Oxford-Ohoka Community Board

Agenda

Thursday 7 December 2017

7.00pm

West Eyreton Hall
3 Earlys Road
West Eyreton

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 WEST EYRETON HALL, 3 EARLYS ROAD, WEST EYRETON ON THURSDAY 7 DECEMBER 2017 AT 7PM.

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 November 2017

RECOMMENDATION

(a) THAT the Oxford-Ohoka Community Board:

Confirms the circulated minutes of the Oxford-Ohoka Community Board meeting, held 9 November 2017, as a true and accurate record.

4 MATTERS ARISING

5 DEPUTATIONS AND PRESENTATIONS

5.1 John Burton will update the Board on the work occurring on Ashley Gorge walking tracks.

5.2 Ohoka Domain Advisory Group will update the Board on the Gate House development.

5.3 Barbara Warren representing the Ohoka Farmers Market will speak in relation to item 7.2 Ohoka Domain Master Plan Report
6  ADJOURNED BUSINESS

6.1  Removal of all day parking spaces Oxford Town Centre

SUPPLEMENTARY REPORT TO BE CONSIDERED

6.1.1  Supplementary Report - Approval to remove 1 x all day parking space – Oxford Town Centre - Kathy Graham (Journey Planner/Road Safety Co-ordinator)

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

(a) Receives report No. 171123127436.

(b) Adopts the attached Amended Second Schedule – Parking Restrictions to the Parking Bylaw 2007 (Trim 170719075025).

(c) Notes that the proposed amendment to the Second Schedule of the Parking Bylaw is for the removal of one parking space and the installation of no stopping restrictions in Main Street, Oxford, outside of the Fresh Choice Supermarket to improve visibility for the eastern supermarket entranceway and the pedestrian crossing.

REPORT AS PRESENTED TO OXFORD OHOKA COMMUNITY BOARD 5 OCTOBER 2017

6.1.2  Approval to remove 3 x all day parking spaces – Oxford Town Centre – K Stevenson (Roading Manager) and K Graham (Journey Planner/Road Safety Co-ordinator)

Trim No. 170719074874

7 REPORTS

7.1  40km/h Advisory School speed signs Ohoka School – Kathy Graham (Journey Planner/Road Safety Co-ordinator)

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

(a) Receives report No 171123127546.

(b) Approves the installation of “40km/h when children present” school advisory signs on Jacksons Road at Ohoka School as shown on the attached documents (Trim 150629103361 and 171123127547).

(c) Circulates this report to the Utilities and Roading Committee.
7.2  **Ohoka Domain Draft Master Plan – Grant Stephens (Green Space Community Engagement Officer)**

**RECOMMENDATION**

THAT the Oxford-Ohoka Community Board:

(a) **Receives** report No 171123127597

(b) **Notes** that staff have undertaken initial consultation with the community through a feedback flyer and two ‘drop in’ stations and used the results of this feedback to guide the design of the Draft Master Plan for Ohoka Domain, included as attachment i.

(c) **Notes** that following a report in October to the Oxford Ohoka Community Board which summarised the initial consultation and presented a draft master plan, Staff gained approval to undertake public consultation on this Draft Master Plan. Staff have undertaken this consultation with the community through a feedback flyer (attachment ii) and two ‘drop in’ stations and used the results of this feedback to guide any changes to the design of the Draft Master Plan for Ohoka Domain.

(d) **Notes** that following and as a result of this consultation an Alternative Draft Master Plan (Attachment iii) has been created for Ohoka Domain. This plan has been altered to better suit the needs of the Farmers Market as well as providing for all of the elements in the original plan.

(e) **Notes** that the current estimated cost to implement the Alternate Draft Master Plan is $290,000

(f) **Approves** the Alternative Ohoka Domain Draft Master Plan (Trim No.171123127620) for implementation in 2018/19 subject to Council funding approval of $290,000 in the Long Term Plan in 2018.

---

7.3  **Application for Oxford-Ohoka Community Board Discretionary Grant 2017-2018 – Edwina Cordwell (Governance Adviser)**

**RECOMMENDATION**

THAT the Oxford-Ohoka Community Board:

(a) **Receives** report No. 171122126837.

