Oxford-Ohoka Community Board

Agenda

Thursday 9 March 2017

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 9 MARCH 2017 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 CONFLICTS OF INTEREST

3 CONFIRMATION OF MINUTES

3.1 Minutes of the Oxford-Ohoka Community Board – 9 February 2017

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:
(a) Confirms the circulated minutes of the Oxford-Ohoka Community Board meeting, held 9 February 2017, as a true and accurate record.

4 MATTERS ARISING

5 DEPUTATIONS AND PRESENTATIONS

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)

RECOMMENDATION

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.

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

**RECOMMENDATION**

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

(a) **Receives** report No.170223017436.

(b) **Approves** up to six (6) members, being ……………………………, ……………………………, ……………………………, ……………………………, ……………………………, and …………………………… 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).

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

**RECOMMENDATION**

**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.

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

**RECOMMENDATION**

**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.

8 CORRESPONDENCE

9 CHAIRPERSON’S REPORT

9.1 Chairperson’s Report for February – March 2017

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:
(a) Receives report No. 170223017873.

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 – 14February 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)
RECOMMENDATION

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

Note: items were circulated separately to members on 2 March 2017.

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

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

13 REGENERATION PROJECTS

13.1 Town Centre
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 2 March 2017: $2,124.25.

At its February meeting the Board approved $235.75 Canterbury Justices of the Peace Association Inc. towards the cost of a pull-up banner.

14.2 General Landscaping Budget
Balance as at 2 March 2017: $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 6 April 2017 in the West Eyreton Hall, corner Earlys Road and North Eyre Road, West Eyreton.

<table>
<thead>
<tr>
<th>Workshop</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Members’ Forum</td>
</tr>
<tr>
<td>2. General Landscaping Budget. C Brown (Community Green Space Manager)</td>
</tr>
</tbody>
</table>
MINUTES OF THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD HELD IN THE OXFORD TOWN HALL, 30 MAIN STREET, OXFORD ON THURSDAY 9 FEBRUARY 2017 AT 7.00PM.

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

IN ATTENDANCE
S Markham (Manager, Strategy and Engagement), M McIlraith (Communications and Engagement Manger), K Stevenson (Roading Manager), C Brown (Community Green Space Manager), M Bacon (Resource Management Planner ), K Ward (Community Board Advocate) and L Courtney (Governance Secretary).

Mayor D Ayers, Councillors N Atkinson, D Gordon, J Meyer, S Stewart and Rangiora-Ashley Community Board member G Miller.

Approximately 100 members of the public in the public gallery.

The meeting adjourned 7.41pm to allow public to leave, resuming again at 7.51pm.

The meeting adjourned at 8.25pm for workshop items, resuming again at 9.10pm.

1 APOLOGIES
An apology was received and sustained from K Felstead for absence.

2 CONFLICTS OF INTEREST
W Doody – item 7.1; member of the District Planning and Regulatory Committee
– item 8.3; Justice of the Peace.
S Farrell – item 8.3; Justice of the Peace
T Robson – item 8.6; member of Board for one of leases due for renewal.

3 ACKNOWLEDGEMENTS
The Board acknowledged the passing of Karen Eastwood, Woodend-Sefton Community Board Member; Peter McMorran, last Chair of the Oxford County Council; and Grant Eder, former member of the water works committee and Council staff for 35 years.

J Ensor commented on Karen Eastwood’s work in the community.

A minute’s silence was observed for those who had passed.

New Year’s Honours List
Vi Cottrell, Ohoka, Officer of the New Zealand Order of Merit (ONZM) recognised for over 40 years involvement with Trade Aid, an honorary member of the World Fair Trade Organisation and member of its monitoring committee.
CONFIRMATION OF MINUTES

4.1 Minutes of the Oxford-Ohoka Community Board – 8 December 2016

J Ensor raised a correction regarding item 11.6. The Federated Farmers group is not being set up, it was winding up.

Moved M Brown seconded T Robson

THAT the Oxford-Ohoka Community Board:

(a) Amends item 11.6 to reflect that the Fernside Federated Farmers group was winding up, not being set up.

(b) Confirms the circulated minutes of the Oxford-Ohoka Community Board meeting, held 8 December 2016, as a true and accurate record.

CARRIED

DEPUTATIONS AND PRESENTATIONS

5.1 Bud Caldwell, representing the Isaac Community Association Incorporated (ICA), provided an update to the Board on the proposed Isaac block quarry, potentially located in Isaac Road, noting this was the group’s second presentation to the Board.

Since a presentation to the Board in December 2016, the ICA had been formed. B Caldwell tabled a copy of a letter inviting membership to the ICA which outlines the aims of the ICA and subscription information (Trim No. 170210012641).

B Caldwell did not believe the Council had been future focused in allowing commercial activities along the boundaries of rural life style properties. The 50 hectare property is proposed to operate a quarry six days a week for the next 20 years. It is predicted that truck movements would be every six minutes in order to move the volumes of shingle required and would have a significant impact on the neighbouring people’s lives. He understood this was a new situation for the Council, so the decisions made regarding the operation would set a precedent for future situations of a similar nature. He advocated the Council adopt a stringent approach in its decision making process.

B Caldwell advised that if the operation proceeded, it would not be unopposed, as the ICA would fight it. The ICA have asked that the Community Board advocate for the neighbouring residents and the wider community to petition the Council to require the Resource Consent Application from Christchurch Ready Mix Concrete, when it is received, to be Publically Notified. This is an issue that goes beyond the immediate neighbours and the ICA believe it will impinge on the wider community. The outcome of this decision will have far reaching consequences for all residents of the Waimakariri district. He referenced Browns Road residents and the issues raised regarding trucks carrying shingle from the Eyre River. The dust created from truck movements spread 500m, an example of how commercial activities affect more than just the immediate residents.
B Caldwell stated that the ICA was not against the activity, noting it was a necessary activity as part of the recovery of Canterbury and Kaikoura from significant earthquake events. However, he questioned the zoning for an area that includes residential or rural residential use. He commented the property owner has a lot of land and was not convinced that the area marked for quarry is the only location available to the property owner.

B Caldwell thanked the Board for taking the time to listen to the presentation.

The Chair responded that the Board would give the proposal and issues raised due consideration.

A member of the public asked if the Board would consider looking, in person, at the area concerned. A number of Board members responded that they had visited the area with the Chair having spoken directly with a few of the residents in the area.

J Lynn asked about engagement with Christchurch Ready Mix Concrete (Ready Mix). A member of the ICA, who identified himself as Rick, responded that apart from the initial letter to residents, no further engagement had occurred between Ready Mix and local residents. However, he understood that Ready Mix representatives had met with Waimakariri District Council (Council) staff to seek a non-notified Resource Consent. Rick has communicated with Ready Mix that ICA is willing to help them find another location for their proposed quarry but have received no response to that proposal to date.

Another member of the public, Gordon, referenced a Youth Prison that was proposed for Ohoka a number of years ago, where high public opinion stopped the prison from being built. He stated it would be mad if a quarry was allowed to proceed, where a prison was not.

A resident of Downs Road queried the process going forward. S Markham replied the Notice of Motion on the Board’s agenda, which the Board would need to discuss, was a recommendation to the Council. If the Motion was successful, then it would go to the Council to debate and decide. S Markham emphasised that no Resource Consent had been submitted to date and staff did not know when it was likely to happen. When, or if, the Resource Consent is received, then due process will be followed and an assessment carried out as to what notification is required.

From the floor it was asked who make the decision on the notification, the Council or Council staff. S Markham replied it is delegated to staff to apply the Resource Management Act to Resource Consents that are received.

It was questioned whether the Council could overturn a decision of staff. S Markham referred to the Notice of Motion, which would go to the Council to decide what further action would be necessary or appropriate.

A question raised from the floor: at what stage would the process become public? S Markham replied the Notice of Motion would be discussed at a Council meeting open to public. However, staff are delegated to assess Resource Consent applications, which does not occur in public, and announce that decision. For those applications which require public notification, and where submissions are to be heard, a Hearing Panel is formed and an open meeting held.
A question was asked what the outcome was of the Council’s discussion with Ready Mix, for a Non-Notified consent. S Markham clarified the request was made for a non-notified consent but as no application has been received, no decision has been made. He acknowledged the difficulty of the situation, outlining the different types of notification for Resource Consents.

Item 7.1 was taken at this time. Note that the minutes have been recorded in accordance with the order of the agenda as circulated.

6 ADJOURNED BUSINESS

Nil.

7 NOTICE OF MOTION

7.1 Proposed Application from Christchurch Ready Mix Concrete for a Quarry in Isaacs Road

Having declared an interest, W Doody sat back from the table and took no part in discussions.

Moved S Farrell seconded T Robson

THAT the Oxford-Ohoka Community Board:

(a) Requests that the Council consider recommending to staff that the Resource Consent Application, when it is received from Christchurch Ready Mix Concrete for a Quarry operation in Isaacs Road, Eyrewell, be a Notifiable Consent under the Resource Management Act 1991.

Recommends THAT the Council:

(b) Authorises staff that the Resource Consent Application, when it is received from Christchurch Ready Mix Concrete for a Quarry operation in Isaacs Road, Eyrewell, be a Notifiable Consent under the Resource Management Act 1991.

CARRIED

S Farrell read a prepared statement (Trim No. 170216014802) outlining her reasons for the motion. She believed concerns raised by residents regarding the adverse effects the operation would have on their health, wellbeing and lifestyle were valid and that it was up to the Community Board to make sure they were heard. S Farrell believed that any proposed development of a quarry needed to be fully notified. She referenced a Council booklet titled ‘Some Things You Ought to know about Living in Rural Waimakariri’ that describes a "clean, pristine, peaceful and laid back lifestyle.” The booklet also lists various rural commercial activities such as farming and agriculture however it does not mention industrial activities, which, she believes, should be in industrial zones. S Farrell would like to see the “peaceful surroundings”, noted on page 13 of the booklet, retained. She concluded with a quote from Matt Docey, Waimakariri MP in a local publication, that “the voices of the community need to be heard”.

T Robson commented that at the Board’s December 2016 meeting, members were given a clear indication of residents’ views on the proposed quarry. The Notice of Motion may not address the issue but it did keep the
discussion in an open forum. He acknowledged the operation was a necessary one but an outcome was required that upheld the values of the community while allowing the interest of a commercial operation to continue.

J Lynn spoke in support of the motion, emphasising his long standing as a resident of the Oxford-Ohoka area. It was time for an open forum to enable members of the community to be heard.

J Ensor commented on the large scale nature of quarry operations, stating 200,000 tonnes had been removed from the Waimakariri River as part of the recovery from the 2010 Canterbury earthquakes. This was a necessary activity for the rebuild of Christchurch and Kaikoura but a solution was also required in addressing the issues raised. He stated there were few large farms with the type of suitable shingle required.

M Brown commented that he had moved into the area for a quiet rural lifestyle. He noted changes in activities in the area including dairy farming. He supported the motion and a robust discussion between the Council and the community.

D Nicholl commented on the general support from the Board for the residents and the ICA.

S Farrell, as right of reply, expressed empathy with community and their concerns.

The meeting adjourned 7.41pm to allow the public to leave, resuming again at 7.51pm.

8 REPORTS

8.1 Proposed Street Tree removals Burnett Street, Oxford – G Barnard
(Parks Community Assets Officer)

C Brown spoke to the report. The trees, in their current location, impact on mowing the berm and one was hit by a vehicle and subsequently removed. If the replacement trees were moved to the Pearson Park side of the fence, it would allow for more parking spaces along Burnett Street.

D Nicholl asked if the proposed replacement trees were a suitable species. S Farrell replied Elder trees were the proposed replacement trees. J Lynn commented that Elder trees drop acorns or small cones which may impact on users and could affect cars parked under or near them. C Brown advised the trees would be planted far enough back from the fence so as not to impact on parked cars.

T Robson asked about the timeframe of the tree removal and replanting. C Brown replied tree removal would occur as part of the Burnett Street car park redevelopment with the tree replacements occurring over the weekend of 11-12 February.

W Doody supported the proposal and asked if other tree species could be considered. C Brown replied staff could investigate a tree species that did not drop cones.
W Doody asked whether the two year watering programme could be extended if necessary. C Brown responded that although the contract was for two years, it could be extended if required. He added that most tree species should be established after two years.

T Robson asked if Rowan Trees had been considered as a possible replacement tree. C Brown replied they were not suitable for the area proposed. T Robson commented it was possible to get a species of Rowan tree that would cope with the environment at Burnett Street. S Farrell added that when she worked at the Oxford Service Centre, many complaints had been received regarding fruit drop from Rowan trees.

S Farrell queried parking behind the Oxford Service Centre. C Brown replied staff had determined there would be as many on-site parking spaces available as on the road. He added that a disabled parking space was a requirement as part of the rebuild of the Oxford Service Centre.

Moved J Lynn seconded W Doody

THAT the Oxford-Ohoka Community Board:

(a) Receives report No. 170125006337.
(b) Approves the removal of the two Rowan (Sorbus sp) trees located on the south west side of Burnett Street adjacent to Pearson Park.
(c) Notes that a line of six additional trees will be planted near the Burnett Street boundary line of Pearson Park.
(d) Notes that the removal of the Rowan tree is not consistent with section 3.3 of the Council’s standard operating procedure for the removal of trees.

CARRIED

8.2 Safety barrier on Meyer Place footpath – K Stevenson (Roading Manager)

K Stevenson spoke to the report, providing a brief background to the development of the retail spaces and the footpath.

D Nicholl commented that Board members had looked at the footpath and that most had agreed that a barrier would be required.

J Lynn noted the building owner created the problem and questioned why they were not being required to resolve the issue. K Stevenson replied it was considered when the issue was first raised. Staff had used the Building Code as a reference and determined the height of the footpath to be within safety requirements.

T Robson asked what the proposed barrier would look like. K Stevenson tabled a few examples but staff would take the Board’s guidance on what to install.

S Farrell queried whether staff had considered raising the curb. K Stevenson responded as the kerb was in a good condition, there was no reason for it to be upgraded.

Regarding ice and water pooling: W Doody asked whether water would run off the footpath. K Stevenson replied the footpath was designed so water would run off it.
T Robson asked whether staff would consider moving the kerbing channel and planting a garden in the space between the kerb and the footpath. K Stevenson replied T Robson’s proposal would be double the cost of the proposed solution.

Moved J Ensor  seconded D Nicholl

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

(a) **Receives** report N° 170117003204.

(b) **Approves**, subject to approval by the Oxford-Ohoka Community Board, the installation of a barrier/fence alongside the raised footpath on the west side of Meyer Place.

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

**CARRIED**

J Lynn supported a metal fence of some sort but not the one with spikes; something simple.

M Brown would like to see approval brought back to the Board.

T Robson supported the proposal but believed a garden would be a better investment.

S Farrell had spoken with the building owner, who believed he was not completely at fault. The Council should hold some responsibility as the consents were approved by them.

J Ensor believed the building owner met all conditions expected of him.

The meeting adjourned at 8.25pm for workshop items, resuming again at 9.10pm.

8.3 **Meeting Venues for March and April 2017 Meetings – K Ward (Community Board Advocate)**

K Ward spoke to the report.

Moved J Lynn  seconded D Nicholl

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

(a) **Receives** report No. 170131008513.

(b) **Resolves** to hold the 9 March 2017 meeting of the Oxford-Ohoka Community Board at the Oxford A & P Room, Oxford Town Hall.

(c) **Resolves** to hold the 6 April 2017 meeting of the Oxford-Ohoka Community Board at West Eyreton Hall, corner Earlys Road and North Eyre Road, West Eyreton.

(d) **Notes** that a further comprehensive report will come to the Board about subsequent Community Board meeting venues after additional research has been completed by staff.

**CARRIED**
8.4 **Application to the Oxford-Ohoka Community Board Discretionary Grants 2016-2017 – K Ward (Community Board Advocate)**

Having declared an interest, W Doody and S Farrell sat back from the table and took no part in discussions.

K Ward spoke to the report.

J Lynn queried the Canterbury Justices of the Peace Association’s (Association) financial status and whether the application met the Board’s funding criteria. Staff advised the application met the grant criteria and it was the role of the Board to determine the outcome based on the information supplied.

J Lynn asked how the Association provides a service to the Oxford-Ohoka community. K Ward replied that they base themselves in the Oxford Library and advertise through local publications. It is a service that is well utilised and believe the banners will increase their profile in the local area.

Moved J Ensor seconded T Robson

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

(a) **Receives** report No. 170118003839.
(b) **Approves** a grant of $235.75 to Canterbury Justices of the Peace Association Inc. towards the cost of a pull-up banner.

