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 Manager), 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

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

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.

(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 Doocy, 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 sympathy 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)


11.4 **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 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)