(b) **Approves** a grant of $__________ to West Eyreton School towards the costs of books focussing on healthy eating for the school library

OR

(c) **Declines** the application from West Eyreton School.
7.4 **Appointment to Advisory Groups and Outside Organisations – Waimakariri Access Group – Edwina Cordwell (Governance Adviser)**

**RECOMMENDATION**

THAT the Oxford-Ohoka Community Board:

(a) **Receives** report No. 171122126746.

(b) **Approves** the appointment of Board Member …………………. as the Board’s representative and liaison person to the Waimakariri Access Group.

8 **CORRESPONDENCE**

**RECOMMENDATION**

THAT the Oxford-Ohoka Community Board:

(a) **Receives** the letter regarding Mandeville Sports Club Inc application for General Landscaping Budget grant (Trim 171127128348).

9 **CHAIRPERSON’S REPORT**

9.1 **Chairperson’s Report for November 2017**

**RECOMMENDATION**

THAT the Oxford-Ohoka Community Board:

(a) **Receives** report No 171128128808.

10 **MATTERS FOR INFORMATION**

10.1 **Woodend Sefton Community Board meeting minutes – 9 October 2017** (Trim No. 171018112702)

10.2 **Woodend Sefton Community Board meeting minutes – 13 November 2017** (Trim No. 171108121357)

10.3 **Rangiora-Ashley Community Board meeting minutes – 11 October 2017** (Trim No. 171018112700).

10.4 **Kaiapoi-Tuahiwi Community Board meeting minutes – 16 October 2017** (Trim No. 171016111634)

10.5 **Library Update** – Report to Community and Recreation Committee 21 November 2017 (Trim No. 171109122261).


10.7 **Community Facilities Provision** – Report to Community and Recreation Committee 21 November (Trim No. 171026115830)

10.8 **Annual Report for Te Kohaka o Tuhaitara Trust for the year ended 3 June 2017** – Report to Audit and Risk Committee 28 November 2017 (Trim No. 171103119209).
10.9 Capital Projects Report for the period ended 30 September 2017 - Report to Audit and Risk Committee 28 November 2017 (Trim No. 171107120949).


10.12 Summary of Discretionary Grant Accountability 1 January 2017 to 30 June 2017 – Report to Kaiapoi-Tuahiwi Community Board 18 September 2017 (Trim No. 170901094834).

10.13 Summary of Discretionary Grant Accountability 1 January 2017 to 30 June 2017 – Report to Rangiora-Ashley Community Board 13 September 2017 (Trim No. 170831093802).


10.15 Tram Road Speed Limit, Mandeville North – Report to Council 5 December 2017 (Trim No. 171121126353).

10.16 Adoption of Council Standing Orders – Report to Council 5 December 2017 (Trim No. 171115124385).


RECOMMENDATION

THAT the Oxford-Ohoka Community Board receives the information in items 10.1-10.18.

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 Stormwater Drainage Bylaw

Consultation closes 5pm, 15 December 2017.

http://www.waimakariri.govt.nz/have-a-say/letstalk/consultations/stormwater-drainage-bylaw
RECOMMENDATION
THAT the Oxford-Ohoka Community Board:

(a) Resolves that it will submit on the Stormwater Drainage Bylaw.

AND

(b) Notes that any elected member may choose to submit on this matter as a private individual.

13 REGENERATION PROJECTS

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


13.2 New Arterial Road, Kaiapoi
Regular updates on the progress of the new Arterial Road will be posted on the Council’s website. There are also links to intersection layout plans for each of the new intersections. The updates can be located using the link below:


14 BOARD FUNDING UPDATE

14.1 Board Discretionary Grant
Balance as at 7 December 2017: $3660.95

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 Thursday 8 February 2018 commencing at 7.00pm, at Oxford Town Hall.

Workshop

1. Members’ Forum.
MINUTES FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD
HELD IN THE A&P MEETING ROOM, OXFORD TOWN HALL, MAIN STREET,
OXFORD ON THURSDAY 9 NOVEMBER 2017 AT 7.00PM.

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

IN ATTENDANCE
S Markham (Manager, Strategy and Engagement), S Nichols (Governance Manager),
B Rice (Senior Transport Engineer), S Hart (Business and Centres Manager), T Ellis
(Development Planning Manager), Mayor D Ayers and E Stubbs (Minute Secretary).

The meeting adjourned for a workshop from 8.04pm to 8.41pm and a break from
8.41pm to 8.45pm.