CARRIED

M Brown commented on the Association’s financial assets stating the decision was about contributing to a community initiative. He was supportive of applications for local groups.

T Robson believed it was a good initiative noting many locals were unsure as to the whereabouts of the Oxford Library and the availability of the service.

8.5 **Summary of Discretionary Grant accountability to 31 December 2016 – K Ward (Community Board Advocate)**

K Ward took the report as read.

J Lynn queried the Accountability Forms that had not been returned. K Ward replied that organisations that had not returned the forms would not have any future grant applications progressed until the forms had been completed and returned.

Moved J Ensor seconded S Farrell

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

(a) **Receives** report No.170120004926.
(b) **Circulates** a copy of this report to all of the Community Boards.

CARRIED

M Brown encouraged members to spread the word about the availability of the grant.
8.6 **Property Lease/Licence Renewals 01 January 2017 to 31 December 2017 – M Ball (Property Officer)**

Having declared an interest, T Robson sat back from the table and took no part in discussions.

K Ward took the report as read.

S Farrell queried the land leased by Mr Bowis which the Oxford-Eyre Ward Advisory Board had discussed. S Markham replied the lease was currently on a monthly roll over with decisions still to be made regarding the future use of the land.

An issue was raised regarding reported falling tree branches on the leased land. Staff to follow up.

Moved M Brown seconded D Nicholl

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

(a) **Receives** attached report number 170106000629.

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

*CARRIED*

9 **CORRESPONDENCE**

9.1 Letter from Mrs Lorna Bowis, local resident, to the Board regarding the sewage dump station in High Street, Oxford. (Trim No. 170131008460)

S Markham stated that staff would not recommend an honesty box due to the possibility of vandalism and/or theft. S Farrell had researched dumping stations in New Zealand noting that none charged users for using the station. It was noted that having a charge, could effectively discourage use. Staff would follow up with a response.

10 **CHAIRPERSON’S REPORT**

10.1 **Chairperson’s Report for December 2016 - January 2017**

Moved M Brown seconded J Lynn

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

(a) **Receives** report No. 170126006858.

*CARRIED*

11 **MATTERS FOR INFORMATION**

11.1 **Promotion of Waimakariri District – 2015/16 Annual Report (S Markham, Manager Strategy and Engagement)** – Report to Audit and Risk Committee – 13 December 2016 (Trim No. 161201124351)
11.2 Annual Report of Te Kōhaka o Tuhaitara Trust for the year ended 30 June 2016 (J Millward, Manager Finance and Business Support) – Report to Audit and Risk Committee – 13 December 2016 (Trim No. 161125121596)

11.3 Annual Report for Enterprise North Canterbury for the year ended 30 June 2016 (J Millward, Manager Finance and Business Support) – Report to Audit and Risk Committee – 13 December 2016 (Trim No. 161125121846)

11.4 Capital Projects Report for the period ended 30 September 2016 (P Christensen, Finance Manager) – Report to Audit and Risk Committee – 13 December 2016 (Trim No. 161114116589)

11.5 Woodend-Seton Community Board meeting minutes – 12 December 2016 (Trim No. 161212127949)

11.6 Rangiora-Ashley Community Board meeting minutes – 14 December 2016 (Trim No. 161214129383)

11.7 Kaiapoi-Tuahiwi Community Board meeting minutes – 19 December 2016 (Trim No. 161214129405)

S Farrell enquired about minutes from the Road Safety Committee. W Doody stated that the minutes are available but arrangements could be made for them to be passed directly to the Board. Staff to include in future Matters for Information.

Moved J Ensor seconded T Robson

THAT the Oxford-Ohoka Community Board receives the information in items 11.1-11.7.

CARRIED

12 MEMBERS' INFORMATION EXCHANGE

12.1 S Farrell

• District Licence Committee hearing date changed from Friday 24 February to Friday 31 March 2017 in the Oxford Town Hall at 9am. She commented she had received no notification regarding her submission to be heard. W Doody clarified that staff were awaiting confirmation from the applicant on the changed date before responding to submitters.

• Community Gardens in Pensioner flats: mixed response from residents.

• Resident raised extending the operating hours of the Oxford Transfer Station.

• Oxford Jaycee Room developments.

D Nicholl asked what was usually requested from a Justice of the Peace. S Farrell replied generally it is a verification of documents, especially for people in the process of becoming New Zealand Citizens.

12.2 M Brown

• The Cricket Club at the Swannanoa Domain want to move the club rooms and toilets. They have found there was no property master plan. It was recommended the Club speak to the Council’s Community Green Space Manager.
12.3 **J Lynn**
- Attended North Canterbury Grey Power meeting.
  - Issues raised regarding a declining membership.
  - Closure of the Ministry of Social Development office in Kaiapoi, means members now have to travel to Rangiora for appointments. Working with Waimakariri MP, Matt Doocey on a way forward.
  - Concerns expressed regarding the Rangiora Health Hub.
- North Canterbury Neighbourhood Support: will attend upcoming meeting.
- Ohoka: issues regarding road side curbing outside the Ohoka domain. J Ensor asked whether consideration had been given to moving the Ohoka Farmers Market to the Mandeville Sports Centre; it may be a better option in relation to Health and Safety issues raised. J Lynn replied that a possible move had been debated in the community. He acknowledged it would resolve traffic issues but could mean the loss of the character and ambience of the market.
- Follow up on gatehouse: met with the Council’s Manager of Community and Recreation and was pleased with the outcome.
- Queried Community Plan update. K Ward advised it was progressing.

12.4 **D Nicholl**
- Ohoka Drainage Committee: will attend meeting 16 February 2017.

12.5 **J Ensor**
- Attended Karen Eastwood’s funeral and spoke to her commitment to the community and family.
- Mandeville Sports Centre update.
- Mandeville intersection safety issues.

12.6 **W Doody**
- Participated in elected members bus trip to the west part of the Waimakariri district.
- Councillors’ bus trip to look at the district’s camp grounds. Commented that staff were working on the Ashley Gorge building replacement. S Farrell added the managers of the camp ground were keen for progress on a replacement building.
- Council meeting of 7 February 2017:
  - Solid Waste reviews.
  - Fluoridisation of local drinking water. Council submitted that decision needs to be made by Central Government.
  - Debated an independent member on the Audit and Risk Committee. The Council resolved to remain with status quo with no independent member.
- Oxford Library and Service Centre: final costs and designs confirmed and work underway again.
- Oxford Cenotaph: requires strengthening assessment.
- Garrymere water supply: working on upgrading water standard.
13 CONSULTATION PROJECTS

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

The Board noted the consultation project.

14 REGENERATION PROJECTS

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


14.2 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.

15 BOARD FUNDING UPDATE

15.1 Board Discretionary Grant
Balance as at 1 February 2017: $2,360.

15.2 General Landscaping Budget
Balance as at 1 February 2017: $11,650.

The Chair encouraged members to think about uses of the General Landscaping Budget. M Brown suggested an email be circulated with information on where the Budget was spent by previous Boards.

The Board noted the balances.

16 MEDIA ITEMS

Isaac Community Association.

17 QUESTIONS UNDER STANDING ORDERS

There were no questions under Standing Orders.
18 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 9 March 2016 in the Oxford Town Hall.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 10.11PM.

CONFIRMED

________________ Chairperson

________________ Date
Workshop – 8.25pm – 9.10pm.

1. Members’ Forum

2. Roading update, including Mandeville Speed Limit Review.  K Stevenson (Roading Manager)

WAIMAKARIRI DISTRICT COUNCIL

REPORT

FILE NO and TRIM NO: WAT-05-06-07-04 / 161222133500

REPORT TO: Oxford-Ohoka Community Board

DATE OF MEETING: 9 March 2017

FROM: Colin Roxburgh, Water Asset Manager

SUBJECT: Oxford Rural Number 1 Water Supply New Source: Recommendation for New Bore Location

SIGNED BY: 
Department Manager
Chief Executive

1. SUMMARY

1.1. The purpose of this report is twofold:

1.1.1. To inform the Oxford-Ohoka Community Board of the recommended location for a new bore to complete the Oxford Rural No.1 source upgrade project.

1.1.2. To seek the Oxford-Ohoka Community Board's endorsement to proceed with consultation on the drilling of the new bore prior to reporting to the Utilities and Roading Committee for approval to proceed with drilling.

1.2. The aim of the project is to establish a new water source for the Oxford Rural No.1 community that complies with the Drinking Water Standards for New Zealand (DWSNZ) and provides the projected 50 year capacity for the scheme of 30L/s.

1.3. Two bores have been drilled to date in the west Rockford Road area. One bore was unsuccessful as it was dry, and one bore achieved a yield of 7 L/s. The 7 L/s bore is in the process of being connected up to the existing reticulation.

1.4. The total budget allocation for this project is $2.4M, with approximately $1.0M either spent or committed to be spent giving a remaining budget of $1.4M.

1.5. In mid-2016 staff investigated options of purchasing an existing private bore as a means of completing the source upgrade as opposed to drilling a new deep source. Negotiations were unsuccessful with the suitable existing bore owners. This means that the only remaining viable option to complete the project is to drill another deep bore or bores.

1.6. An options assessment has been undertaken to determine the best location for a new bore to complete the source upgrade project. Two key areas have been considered:

1.6.1. Option 1: The west Rockford Road area in the vicinity of the existing 7 L/s bore. This has the benefit of requiring the least infrastructure to connect to the existing system if a bore is successful, but is considered a lower yielding area and therefore it is more likely that more bores will be required to find the required remaining capacity. The potential cost range for this option is expected to be in the order of $1.2M - $2.9M, depending on the number of bores required.
1.6.2. Option 2: The area surrounding the paper section of McPhedrons Road (between Rainey's Road and Watsons Reserve Road). This is considered to be a higher yielding area on average than the Rockford Road area, however it would require more pipework to connect into the existing infrastructure. The potential cost range for this option is in the order of $1.4M - $2.8M. It is noted there are three sub-options for this general area depending exactly where the next bore is drilled. These are (from west to east):

- Option 2A: 288 Rainey's Road in existing Council owned plot of land.
- Option 2B: Within road reserve in paper section of McPhedrons Road
- Option 2C: At intersection of McPhedrons Road and Watsons Reserve Road.

Of the above sub-options listed above for the McPhedrons Road area, Option 2C is considered to be the most appropriate location. This location is seen to offer the highest chance of finding a suitable new source, and carry the least risk of requiring further drilling to be carried out.

1.7. With the two key areas identified for consideration for the next drilling location, a comparative assessment was carried out to determine the optimum location. The findings of this comparison are summarised in the following table:

Table 1: Summary of Options and Risks

<table>
<thead>
<tr>
<th>Parameter</th>
<th>Option 1: West Rockford Rd Area</th>
<th>Option 2C: McPhedrons Rd Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Cost Estimate Range*</td>
<td>1 bore = $1.2 - $1.6M</td>
<td>1 bore = $1.7 - $2.3M (most likely)</td>
</tr>
<tr>
<td></td>
<td>2 bores = $1.7 - $2.2M (most likely)</td>
<td>2 bores = $2.1 - 2.8M</td>
</tr>
<tr>
<td></td>
<td>3 bores = $2.2 - 2.9M</td>
<td></td>
</tr>
<tr>
<td>Cost Estimate Confidence</td>
<td>Moderate. Greater range in potential number of bores, and greater likely depth of bore/s meaning higher degree of uncertainty.</td>
<td>Moderate to High. Lower range in potential number of bores relative to Rockford Road option giving a better defined potential cost range.</td>
</tr>
<tr>
<td>Land Ownership</td>
<td>Only one area identified other than the road reserve for drilling, which is a section of paper road.</td>
<td>There are several potential areas of Council owned land that would be suitable for drilling on.</td>
</tr>
<tr>
<td>Environment Canterbury Consent Issues</td>
<td>No issues foreseen due to low number of existing bores in area.</td>
<td>No issues foreseen due to reasonable separation distances between existing bores**</td>
</tr>
<tr>
<td>Timing</td>
<td>The risk of delays to the project with this option are considered to be high due to it being a lower yielding area, so potential for more bores to be required to complete the project.</td>
<td>The risk of delays to the project associated with this option are considered to be moderate relative to the Rockford Road option.</td>
</tr>
</tbody>
</table>

* costs presented are total remaining costs to complete the project, based on potential number of remaining bores estimated for each site.

** discussions with Environment Canterbury have indicated that we have taken appropriate steps by exploring alternatives.

1.8. Based on the above, it can be concluded that the two potential options cannot be separated by comparison of the expected cost alone, given that for the most likely number of bores expected to be required for each site the cost estimates are almost equivalent ($1.7 - $2.3M approximately).

1.9. Given that cost alone cannot be used to separate the options, an assessment of the non-cost factors was undertaken. Based on this analysis the McPhedrons Road area is recommended as the preferred drilling location for the following reasons:
• McPhedrons Road is considered to be the higher yielding area on average, giving a greater degree of cost certainty as well as minimising the risk of delays to the project programme.

• The risk of any issues to do with land ownership are minimised at McPhedrons Road relative to the Rockford Road area.

• Both sites are expected to have no issues in terms of gaining consent from ECan to abstract the required volume of water.

1.10. It is recommended that the Oxford Rural No.1 community be informed of the recommendation through an information pamphlet being distributed to all scheme members. Feedback received from the community will be reported to the Utilities and Roading Committee at their April meeting prior to the drilling of the proposed new well.

1.11. It is noted that it is likely that the remaining available budget of $1.4M will be insufficient to complete the project, based on the estimates presented above (estimated cost to complete the project for the recommended option is $1.7 - $2.3M). It is however also acknowledged that at this stage of the project, the amount of additional budget that will be required is uncertain. It is recommended that the budget be addressed once the outcome of the next bore is known, as there will be a lot more certainty around the total cost to complete the project at this time.

2. **RECOMMENDATION**

THAT the 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.
3. ISSUES AND OPTIONS

3.1. The purpose of this report is twofold:

3.1.1. To inform the Oxford-Ohoka Community Board of the options for a location for a new bore to complete the Oxford Rural No.1 source upgrade project

3.1.2. To seek the Oxford-Ohoka Community Board’s endorsement to proceed with consultation on the drilling of the new bore prior to reporting to the Utilities and Roading Committee for approval to proceed with drilling.

Background

3.2. The aim of the project is to establish a new water source for the Oxford Rural No.1 community that complies with the Drinking Water Standards for New Zealand (DWSNZ) and provides the projected 50 year capacity for the scheme of 30L/s.

3.3. The current source consists of an intake from the Waimakariri River at the western end of Rockford Road. This source has a capacity of 23L/s, does not comply with the DWSNZ, is subject to restrictions when flow in the Waimakariri River is low, and has operational issues due to either high levels of turbidity or due to the river requiring diverting after changing course.

3.4. An initial budget of $1.4M was allocated to upgrade the source. Two wells have been drilled on Rockford Road, with the first not striking any water and the second striking a good quality water source, but with a capacity of only 7 L/s. Thus 23 L/s is still required to be found to complete the source upgrade.

3.5. Work is currently underway to connect the 7 L/s bore up to the existing reticulation. This is scheduled to be completed in early March of this year.

3.6. The total expenditure to date against the project is projected to be $1.0M once the construction works to bring the new bore online are completed.

3.7. In February 2016 Council approved an increase to the budget of $1.0M to complete the upgrade, meaning that the total project budget is $2.4M, and the remaining budget is forecast to be approximately $1.4M in March 2017 (refer to report 160203008705 for budget increase).

3.8. This $1.0M increase in budget in February 2016 was based on high level estimates of potential options prepared at that point in time. It should be noted that this total budget was only projected to be sufficient for some of the potential options identified at that time, and that it will be required to be monitored and potentially reviewed as the project progresses.

3.9. On the 19th of April 2016 a report was brought to the Utilities and Roading Committee to seek approval to enter into negotiations to purchase a private bore as a method of upgrading the source. In order to do this, calculations were presented as to the ‘likely expected cost’ to upgrade the source by continuing to drill deep bores. These likely expected cost estimates were then used to justify offers that were made to purchase a private bore.

3.10. Letters were sent to three private bore owners. Council staff were not successful in reaching preliminary agreements to purchase a private bore with any of the three private bore owners identified.
3.11. It is also noted that previously the option of treating the existing source has been removed from consideration due to the following factors:

- The current issues with the existing source being lost at times due to changes in flowpath within the Waimakariri River. This leads to high ongoing costs to divert the river back towards the existing intake, as well as times of loss of supply for the scheme.
- The flow restrictions that are required to be imposed at times of low flow within the Waimakariri River.
- The high capital cost associated with constructing a treatment plant to treat the existing water.
- The very high ongoing operating costs that would be associated with treating the existing river source water.
- The fact that due to the very high turbidity at times it would be unlikely that compliance with the DWSNZ would be able to reliably be achieved at all times with the existing source water, even with a modern treatment system.

