in the West Rockford Road area and the McPhedrons Road area.
(c) Endorses the McPhedrons Road area near the Watsons Reserve Road intersection as the recommended location to drill the next bore.
(d) Notes staff will consult with the Oxford Rural No.1 community to gain feedback on the recommendation to drill the next bore in the McPhedrons Road area.
(e) Notes that staff will report to the Utilities and Roading Committee with the outcome of this community consultation prior to making a final decision as to whether to drill at the recommended location, and that this report will be circulated to the Oxford-Ohoka Community Board.

CARRIED

K Felstead commented it was the best option going forward. He commented on past projects which had been unsuccessful and costly, and supported staff utilising more reliable methods. He encouraged staff to have a presence at the Oxford A&P Show to inform the community of the project and concurred that a public meeting may not be the most effective way to consulting with the community.

Meeting adjourned 7.28pm for staff workshop, resuming again at 7.46pm.

7.2 New Zealand Community Board’s Conference 2017 – K Ward (Community Board Advocate)

K Ward spoke to the report.

S Markham advised it was a good opportunity to network with other Community Board members from other parts of the country.

Moved K Felstead seconded M Brown

THAT the Oxford-Ohoka Community Board:
(a) Receives report No.170223017436.
(b) Approves Board members J Ensor, S Farrell, J Lynn, and T Robson to attend the New Zealand Community Board’s Conference to be held in Methven from 11 to 13 May 2017.
(c) Notes the attendees will write an individual report on the conference sharing ideas/knowledge gained and present the report at their respective Board’s June 2017 meeting.
(d) Notes that the total cost for each attendee is approximately $1,315 (including GST).

CARRIED
7.3 Approval of the Oxford-Ohoka Community Board Plan – K Ward (Community Board Advocate)

K Ward spoke to the report.

S Farrell suggested updating the Oxford Service Centre photograph. S Markham suggested using an artist impression in the interim, adding that staff would work on building a library of Council owned images that better reflects the people and landscape of the Waimakariri District.

General discussion occurred regarding photos and the use of an artist impression of the new library and service centre. Other photogs could be utilised during the second edition of the Plan.

Moved J Ensor seconded T Robson

THAT the Oxford-Ohoka Community Board:
(a) Receives report No.170223017564.
(b) Approves the final version of the Oxford-Ohoka Community Board Plan (Trim 170110001413[v01]) subject to any minor edits discussed and approved by the Board Chairperson.

CARRIED

7.4 Approval of the Oxford-Ohoka Community Board Flyer – K Ward (Community Board Advocate)

K Ward took the report as read.

Moved J Lynn seconded T Robson

THAT the Oxford-Ohoka Community Board:
(a) Receives report No.170223017541.
(b) Approves the Oxford-Ohoka Community Board flyer, subject to minor edits discussed and approved by the Chairperson.
(c) Notes an initial short run of published flyers (<300) will be placed in district libraries, service centres, community centres, and information centres; the number taken by the public to be monitored, and reruns to be undertaken at the discretion of staff. Some will also be given to each Board member to leave behind when attending community meetings and/or events. A copy will also be published on the Community Board website page.

CARRIED

8 CORRESPONDENCE

Nil.
9 **CHAIRPERSON’S REPORT**

9.1 Chairperson’s Report for February – March 2017

Moved M Brown seconded S Farrell

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

(a) Receives report No. 170223017873.

**CARRIED**

10 **MATTERS FOR INFORMATION**

10.1 Woodend-Sefton Community Board meeting minutes – 13 February 2017 (Trim No. 170209011843)

10.2 Rangiora-Ashley Community Board meeting minutes – 14 December 2016 (Trim No. 170202009584)

10.3 Kaiapoi-Tuahiwi Community Board meeting minutes – 20 February 2017 (Trim No. 170216014756)

10.4 Draft Submission to the Health Select Committee on the Health (Fluoridation of Drinking Waters) Amendment Bill (G Meadows, Policy Manager) – Report to Council – 7 February 2017 (Trim No. 161220131266)

10.5 Summary of Discretionary Grant accountability to 31 December 2016 (K Ward, Community Board Advocate) – Report to Rangiora-Ashley Community Board – 8 February 2017 (Trim No. 170126006940)

10.6 Summary of Discretionary Grant accountability to 31 December 2016 (K Ward, Community Board Advocate) – Report to Woodend-Sefton Community Board – 13 February 2017 (Trim No. 170202009658)

10.7 Library Update (P Ashbey, Libraries Manager) – Report to Community and Recreation Committee – 14 February 2017 (Trim No. 170202009922)

10.8 Capital Projects Report for the period ended 31 December 2016 (P Christensen, Finance Manager) – Report to Audit and Risk Committee – 7 February 2017 (Trim No. 170127007442)