1 APOLOGIES
Nil.

2 CONFLICTS OF INTEREST
There was some discussion over minutes from a Mandeville Residents Association
(MRA) meeting that D Nicholl, J Ensor, M Brown and S Farrell attended. The
meeting discussed the Tram Road Speed Limit Review and there was a query
whether the Mandeville Residents meeting had been recorded correctly in the
minutes.

S Markham suggested a test for predetermination was if members had a view in their
mind that believed would not be changed, then they were conflicted as they would
not have open and objective consideration of matters before them. If they retained
an open mind and did not have a full and final view, then they did not have
predetermination. It was difficult for elected members as they were invited to
community meetings and their presence/silence could be interpreted as support.

K Felstead noted that the recommendation for Item 6.1 was to approve consultation
rather than a decision on speed limits.

J Ensor provided an explanation of the discussion at the MRA meeting, advising he
would look at those minutes as a public record, referring back to back to their legal
team.

There was agreement that all board members remained interested in hearing
community views through consultation, therefore no conflict of interest at the point in
time.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the Oxford-Ohoka Community Board – 5 October 2017
Moved S Farrell seconded J Ensor

THAT the Oxford-Ohoka Community Board:

(a) Amends the minutes of the Oxford-Ohoka Community Board meeting
held on 5 October 2017, item 7.7 should read as follows:
Moved S Farrell seconded W Doody

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

(a) **Receives** report No. 170922102675.

(b) **Approves** the appointment of Board Member J Ensor as a Board representative and liaison person, to the Swannanoa Cricket Club Domain Development Group.

On being put to the meeting this motion was **CARRIED**.

However, the Chairperson then advised the Board that M Brown, who had given his apologies for the meeting, had also expressed his interest in the appointment to the Chair via email.

On receipt of this new information and under **Standing Orders 3.9.17 Revocation or alteration of resolution at same meeting** a further motion was moved and seconded.

Moved D Nicholl seconded J Lynn

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

(c) **Receives** report No. 170922102675.

(d) **Approves** the appointment of Board Member M Brown as a Board representative and liaison person, to the Swannanoa Cricket Club Domain Development Group.

The Board noted that Member Brown was not present and therefore unable to address the Board regarding his interest in the appointment.

Staff advice was sought and an Amendment was moved and seconded as follows:

**Amendment:**

Moved W Doody seconded J Lynn

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

(e) **Receives** report No. 170922102675.

(f) **Lies** the report on the table due to absentee members.

**CARRIED**

Moved W Doody seconded J Lynn

(b) **Confirms** the minutes of the Oxford-Ohoka Community Board meeting, held 5 October 2017, as a true and accurate record with the amendment.

**CARRIED**

4 **MATTERS ARISING**

J Lynn advised he was awaiting feedback from staff on two previously raised issues relating to the Ohoka Domain Draft Master Plan and the Ohoka Pavilion repairs. Staff advised they would follow the matter up.

T Robson advised that there had been a miscommunication around the Young Elected Members Retreat. He hoped to be able to attend other events in the future.
M Brown advised he was awaiting feedback from staff relating to West Eyreton tennis club maintenance. Staff advised they would follow the matter up.

W Doody queried who was assisting with the Ecarn submission re Canterbury Landscape Supplies Ltd. S Nichols advised she was co-ordinating matters with the planner that the Board had engaged.

5 **DEPUTATIONS AND PRESENTATIONS**

Nil.

6 **ADJOURNED BUSINESS**

6.1 **Tram Road Speed Limit Review – B Rice (Senior Transport Engineer) and C Sexton (Intern Engineer)**

B Rice reflected on a Board briefing held on 26 October and tabled a copy of the proposed consultation document and a copy of the zone map for the letter drop. He outlined changes since the report was considered at the 5 October meeting, which primarily involved timing. It was advised the developers had not submitted a change in resource consent.

S Farrell questioned the response of the Council if more people submitted in support of a different speed limit. B Rice advised that he could not speak for Council. The report to Council would capture facts as consultation was not a vote or based solely on volume of numbers; elected members would consider the reasons why people supported or opposed a proposal. Appropriate weight would also be given to the response from NZTA and the Police. S Markham added that the validity of arguments would be considered and weighed up before a staff recommendation was made to the Council.