3.12. Given that purchasing a private bore and treating the existing source water have been ruled out as a potential options for upgrading the source, the only remaining viable option is to drill a new deep bore or bores.

**Bore Drilling Options**

3.13. This section presents an analysis of the potential locations to drill a new deep source for the scheme to supplement the existing 7 L/s bore that has been drilled recently in order to complete the source upgrade.

3.14. It is noted that in order to inform a decision as to the optimum location to drill a new bore for the scheme, staff recently met with Southern Geophysical Limited regarding the option of seismic surveying to gain further information about the likelihood of finding water at a potential drilling location. It was concluded that the information obtained from a seismic survey at the sites being considered would provide minimal additional information regarding the likelihood of finding a suitable water source at the proposed sites, and this would not warrant the estimated cost of approximately $20,000.

3.15. Two potential areas have been considered for drilling, with several sub-options considered in one of the general areas:

- **Option 1 – West Rockford Road Area.** This option would consist of drilling an additional bore or bores on Rockford Road between the existing new bore (with capacity of 7L/s) and an existing private bore (with capacity of 24L/s). This has the advantage of requiring the least amount of pipework to complete the upgrade but is considered a lower yielding area on average (refer to Figure 1).
• **Option 2 – Paper Section of McPhedrons Road Area.** This option would consist of drilling an additional bore or bores in the vicinity of the paper section of McPhedrons Road near to existing higher yielding private bores (capacity generally ranging from 15 – 70 L/s). This would require more pipework to complete the upgrade, but is considered to be a higher yielding area on average.

Three sub-options have been identified for the McPhedrons Road area depending on which location within the general area the bore would be drilled. These options are depicted in Figure 2 below:

**Figure 2: McPhedrons Road Drilling Options**

- **Option 2A** – Drill in Council owned land at 288 Rainey's Road which is a shingle pit reserve. 3.8km of pipe required to connect to View Hill reservoir.
- **Option 2B** – Drill in mid-point of paper road. 4.3km of pipe required.
- **Option 2C** – Drill in Council owned land at intersection of McPhedrons and Watsons Reserve Rd. 5.6km of pipe required.

**Option 1** – Drill in paper road off Rockford Road. 2.3km pipe required to connect into View Hill reservoir.
• The presence of an unsuccessful bore approximately 250m north-west of the proposed location which increases the risk of this location being unsuccessful.

• The risk that if multiple bores were required at this location (due to the first bore not achieving the required yield), it may be difficult to select an available location for a second bore in this area due to the high level of congestion of existing bores.

• The high number of surrounding bores meaning that a bore drilled here would be more likely to have an adverse effect on the neighbouring bores, and similarly the neighbouring bores would be more likely to have an adverse effect on the potential new Council bore.

**Option 2B** is about 600m east of Option 2A (which would add approximately $150,000 worth of additional pipework, and $100,000 to extend the power supply to this location). It is however further from the unsuccessful bore, and being further east is generally further into the higher yielding area increasing the likelihood of the bore being successful. This bore would be drilled in a section of paper road.

**Option 2C** would involve drilling at the intersection of McPhedrons and Watsons Reserve Road either in a section of Council owned reserve land or in the eastern end of the paper section of McPhedrons Road. This is considered to be a high yielding area, being approximately 800m from a 70 L/s bore. This is approximately 1.8km further east from Option 2A, which would add approximately $425,000 to the cost estimate for this option, however would reduce the risk of requiring multiple bores to achieve the required yield.

Option 2C is recommended as it is within the highest yielding area identified that is still feasible to connect into the existing system, therefore it has the highest likelihood of achieving the required yield, and the lowest risk of an unsuccessful bore being drilled. This increase in the likelihood of establishing a successful source justifies the additional infrastructure required to connect up this source if it is successful.

3.16. Cost estimates have been derived based on the recommended locations at the Rockford Road and McPhedrons Road areas. The highlighted cells show the most likely scenarios in terms of the required number of bores for each of the areas considered.
Table 2: Cost Estimates for Bore Drilling Options

<table>
<thead>
<tr>
<th>Option</th>
<th>Sub Option</th>
<th>Estimated Remaining Cost Range*</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Option 1: Drill New Bore/s on paper road just off Rockford Road.</td>
<td>1 New Bore</td>
<td>$1.2 - $1.6M</td>
<td>Best case option. Majority of surrounding bore capacity in order of 7-10L/s. One nearby bore has capacity of 24L/s.</td>
</tr>
<tr>
<td></td>
<td>2 New Bores</td>
<td>$1.7 - $2.2M</td>
<td>Considered most likely scenario of Rockford Road bore options (2 x 12L/s bores).</td>
</tr>
<tr>
<td></td>
<td>3 New Bores</td>
<td>$2.2 – 2.9M</td>
<td>Considered upper bound of Rockford Road options (3 x 8 L/s bores).</td>
</tr>
<tr>
<td>Option 2C: Drill New Bore/s on reserve land at intersection of Watsons Reserve and McPhedrons Road.</td>
<td>1 New Bore</td>
<td>$1.7 - $2.3M</td>
<td>Considered most likely of McPhedrons Rd options as the two nearest bores have excess capacity (50 – 70L/s).</td>
</tr>
<tr>
<td></td>
<td>2 New Bores</td>
<td>$2.1 - $2.8M</td>
<td>Considered upper bound of McPhedrons Rd options (2 x 12L/s).</td>
</tr>
</tbody>
</table>

*lower range of costs indicates 0% contingency allowance, while upper range indicates 30% contingency allowance.

3.17. It is noted that a range of costs is given for each of the options costed. This represents the uncertainty in estimating construction costs, particularly during the high level options assessment stage. Typically a 30% contingency allowance is recommended to take into account the preliminary nature of the design and the uncertainties in estimating the tender price that will be obtained. There is however the possibility that this contingency will not be entirely required. For this reason the lower bound takes into account only the direct estimated construction costs with no contingency allowed for, while the upper bound assumes the full 30% contingency is consumed.

Summary of Updated Cost Estimates

3.18. The following key conclusions can be drawn from the cost estimates presented in Table 2 above:

3.18.1. The Rockford Road drilling option has the potential for the lowest remaining cost of $1.2M based on the best case scenario option of finding all the required capacity with one bore, and no funding contingency being required. It also has highest projected overall cost of $2.9M if three additional bores are required and all the contingency allowance is required.

3.18.2. The McPhedrons Road drilling option where one bore is required is very similar in terms of expected cost to the Rockford Road option where two bores are required, with an expected cost ranging from $1.7M - $2.3M (approximately) for both these options. As these options cannot easily be separated purely on a cost basis, a feasibility and risk assessment has been carried out in order to identify a preferred option.

Feasibility and Risk Analysis

3.19. In addition to the financial analysis carried out above, several other factors have been considered to inform the recommendation as to the preferred location for the new Oxford Rural No.1 water supply source. These factors are discussed in the following paragraphs:
3.20. Land Ownership:

3.20.1. The previous bore drilled on Rockford Road was drilled within the road reserve as a plot of land could not be obtained from the relevant neighbouring land owner. This introduced increased costs during construction due to the need for extensive traffic management. It also requires agreements with the neighbouring farmers regarding the movement of stock past the bore in order to achieve compliance with the DWSNZ. Although the required agreements have been obtained, it is more desirable to have water supply sources in areas that do not require such agreements.

3.20.1. If another bore or bores were drilled on Rockford Road, either the road reserve would need to utilised again, or a section of paper road may be able to be utilised. If the paper road was to be utilised there would be a process by which the status of the paper road or the purpose that the land is held for could be changed. The road could be stopped using the provisions of the Public Works Act 1981 and held for a utilities reserve or for the purpose of conveying water. This process does not necessarily require public notification however neighbouring residents would have the opportunity to submit on this. The land owners that currently utilise the section of paper road that runs through their property have already indicated that they would oppose the proposed road stopping. Ultimately the decision to stop the section of paper road would be at the discretion of Land Information New Zealand (LINZ). Although it is considered highly likely that this decision would be made in Council's favour, there is a risk that the opposition of the neighbouring land owners would add complication to this option. Council may also stop the road using the provisions of the Local Government Act 1974, this process requires public notification and enables members of the public to provide objections.

3.20.2. It is also noted that it is considered likely that more than one additional bore would be required on Rockford Road, if this area was selected as the preferred drilling area. This would mean that any additional new bores required in this area would have to be drilled in the road reserve rather than in a section of paper road.

3.20.3. There are two potential land parcels that could be used for Option 2C (the preferred option).

- One option would involve utilising a section of reserve land that Council owns that runs along Watsons Reserve Road from Rockford Road to McPhedrons Road (address 124 Rockford Road). This plot of land is currently leased by neighbouring land owners for farming purposes. This land is subject to the provisions of the Reserves Act 1977. If this site was to be utilised for a new water supply source, the purpose for which the site is held would need to be re-classified as a utilities reserve. This process would require public notification and consultation with the Department of Conservation. It is considered unlikely that there would be any issues changing part of this section of land to a utilities reserve, and the risk of this decision not going in Council's favour or any complications regarding this is considered to be minimal.

- The second option at this site would be to utilise the paper road section of McPhedrons Road. The process by which this would be converted to a utilities site would be similar to that for the paper road considered for Rockford Road. The difference in this case is that the landowners have been contacted regarding this possibility and it is considered unlikely that they would oppose this.
3.20.4. In conclusion, in terms of land ownership, the McPhedrons Road area is considered to be the preferred site with the lowest risk. There is less chance of Council’s use of this area being opposed, and it has the largest areas of land available. This larger land area reduces the risk of cost escalation due to site restrictions impacting on construction. Having a larger area of land available at the proposed well site also has advantages in terms of leaving options open to additional infrastructure being added in the future if required.

3.21. **ECan Consent to Abstract Water**

3.22. In order to take groundwater from a bore, consent is required to be granted by Environment Canterbury (ECan). There are two key factors that ECan consider when assessing a consent application:

3.22.1. **Cumulative Effects within Allocation Zone.** Both potential sites are located within the Eyre groundwater allocation zone, which is assessed to be fully allocated. This means that under the Land and Water Regional Plan, the taking of water from this zone would be considered a restricted discretionary activity. This would mean that the application for consent to take water from either site would need to be publicly notified, and that if there were submissions against the application a hearing would be required at which an ECan commissioner would decide whether to approve the application to take water or not. ECan staff have indicated that historically applications for community supplies to take water from fully allocated zones have been granted, due to the importance of public water supplies to communities and the relatively low percentage of total allocations that are consumed by public water supplies. Therefore the risk of a consent not being granted based on the cumulative effects within the allocation zone is considered to be very low.

3.22.2. **Interference Effects with Neighbouring Bore Owners.** In considering a consent application ECan takes into account any drawdown effects a new bore may have on any neighbouring bores. The likelihood of these effects is increased the more bores there are in the area surrounding a new bore, and the closer the new bore is to the existing bore/s. The taking of water from a bore is considered a permitted activity if no more than 20% of the total available drawdown in a bore is consumed by surrounding bores.

At the Rockford Road site considered, there is only one bore with the potential to be affected by the proposed new bore (bore L35/0716). This bore has an available drawdown of 98.8 m, of which 20% is not protected (19.76 m). It is calculated that a bore drilled at the paper road off Rockford Road would not exceed this threshold in terms of available drawdown interference.

At the McPhedrons Rd site, as this is a high yielding area, there are more surrounding bores. However reasonable separation distances with these bores have been able to be achieved with the preferred site, meaning that the potential for excessive interference with neighbouring bores is minimal.

In order to further quantify the risk associated with not being able to gain consent to take water from a future bore, a meeting was held between Council and ECan staff to discuss how a consent application would likely be assessed if there were interference effects caused by a new Council bore for the Oxford Rural No.1 water supply scheme. It was noted that the application would have to be publicly notified, and that if existing bore owners made submissions against Council’s application a hearing would be required. It was however noted that the risk of the application being declined would be low based on the following factors:
• The application would be for a public water supply in order to comply with the DWSNZ which would be given a high weighting.

• Attempts have already been made with very limited success and at considerable cost to establish a new water supply source on Rockford Road without interfering with existing bore owners. It could be argued that these previous attempts to establish a source on Rockford Road have demonstrated reasonable attempts to minimise any effects on existing bore owners (i.e. alternatives have been considered and explored), and that the only viable option for the community is to drill in a higher yielding area, such as the McPhedrons Road area. Therefore if there were interference effects in this area, it could be argued that these were unavoidable.

• The Eyre zone is fully allocated at present, therefore it would likely only be a special case such as a public water supply that would be granted consent to take more water from within this zone. Therefore the risk of any additional interference in this area beyond that caused by the proposed new public water supply bore would be very low.

3.23. Based on the above, in terms of obtaining consent from ECan to take groundwater from the two potential sites, it can be concluded that:

3.23.1. Both potential sites are located within the Eyre groundwater allocation zone, which is assessed to be fully allocated. This would mean that the application to take water would likely have to go to a hearing, however historically applications to take water for public water supplies in fully allocated zones have been granted.

3.23.2. In terms of interference with neighbouring bores, although the risk of interference with neighbouring bores is considered to be marginally greater at the McPhedrons Road site, the risk of any potential effects leading to a consent application being declined are considered to be very low.

Risk of Excessive Drilling Costs

3.24. Although the cost of drilling has been considered within the cost analysis section, there are several factors in terms of the risk of these costs escalating that warrant further discussion.

3.25. A key point to note is that the two nearest relevant bores in the Rockford Road area are screened at depths of approximately 130 - 160 m below ground level, while the two nearest bores in the McPhedrons Road area are screened at approximately 90 - 100 m below ground level. While the cost estimates have allowed for this difference in likely depth, what is harder to quantify in the costs is the level of risk of additional escalation of cost associated with increased depth. As bores increase in depth there is an increased risk of unforeseen additional costs, as drilling conditions typically are more challenging at greater depths. It can be concluded that the risk of cost escalation at Rockford Road is greater than the McPhedrons Road site due to the increased depth at this site. It is also noted that previous drilling has identified that the Rockford Road site has a risk of further escalation of costs relative to the McPhedrons Road site due to the potential for large underground boulders in this area, which can incur additional costs if they are encountered during drilling.

Summary

3.26. The options for upgrading the Oxford Rural No.1 water supply source have been narrowed down to two key options:
3.26.1. **Option 1 – Rockford Road Bores:** Drilling between one and three new bores in the west Rockford Road area and constructing a 2.5km dedicated main back to the View Hill reservoir.

3.26.2. **Option 2B – McPhedrons Road Bore:** Drilling between one and two new bores at the eastern end of the paper section of McPhedrons Road (near the Watsons Reserve Road intersection) and constructing a 5.6km dedicated main back to the View Hill reservoir.

3.27. The relative merits of these two options are summarised on Table 3:

**Table 3: Summary of Options and Risks**

<table>
<thead>
<tr>
<th>Parameter</th>
<th>Option 1: West Rockford Rd Area</th>
<th>Option 2C: McPhedrons Rd Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cost Estimate</td>
<td>1 bore = $1.2 - $1.6M</td>
<td>1 bore = $1.7 - $2.3M <em>(most likely)</em></td>
</tr>
<tr>
<td>(remaining cost to</td>
<td>2 bores = $1.7 - $2.2M <em>(most likely)</em></td>
<td>2 bores = $2.1 – 2.8M</td>
</tr>
<tr>
<td>complete)</td>
<td>3 bores = $2.2 – 2.9M</td>
<td></td>
</tr>
<tr>
<td>Cost Estimate</td>
<td>Moderate. Greater range in potential number of bores, and greater likely depth of bore/s meaning higher degree of uncertainty.</td>
<td>Moderate to High: Lower range in potential number of bores relative to Rockford Road option giving a better defined potential cost range.</td>
</tr>
<tr>
<td>Confidence</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Land Ownership</td>
<td>Drilling would either have to take place within the road reserve (which can incur additional costs), or within a section of paper road that would likely be opposed by neighbouring land owner.</td>
<td>There is a large area of paper road that would make a suitable location to drill within, as well as a reserve site. It is considered unlikely that there would be any issues regarding land ownership in this area.</td>
</tr>
<tr>
<td>ECan Consent</td>
<td>No issues foreseen due to low number of existing bores in area.</td>
<td>No issues foreseen due to good separation distances from existing high yielding bores (approx. 700m).</td>
</tr>
<tr>
<td>Issues</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Timing</td>
<td>The risk of delays to the project with this option are considered to be high. This is due to the potentially high number of bores required, and the complications in finding a suitable site to drill due to limited areas of land that are available.</td>
<td>The risk of delays to the project associated with this option are considered to be moderate. There is inherent risk with any project reliant on the outcome of a bore, however a lower potential number of bores are expected to be required relative to Rockford Road, and there are more options in terms of land available for drilling, therefore the risk of delays is considered to be lower.</td>
</tr>
</tbody>
</table>

3.28. Based on the findings of this report, as summarised in the above table, the recommended area to drill for a new source for the Oxford Rural No.1 water supply scheme is in the McPhedrons Road area.

