

MINUTES FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD HELD AT THE MANDEVILLE SPORTS CLUB, 431 MANDEVILLE ROAD, MANDEVILLE, ON WEDNESDAY 4 MARCH 2026 AT 6.30PM.

PRESENT

S Barkle (Chairperson), T Robson (Deputy Chairperson), M Brown, T Fulton, W Godfrey, R Harpur, N Mealings and P Merrifield.

IN ATTENDANCE

G Cleary (General Manager Utilities and Rooding), K Howat (Parks and Facilities Team Leader), S Binder (Senior Transportation Engineer), K Rabe (Governance Advisor) and C Fowler-Jenkins (Governance Support Officer).

There were four members of the public present.

1. APOLOGIES

There were no apologies.

2. PUBLIC FORUM

Nil.

3. CONFLICTS OF INTEREST

There were no conflicts declared.

4. CONFIRMATION OF MINUTES

4.1. Minutes of the Oxford-Ohoka Community Board – 4 February 2026

Moved: R Harpur Seconded: M Brown

THAT the Oxford-Ohoka Community Board:

- (a) **Confirms**, as a true and accurate record, the circulated Minutes of the Inaugural Oxford-Ohoka Community Board meeting, held on 4 February 2026.

CARRIED

4.2. Matters Arising (From Minutes)

There were no matters arising.

5. DEPUTATIONS AND PRESENTATIONS

5.1. Councillor McKay – Environment Canterbury

Councillor McKay advised that the Canterbury Regional Council had adopted its Draft Annual Plan, which was open for public feedback until 31 March 2026. The draft proposed a 2.9% increase in total rates for the coming year. She noted that the increase for Waimakariri was slightly higher due to recent property revaluations. Despite the rate increase, the Council expected to maintain current service levels, with the exception of planning and consent-processing timeframes, both of which were affected by recent Government-driven RMA changes.

She explained that the Council was not on track to meet its 66% cost-recovery target for its consenting activity. Initial forecasts had been as high as 17.2%, influenced by deferred work from 2025/26 to 2026/27 and the lack of new public transport funding. Increased bus fares had provided some financial benefit, and revised inflation modelling had reduced costs by 3.4%. The organisation was also operating with a 7% vacancy rate.

Instead of holding formal hearings, the Council planned to offer community drop-in sessions.

With Zone Committees now inactive, the Mayoral Forum, Environment Canterbury and Runanga were working to establish new local leadership groups.

S Barkle noted that the Board frequently received enquiries from residents regarding consents—many of which related primarily to Environment Canterbury rather than the Waimakariri District Council. She highlighted two current matters: the Canterbury Landscape Supplies consent renewal and the Burnt Hill Dam. Councillor McKay advised that in relation to the Canterbury Landscape consents; only the air-discharge consent for Canterbury Landscape Supplies had been notified initially, and only to residents within 1.5 km of the site. As the process should have included both the air-discharge and groundwater-discharge consents, staff intended to renotify the complete application to all owners and occupiers.

She further noted that the Burnt Hill consent included numerous conditions, with multiple monitoring obligations for Environment Canterbury. Staff had developed a clear plan and timeline to ensure all conditions were met, and she assured the Board that the Council took its regulatory responsibilities seriously.

In response to a question from S Barkle regarding potential local government amalgamations, Councillor McKay stated that the Government's intentions were unclear beyond the release of its discussion paper. The Canterbury Regional Council had submitted on the Simplifying Local Government proposal, opposing the removal of elected Governors in favour of a council of territorial mayors. She expected territorial authorities to be focused on developing the reorganisation plans the Government anticipated over the next two years. The Mayoral Forum's report indicated that most respondents supported retaining the Canterbury Regional Council for the remainder of the current term.

6. ADJOURNED BUSINESS

Nil.

7. REPORTS

7.1. Request for Approval to Install One-Lane Road Priority Controls on Perhams Road at the First Eyre Stream Ford – S Binder (Senior Transportation Engineer) and J McBride (Roading and Transport Manager)

S Binder presented the report which requested approval for a one-lane priority road control on Perhams Road at the first Eyre Stream ford and took the report as read.

There were no questions from members.