J Lynn asked, given the feedback so far received from Mandeville Residents Association (MRA), where 70km/hr appeared to be their preference, (yet 80km/hr was the proposed recommended speed limit), what consideration could Council give to a 70km/hr limit. K Felstead commented that was unfair to ask staff such a question, he was not a decision maker. K Felstead explained that the Council seldom made a decision on numbers alone as they considered the accompanying arguments. W Doody concurred that all submissions were read in order to make a well informed decision.

B Rice provided an explanation of the process. If the staff resolution was passed tonight then consultation would start tomorrow (10 November) and run for two weeks. At the conclusion a report would be prepared for the Council to consider the matter at their 5 December meeting and a memo would be prepared for the Board that summarised results of consultation.

There was some discussion over the process. It was noted that there were timing implications, if the Council did not consider the report until February 2018 there were operational consequences for the Mandeville development. There was not time for the Board to make a recommendation unless they held an extraordinary meeting prior to the December Council meeting.

Staff advised the proposed consultation finished on 24 November. The Board could potentially hold an extraordinary meeting on 30 November to consider consultation feedback and make a recommendation to the Council for their meeting on 5 December. It was an extremely tight timeframe. B Rice had outlined the implications for the business facility resource consent if it did not open as currently proposed in late January/ early February 2018.

K Felstead summarised that the Board could either trust the Council to make the decision in the best interests of all who use Tram Road or hold an
extraordinary meeting if the Board would like to make a recommendation to the Council.

S Farrell raised potential changes to the developer’s plans with two right hand turns, how the plan was contentious and was already in the public domain, and whether the community should be consulted on the basis that the change could be made in the future. B Rice advised that decisions had to be made on the resource consent as it currently stood. S Nichols advised the Board of staff information at the recent briefing, where it was explained at what point a consent change application could be applied for. B Rice commented that the developer’s had not currently applied for the resource consent change.

K Felstead asked if it would be reasonable to review speed limits if there was a change in the development. B Rice confirmed that if any change in resource consent for the development occurred the Board and/or the Council could review the speed limit situation.

Moved J Lynn seconded T Robson

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

(a) **Receives** Memo No. 171027116188.

(b) **Approves** consultation being carried out on the proposal to change the speed limit on Tram Road to 80km/h, as outlined in the plan (TRIM 170914099898) attached to the main report (TRIM 170913099302).

(c) **Notes** that consultation on this proposal will be carried out between 10 November and 24 November 2017.

(d) **Notes** that the Board will be updated at the end of the consultation process through a memo process.

(e) **Notes** that any submissions on the proposal will be taken into account before the change is presented to the Council on 5 December 2017 for consideration.

J Lynn commented that putting aside future issues, what the Board was being asked to approve today was to receive feedback on the current speed limit proposal applicable to the current resource consent. J Lynn accepted a memo update on results of consultation.

D Nicholl commented that if the Board did not have an extraordinary meeting on the 30 November the decision would be solely left to the Council.

**Amendment**

Moved J Ensor seconded S Farrell

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

(a) **Receives** Memo No. 171027116188.

(b) **Approves** consultation being carried out on the proposal to change the speed limit on Tram Road to 80km/h, as outlined in the plan (TRIM 170914099898) attached to the main report (TRIM 170913099302).

(c) **Notes** that consultation on this proposal will be carried out between 10 November and 24 November 2017.

(d) **Approve** an extraordinary meeting be held on 30 November 2018 in order to consider submissions and make a recommendation to the Council following the consultation.

**LOST**
J Ensor advised that the MRA had a number of suggestions that had been provided to the engineer who believed they were good suggestions to mitigate effects. He did not believe they could make a judgement until they saw all the evidence.

S Farrell commented that unless there was an extraordinary meeting they would not receive feedback on the submissions. B Rice reiterated that all submissions would be made available to Board members, however the decision would be that of the Council and without an extraordinary Board meeting the Board would not be able to make a recommendation to the Council.

Substantive Motion

Moved J Lynn seconded T Robson

THAT the Oxford-Ohoka Community Board:

(a) Receives Memo No. 171027116188.
(b) Approves consultation being carried out on the proposal to change the speed limit on Tram Road to 80km/h, as outlined in the plan (TRIM 170914099898) attached to the main report (TRIM 170913099302).
(c) Notes that consultation on this proposal will be carried out between 10 November and 24 November 2017.
(d) Notes that the Board will be updated at the end of the consultation process through a memo process.
(e) Notes that any submissions on the proposal will be taken into account before the change is presented to the Council on 5 December 2017 for consideration.