3.29. Previously the Rockford Road area was recommended as this location offers the lowest potential cost as it would require the least infrastructural upgrades to connect a new bore to the existing system. Two wells have been drilled in this area however that have achieved lower yields than anticipated. This has caused the likely projected yield from any future bores in this area to be reviewed, which has subsequently caused the recommended location to be revisited.

3.30. It is recommended that the Oxford-Ohoka Community Board endorse the recommendation above to drill a new bore on the paper section of McPhedrons Road and the proposed project timeframe set out on Table 4.
Table 4: Proposed Project Timeframe (Assuming one bore required to complete upgrade)

<table>
<thead>
<tr>
<th>Step</th>
<th>Description</th>
<th>Timeframe</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Oxford-Ohoka Community Board receive report and approve recommended drilling location.</td>
<td>9 March 2017</td>
</tr>
<tr>
<td>2</td>
<td>Preliminary discussions to be held with the affected landowners regarding the intention to drill at the recommended location.</td>
<td>10 March 2017</td>
</tr>
<tr>
<td>3</td>
<td>Information pamphlet distributed to all scheme members to update them on the project progress and request feedback on proposal.</td>
<td>10 March 2017</td>
</tr>
<tr>
<td>4</td>
<td>Update to Oxford-Ohoka Community Board on community feedback to date.</td>
<td>6 April 2017</td>
</tr>
<tr>
<td>5</td>
<td>Utilities and Roading Committee receive report (including any feedback from the community) and approve recommended drilling location.</td>
<td>18 April 2017</td>
</tr>
<tr>
<td>6</td>
<td>Drilling Contractor is engaged</td>
<td>19 April 2017</td>
</tr>
<tr>
<td>7</td>
<td>Drilling Commences on site</td>
<td>May - July 2017</td>
</tr>
<tr>
<td>8</td>
<td>Well testing and monitoring of neighbouring bores</td>
<td>August – September 2017</td>
</tr>
<tr>
<td>9</td>
<td>Application to take water submitted to ECan</td>
<td>October 2017</td>
</tr>
<tr>
<td>10</td>
<td>ECan consent hearing and consent to take water granted.</td>
<td>November - December 2017</td>
</tr>
<tr>
<td>11</td>
<td>Detailed design of well pump, well head and pipeline to connect new well is undertaken.</td>
<td>December 2017 - March 2018</td>
</tr>
<tr>
<td>12</td>
<td>Procurement of remaining physical works.</td>
<td>April – May 2018.</td>
</tr>
</tbody>
</table>

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

4. COMMUNITY VIEWS

4.1. The Oxford Rural No.1 community has been consulted on this project prior to the drilling of the two previous bores. This consultation was in the form of information pamphlet distribution with feedback forms, and a public meeting. The majority of the community supported the drilling of the two previous bores.

4.2. It is recommended that prior to the drilling of the new bore that an information pamphlet be distributed to all scheme members to inform them of the progress with the new Rockford Road bore coming online, and to inform them of the proposed new drilling location. Scheme members will have the opportunity to provide feedback prior to the Utilities and Roading Committee approving the drilling to proceed.

4.3. Staff will work with the affected landowner and the Council’s property team to gain permission to commence drilling at the recommended site.

5. FINANCIAL IMPLICATIONS AND RISKS

5.1. It is noted that the estimated cost range to complete this project based on the recommended option is $1.7 - $2.8M, which is greater than the remaining (not already committed) budget of approximately $1.4M.

5.2. Although analysis to date indicates that it is likely that there will be an increase in budget required to complete this project, it is recommended that the need for additional budget be addressed once the outcome of the next bore is known. At this point there will be a
significantly higher level of certainty as to the remaining costs required to complete the project.

5.3. It is noted that this scheme has been identified as one where the affordability of the rates is an emerging issue as the source upgrade project progresses. This issue is being addressed concurrently to this project as part of a wider study into 3 Waters rating within the district. Any future increases in the required budget for this project will be taken into account in the wider study into 3 Waters rating options.

6. **CONTEXT**

6.1. **Policy**

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

6.2. **Legislation**

6.2.1. The Health (Drinking Water) Amendment Act 2007, via the Drinking Water Standards for New Zealand 2005 (Revised 2008). Council are required to take all practicable steps to comply with DWSNZ:2008 and therefore an upgrade to the Oxford Rural No.1 Water Supply Scheme is required.

6.2.2. The Local Government Act makes provision for the Council to establish and protect assets for the purpose of providing community water supplies

6.3. **Community Outcomes**

6.3.1. There is a safe environment for all.

6.3.2. There is sufficient clean water to meet the needs of communities and ecosystems.

6.3.3. Core utility services are provided in a timely, sustainable and affordable manner.
1. **SUMMARY**

1.1. The purpose of this report is to consider attendance at the New Zealand Community Boards’ Conference 2017 in Methven by Board members from each Community Board. Attendance at the conference is aimed at contributing to the effectiveness of the Board and understanding their relationships with the community.

**Attachments:**

i. 2017 New Zealand Community Boards’ Conference programme.
ii. 2017 New Zealand Community Boards’ Conference speakers.
iii. 2017 New Zealand Community Boards’ Conference abstracts.
v. 2017 New Zealand Community Boards’ Conference Registration.
vi. 2017 New Zealand Community Boards’ Conference Accommodation.
vii. 2017 New Zealand Community Boards’ Conference Partner and Optional Tours.

2. **RECOMMENDATION**

THAT the Oxford-Ohoka Community Board:

(a) **Receives** report No.170223017436.

(b) **Approves** up to six (6) members, being ……………………………, ……………………………, ……………………………, ……………………………., ……………………………, and …………………………… 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).
3. **ISSUES AND OPTIONS**

3.1. The 2017 New Zealand Community Boards’ Conference is to be held in Methven from 11 to 13 May 2017. The title of the conference is ‘Making 1+1=3’; the theme is ‘how Boards can achieve more for their communities with the resources given by their councils’.

3.2. Speakers include Darren Keenan of IAP2 Australasia; Wendy McGuiness, Founder and Chief Executive of the McGuiness Institute; David Rutherford, Chief Human Rights Commissioner; Anne Tolley, Minister of Local Government; Ray Tye, South Island Stakeholder Relations Manager for Housing New Zealand; Peter Biggs, National Chief Executive of Assignment Group New Zealand; Eyal Hahamish, CEO of OurSay; and Sam Johnson, founder of the Student Volunteer Army and co-founder of WeVisit. A variety of workshops and networking opportunities are interspersed in the programme.

3.3. This conference is held every two years and is considered an invaluable networking and idea gathering conference that is current and relevant to Community Boards as it showcases innovative and inspiring ways that Councils and Boards accept the challenges that comes with leadership in our communities.

3.4. Venue proximity to Waimakariri allows opportunity for more members to attend due to comparatively minimal travel costs.

3.5. The Oxford-Ohoka Community Board has a training allowance of $11,000 for the 2016/17 financial year. The Board has sufficient balance available in that budget to put towards the costs of up to six members attending this conference. Priority consideration is recommended to be given to members that have not attended before. There is a possibility more members may be able to attend if the Board would like to send more members to this conference.

3.6. **Registration.** The cost of the full registration is $745 including GST for the early bird registration. Early-bird registrations are currently open. From 4 April 2017 the standard registration will increase to $845 including GST. Full registration includes attendance at all conference business sessions and workshops, daily catering, one ticket to Thursday’s welcome reception, one ticket to Friday’s conference dinner, and one ticket to Saturday’s post conference function.

3.7. **Accommodation.** Twelve sole use rooms (a mixture of Lodge deluxe and Studio) have tentatively been booked at Ski Time. Accommodation has been calculated at the higher Studio rate of $155 per room per night for budgeting purposes below. This charge includes a continental breakfast each morning.

3.8. **Transportation – Option 1.** This option would be used if attendees had a particular reason for wanting their own transportation. They make their own way to Methven and reclaim mileage as an expense per standard procedures; members may wish to consider carpooling (only one mileage claim possible for this option). Drive time from Rangiora to Methven is estimated conservatively to be one hour 45 minutes depending on route; plus breaks.

3.9. **Transportation – Option 2.** This option is for consideration if there were approximately twenty Board members attending the conference. A staff member may accompany the group. Two 12 seater vehicles would be provided for the duration of the conference. The combined cost of the vehicles to hire for the duration of the
conference days is $1,200. Drive time from Rangiora to Methven is estimated conservatively to be one hour 45 minutes depending on route; plus breaks. Two buses present the option for some attendees to leave immediately after the conference concludes, and the remaining attendees to depart after the post-conference dinner.

3.10. Departure would be from the Rangiora Service Centre carpark at 1pm, 11 May 2017. Some conference attendees may be able to be collected on route depending on pick-up location; Kaiapoi pick-ups are feasible for example. Drop-off on return from the conference would be the reverse of what was organised for departure, with the final drop-off point being the Rangiora Service Centre.

3.11. A total contingency of $200 per person for the entire conference has been calculated into the budget which would cover any extra costs, for example, additional food or incidentals and fuel.

3.12. The 2015 conference was held in the Bay of Islands. In total, eight members across the four former Community and Ward Advisory Boards, and a staff member attended the Conference. Of those eight elected members only one is serving in the current term.

3.13. In 2015 the former Kaiapoi Community Board worked with staff to prepare an entry for the Best Practice Awards for the new playground enhancement at Trousselot Park. Rangiora-Ashley Community Board member, Judith Hoult, is similarly coordinating an entry for the 2017 awards in relation to community consultation and engagement with the development of Hegan Reserve.

3.14. The attendees will be expected to write a report on the conference sharing ideas/knowledge gained and present the report at their respective Board’s June 2017 meeting. This report should reflect their own experience of the conference and will be published in the June agenda.

3.15. Potentially other training opportunities could come before the Boards prior to 30 June 2017, which includes Local Government NZ “know how” seminars which average $700 per day or several webinars that are minimal cost. The current budget would enable additional training opportunities to be considered should they arise.

3.16. The Community Board Advocate may be in attendance at the Conference.

3.17. Partners. If partners wished to travel to the conference the additional costs ($200) would be personally met by the Board member. Additional activities would be the personal responsibility of the Board member and partner.

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

4. COMMUNITY VIEWS

4.1. This conference is a primary networking and idea sharing opportunity that will be of benefit to members in their role to assist the community that they serve.

5. FINANCIAL IMPLICATIONS AND RISKS

5.1. Each Board has a training/conference budget for the 2016/17 financial year. The Oxford-Ohoka Community Board’s budget has a balance of $11,000 available for
members to attend the Conference. The indicative cost of attendance per Board member is $1,315. A summary of indicative costs is outlined below:

<table>
<thead>
<tr>
<th>Per Board Member</th>
</tr>
</thead>
<tbody>
<tr>
<td>Early Bird Registration</td>
</tr>
<tr>
<td>Standard Registration</td>
</tr>
<tr>
<td>Accommodation</td>
</tr>
<tr>
<td>Contingency</td>
</tr>
<tr>
<td>Sub Total</td>
</tr>
<tr>
<td>Transportation Option 2</td>
</tr>
<tr>
<td>Total</td>
</tr>
</tbody>
</table>

5.2. The conference cancellation policy states that registration cancellations notified before 3 April 2017 will receive a refund less an administration charge of $200. Refunds requested after this date will be at the discretion of NZCBE, and will be processed after the conference. Reassignment of registration to another person is permitted and must be requested in writing. If, for reasons beyond the control of NZCBE, the Conference is cancelled, the registration fee will be refunded after deduction of expenses already incurred. Charges for cancellations of accommodation will be at the discretion of the hotel.

5.3. Any councillor wishing to attend the Conference is welcome to attend but must be aware that any associated costs will be taken from the Community Board training budget rather than the Councillor’s training budget as this is a conference targeted at Community Boards.

5.4. In the budget for the 2016-17 financial year, the Council took into account an anticipated number of new elected members post-October 2016 Local Government elections. The training budget was increased accordingly.

5.5. A finalised costing will be reported back to the Board at the June Board meeting.

6. CONTEXT

6.1. Policy

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

Not applicable.

6.3. Community Outcomes

There are wide ranging opportunities for people to contribute to the decision making by local, regional and national organisations that affects our District.

Karyn Ward
Community Board Advocate
Attachments.

**Programme (subject to change)**

**Thursday 11 May**

4pm  Registration Opens

6pm  Welcome function at Methven Heritage Centre, Agriculture and Alpine Encounter (included in registration fee)

7.30pm  Evening free

**Friday 12 May**

7.30am  Registration opens

8.30am  Welcome *Mayor Donna Favel*

8.45am  Adequate housing: Sustainable Development and the New Urban Agenda
*David Rutherford*

9.30am  From the SVA to today
*Sam Johnson, sponsored by Chorus*

10.15am  Morning tea

10.45am  Update from the Minister of Local Government
*Anne Tolley*

11.05am  Keynote presentation
*Eyal Halamish*

12.00pm  Lunch

1.00pm  Update from LGNZ CEO
*Malcolm Alexander*

1.30pm  Reflections on Baxter’s Te Whiore o te Kuri: Connecting with communities in the 21st century
*Peter Biggs*

2.15pm  Zone meetings
Meet new members in your zone, plan for future meetings

3.00pm  Afternoon tea

1.00pm  Concurrent workshops
  - TacklingPovertyNZ
    *Wendy McGuinness*
  - Organisation + Engagement = Great Outcomes
    *Darren Keenan and Ray Tye*
4.45pm    Close

7.00pm    Conference dinner and Best Practice Awards at Methven Heritage Centre, Mt Hutt Memorial Hall
           included in full registration fee, additional tickets can be purchased subject to availability

11.00pm   Close

Saturday 13 May

8.30am    Registration opens

9.00am    Community Boards’ Update
           Mike Lester

9.15am    Nothing less than equal
           David Hammond

10.00am   Morning tea

11.15am   How the Local Government Commission can affect you
           Janie Annear

12.00pm   Lunch

1.00pm    Concurrent workshops
           • Start with a Smile campaign
             Vincie Billante, John Hobbs, Michele Hider
           • Organisation + Engagement=Great Outcomes
             Darren Keenan and Ray Tye
           • Eyal Halamish
           • Tbc

2.20pm    Keynote presentation
           Nick Williamson

3.05pm    Long Service celebration and official conference closing
           Mike Reid

3.45pm    Close

5.30pm    Post conference dinner at Methven’s famous Blue Pub, Samuels Bar
           Sponsored by Community Boards
           Meal included in full registration separate registration for this post-conference dinner required, (cash bar), additional tickets may be available subject to availability
Speakers

Malcolm Alexander

Malcolm is the CEO of Local Government New Zealand and brings with him a combination of a legal background and commercial experience. He has a committed aim to position Local Government as a unified strong voice in the total government structure.

Janie Annear

In April 2014 Janie was appointed by the Minister of Local Government, as a Temporary Member of the Local Government Commission and was made a permanent member in July 2014.

Janie had previously served three terms as the Mayor of Timaru from 2004 to 2013 and in 2014 Janie was appointed as an Officer of the New Zealand Order of Merit for services to local government.

Janie has experience across a wide range of private sector, local government and central government roles. She serves on the Boards of the Lottery Community Facilities and Significant Projects Funds. She also chairs Aoraki Polytechnic Council.
Peter Biggs CNZM

Peter is the National Chief Executive of advertising agency, Assignment Group New Zealand. He is also Chair of the Wellington Regional Economic Development Agency (WREDA). He is a sought-after speaker on leadership and branding.

Previously, he was Chief Executive of Clemenger BBDO/Melbourne. During his eight-year leadership tenure of the agency, it was named one of the top five agencies in the world (The GUNN Report 2014); Campaign Brief’s Australian Agency of the Year for a record five years in a row; and Asia-Pacific’s Most Effective Agency for the last three years in a row.

Before taking up his appointment in Melbourne in February 2006, he was Managing Director of Clemenger BBDO in Wellington. During his time at Clemenger BBDO/Wellington, the agency was New Zealand Agency of the Year in 2002 and 2004, and he was chosen as Agency Chief Executive of the Year in 2003.