Moved: T Robson Seconded: N Mealings

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 250618111005.
- (b) **Approves** the following one-lane priority road control pursuant to section 2 of the Land Transport Rule: Traffic Control Devices 2004, with effect from the date of installation of appropriate signage:

Item	Road to be Controlled	Direction to remain Uncontrolled	Direction to be Controlled
1	Perhams Road at Eyre Stream ford	Westbound	Eastbound

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

CARRIED

7.2. **Request to Approve Intersection Controls on Woodfield's Road and Catherwood's Road – N Puthupparambil (Transportation Engineer) and S Binder (Senior Transportation Engineer)**

S Binder presented the report seeking approval for intersection controls at Woodfields and Catherwood Roads and took the report as read. He advised that Woodfield's Road and Chapmans Boundary Road were unsealed roads with no formalised controls and noted that a recent vehicle accident had prompted the review of priority at these intersections. He further advised that, at the Catherwood's Road and Davis Road intersection, staff proposed to change the controlled approach and replace the existing give-way control with a stop sign.

T Fulton asked about the process for determining road priority. S Binder explained that decisions were based on traffic data, which showed higher traffic volumes on Chapmans Boundary Road. S Barkle disagreed, noting that Boundary Road carried higher traffic volumes and that all other intersecting roads were controlled by give-way signs, making the proposed arrangement inconsistent and potentially unsafe. S Binder confirmed that the information would be verified before any changes were implemented.

T Fulton also asked whether there were any provisions requiring residents to trim hedges for safety reasons. S Binder confirmed that the Council could request hedge trimming but could not require it.

Moved: S Barkle Seconded: T Fulton

THAT the Oxford-Ohoka Community Board:

(a) **Lays** the report on the table until further information on the consistency of controls along Woodfields Road was verified.

CARRIED

7.3. **Oxford Museum Container Storage Proposal – K Howat (Parks and Facilities Team Leader)**

K Howat presented the report seeking the Board's approval to install a storage container at Pearson Park for the Oxford Museum and provided a brief overview of the proposal.

In response to a question from T Fulton regarding whether the site was the originally proposed location, he advised that the container had been repositioned onto the grassed area to avoid the loss of carparks.

T Robson observed that while the report indicated the Museum had agreed to paint the container, this was not reflected in the recommendations. K Howat confirmed that this could be added if the Board wished.

Moved: T Robson Seconded: M Brown

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 260208021464.
- (b) **Approves** the location of a 6m x 2.5m container to be used as temporary storage until 1 December 2029 for the Oxford Museum at Pearson Park, 68 Main Street, Oxford.
- (c) **Approves** that the container is reviewed 1 December 2029 and an updated lease variation request is sent to the Oxford Ohoka Community Board.
- (d) **Notes** that a longer-term storage solution should be considered by the Museum prior to the review date of December 2029, noting that containers are relocatable and not a permanent solution and do not provide temperature and humidity control.
- (e) **Notes** that the container will not be powered, and no electrical connection is proposed as part of this installation.
- (f) **Notes** that the Oxford Arts Trust and Pearson Park Advisory Group support the installation of a storage container.
- (g) **Notes** that staff working on the district-wide review of museum storage requirements, and that the Oxford Museum project be included within this work to support a coordinated long-term storage solution.
- (h) **Notes** that the Oxford Museum Committee consider engaging a qualified archivist to review current collection practices and provide guidance to ensure the museum's collections are being managed, stored, and documented appropriately.
- (i) **Notes** all costs associated with this proposal would be met by the Oxford Historical Records Society including purchase, installation, insurance and ongoing management, plus removal if required.
- (j) **Notes** that any security measures for the containers are the responsibility of the Oxford Historical Records Society and Council takes no responsibility for the container or the contents.
- (k) **Notes** that the container be appropriately painted within six months of installation.

CARRIED

7.4. **West Oxford Reserve Donation Box (Oxford Lions) – K Howat (Parks and Facilities Team Leader)**

K Howat presented the report providing an update on the collaborative donation initiative between the Council and the Oxford Lions at the West Oxford Reserve, noting that all proceeds were directed to community projects.

T Robson highlighted ongoing issues with campers staying for extended periods and observed that the existing gate sign was small and faded. He requested that staff, on behalf of the Board, asked the Lions to install appropriately sized signage outlining the Reserve's camping rules. K Howat confirmed that new signage could be funded from the Greenspace operational budget.