CARRIED

J Lynn commented that the consultation was on the proposal as it currently stood. He was comfortable with the Council considering the advice of the support agencies, along with all submissions before deciding the speed limit.

T Robson was happy to receive feedback from the consultation and had faith that the Council would take all feedback into consideration when making a decision.

M Brown supported the view of J Lynn.

6.2 Appointee request from Swannanoa Cricket Club Domain Development Group – K Ward (Community Board Advocate)

S Nichols acknowledged that at the last meeting the recommendation and meeting process had not flowed as it should have. It was advised that since the last meeting Peter Fulton of the Swannanoa Cricket Club Domain Development Group had verbally advised staff that their preference for a Board representative and liaison person was Mark Brown. That did not preclude other Board members involvement from time to time who had knowledge of specialty areas such as irrigation.

S Farrell asked the reason for preference and why that had been raised after the meeting and not before. S Nichols advised the view had been expressed after the Board had laid the report on the table when staff advised the group the outcome of the October meeting. The club representative stated they already had a relationship with M Brown.
K Felstead asked if they had discussed two representatives to the committee and S Nichols replied that had not been discussed.

J Ensor asked if it was the preference of the Swannanoa Cricket Club Domain Development Group or of P Fulton. S Nichols advised that P Fulton, who was the club secretary was speaking on behalf of the Club.

S Farrell commented that M Brown was often away. M Brown expressed concern that that was an unfair comment. The Chair permitted M Brown to respond in a personal statement. M Brown had arranged personal employment travel around his other commitments which included community and community board commitments, attending a high percentage of meetings.

M Brown explained that as a previous advisory board member he was an enabler for the Cricket Club bringing many groups to work together turning what was a hay paddock at the West Eyreton Domain into a native bush reserve. While the Cricket Club had a vision, it was not their domain and they needed to understand the co-dependency with the school and wider community. M Brown believed he had those skills to look at the big picture and bring the groups together. Swannanoa was on his doorstep.

Moved W Doody seconded J Lynn

THAT the Oxford-Ohoka Community Board:

(a) Receives report No. 170922102675.

(b) Approves the appointment of Board Member M Brown as a Board representative and liaison person, to the Swannanoa Cricket Club Domain Development Group. Furthermore in regard to areas involving J Ensor’s speciality knowledge that the club liaise with J Ensor also.

CARRIED

J Ensor believed the arrangement would work well and was happy to provide advice.

M Brown was happy to seek out expert advice and was looking forward to bringing groups together.

The meeting adjourned for a workshop from 8.04pm to 8.41pm and a break from 8.41pm to 8.45pm.

7 REPORTS

7.1 The Oaks Reserve Draft Concept Plan – G Stephens (Green Space Community Engagement Officer)

S Markham advised that the concept plan had been developed and consulted with the previous Oxford-Eyre Advisory Board. This Community Board was being asked to accept the overall concept and recommend the plan go to the Council for funding consideration in the Long Term Plan (10 year budget). If funding was approved the plan would be subject to detailed planning and come back to the Board for further consideration. The key objective was to include the plan into the Long Term Plan (LTP) process to make sure there was a budget going forward.

S Farrell noted items that needed changing in the plan such as not being able to get to the woodland walk from the carpark without going through the dog park. S Markham advised that if funding was made available under the LTP then detailed planning would follow.
THAT the Oxford-Ohoka Community Board:

(a) Receives report No 16106111868.

(b) Notes that staff have undertaken initial consultation with the community through a feedback flyer and at the request of the Oxford Eyre Ward Advisory Board used the results of this feedback to guide the design of the Draft Concept Plan for The Oaks Reserve.

(c) Supports staff submitting The Oaks Draft Concept Plan to Council for funding consideration from the 2018-2028 Long Term Plan. (Trim No. 71016111793).

(d) Notes that if funding is approved, the plan would be subject to a process of further public consultation before a more detailed concept plan was prepared. This would then be presented back to the Oxford-Ohoka Community Board for approval prior to being implemented.