Peter is Chair of the New Zealand Book Council, a Board member of the New Zealand Symphony Orchestra (he was Chair of the Panel advising the Governments’ review of the Symphony Orchestras) and a trustee of the New Zealand Arts Foundation. He is also The Prince of Wales’ Charities Representative in New Zealand.

He was also Chair of the Arts Council of New Zealand (Creative New Zealand) from 1999 to 2006.

Peter has a first class honours degree in English Literature and Latin from Victoria University of Wellington.

A former Wellingtonian of the Year, Peter was appointed a Companion of the New Zealand Order of Merit in 2013.
Eyal Halamish

Eyal has been an activist, lobbyist, political staffer, management consultant for Fortune 500 companies in banking and mining and a social entrepreneur. He is currently the CEO of OurSay, an organisation which helps leaders level with their communities with easy to use technologies. His organisation has received a Crikey Media Innovation Award and the International Association of Public Participation Core Values Award in 2013 for helping civic leaders make relevant decisions by keeping their communities close.

Eyal is faculty member at the School of Life, a World Economic Forum Global Shaper, Unreasonable Institute Fellow, and Centre for Sustainability Leadership Fellow. He also is a director of Code for Australia.

David Hammond

David is Director of Hammond Robertson Ltd and former CEO of Thames Coromandel District Council. David partnered with his council in 2012 to introduce the most devolved system of decision-making and service delivery in New Zealand and Australia. David used the Community Board as the cornerstone of that programme. Five years on, he regularly trains councils in Australia on creating similar models of council and is a regular speaker in the Future of Local Government Conference in Melbourne on local government innovation.

David worked as an External Advisor to Auckland Council in 2016 on the project to review the Council Local Board relationships, and also set up Kete Foundation New Zealand that year to advance New Zealand community planning, community development and place based decision-making to empower citizens.
Sam Johnson

Sam is the co-founder of WeVisit and Adjunct Fellow in the School of Education and Leadership at the University of Canterbury. Most well-known for founding the Student Volunteer Army after the Christchurch earthquakes and for his work in the international disaster risk community, Sam returned home in 2016 to develop a company that can connect generations and end social isolation in New Zealand.

WeVisit matches a young person to regularly visit elderly, on behalf of families, especially popular with expats and for older people after their spouse passes away. WeVisitors share time and help out with odd jobs around the house like fixing the computer, naming photos and building family trees.

Sam has been previously named a Young New Zealander of the Year award, Communicator of the Year and is #17 on the Readers Digest Most Trusted New Zealanders list. He is a member of the Ministry of Youth Development Partnership board, Westpac Sustainability Advisory Board and current Secretary of the International Association of Volunteer Effort.

Sam's attendance sponsored by Chorus

Darren Keenan

Darren is the Relationships Manager for IAP2 Australasia. Darren has a background as an engagement practitioner, trainer and consultant. He holds the Certificate in Public Participation, Certificate in Engagement and Advanced Certificate in Engagement.

For IAP2 Australasia, Darren manages both the Professional and Practice Development portfolios. He has previous experience in local government, information technology and business management.
Mick Lester

Mick has been a Councillor and Community Board member at the Hastings District Council for the last fifteen years. He has sat on the hearings committee during his time as a Councillor and has been the chair of the Committee for the past nine years. Mick also undertakes independent RMA Commissioner work for other councils. He has been the Chair of NZBEC since 2010.

Wendy McGuinness

Wendy is the Founder and Chief Executive of the McGuinness Institute, which was established in 2004, as a way of contributing to New Zealand's long-term future. Since then she has, with her team, published a range of reports under the title Project 2058, written the book Nation Dates: Significant events that have shaped the nation of New Zealand and attended four World Futures conferences.

She continues to be fascinated by the development and implementation of public policy, in particular how New Zealand might secure its future in the long-term and in doing so, how New Zealand might become an exemplar for the world.
Mike Reid

Mike is a Principal Policy Advisor at LGNZ. He has worked at the association since 1996 and been involved in the review of local government’s core legislation since that date. His role in LGNZ involves providing governance advice to elected members and officials and general advice on the LGA 2002, Local Electoral Act 2001 and other key statutes.

Mike’s PhD is on the subject of community governance and he has recently published on the subject of decentralisation. He also lectures on local government in Victoria University’s Master of Public Policy degree.

David Rutherford

David was appointed Chief Human Rights Commissioner on September 2011. Prior to his appointment, he was the managing director of Special Olympics Asia Pacific and based in Singapore. He has held senior executive roles in building materials and agribusiness businesses operating in New Zealand and Australia, has been chief executive of the New Zealand Rugby Union and has worked as a corporate, securities and commercial lawyer in New Zealand and Canada.

David has a strong history of involvement in sports and has lectured in sports law at Victoria University. He has been a volunteer Board member in rugby union, netball, Paralympics New Zealand, Special Olympics New Zealand, Special Olympics International and for the Attitude Trust. He brings a passion for development and the inclusion of people with disability in sports.

Some priority focus areas for the Chief Commissioner are:
• Continuing work to prevent bullying in New Zealand schools (was involved with this immediately before joining the Commission). Mr Rutherford is a member of the Ministry of Education Bullying Prevention Advisory Group, which he worked to help establish.
• Working to develop better understanding of the United Nations’ (UN) Guiding Principles on Business and Human Rights.
• He is monitoring and advocating for the inclusion of disadvantaged New Zealanders particularly in education, housing and health with a particular focus on people affected by the Canterbury earthquake.
• Leads the Commission’s reporting to the UN Treaty bodies concerned with the International Covenant on Economic and Social Rights (ESCR) and the Universal Periodic Review, which
is about New Zealand's human rights record and performance.
• Currently leading the work on the reporting to the UN Committees for the Convention against Torture (CAT) and to the International Covenant on Civil and Political Rights (ICCPR).
• Mr Rutherford is currently engaging on issues of protecting fundamental freedoms and democratic rights in the context of state surveillance and digital business.

Anne Tolley

Ray Tye

Ray's interest and experience in public participation has been developed through a variety of communications and engagement roles in local, regional and central government over the past 15 years. Following the 2010 and 2011 Christchurch earthquakes she was, she was involved in providing emergency information, and then led the Christchurch City Council's engagement and consultation team on the draft Recovery Plan for the Central City, including Share an Idea. The Central City Plan won the IAP2 Core Values NZ Project of the Year in 2012. Ray was a Core Values Awards judge in 2013 and 2014, and convened the judging panel over the next two years.

Ray has been a director of the Australasian International Association of Public Participation since 2015, and currently works as South Island Stakeholder Relations Manager for Housing New Zealand.
Nick Williamson

For the last 20 years, Nick has forged his career working at the intersection of Planning, Surveying, Law, and Spatial Science. Much of that time has been spent in and around local government, although he spends a lot of time talking to ‘ordinary people’ as well. His specialist area has been acting as interpreter where lay people and technocrats collide.

Nick’s current passion is growing the emergent fields of Civic Technology and GeoDesign, which are transforming the way governments engage with communities around the world. Nick’s willingness to re-design local government processes was further illustrated through the Kamo Place Race town planning process. The project fundamentally altered the relationship between citizens and Council, by moving the Council’s role from arbitrator to community facilitator. The project received widespread acclaim, including the award for Best Use of Social Media in Local Government. Nick spoke about the project in his talk at TEDx Christchurch in 2014.

Nick has been organiser and mentor at Startup Weekend and Global GovJam service design events. He is on the organising committee of the nationwide GovHack event, and is a regular contributor to hackathon and open data communities in New Zealand and beyond. 

Nick’s attendance is sponsored by Ashburton District Council

Lawrence Yule

Lawrence has been Mayor of Hastings District for thirteen years and President of Local Government New Zealand for the last five years. He also holds the Office of President of the Commonwealth Local Government Forum. A natural leader, Lawrence has fought to ensure that the voice of Local Government is heard and listened to by those in power in Central Government.
Abstracts

**Adequate housing: Sustainable Development and the New Urban Agenda**
*David Rutherford*
*Friday 8.45am*

David will address the need for policy coherence in the way the issue of housing adequacy is addressed in New Zealand. He will also explain the way the human rights obligations of local government intermesh with sustainable development and resilience.

---

**From the SVA to today**
*Sam Johnson*
*Friday 9.30am*

Sam’s presentation will share techniques on how to mobilise neighbourhoods that keep each other learning, feel fulfilled and are prepared for tomorrow. Deeply linked to personal growth, leadership and self-awareness, he will draw on his own journey from the Student Volunteer Army through to co-founding WeVisit, a social connection service operating throughout New Zealand.

---

**Topic**
*Eyal Halamish*
*Friday 11.05am*

---

**Reflections on Baxter's *Te Whiore o te Kuri*: Connecting with communities in the 21st century**
*Peter Biggs*
*Friday 1.30pm*

Up until the 21st century, communities were defined by physical space. In the digital world of the 21st century, communities are virtual and transcend physical space. How do we connect with these new communities? How do we become relevant to them? Peter Biggs, Chief Executive of Leading advertising agency, Assignment Group, seeks to answer these questions – and poses new ones.

---

**Topic**
*Sam Johnson and Eyal Halamish*
*Friday 3.30pm*
TacklingPovertyNZ
Wendy McGuinness
Friday 3.30pm

In this session, Wendy will share the results and observations from the 2016 TacklingPovertyNZ tour. She will discuss Working Paper 2017/01 – TacklingPovertyNZ 2016 Tour: Methodology, results and observations. Wendy sees this opportunity to present as a chance to share and build on the ideas heard at the one-day workshops. She looks forward to representing the many voices that were heard, who spoke about the multi-faceted nature of poverty, and to invite those at the conference to join the conversation.

Organisation + Engagement = Great Outcomes
Darren Keenan, Ray Tye
Friday 3.30pm

Engaging your community will deliver better decisions, which will in turn deliver better outcomes for everybody, including improved community support. During this highly interactive session we will explore the benefits of engaging closely with your community, provide very practical tips for delivering successful engagement projects and understanding how to evaluate the results to support your decision making.

Now you will be in a better position to deliver those great outcomes!

Berl
speakers
Friday 3.30pm

Nothing less than equal
David Hammond
Saturday 9.15am

2017 represents an opportunity for Community Boards and councils to hit the 'reset' button on their relationships. Community Boards and councils should be equal partners in the governance of their communities, but with different roles, for sustainable and effective community governance and growth. This talk promotes the development of 'Community Board – Council Charters' for each local authority. The Charter is a process of developing a formal agreement on the roles of functions of Boards with their councils to develop a clearly understood relationship of equals.
How the Local Government Commission can affect you  
Janie Annear  
Saturday 11.15am

---

**Topic**  
Eyal Halamish  
Saturday 1pm

---

**Start with a Smile Campaign**  
Vincent Billante, Community Relations Manager; John Hobbs, Community Development Advisor; Michele Hider, Priority Communications Director, Ashburton District Council  
Saturday 1pm

The Start with a Smile campaign aims to help build a welcoming environment for newcomers to the district. It was recently led by Ashburton District Council, and encourages people to share a smile, start a conversation and, ultimately, make new friends. A blue ‘Smile Couch’ travelled around the district to events, public places, workplaces, schools and community spaces, giving people the opportunity to sit and get to know someone from a different background. Everyone was encouraged to support the campaign, whether through using the Smile Couch, hosting their own Start with a Smile events at work, school or in the neighbourhood, or sharing Smile Stories on social media.

---

**Topic**  
Speaker  
Saturday 1pm

---

**Organisation + Engagement = Great Outcomes**  
Darren Keenan, Ray Tye  
Saturday 1pm

Engaging your community will deliver better decisions, which will in turn deliver better outcomes for everybody, including improved community support. During this highly interactive session we
will explore the benefits of engaging closely with your community, provide very practical tips for delivering successful engagement projects and understanding how to evaluate the results to support your decision making.

Now you will be in a better position to deliver those great outcomes!

Using civic technology and geo design in community engagement
Nick Williamson
Saturday 2.20pm

This session covers the redesign of the local government processes through the Kamo Place Race town planning process. The project fundamentally altered the relationship between citizens and Council, by moving the Council's role from arbitrator to community facilitator. The project received widespread acclaim, including the award for Best Use of Social Media in Local Government.
Best Practice Awards

COMMUNITY BOARD EXECUTIVE COMMITTEE BEST PRACTICE AWARDS

An opportunity for your Community Board to showcase a project or initiative and a chance to win the Supreme Best Practice Award.

What are the Awards?
- the Community Boards Best Practice Awards recognise excellence in the implementation of projects and initiatives in local governance
- these awards are offered by the New Zealand Community Board Executive Committee (CBEC)
- prizes will be presented to the winners along with a runner up of each category (see below)
- a supreme winner will be chosen by CBEC from the winners of the individual categories

The objectives of the Awards are
- recognition of significant contributions made by Community Boards to the process of achieving excellence in local governance
- development of the Award's scheme as a learning tool for quality improvements in the functioning of Community Boards
- fostering the exchange of the best practice and innovative ideas.

Categories

Leadership
The Judges will be looking for
- an individual or Community Board whose contribution has enhanced the work or reputation of Community Boards
- examples that show a Community Board which has commissioned (jointly or singly) a project that has made a significant benefit to a part or all their communities' wellbeing - a Community Board that has adopted a facilitation role to address a community problem, i.e. has helped organisations to help themselves

Enhancing Communities (sponsored by BERL)
The Judges will be looking for
- projects or initiatives through which a Community Board has promoted diversity in their communities or contributed to harmonious relationships
- have made a community safer
- have incorporated the views of young people in their decision making or addressed the needs of children and young people in their areas
- a Community Board initiative that has protected or enhanced its community's heritage (this includes all types of heritage e.g. cultural, natural etc.)

Engaging Communities (sponsored by IAP2)
The Judges will be looking for examples
- where Community Boards have employed innovative approaches to consultation and/or where consultation resulted in a better policy or programme outcomes
- Community Boards that have addressed a community concern by partnering with another agency such as its parent Council, another Board or external agency and/or community group - for projects and initiatives that highlight good relationships between Boards and Maori and/or other ethnic organisations in their communities

Supreme Winner (sponsored by Equip)
In addition, from each of these categories CBEC will select an overall winner, which will reflect the project or initiative that is the most innovative and resulted in the greatest community value. Equip sponsors the supreme award prize which is a one day Equip workshop of the winners choice, maximum 20 persons at the workshop.

How to enter
You can submit as many entries as you wish, however, each entry should relate to a single category only and specifically address the purpose of that category. The judges may transfer entries into a different category if they feel this is appropriate.

Applications can be in the format of your choice (such as a PowerPoint presentation/video/photos, etc.)

Electronic submissions will make it easier to share your project information after the Conference.

Each application should include all the relevant information relating to your application.

What information to provide
1. the name of the project
2. the Community Board and parent Council
3. a contact person's name, address, telephone numbers/s, fax number and email address (if available)
4. the category and how the entry meets this category
5. brief description of how the initiative was implemented and what was achieved
6. period during which the initiative was undertaken
7. who was involved in the initiative (including local government agencies, community organisations, businesses, individuals, etc.) and how you got them involved
8. brief estimation of the total initiative's cost, how the finance was achieved (e.g. rates, grants, etc.) and any cost savings
9. brief explanation of improvements in service quality and/or other benefits
10. information on lessons learned, including barriers encountered, what you would do differently next time, and how the initiative might be useful to other Community Boards

Send your entry to
mike.reid@lgnz.co.nz
Closing date for entries
5.00pm Friday 17 March 2017. No late entries will be accepted.

Awards coordinator
Mike Reid
mike.reid@lgnz.co.nz

Judging process
All applications will be reviewed by the Conference Judging Panel.

Announcement of the winners
The Awards will be announced and presented at the Conference Dinner on Friday 12 May 2017.

Showcasing best practice
To promote best practice in the functioning of Community Boards and to foster the exchange of best practice and innovation, winning entries will be featured on the Local Government New Zealand website.

By entering the awards you are agreeing to the publication of your entry.
Registration

Same fees as 2013 and 2015.