10.9 Summary of Discretionary Grant accountability to 31 December 2016 (K Ward, Community Board Advocate) – Report to Kaiapoi-Tuahiwi Community Board – 20 February 2017 (Trim No. 170112002111)


10.11 Repairs to Mandeville Septic Tank Faults (C Sexton, Summer Intern Engineer and K Simpson, 3 Waters Manager) – Report to Utilities and Roading Committee – 21 February 2017 (Trim No. 170116002941)


Moved M Brown seconded T Robson

**THAT** the Oxford-Ohoka Community Board receives the information in items 10.1-10.12

**CARRIED**
11 MEMBERS' INFORMATION EXCHANGE

11.1 M Brown
- Received correspondence from the Swannanoa/Ohoka Domain Advisory Group. The cricket club will coordinate with Council staff.

11.2 J Ensor
- Attended Rural Drainage Committee meeting.
- Raised concerns regarding flood mitigation work in Mandeville.

11.3 T Robson
- Attended Pearson Park Advisory Group meeting. Commented on the regular use of outdoor stage.
- Approached by owners of Queenette Dairy, who expressed concerns regarding “spill-over” parking during Oxford Town Hall events, and its effect on their business. Liaising with Council staff.

11.4 S Farrell
- Attended Oxford Historical Records Society Incorporated and Museum meeting. Queries were raised regarding earthquake strengthening work at the Jaycee Rooms. She advised the group that work would be carried out after the rebuild of the Oxford Service Centre was completed. Concerns were also raised of the proposed removal of the kitchen. Communication between staff and user groups will continue.
- Held meeting with the Council’s Roading Manager regarding pedestrian crossing issues. S Farrell advised the residents who have contacted her regarding the issues, that it is a matter of driver behaviour. She would continue to work with staff on the issue.

11.5 J Lynn
- Attended North Canterbury Neighbourhood Support meetings.
- Residents raised questions regarding upgrade work to the Ohoka Domain.
- Updated the Board on the Mill Road repairs. Some work has been carried out, and although it is in a better condition, it is not fixed.
- Awaiting report on feasibility of repairing the Gatehouse.

11.6 K Felstead
- Attended Council meeting of 7 March 2017:
  - Notice of Motion from the Board to the Council was received. If/when the application is received it will be processed in accordance with the Resource Management Act. K Felstead clarified that was all the Council could do with the matter as no application for a Resource Consent had been received.
  - Working party on alternative 3 Waters rating structure. Discussions may include a district wide rating structure. He noted that the Hurunui District Council was going through the process in order to gain equity across its district. He added Eastern District Sewage rate had been successful. S Farrell queried how varied use could be differentiated, for example between rural and urban residents, restricted and unrestricted reticulation. K Felstead replied that the working
party hoped to have options ready for the Council’s Long Term Plan in 2018.
- Kaiapoi Town Centre Plan for review.
- Work will commence soon on the Rangiora to Woodend and Rangiora to Kaiapoi Cycleways.
- Affordability of Community Housing. Upcoming review regarding the future of the properties.
- Review of Purchasing Policy.
- Review and sign off of Commercial Charity Bylaw.
- Ashley Rural Water Supply Advisory Group.
- Naming of Rangiora to Kaiapoi Cycleway.

12 CONSULTATION PROJECTS

12.1 Draft Annual Plan
Submissions open between Friday 10 March to Tuesday 11 April 2017.

The Board noted the consultation project.

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:


The Board noted the regeneration projects.

14 BOARD FUNDING UPDATE

14.1 Board Discretionary Grant
Balance as at 2 March 2017: $2,124.25.

14.2 General Landscaping Budget
Balance as at 2 March 2017: $11,650.

The Board noted the balances.
15 MEDIA ITEMS

Regarding the Oxford A&P Show: S Markham advised the Council would have a stall which would have information on Water Supply, the “Love Food, Hate Waste” programme, the Draft Annual Plan including consultation on the Easter Trading hours. Staff would like to display the Board’s photos and invited members to attend the Show to talk to residents. Staff will contact members to discuss availability during the day.

16 QUESTIONS UNDER STANDING ORDERS

There were no questions under Standing Orders.

17 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil.

NEXT MEETING

The next meeting of the Oxford-Ohoka Community Board is scheduled for 7pm, Thursday 6 April 2017 in the West Eyreton Hall, corner Earlys Road and North Eyre Road, West Eyreton.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 8.37PM.

CONFIRMED

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Chairperson

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Date

Workshop – 7.28pm – 7.46pm

1. General Landscaping Budget. G Stephens (Community Green Space Engagement Officer)

   The Board raised ideas for using their General Landscaping Budget, which the Green Space team will provide further information and advice, including feasibility, to an upcoming meeting.