Moved: T Robson Seconded: P Merrifield

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 260216027799.
- (b) **Approves** the ongoing installation of the donation box at West-Oxford Reserve with proceeds going to the Oxford Lions. The Oxford Lions will distribute the funding into Community Based projects within Oxford.
- (c) **Notes** that the donation box should be reviewed after a period of five years from approval date (being 4th March 2031) this being through a report from staff to the Community Board outlining community benefit, amount collected and if the donation box should be granted a further tenure.
- (d) **Notes** that staff are to request that the Oxford Lions are to report back annually to the Oxford Ohoka Community Board to outline funding received and projects supported by this fund.
- (e) **Notes** that staff will prepare a short-written agreement between Council and Lions Club which will outline the purpose of the collection, how funds are to be handled and reporting expectations.
- (f) **Notes** that the Lions have allocated \$5,000 from total revenue received to December 2025, leaving an unallocated balance of \$5,000.
- (g) **Notes** that the \$5,000 that was allocated was invested in a community led project for security cameras in central Oxford.
- (h) **Notes** that there is an opportunity cost to Council in not applying donation-box revenue toward reserve maintenance, as these funds could otherwise offset the annual maintenance cost of approximately \$2,700.

CARRIED

8. CORRESPONDENCE

Nil.

9. CHAIRPERSON'S REPORT

9.1. Chairperson's Report for February 2026

- **Canterbury Landscape Supplies Liaison Group Meeting** – The Group met to discuss the recent site visit, community feedback, and succession planning. Current members indicated their intention to step down, allowing residents within the 1.5 km area who held ongoing concerns to join the Group.
- **All Boards Annual Plan Workshop** – Received a briefing from Council staff on the upcoming 2026/27 Annual Plan.
- **Burnt Hill Storage Dam Meeting** – Waimakariri Irrigation Limited held a public meeting outlining its consent requirements and the establishment of a liaison group. Several downstream residents' questions remained unanswered, and WIL undertook to circulate further information. A follow-up public meeting was yet to be confirmed.
- **Wolffs Road Bridge Meeting** – Discussed promotional material and planning for upcoming engagement events.
- **Swannanoa Fair** – Attended the event, which was well supported until the weather deteriorated. The Board received more than 120 hamper-draw entries.
- **Ohoka Mandeville Rural Drainage Advisory Group Meeting** – Attended the meeting.

- **Woodstock Quarries Limited** – Spoke with the planner, who advised that the Judge’s interim decision was likely to be delayed due to competing District Plan-related priorities.
- **Cust Rumble** – Spoke with the event organiser, who reported an improved experience with Council following meetings with the Mayor and senior planning staff.
- **Swannanoa School – Wards Road Walkway** – Engaged with the school regarding potential planting for the walkway. The school expressed interest in planting koromiko propagated through its science programme, with additional plants potentially supplied by the Eco Warriors. A response on timing was pending.
- **Canterbury Landscape Supplies Consent Hearing** – Spoke with a resident who was willing to support others by explaining the process and advising on key matters of focus. She also emphasised the value of maintaining an active liaison group and bringing in new members to replace those stepping down

Moved: P Merrifield

Seconded: N Mealings

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the verbal report from the Oxford-Ohoka Community Board Chairperson.

CARRIED

10. **MATTERS FOR INFORMATION**

- 10.1. Woodend-Sefton Community Board Meeting Minutes 9 February 2026.
- 10.2. Rangiora-Ashley Community Board Meeting Minutes 11 February 2026.
- 10.3. Kaiapoi-Tuahiwi Community Board Meeting Minutes 16 February 2026.
- 10.4. Proposed Parking and Traffic Bylaw 2026 – Drat for Formal Public Consultation Request – Report to Council Meeting 3 February 2026 – Circulates to all Boards.
- 10.5. Bylaw Programme Update February 2026 – Report to Council Meeting 3 February 2026 – Circulates to all Boards.
- 10.6. Health, Safety and Wellbeing Report October 2025 to Current – Report to Council Meeting 3 February 2026 – Circulates to all Boards.
- 10.7. Approval to Consult on the Draft Youth Action Plan 2026-2029 – Report to Audit and Risk Committee Meeting 17 February 2026 – Circulates to all Boards
- 10.8. Aquatics December Update – Report to Community and Recreation Committee Meeting 17 February 2026 – Circulates to all Boards
- 10.9. Libraries Update to December 2025 – Report to Community and Recreation Committee Meeting 17 February 2026 – Circulates to all Boards

Moved: S Barkle

Seconded: T Fulton

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the information in items.10.1 to 10.9.