Full registration

Early bird (3 April) $745 **
Standard (after 3 April) $845

Attendance at all conference business sessions and workshops (you will be asked to select your workshop preference during the registration process)
Daily catering
One ticket to Thursday's welcome reception
One ticket to Friday's conference dinner
One ticket to Saturday's post conference function

** Early bird discounted registration fee must be paid by 3 May or the fee will revert to standard

Day registration

Early bird (paid in full on or by 3 April) $395 **
Standard (after 3 April) $495

Attendance at that day's conference business sessions and workshops (you will be asked to select your workshop preference during the registration process)
Daily catering on selected day
One ticket to the Thursday's welcome reception

** Early bird discounted registration fee must be paid by 3 May or the fee will revert to standard

Partner’s registration

$200
One ticket to Thursday's welcome reception
One ticket to Friday's conference dinner
One ticket to Saturday's post conference function

Who should attend?
• Mayors
• Community Board Members
• Councillors
• MPs
• Council Officers
• Emergency Services
• Government Agency Staff and NGO's
• Community and Youth Workers
• Resident / Ratepayers Associations
• All persons who are interested in making a difference in their community

Payment terms
Payment is due 30 days from the invoice date or prior to conference whichever comes first. Early bird closes 3 April - early bird fees must be paid in full by 3 May. After this date the standard rate will apply.

Cancellation Policy
Should you need to cancel your attendance, you may reassign your registration to another person. Please notify the Event Manager in writing. If you are unable to arrange a replacement, a full refund less an administration charge of $200.00 will be made providing notification is received by 3 April 2017. After this date, refunds will be at the discretion of the organisers and will be processed after the conference. If, for reasons beyond the control of NZCDEC, the Conference is cancelled, the registration fee will be refunded after deduction of expenses already incurred. Submission of your registration indicates your acceptance of the terms and conditions above.

Accommodation cancellations may incur a fee, this is charged at the Hotels' discretion. Cancellations within 30 days may be charged one night penalty. Cancellations within 7 days may be charged 100% penalty.
Accommodation

Accommodation is reserved at several local properties, all are walking distance to the conference venue.

Bookings can be made via the online registration process. Rooms will be held for delegates until Monday 3 April 2017 as long as there are rooms available. Thereafter subject to availability.

Your credit card details are required to guarantee the booking only. Credit card details are encrypted in our database and stored in an electronic vault. Our payment service provider EventsAIR, is PCI DSS Level 1 compliant. This means your card data is protected to the highest possible levels, from data entry into our online registration sites, through to payment into the banks. Nothing will be deducted from your card prior to the conference.

In case of your non arrival or late cancellation the hotel will be given access to your card details to charge the appropriate cancellation fee. Accommodation cancellations may incur a fee, this is charged at the Hotels’ discretion. Cancellations within 30 days may be charged one night penalty. Cancellations within 7 days may be charged 100% penalty.

Direct all queries to Emma Redfern via registration@conference.co.nz or 03 353 2828.

SKI TIME

39 Racecourse Road
0.6 km to conference venue
Parking: free on site for guests
Check in 2pm, check out 10am
Rate includes continental breakfast
Minimum two night stay

Hotel facilities:
TV room with a pool table, cosy restaurant with a fireplace, plus a rustic bar/lounge and a business centre.

Upgraded rooms have flat-screen TVs, mini fridges, and tea
and coffee making facilities; suites add lounges, DVD players and dining areas, plus kitchens, fireplaces and washer/dryers. Also available are 2- and 3-bedroom apartments.

**Lodge standard @ $105**
Room amenities: super-king + single or 3 singles. No frills, but comfortable and warm with superb views of the car park. The prime important elements are there; top quality beds and a compact ensuite.

**Lodge deluxe @ $135 - SORRY SOLD OUT**
Room amenities: super-king + single or 3 singles. Spacious rooms upstairs with mountain views. TV, tea/coffee facilities, mini fridge and a generously proportioned ensuite.

**Studio @ $155**
Room amenities: super-king bed or 2 single. Flat screen TV, fridge, toaster and kettle, tea & coffee, iron and board, hair dryer
etc. Heater, bathroom underfloor heating, heated mirror and towel rail.

**2 bedroom apartment @ $295**

Room amenities:
- super-king bed or 2 x single beds in each bedroom. Some of them have views to Mt Hutt.
- Bathtub and shower, underfloor heating, heated mirror and towel rack.
- An open plan lounge/dining/kitchen area including a fully appointed kitchen, gas fireplace, Sky TV, DVD player, sound system, internet and laundry facilities.

**METHVN RESORT HOTEL**

51 Main Street
0.8 km from conference venue
Parking: free on site for guests
Check in 2pm, check out 10am
Rate includes full breakfast (available 7am - 9am)

Hotel facilities:
Open fires, spa pools, luxury rooms, bar & restaurant, 3 heated outside spas, 25 meter heated swimming pool, internet kiosk with full facilities, open fires, laundry facilities.

**Standard room**

$145 (double $169.50)

Room amenities:
Queen bed,
Tea/coffee facilities, small fridge, TV and ensuite with bath.

**BRINKLEY RESORT**

43 Barkers Rd
0.4km to conference venue
Parking: Complimentary on site
Check in 2pm, (please advise if checking in after 5pm), check out 11am
Rate includes breakfast (available 7am - 9am)

Hotel facilities:
Onsite restaurant and licensed bar, outdoor spa pools with mountain views, a floodlit tennis court, chip &
putting green and children's playground.

**Studio $170 (double $195)**
Room amenities:
Private patio and a kitchenette with a 2-burner stove, a microwave and a small refrigerator. Rooms also offer an iPod docking station and a flat-screen TV with satellite channels.

**Two Bedroom Unit (single $265, 2 guests $290, 3 guests $315, 4 guests $340)**
Two separate bedrooms and a fully equipped kitchen with a separate living room with an iPod docking station and a flat-screen TV with satellite channels. All rooms offer a private balcony or patio, and a bathroom with spa bath.

**THE LODGE**
Cnr Chertsey Rd & Kilworth St, Methven
0.3km from conference venue
Parking: free on site for guests
Check in 2pm, check out 10am
Rate includes full breakfast
(available 7am - 9am)

Hotel facilities:
Free Wi-Fi, on-site bar and restaurant.

**Queen room**
$141 (double / twin $161)
Room amenities: Dining table, mini fridge, tea and coffee making facilities and an ensuite with a bath and shower.
Partner and Optional Tours

Fonterra factory tour

Thursday 11 May 2017

12.00pm Depart Christchurch Airport
12.45pm Tour of Plant
2.45pm Depart Plant
3.30pm Arrive Methven approx. (coach will drop off at conference accommodation)

Cost $45 (for transfer)

Registration essential as minimum and maximum numbers apply. Register under TRANSFERS during the registration process.

Opened in 2012 on a greenfield site west of Christchurch, Fonterra Darfield is a showcase of the Co-operative's commitment to the highest levels of efficiency and sustainability, from design, through to building and operation. Fonterra Darfield is located in New Zealand's fastest growing dairying region, and is the home of a state-of-the-art milk powder processing plant and the world's largest milk dryer.

Construction at Darfield, from green paddock to producer of high quality milk powder, took just over 18 months. The site produces high quality instant and regular whole milk powder for export to markets in South East Asia, China, the Middle East, Africa and South America.

PLANTS AND PRODUCTS
Darfield produces regular and instant whole milk powder. At full steam, it processes 7.2 million litres of milk per day, which produces enough milk powder to fill 15,000 shipping containers a year.

ENVIRONMENT & SUSTAINABILITY
Fonterra is committed to environmental sustainability and preserving the beautiful vistas of Canterbury. Over 12,000 trees have been planted at the Darfield site to screen the buildings from the road, while the site's location reduces the distance travelled by our milk tankers by 30,000km per day. The site also boasts a fleet of 37 Volvo milk tankers, the most fuel efficient in their class.

Activities for partners in Methven

The conference venue (Methven Heritage Centre) houses the local iSite for assistance and information about local attractions and activities.
Also on site at Heritage Centre:
Open 9am – 5pm Monday to Friday and 10am – 3pm Saturday and Sunday

Alpine and Agriculture Encounter

Venue for Wednesday evening function
Entry: Senior citizen $10 | Adult $12.50
This multi-faceted walk through encounter uses audio/visual displays, large exhibits showcasing farming and snow sports. The Encounter also has three sub themes, geology, weather, and water.

The Encounter has been created to give visitors a real understanding of the way of life in rural Canterbury and the way our two key industries, farming and snow sports are linked together through trade, tourism and shared reliance on our unique geology and climate.

Ski Heritage Museum

Entry included in Alpine and Agriculture Encounter
On display we have unique exhibits ranging from antique ski equipment, Winter Olympic memorabilia and collections from well-known ski families; Anton Coberger (Temple Basin, Porter Heights & Otira Field on the Kelly Range and NZ ski team member. Wif Hunt (North Island fields, Whakapapa and the NZ Ski Team in 1952 and 1960 downhill skier Winter Olympics, and Willi Huber to name a few.

Watch the ski antics of the early skiers on one of the many audio visual displays. Visit Sir Edmund Hillary sitting on the first ever chairlift erected on a NZ ski field (Mt Ruapahu) in 1954. Walk through a replica of Willi Huber's hut. Willi spent a winter monitoring snow fall high on Mt Hutt in order to ascertain whether a commercial ski field was viable.

Winter Olympian Sir Roy McKenzie's aural history was recorded shortly before his death. Sir Roy was involved in both North Island and Queenstown fields, a member of the NZ Ski Team and Captain of NZ's first winter Olympics team to Oslo in 1952. Sir Roy was also a mountaineer and masters ski racer, was on the Mt Cook board for 20 years, and a great support of Disabled Snowsports NZ. He was still skiing at 80 years of age.

Also included in the collection is ski fashions through the ages and educational audio visual on alpine safety.

Methven Art Gallery
Entry: Free
The Art Gallery hosts a diverse programme of quality contemporary art exhibitions featuring a range of art forms by local and national artists.

Cinema Paradiso

112 Main Street (03 302 1957)
Open 10am – 10pm daily
Entry: $17

This boutique cinema is the smallest in New Zealand able to offer the latest blockbuster movies!! They are licensed so you can enjoy a glass of wine or a beer with your movies, as well as offering soft drinks, ice cream, popcorn and lollies.

For movies during NZCB Conference phone 03 302 1957 or email methvencinema@gmail.com or visit the website: www.facebook.com/pg/cinemaparadisomethven
1. SUMMARY

1.1. The purpose of this report is for the Oxford-Ohoka Community Board to sign-off the final version of the Board’s Community Plan.

Attachments:

i. Final version of the Oxford-Ohoka Community Board plan (Trim 170110001413[v01]).

2. RECOMMENDATION

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.

3. ISSUES AND OPTIONS

3.1. The Community Board Plan is a document that sets out the objectives and goals the Board has for its community area during its term. Revised approximately annually, it also reports on the achievements of the Board as well as providing general information about the discretionary grant and Council facilities.

3.2. The Plan is one tool to connect the Board with its community. As well as being available to take away freely from locations such as public libraries and service centres, it is also available at citizenship ceremonies.

3.3. The Plan was workshopped by staff with the Board at a meeting held 12 January 2017, where Board input was sought. This final version has been developed from that input.

3.4. This final version is now available for approval and/or final Board input. Some photos may still need to be confirmed or sourced as indicated clearly within the document. If
further modifications are to be made, then staff request the Board approves the Chairperson to give final sign-off to these elements before publishing.

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

4. COMMUNITY VIEWS

4.1. Not sought; but this document will be one tool to encourage communication and exchange of views between community organisations/individuals and the Board.

5. FINANCIAL IMPLICATIONS AND RISKS

5.1. The cost of producing these Community Board Plans is funded from the Board’s operational budget.

6. CONTEXT

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

6.2. Legislation
Local Government Act 2002 Clause 52

6.3. Community Outcomes
There are wide ranging opportunities for people to contribute to the decision making by local, regional and national organisations that affects our district.

Karyn Ward
Community Board Advocate
Oxford-Ohoka Community Board

Community Plan
2016 – 2019

TO BE UPDATED

TO BE UPDATED
The Oxford-Ohoka Community Board area

Our community

The Waimakariri district is divided into three wards with Oxford-Ohoka ward covering predominantly the southern to south-western area of the Waimakariri district. Bordered by the Waimakariri River, the community areas include Mandeville, Ohoka, Eyreton, West Eyreton, Swannanoa, Oxford through to the northern foothills, Ashley Gorge, and access to Lees Valley.

The community area of Oxford-Ohoka comprises a diverse mix of properties and people, ranging from small to medium sized urban settlements to rural farms. As the largest geographic ward in the district, the community area plays an important role in the economic growth and character of the district. While farming and land based industry are the traditional economic activities, there has been notable recent growth in dairying, construction and manufacturing. It is also has one of the largest small holdings (lifestyle) populations nationally.

What is a Community Board?

The Oxford-Ohoka Community Board is the district’s newest Community Board, elected for the first time in the October 2016 Local Body elections. It is comprised of six elected members, plus two Councillors of the Waimakariri District Council, giving a total of eight members.

The Local Government Act (2002), states that the role of a Community Board is to represent and advocate for the interests of its community. The Waimakariri district is currently divided into three wards, and the Oxford-Ohoka Community Board provides feedback, leadership and support to residents within the ward.

The Oxford-Ohoka Community Board is comprised of six elected members, plus two councillors of the Waimakariri District Council, giving a total of eight members.

The Community Board is not the Council nor is it a committee of the Council. The Board works collectively with the Council to achieve community goals. The Board is also responsible for any areas delegated to it by the Council, some of which include:

- Advocating to the Council on key issues and priorities for the ward area, especially through the Annual and Long Term planning and budgeting process
- Granting of leases or licences on reserves
- Engaging with residents, groups, other Community Boards and the Council in seeking the best outcome for ward communities
- Providing grants to community organisations.

The Board works closely with local community groups and residents to understand their priorities and concerns. The Board advocates for your interests through submissions, feedback and discussion with the Council and other decision making authorities.

If you are a resident or part of a local community group who wishes to raise any concerns or issues, please do not hesitate to contact a member of the Board for advice and help (see pages 6 & 7 for contact details).

The community area of Oxford-Ohoka comprises a diverse mix of properties and people, ranging from small to medium sized urban settlements to rural farms. As the largest geographic ward in the district, the community area plays an important role in the economic growth and character of the district. While farming and land based industry are the traditional economic activities, there has been notable recent growth in dairying, construction and manufacturing. It is also has one of the largest small holdings (lifestyle) populations nationally.
The Oxford-Ohoka Community Board area

Oxford-Ohoka Ward

Our community

The Waimakariri district is divided into three wards with Oxford-Ohoka ward covering predominantly the southern to south-western area of the Waimakariri district. Bordered by the Waimakariri River, the community areas include Mandeville, Ohoka, Eyreton, West Eyreton, Swannanoa, Oxford through to the northern foothills, Ashley Gorge, and access to Lees Valley.

The community area of Oxford-Ohoka comprises a diverse mix of properties and people, ranging from small to medium sized urban settlements to rural farms. As the largest geographic ward in the district, the community area plays an important role in the economic growth and character of the district. While farming and land based industry are the traditional economic activities, there has been notable recent growth in dairying, construction and manufacturing. It is also has one of the largest small holdings (lifestyle) populations nationally.

What is a Community Board?

The Oxford-Ohoka Community Board is the district’s newest Community Board, elected for the first time in the October 2016 Local Body elections. It is comprised of six elected members, plus two Councillors of the Waimakariri District Council, giving a total of eight members.

The Local Government Act (2002), states that the role of a Community Board is to represent and advocate for the interests of its community. The Waimakariri district is currently divided into three wards, and the Oxford-Ohoka Community Board provides feedback, leadership and support to residents within the ward.

The Oxford-Ohoka Community Board is comprised of six elected members, plus two councillors of the Waimakariri District Council, giving a total of eight members.

The Community Board is not the Council nor is it a committee of the Council. The Board works collectively with the Council to achieve community goals. The Board is also responsible for any areas delegated to it by the Council, some of which include:

• Taking an overview of the Council’s services and projects affecting the ward including water supply, sewerage, stormwater drainage, parks, recreational facilities, community activities and roading and traffic management projects

• Advocating to the Council on key issues and priorities for the ward area, especially through the Annual and Long Term planning and budgeting process

• Granting of leases or licences on reserves

• Engaging with residents, groups, other Community Boards and the Council in seeking the best outcome for ward communities

• Providing grants to community organisations.

The Board works closely with local community groups and residents to understand their priorities and concerns. The Board advocates for your interests through submissions, feedback and discussion with the Council and other decision making authorities.

If you are a resident or part of a local community group who wishes to raise any concerns or issues, please do not hesitate to contact a member of the Board for advice and help (see pages 6 & 7 for contact details).

Our community

The Waimakariri district is divided into three wards with Oxford-Ohoka ward covering predominantly the southern to south-western area of the Waimakariri district. Bordered by the Waimakariri River, the community areas include Mandeville, Ohoka, Eyreton, West Eyreton, Swannanoa, Oxford through to the northern foothills, Ashley Gorge, and access to Lees Valley.