(e) Notes that if the Board wishes to redevelop the area it will be necessary to change its classification under the Reserves Act from a Gravel Pit Reserve.

CARRIED

J Lynn noted recommendation (d), that it was a concept draft plan and would be subject to a process of further public consultation.

M Brown commented that it was important to progress the report so that it could get into the LTP. It would definitely still undergo detailed, robust public consultation.

K Felstead queried recommendation (e), changing the classification under the Reserves Act from a Gravel Pit Reserve and enquired if it was a long process that could hold up development in the future and should it be worked on now? Staff acknowledged the question.

An additional motion was proposed:

Moved K Felstead, seconded M Brown

(f) Requests that changing the area’s classification under the Reserves Act from a Gravel Pit Reserve be commenced in February 2018 once the general plan is accepted into the Council’s 2018-2028 Long Term Plan.

CARRIED

7.2 Meeting venues and dates until end of 2018 – S Nichols (Governance Manager)

S Nichols advised that the meetings proposed had the same date and time pattern as the past year; that is, commencing 7pm on the first Thursday following the Council meeting. There had been no negative feedback on the arrangement from Board members or the public.

S Nichols advised the another aspect of the report was venues and reflected on a comprehensive report the Board considered last April of venue pros and cons. Rather than multiple venues there was a preference for two or three venues that covered the area to be used consistently.

S Nichols advised for the Ohoka area, an exact venue had not been specified as the Ohoka Domain Pavilion was scheduled in the coming months for renovation. A possibility was also the Ohoka Community Hall which had been
used before and was proven a suitable venue with good heating, size and accessibility. All other venues were secured on the dates in the recommendation.

S Nichols provided comment on Mandeville Sports Centre (MSC) as a venue advising that there had been issues with the arrangement for the September 2017 meeting. The venue had been promised exclusive use with no bar operational, however this was not the case on the meeting night. Due to safety concerns it was not deemed an appropriate venue to hold future Board meetings.

W Doody advised that as the Council representative on the MSC Board she would provide feedback to the Mandeville Sports Club.

There was some discussion around the Mandeville Sports Centre as a future venue. A letter was tabled from the Mandeville Sports Club, via J Ensor for potential 2018 meetings, advising the Board could be given a designated area, however that was not exclusive use. The letter was received.

K Felstead supported follow up on the possibility of future use. S Nichols advised she would work with the club and W Doody to see if an appropriate agreement could enable the Board to utilise the venue at some point in 2018. It was also noted any meeting would work around seasonal sport usage.

Moved M Brown seconded J Lynn

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

(a) **Receives** report No. 171026116094

(b) **Resolves** to hold Board meetings at the following venues, commencing at 7.00pm on the following dates:
   - Thursday 7 December 2017 – West Eyreton Hall
   - Thursday 8 February 2018 – Oxford Town Hall (auditorium)
   - Thursday 8 March – Ohoka
   - Thursday 5 April – West Eyreton Hall
   - Thursday 3 May – Oxford Town Hall (A&P Room)
   - Thursday 7 June – Ohoka
   - Thursday 5 July – West Eyreton Hall
   - Thursday 9 August – Ohoka
   - Thursday 6 September – Oxford Town Hall (A&P Room)
   - Thursday 4 October – West Eyreton Hall
   - Thursday 8 November – Ohoka
   - Thursday 6 December – Oxford Town Hall (A&P Room)

(c) **Request staff report in April 2018 on the possibility of using Mandeville Sports Centre under conditions acceptable to the Board and Governance staff.**

W Doody advised that C Brown had a monthly meeting with Mandeville Sports Centre. She suggested that S Nichols could raise concerns at that meeting.

M Brown, as a private member of the Mandeville Sports Centre Board, advised that the Board was aware of concerns with exclusive use and were looking at ways that could be addressed. The centre did not want to lose bookings.

J Lynn commented even if the building could be split, there was still the issue of the bar.
It was agreed that S Nichols would work with W Doody and M Brown to find an appropriate solution.

7.3 Retrospective ratification of the Oxford-Ohoka Community Board's Submission to Environment Canterbury regarding RC175184 Canterbury Landscape Supplies Ltd 949 South Eyre Road & 33 Diversion Road Eyreton – K Ward (Community Board Advocate)

S Nichols provided an update on the process. The engaged planner was currently working on the information required for the hearing. The hearing had been set for the week of 4 December 2017. N Harrison advised that the WDC consent process was not yet ready for any notification stage.