CARRIED

11. MEMBERS' INFORMATION EXCHANGE

R Harpur

- Waimakariri Access Group Meeting.
 - Thursday 12 March Accessibility Training.
 - Proposed carpark extension for Blake Street discussed, 169 parks increased to 220. Five mobility parks were proposed as well as EV parking.
 - The Council was currently seeking feedback on a new Parking and Traffic Bylaw. Questions were raised around the time limits for disabled parks.
 - Pop-up libraries were starting a three month trial. Going to the West Eyreton School 9:30am every second Friday of the month.
- All Boards Briefing.
- Swannanoa Fair – huge attendance very lucky with the weather.

T Robson

- Woodstock Quarries Landfill – He had received several requests for further information on this matter and suggested that the Board publish an updated Facebook post.
- West Oxford Reserve – He had received calls and emails regarding campers staying for extended periods, which continued to affect nearby properties. Additional signage outlining camping rules had been requested.
- Oxford Promotions Action Committee Meeting – He attended the meeting as a community member.
- Oxford Community Trust – He participated in a debrief of recent events and programmes and discussed the Trust's upcoming activities for the year.
- All Boards Briefing – He attended the briefing.
- Waimakariri Irrigation Limited / Burnt Hill Storage Public Meeting – He attended the meeting, which, while informative, did not provide many resolutions. Further information and a follow-up public meeting were anticipated.
- Swannanoa Fair – He attended the well-supported event and noted the value of Council's presence in facilitating community engagement.

N Mealings

- Received a call from the Ohoka School caretaker regarding concerns about vehicles speeding past the school during school hours.
- Received an email from an Oxford resident raising concerns about speed and road conditions on High Street near the dog park.
- Received a call from a resident seeking arrangements for key and access requirements for a recurring seven-week booking at the Ohoka Pavilion.
- Met with the Mandeville Sports Club Board Chairperson to clarify areas of responsibility between the Club and the Council.
- Attended the Arohatia te Awa meeting, where the concept plan for the Ohoka Esplanade Reserve was confirmed as complete, with planting underway and infrastructure planning progressing.
- Attended the Mandeville Sports Club All Clubs meeting and Special General Meeting, where the Club adopted its new constitution under the Incorporated Societies Act 2022. Due to an initial lack of quorum, a follow-up meeting was held the following week. An updated Park Run course was being developed, and recruitment for a new groundsman was underway.
- Met with the owners of the Ohoka Farmers Market to discuss access, signage, and related operational matters.

- Attended the Waimakariri Youth Council meeting, which held an open evening for prospective new members during the recruitment period.
- Attended the Ohoka Domain Advisory Group meeting and the monthly Ohoka Bush working bee. The group was considering making an Annual Plan submission for operational requirements and separately discussing understory planting as recommended by staff.
- Attended the Swannanoa Fair, engaging with attendees prior to the afternoon weather change. A Mandeville resident won the prize draw.
- Spoke at the North Canterbury Federation of Women's Institute Annual General Meeting, attended by representatives from all seven branches, including Ohoka.
- Attended the first meeting of the term for the Ohoka Rural Drainage Advisory Group, where T. McBrearty was re-elected as Chair. Staff and the new contractor were present, and the group identified a significant programme of work to progress consultation projects.

11.1. **Beach Users Survey 2025/26**

<https://letstalk.waimakariri.govt.nz/beach-users-survey-2025>

11.2. **Parking and Traffic Bylaw**

<https://letstalk.waimakariri.govt.nz/parking-and-traffic-bylaw-2026>

Consultation closes on Monday 9 March 2026.

11.3. **Youth Action Plan**

<https://letstalk.waimakariri.govt.nz/youth-action-plan>

Consultation closes Wednesday 18 March 2026.

The Board noted the consultation projects.

12. BOARD FUNDING UPDATE

12.1. **Board Discretionary Grant**

Balance as at 28 February 2026: \$3,484.

12.2. **General Landscaping Fund**

Balance as at 28 February 2026: \$14,330.

The Board noted the funding update.

13. MEDIA ITEMS

Nil.

14. QUESTIONS UNDER STANDING ORDERS

Nil.

15. URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil.

NEXT MEETING

The next meeting of the Oxford-Ohoka Community Board is scheduled for 6.30pm, Wednesday 8 April 2026 at the Ohoka Hall.

Workshops 8:01pm to 8:24pm

- *Members Forum*
 - *Annual Plan Submission*

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 8:24PM.

CONFIRMED



Chairperson

8 April 2026

Date