The community area of Oxford-Ohoka comprises a diverse mix of properties and people, ranging from small to medium sized urban settlements to rural farms. As the largest geographic ward in the district, the community area plays an important role in the economic growth and character of the district. While farming and land based industry are the traditional economic activities, there has been notable recent growth in dairying, construction and manufacturing. It is also has one of the largest small holdings (lifestyle) populations nationally.

What is a Community Board?

The Oxford-Ohoka Community Board is the district’s newest Community Board, elected for the first time in the October 2016 Local Body elections. It is comprised of six elected members, plus two Councillors of the Waimakariri District Council, giving a total of eight members.

The Local Government Act (2002), states that the role of a Community Board is to represent and advocate for the interests of its community. The Waimakariri district is currently divided into three wards, and the Oxford-Ohoka Community Board provides feedback, leadership and support to residents within the ward.

The Oxford-Ohoka Community Board is comprised of six elected members, plus two councillors of the Waimakariri District Council, giving a total of eight members.

The Community Board is not the Council nor is it a committee of the Council. The Board works collectively with the Council to achieve community goals. The Board is also responsible for any areas delegated to it by the Council, some of which include:

• Taking an overview of the Council’s services and projects affecting the ward including water supply, sewerage, stormwater drainage, parks, recreational facilities, community activities and roading and traffic management projects

• Advocating to the Council on key issues and priorities for the ward area, especially through the Annual and Long Term planning and budgeting process

• Granting of leases or licences on reserves

• Engaging with residents, groups, other Community Boards and the Council in seeking the best outcome for ward communities

• Providing grants to community organisations.

The Board works closely with local community groups and residents to understand their priorities and concerns. The Board advocates for your interests through submissions, feedback and discussion with the Council and other decision making authorities.

If you are a resident or part of a local community group who wishes to raise any concerns or issues, please do not hesitate to contact a member of the Board for advice and help (see pages 6 & 7 for contact details).
Chairperson’s message

Dear Residents

This is the first Community Plan for the Oxford-Ohoka ward, which is being developed by the first elected Oxford-Ohoka Community Board. This is a living document which will be reviewed annually during the term of this Board through to October 2019. This will be the vehicle by which we can input into the Council’s Annual Plan and Long Term Plan. It will ensure that our community’s needs are presented to Council in a consistent and planned manner.

By maintaining good working relationships with Council staff we can fulfil one of our key roles of working for present and future residents, and groups who live, work and play in our community. We will build on the successes of our predecessor the Oxford-Eyre Ward Advisory Board.

The Oxford-Ohoka Community Board wishes to build relationships with the community. There are a lot of good community based groups and projects in progress and yet to be established; the Board is here to advocate and support your projects.

On behalf of my fellow Community Board members, we welcome your input to the Board’s plan which we hope will benefit the communities of the Oxford-Ohoka area. We are here to serve the community to the best of our abilities and to encourage you all to make use of our local knowledge and to convey your thoughts and ideas to Council. Together we can all make a positive difference to the community area we live in.

Sincerely

Doug Nicholl
Chairperson Oxford-Ohoka Community Board

Performance expectations 2016 - 2019

The Oxford-Ohoka Community Board is made up of people who have a passion for their diverse communities and believe in working together to bring positive change to them through:

- Developing and promoting the Community Board as a vehicle for local residents to seek assistance and advocacy in accessing Council services and consultation processes
- Maintaining positive working relationships with key Council staff and management
- Promoting closer links and relationships with key groups in the Oxford-Ohoka ward, as well as with significant district wide organisations
- Being an effective cohesive voice in representing the community viewpoint at meetings and hearings
- Actively participating in Council business and the annual budget process to ensure equitable spending across the district whilst being mindful of rates affordability
- Working closely with each community to identify and encourage attractive streetscapes which enhance the visual profile of that community
- We will listen and advise, as appropriate, of options for the hopes of our communities.
Chairperson’s message

Dear Residents,

This is the first Community Plan for the Oxford-Ohoka ward, which is being developed by the first elected Oxford-Ohoka Community Board. This is a living document which will be reviewed annually during the term of this Board through to October 2019. This will be the vehicle by which we can input into the Council’s Annual Plan and Long Term Plan. It will ensure that our community’s needs are presented to Council in a consistent and planned manner.

By maintaining good working relationships with Council staff we can fulfil one of our key roles of working for present and future residents, and groups who live, work and play in our community. We will build on the successes of our predecessor the Oxford-Eyre Ward Advisory Board.

The Oxford-Ohoka Community Board wishes to build relationships with the community. There are a lot of good community based groups and projects in progress and yet to be established: the Board is here to advocate and support your projects.

On behalf of my fellow Community Board members, we welcome your input to the Board’s plan which we hope will benefit the communities of the Oxford-Ohoka area. We are here to serve the community to the best of our abilities and to encourage you all to make use of our local knowledge and to convey your thoughts and ideas to Council. Together we can all make a positive difference to the community area we live in.

Sincerely,
Doug Nicholl
Chairperson Oxford-Ohoka Community Board

Performance expectations 2016 - 2019

The Oxford-Ohoka Community Board is made up of people who have a passion for their diverse communities and believe in working together to bring positive change to them through:

- Developing and promoting the Community Board as a vehicle for local residents to seek assistance and advocacy in accessing Council services and consultation processes
- Maintaining positive working relationships with key Council staff and management
- Promoting closer links and relationships with key groups in the Oxford-Ohoka ward, as well as with significant district wide organisations
- Being an effective cohesive voice in representing the community viewpoint at meetings and hearings
- Actively participating in Council business and the annual budget process to ensure equitable spending across the district whilst being mindful of rates affordability
- Working closely with each community to identify and encourage attractive streetscapes which enhance the visual profile of that community
- We will listen and advise, as appropriate, of options for the hopes of our communities.
Oxford-Ohoka Community Board members

**Doug Nicholl (Chair)**
Phone: 03 327 6705
Mobile: 027 439 4961
Email: doug.nicholl@wmk.govt.nz

Responsibility and representation on outside organisations:
- Ohoka Domain Advisory Group
- Ohoka Rural Drainage Advisory Group

**Cr Wendy Doody**
Mobile: 027 515 8372
Email: wendy.doody@wmk.govt.nz

**James Ensor**
Phone: 03 312 6728
Mobile: 0274 346 949
Email: james.ensor@wmk.govt.nz

Responsibility and representation on outside organisations:
- Waimakariri Health Advisory Group
- Mandeville Sports Centre
- Christchurch International Airport Liaison Community Group

**Shirley Farrell**
Phone: 03 312 4382
Email: shirley.farrell@wmk.govt.nz

Responsibility and representation on outside organisations:
- Pearson Park Advisory Group
- Oxford Historical Records Society Inc. Committee

**Cr Kevin Felstead (Deputy Mayor)**
Mobile: 027 439 4603
Email: kevin.felstead@wmk.govt.nz

**Mark Brown (Deputy Chair)**
Phone: 03 312 5545
Email: mark.brown@wmk.govt.nz

Responsibility and representation on outside organisations:
- Eyreton Community Action Group (formerly Eryeton Domain Advisory Group)
- View Hill Domain Advisory Group
- Oxford Rural Drainage Advisory Group

**John Lynn**
Phone: 03 312 6414
Mobile: 027 448 1430
Email: john.lynn@wmk.govt.nz

Responsibility and representation on outside organisations:
- Ohoka Residents’ Association
- North Canterbury Neighbourhood Support
- Grey Power North Canterbury Group

**Thomas Robson**
Mobile: 022 100 4744
Email: thomas.robson@wmk.govt.nz

Responsibility and representation on outside organisations:
- Ashley Gorge Reserve Advisory Group
- Oxford Promotions Action Committee
- Pearson Park Advisory Group
Oxford-Ohoka Community Board members

Doug Nicholl (Chair)
Phone: 03 327 6705
Mobile: 027 439 4961
Email: doug.nicholl@wmk.govt.nz
Responsibility and representation on outside organisations:
- Ohoka Domain Advisory Group
- Ohoka Rural Drainage Advisory Group

Cr Wendy Doody
Mobile: 027 515 8372
Email: wendy.doody@wmk.govt.nz

James Ensor
Phone: 03 312 6728
Mobile: 027 436 949
Email: james.ensor@wmk.govt.nz
Responsibility and representation on outside organisations:
- Waimakariri Health Advisory Group
- Mandeville Sports Centre
- Christchurch International Airport Liaison Community Group

Shirley Farrell
Phone: 03 312 4382
Email: shirley.farrell@wmk.govt.nz
Responsibility and representation on outside organisations:
- Pearson Park Advisory Group
- Oxford Historical Records Society Inc. Committee

Cr Kevin Felstead (Deputy Mayor)
Mobile: 027 439 4603
Email: kevin.felstead@wmk.govt.nz

Mark Brown (Deputy Chair)
Phone: 03 312 5545
Email: mark.brown@wmk.govt.nz
Responsibility and representation on outside organisations:
- Eyreton Community Action Group (formerly Eryeton Domain Advisory Group)
- View Hill Domain Advisory Group
- Oxford Rural Drainage Advisory Group

John Lynn
Phone: 03 312 6414
Mobile: 027 448 1430
Email: john.lynn@wmk.govt.nz
Responsibility and representation on outside organisations:
- Ohoka Residents' Association
- North Canterbury Neighbourhood Support
- Grey Power North Canterbury Group

Thomas Robson
Mobile: 022 100 4744
Email: thomas.robson@wmk.govt.nz
Responsibility and representation on outside organisations:
- Ashley Gorge Reserve Advisory Group
- Oxford Promotions Action Committee
- Pearson Park Advisory Group
Community directions and opportunities

Some issues we think are important and wish to discuss with our communities are set out below:

- Support the Council Local Economic Development Strategy to encourage business growth across the ward
- Advocate for the improvement of storm water management across the ward through the Long Term Plan
- Advocate for the improvement of existing footpath and kerb and channel deficiencies in Oxford
- Encourage more traffic calming measures in close proximity to our rural schools and built up residential areas
- Advocate for continual upgrades of plantings, parks and reserves, and community facilities across the ward through the Long Term Plan and Annual Plan processes
- Engage with local schools, community and advisory groups and offer encouragement for their projects and provide assistance where practical
- Advocate for community concerns regarding roads and intersections
- Support all water supply upgrades proposed for the Oxford-Ohoka ward, in particular the Rural Water Scheme No.1 & No.2 upgrade
- Identify and advocate for footpath needs within the ward
- As a means of consulting with local communities, utilise the Vision café programme to consult and engage with residents
- Develop and promote the Community Board as a vehicle for local residents to seek assistance and advocacy in accessing Council services and consultation processes
- Advocates for community concerns regarding rural land uses

Where and when are meetings held?

Meetings are currently held on the first or second Thursday of the month at 7pm at different venues within the ward; anyone is welcome to attend. Venues and dates are advertised in local newspapers and on the Waimakariri District Council website.

If you would like to speak at the meeting, please contact the Chairperson or Board Advocate prior to a scheduled meeting. You are always welcome to contact members to discuss Council and community related matters.

Agendas are available on the Council website two working days before a meeting: http://www.waimakariri.govt.nz/your-council/meetings/meeting-agendas-and-minutes.

The next meetings are scheduled for:

<table>
<thead>
<tr>
<th>Meeting Date (Thursday)</th>
<th>Location</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>9 March 2017</td>
<td>Oxford Town Hall</td>
<td>7pm</td>
</tr>
<tr>
<td>6 April 2017</td>
<td>West Eyreton Hall</td>
<td>7pm</td>
</tr>
<tr>
<td>4 May 2017</td>
<td>TBA</td>
<td>7pm</td>
</tr>
<tr>
<td>8 June 2017</td>
<td>TBA</td>
<td>7pm</td>
</tr>
<tr>
<td>6 July 2017</td>
<td>TBA</td>
<td>7pm</td>
</tr>
<tr>
<td>3 August 2017</td>
<td>TBA</td>
<td>7pm</td>
</tr>
<tr>
<td>7 September 2017</td>
<td>TBA</td>
<td>7pm</td>
</tr>
<tr>
<td>9 November 2017</td>
<td>TBA</td>
<td>7pm</td>
</tr>
<tr>
<td>7 December 2017</td>
<td>TBA</td>
<td>7pm</td>
</tr>
</tbody>
</table>

The next Local Body elections will be held in October 2019.

Board members often take part in the activities of community organisations within the ward. If you would like to invite a Board member onto your organisation’s Committee or to a meeting please contact the Chairperson, or contact a Board member directly. Contact details are outlined on pages 6 & 7.

Community Board Advocate contact details

Karyn Ward is the Community Board Advocate for the Waimakariri District Council
Phone: 311 8900
Email: karyn.ward@wmk.govt.nz
Post: 215 High Street, Private Bag 1005, Rangiora 7440
Community directions and opportunities

Some issues we think are important and wish to discuss with our communities are set out below:

- Support the Council Local Economic Development Strategy to encourage business growth across the ward
- Advocate for the improvement of storm water management across the ward through the Long Term Plan
- Advocate for the improvement of existing footpath and kerb and channel deficiencies in Oxford
- Encourage more traffic calming measures in close proximity to our rural schools and built up residential areas
- Advocate for continual upgrades of plantings, parks and reserves, and community facilities across the ward through the Long Term Plan and Annual Plan processes
- Engage with local schools, community and advisory groups and offer encouragement for their projects and provide assistance where practical
- Advocate for community concerns regarding roads and intersections
- Support all water supply upgrades proposed for the Oxford-Ohoka ward, in particular the Rural Water Scheme No.1 & No.2 upgrade
- Identify and advocate for footpath needs within the ward
- As a means of consulting with local communities, utilise the Vision café programme to consult and engage with residents
- Develop and promote the Community Board as a vehicle for local residents to seek assistance and advocacy in accessing Council services and consultation processes
- Advocate for community concerns regarding rural land uses.

Where and when are meetings held?

Meetings are currently held on the first or second Thursday of the month at 7pm at different venues within the ward; anyone is welcome to attend. Venues and dates are advertised in local newspapers and on the Waimakariri District Council website.

If you would like to speak at the meeting, please contact the Chairperson or Board Advocate prior to a scheduled meeting. You are always welcome to contact members to discuss Council and community related matters.

Agendas are available on the Council website two working days before a meeting: http://www.waimakariri.govt.nz/your-council/meetings/meeting-agendas-and-minutes.

The next meetings are scheduled for:

<table>
<thead>
<tr>
<th>Meeting Date (Thursday)</th>
<th>Location</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>9 March 2017</td>
<td>Oxford Town Hall</td>
<td>7pm</td>
</tr>
<tr>
<td>6 April 2017</td>
<td>West Eyreton Hall</td>
<td>7pm</td>
</tr>
<tr>
<td>4 May 2017</td>
<td>TBA</td>
<td>7pm</td>
</tr>
<tr>
<td>8 June 2017</td>
<td>TBA</td>
<td>7pm</td>
</tr>
<tr>
<td>6 July 2017</td>
<td>TBA</td>
<td>7pm</td>
</tr>
<tr>
<td>3 August 2017</td>
<td>TBA</td>
<td>7pm</td>
</tr>
<tr>
<td>7 September 2017</td>
<td>TBA</td>
<td>7pm</td>
</tr>
<tr>
<td>9 November 2017</td>
<td>TBA</td>
<td>7pm</td>
</tr>
<tr>
<td>7 December 2017</td>
<td>TBA</td>
<td>7pm</td>
</tr>
</tbody>
</table>

The next Local Body elections will be held in October 2019.

Board members often take part in the activities of community organisations within the ward. If you would like to invite a Board member onto your organisation’s Committee or to a meeting please contact the Chairperson, or contact a Board member directly. Contact details are outlined on pages 6 & 7.

Community Board Advocate contact details

Karyn Ward is the Community Board Advocate for the Waimakariri District Council

Phone: 311 8900
Email: karyn.ward@wmk.govt.nz
Post: 215 High Street, Private Bag 1005, Rangiora 7440
Oxford-Ohoka Community Board discretionary grant

The Oxford-Ohoka Community Board has money available for grants to non-profit community-based organisations. Applications are considered bi-monthly.

For application forms contact Karyn Ward at the Rangiora Service Centre, 215 High Street, phone (03) 311 8900 or at the Oxford Service Centre. Alternatively an application form can be printed, downloaded or completed online from the Council website: http://www.waimakariri.govt.nz/community/funding-and-grants/board-funding.

Applications are presented by staff at every second meeting for a decision. You will be notified of the Board’s decision following the meeting.

Grant funding criteria

Applications will only be accepted from non-profit community-based organisations, registered charities or incorporated societies.

- The group should have strong links with the community of Oxford-Ohoka
- The grant funding is limited to projects within the Board area or primarily benefiting the residents of the ward
- The applications should clearly state the purpose for which the money is to be used
- The Board support a wide range of activities but the application will be declined if it is deemed of the nature listed in the examples of what is not funded, as listed within the criteria information on the application forms
- The applicants should submit a 1-2 page balance sheet and an income and expenditure statement which shows their current financial assets and liabilities. Applications cannot be processed until financial information is received
- Where possible, or feasible, applicants must declare other sources from which funding has been applied for, or granted from, for the project being applied to the Oxford-Ohoka Community Board
- Generally funding grants will be $250 per project, to a maximum of $500 in any one financial year (July 2013 to June 2014), but the group can apply up to twice in that year, providing it is for different projects
- An accountability form must be provided to Council outlining how the funds were applied, within six months of the grant being allocated, when funds are spent, or prior to a new application. A new application will not be accepted until the previous accountability form has been completed and returned. The group should maintain accurate records around the grant including, but not limited to, receipts, banks statements and invoices. In the event that funds are not spent on the project or activity applied for, the recipient may be required to return the grant funding to the Council.

Grants

The following grants have been made by the Oxford-Ohoka Community Board (and the former Oxford-Eyre Ward Advisory Board) so far this financial year, 1 June 2016-31 July 2017

<table>
<thead>
<tr>
<th>Organisation</th>
<th>Description of Grant</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Canterbury Justices of the Peace Association Inc.</td>
<td>Towards the cost of a pull-up banner</td>
<td>$235.75</td>
</tr>
<tr>
<td>Oxford Area School – Senior Netball team</td>
<td>Towards costs associated with attending the South Island Secondary Schools Netball Tournament in Nelson</td>
<td>$250</td>
</tr>
<tr>
<td>Little by Little</td>
<td>For a photo and information panel about the Oxford Historic Jail</td>
<td>$250</td>
</tr>
<tr>
<td>Oxford Play Centre</td>
<td>Towards purchase of a lawn mower</td>
<td>$250</td>
</tr>
<tr>
<td>North Canterbury Family Violence Network</td>
<td>To fund a presentation to raise family violence awareness among Oxford Area School youth</td>
<td>$250</td>
</tr>
<tr>
<td>Under Our Feet Charitable Trust</td>
<td>Towards the purchase of compost and seedlings</td>
<td>$250</td>
</tr>
<tr>
<td>Okuku Pony Club</td>
<td>Towards accommodation costs while attending the Springston Trophy event</td>
<td>$250</td>
</tr>
<tr>
<td>Eyreton Pony Club</td>
<td>Towards the cost of fencing a learner’s area</td>
<td>$450</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>$1,950</strong></td>
</tr>
</tbody>
</table>
Grant funding criteria

Applications will only be accepted from non-profit community-based organisations, registered charities or incorporated societies.

- The group should have strong links with the community of Oxford-Ohoka
- The grant funding is limited to projects within the Board area or primarily benefiting the residents of the ward
- The applications should clearly state the purpose for which the money is to be used
- The Board support a wide range of activities but the application will be declined if it is deemed of the nature listed in the examples of what is not funded, as listed within the criteria information on the application forms
- The applicants should submit a 1-2 page balance sheet and an income and expenditure statement which shows their current financial assets and liabilities. Applications cannot be processed until financial information is received
- Where possible, or feasible, applicants must declare other sources from which funding has been applied for, or granted from, for the project being applied to the Oxford-Ohoka Community Board

- Generally funding grants will be $250 per project, to a maximum of $500 in any one financial year (July 2013 to June 2014), but the group can apply up to twice in that year, providing it is for different projects
- An accountability form must be provided to Council outlining how the funds were applied, within six months of the grant being allocated, when funds are spent, or prior to a new application. A new application will not be accepted until the previous accountability form has been completed and returned. The group should maintain accurate records around the grant including, but not limited to, receipts, bank statements and invoices. In the event that funds are not spent on the project or activity applied for, the recipient may be required to return the grant funding to the Council.

The Oxford-Ohoka Community Board has money available for grants to non-profit community-based organisations. Applications are considered bi-monthly.

For application forms contact Karyn Ward at the Rangiora Service Centre, 215 High Street, phone (03) 311 8900 or at the Oxford Service Centre. Alternatively an application form can be printed, downloaded or completed online from the Council website: http://www.waimakariri.govt.nz/community/funding-and-grants/board-funding.

Applications are presented by staff at every second meeting for a decision. You will be notified of the Board’s decision following the meeting.

Oxford Historic Jailhouse

The following grants have been made by the Oxford-Ohoka Community Board (and the former Oxford-Eyre Ward Advisory Board) so far this financial year, 1 June 2016-31 July 2017

<table>
<thead>
<tr>
<th>Organisation</th>
<th>Description of the Project</th>
<th>Grant Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Canterbury Justices of the Peace Association Inc.</td>
<td>Towards the cost of a pull-up banner</td>
<td>$235.75</td>
</tr>
<tr>
<td>Oxford Area School – Senior Netball team</td>
<td>Towards costs associated with attending the South Island Secondary Schools Netball Tournament in Nelson</td>
<td>$250</td>
</tr>
<tr>
<td>Little by Little</td>
<td>For a photo and information panel about the Oxford Historic Jail</td>
<td>$250</td>
</tr>
<tr>
<td>Oxford Play Centre</td>
<td>Towards purchase of a lawn mower</td>
<td>$250</td>
</tr>
<tr>
<td>North Canterbury Family Violence Network</td>
<td>To fund a presentation to raise family violence awareness among Oxford Area School youth</td>
<td>$250</td>
</tr>
<tr>
<td>Under Our Feet Charitable Trust</td>
<td>Towards the purchase of compost and seedlings</td>
<td>$250</td>
</tr>
<tr>
<td>Okuku Pony Club</td>
<td>Towards accommodation costs while attending the Springston Trophy event</td>
<td>$250</td>
</tr>
<tr>
<td>Eyreton Pony Club</td>
<td>Towards the cost of fencing a learner’s area</td>
<td>$450</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>$1,950</strong></td>
</tr>
</tbody>
</table>
Contact list for Council facilities

<table>
<thead>
<tr>
<th>Oxford Service Centre</th>
<th>Rangiora Service Centre</th>
<th>Ruataniwha Kaiapoi Civic Centre</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pavilion, Pearson Park, Oxford</td>
<td>215 High Street, Rangiora</td>
<td>176 Williams Street, Kaiapoi</td>
</tr>
<tr>
<td>Tel: 03 311 9005</td>
<td>Tel: 03 311 8900</td>
<td>Tel: 03 375 5009</td>
</tr>
<tr>
<td>Fax: 03 312 4833</td>
<td>Fax: 03 313 4432</td>
<td>Fax: 03 327 8752</td>
</tr>
<tr>
<td>Email: <a href="mailto:oxford@wmk.govt.nz">oxford@wmk.govt.nz</a></td>
<td>Email: <a href="mailto:office@wmk.govt.nz">office@wmk.govt.nz</a></td>
<td>Email: <a href="mailto:kaiapoi@wmk.govt.nz">kaiapoi@wmk.govt.nz</a></td>
</tr>
<tr>
<td>Opening hours</td>
<td>Opening hours</td>
<td>Opening hours</td>
</tr>
<tr>
<td>Monday to Friday: 9am to 5pm</td>
<td>Monday to Friday: 8.30am to 5pm</td>
<td>Monday to Wednesday &amp; Friday: 9am to 5pm</td>
</tr>
<tr>
<td>Saturday: 10am to 12 noon</td>
<td>(Limited services on Saturday)</td>
<td>Thursday: 9am to 7pm</td>
</tr>
<tr>
<td><strong>Oxford Library</strong></td>
<td><strong>Rangiora Library</strong></td>
<td><strong>Kaiapoi Library</strong></td>
</tr>
<tr>
<td>Pavilion, Pearson Park, Oxford</td>
<td>141 Percival Street, Rangiora</td>
<td>176 Williams Street, Kaiapoi</td>
</tr>
<tr>
<td>Tel: 03 311 9006</td>
<td>Tel: 03 311 8901</td>
<td>Tel: 03 375 5009</td>
</tr>
<tr>
<td>Fax: 03 312 4833</td>
<td>Fax: 03 313 4650</td>
<td>Fax: 03 327 8752</td>
</tr>
<tr>
<td>Email: <a href="mailto:library@wmk.govt.nz">library@wmk.govt.nz</a></td>
<td>Email: <a href="mailto:library@wmk.govt.nz">library@wmk.govt.nz</a></td>
<td>Email: <a href="mailto:library@wmk.govt.nz">library@wmk.govt.nz</a></td>
</tr>
<tr>
<td><strong>Opening hours</strong></td>
<td><strong>Opening hours</strong></td>
<td><strong>Opening hours</strong></td>
</tr>
<tr>
<td>Monday to Friday: 9am to 5pm</td>
<td>Friday: 9am to 7pm</td>
<td>Monday to Wednesday &amp; Friday: 9am to 5pm</td>
</tr>
<tr>
<td>Saturday: 10am to 2pm</td>
<td>Saturday: 10am to 2pm</td>
<td>Thursday: 9am to 7pm</td>
</tr>
<tr>
<td>Sunday: 1pm to 4pm</td>
<td>Sunday: 1pm to 4pm</td>
<td>Sunday: 1pm to 4pm</td>
</tr>
<tr>
<td><strong>Oxford Community Aquatic Centre</strong></td>
<td><strong>Dudley Park Aquatic Centre</strong></td>
<td><strong>Kaiapoi Aquatic Centre</strong></td>
</tr>
<tr>
<td>9 Burnett Street, Oxford</td>
<td>47 Church Street, Rangiora</td>
<td>9 Cass Street, Kaiapoi</td>
</tr>
<tr>
<td>Tel: 03 311 8921</td>
<td>Tel: 03 311 8905</td>
<td>Tel: 03 375 5041</td>
</tr>
<tr>
<td><strong>Opening hours</strong></td>
<td><strong>Opening hours</strong></td>
<td><strong>Opening hours</strong></td>
</tr>
<tr>
<td>Summer only from late November</td>
<td>Monday – Friday: 6am to 9pm</td>
<td>Monday to Friday: 6am to 3.30pm &amp; 6pm to 9pm</td>
</tr>
<tr>
<td>Monday to Friday: 8.30am to 6.30pm</td>
<td>Saturday &amp; Sunday: 7.30am to 7pm</td>
<td>Saturday &amp; Sunday: 7.30am to 7pm</td>
</tr>
<tr>
<td>Saturday &amp; Sunday: 10am to 7pm</td>
<td>Public Holidays: 10am to 7pm</td>
<td>Public Holidays: 10am to 7pm</td>
</tr>
<tr>
<td>Christmas Day: Closed</td>
<td>Christmas Day: Closed</td>
<td>Christmas Day: Closed</td>
</tr>
<tr>
<td><strong>Oxford Transfer Station</strong></td>
<td><strong>Southbrook Resource Recovery Park</strong></td>
<td><strong>Kaiapoi Transfer Station</strong></td>
</tr>
<tr>
<td>46 High Street, Oxford</td>
<td>284 Flaxton Road, Rangiora</td>
<td><strong>Resale Store:</strong> 03 313 5798</td>
</tr>
<tr>
<td><strong>Opening hours</strong></td>
<td>Tel: 03 313 5499</td>
<td><strong>Opening hours</strong></td>
</tr>
<tr>
<td>Friday: 12.30pm to 4.30pm</td>
<td>Monday – Sunday: 8.30am to 4pm</td>
<td>Monday to Friday: 6am to 3.30pm &amp; 6pm to 9pm</td>
</tr>
<tr>
<td>Sunday: 12 noon to 4.30pm</td>
<td>Public Holidays: Closed</td>
<td>Saturday &amp; Sunday: 7.30am to 7pm</td>
</tr>
<tr>
<td>Public Holidays: Closed</td>
<td>Public Holidays: Closed</td>
<td>Public Holidays: Closed</td>
</tr>
</tbody>
</table>

Council Website: waimakiriri.govt.nz
Library Facilities: http://libraries.waimakiriri.govt.nz/home
New to the district: http://www.waimakiriri.govt.nz/community/about-the-waimakiriri-district/new-to-the-district
1. SUMMARY

1.1. The purpose of this report is for the Oxford-Ohoka Community Board to sign-off the final version of the Board’s flyer.

Attachments:

i. Final version of the Oxford-Ohoka Community Board flyer (Trim 170223017789).

2. RECOMMENDATION

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.

3. ISSUES AND OPTIONS

3.1. The Community Board flyer was a suggested initiative to increase public awareness of the deputation process and opportunities, amongst individuals and community organisations within the Board’s community area.

3.2. The flyer is envisaged as one tool to connect the Board with its community. As well as being available to take away freely from locations such as public libraries, service centres, community centres, and information centres, Board members will be able to leave one behind with business cards, when attending community meetings and events.
3.3. The flyer was workshopped by staff at the 3 November 2016 meeting, where Board input was sought regarding text content, flyer format and photo use. The final version has been developed from that input.

3.4. At the workshop the Board decided a short initial run to see what the community response to the flyers would be an appropriate way to start. Publishing of the flyers would be undertaken in-house by staff.

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

4. COMMUNITY VIEWS

4.1. Not sought; but this flyer will be one tool to encourage communication and exchange of views between community organisations/individuals and the Board.

5. FINANCIAL IMPLICATIONS AND RISKS

5.1. The cost of producing these flyers will come from the Board’s advertising budget.

5.2. An initial short run (<300) will be undertaken to gauge the effectiveness of the flyers as an advertising tool for the Board. Reruns will be undertaken at the discretion of staff if the initial run becomes depleted due to public interest.

6. CONTEXT

6.1. Policy

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

6.2. Legislation

Local Government Act 2002 Clause 52

6.3. Community Outcomes

There are wide ranging opportunities for people to contribute to the decision making by local, regional and national organisations that affects our district.

Karyn Ward
Community Board Advocate
The Community Board wants to hear of your ideas, initiatives, events, projects, opinions, concerns...
The Community Board is elected by you to represent and advocate the interests of your community. We want to do the best for you and the community, and so encourage you to talk to us.

The Board will listen and advise on how we can help you.

Anyone can contact the Board - individuals, organisations, businesses, clubs, children, youth, adults, schools...

You are very welcome to attend any Board meeting. Times, venues and agendas are always available from your local service centre, library, or visit waimakariri.govt.nz.

Contact the Community Board Advocate if you would like to speak at a Board meeting. The Advocate will happily assist you to do this.

Usually if you speak to the Board it will be near the start of a meeting for up to 10 minutes. You will be able to share your thoughts and answer questions.

You are welcome to share diagrams, pictures and photos. Data projectors are available at most venues if you would like to show a Powerpoint presentation.

Karyn Ward
Community Board Advocate
Phone: 0800 965 468 (0800 WDC GOV)
Email: karyn.ward@wmk.govt.nz
1. SUMMARY

At the last meeting of the Board, we passed a resolution requesting the Council support a public notification of a resource consent when, or if, submitted by Christchurch ReadyMix Concrete to operate a quarry on Isaac Road, Eyrewell. All members of the Board received an email from Bud Caldwell, on behalf of the Isaac Community Association, thanking the Board for their support. I personally replied to him as follows.

“We as a group of local people who happen to be members of a community board feel the anguish that you are going through and therefore support you as best we can. Unfortunately we have no more control over other people's decisions than you have, but the more "noise" that is made the louder the effect.

Regards and best wishes, Doug Nicholl.”

The Ohoka Rural Drainage Advisory Group (Group) held a meeting on 16 February 2017. The Council’s Drainage Asset Manager, Owen Davies, reported on the proposed changes to road drainage and storm water drainage being covered by one contractor. The Group is concerned over the quality of service that will be provided in the future.

There was some discussion about the current drainage situation at Mandeville, where serious flooding occurred in June 2014. Unfortunately a flood of that proportion is almost impossible to provide for. There have been considerable improvements made to alleviate the drainage issues but large flood events, like the 2014 floods, would still cause problems.

The Council’s Land Drainage Engineer, Greg Bennett, reported on the study being carried out by the University of Canterbury’s Carex team, regarding the use of glyphosate compared with mechanical weed control in Council maintained drains, and the effect on living organisms in the drains. The results of the study will be available in due course.

Other minor maintenance requirements were raised with staff and low water flows in our local streams and drains was reported. Irrigation water intakes and below average rainfall for nearly two and a half years have been cited as probable reasons for the low flows.

Doug Nicholl.

2. RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

(a) Receives report No.170223017873.

Doug Nicholl
Chairperson
Oxford-Ohoka Community Board