It was proposed that on the week of 27 November, D Nicholl and the other member presenting to ECan would meet with planner in order to go over the submission material to be presented at the hearing.

There was some discussion over who was going to present to ECan. There had been discussion but no formal board resolution. S Nichols advised that the Board Chair was always the spokesperson with another member as support. It was suggested that J Lynn would accompany the Chair at the hearing, and if one of those members should become unavailable then M Brown would represent the Board at the hearing.

S Nichols advised the presentation would be no more than half an hour at a venue in Christchurch.

K Felstead asked why there was not a joint hearing with WDC and ECan, which he believed that was compulsory under the RMA. S Markham suggested that it was only where practicable.

Moved W Doody  seconded M Brown

THAT the Oxford-Ohoka Community Board:
(a) Receives report No. 171027116328.
(b) Ratifies the Board’s Submission to Environment Canterbury (ECan) regarding RC175184 Canterbury Landscape Supplies Ltd 949 South Eyre Road & 33 Diversion Road Eyreton. (Trim 171024114418).

CARRIED

7.4 Ratification of the Oxford-Ohoka Community Board’s Submission regarding the District Plan Review ‘Comments and Issues’ Phase – E Cordwell (Governance Adviser)

S Markham advised that mid-late next year there would be a further round of District Plan follow-up with the Board.

Moved J Ensor  seconded M Brown

THAT the Oxford-Ohoka Community Board:
(a) Receives report No. 171009109016.
(b) Ratifies the Board’s Submission regarding the Waimakariri District Council’s District Plan Review ‘Comments and Issues’ Phase (Trim 171009108984).

CARRIED
J Ensor believed it was a very good submission and congratulated the Board.

8 CORRESPONDENCE
S Nichols advised the waste management matters would feed into the LTP, which would be consulted through the LTP in March 2018.

S Nichols advised that the letter from the Mandeville Residents’ Association regarding speed limits would be treated as a submission to the consultation approved in Item 6.1.

In December there would be a report to the Board regarding appointment of a representative to the Waimakariri Access Group. There had been an invitation to attend an event on the 21 November which was open to all members.

Moved J Lynn seconded S Farrell

THAT the Oxford-Ohoka Community Board:

(a) Receives the letter regarding Draft Waste Management and Minimisation Plan and Kerbside Options (Trim 171030116729).

(b) Receives both the letter from the Mandeville Residents’ Association regarding Speed Limits at Commercial Development at the Mandeville Village (Trim 171102118664) and the letter of acknowledgement (Trim 171101118551).

(c) Receives the request from the Waimakariri Access Group to appoint a representative to the group from the Oxford-Ohoka Community Board. (Trim 171031117662).

CARRIED

9 CHAIRPERSON’S REPORT

9.1 Chairperson’s Report for October 2017

Moved W Doody seconded M Brown

THAT the Oxford-Ohoka Community Board:

(a) Receives report No 171031117684.

CARRIED

10 MATTERS FOR INFORMATION

10.1 Woodend Sefton Community Board meeting minutes – 11 September 2017 (Trim No. 171003106542)

10.2 Rangiora-Ashley Community Board meeting minutes – 13 September 2017 (Trim No. 170919101095).

10.3 Kaiapoi-Tuahiwi Community Board meeting minutes – 18 September 2017 (Trim No. 170918100755)


10.5 Battle of Passchendaele Commemoration 2017 – Report to Council 3 October 2017 (Trim No. 170922102546).

10.7 **Stormwater Drainage Bylaw Review 2017/18** – Report to Council
24 October 2017 (Trim No. 170907097266).

10.8 **CAREX Report on Glyphosate** - Report to Council 24 October 2017
(Trim No. 171012110892).

S Farrell sought clarification on some of the items relating to the Stormwater Drainage Bylaw Review. There was some discussion on the issues raised. S Markham advised that staff would arrange a briefing with the Board later in November. It was clearly a significant issue in the Mandeville area.

Moved W Doody   seconded M Brown

**THAT** the Oxford-Ohoka Community Board receives the information in items 10.1-10.8.

CARRIED

11 **MEMBERS’ INFORMATION EXCHANGE**

11.1 **J Ensor**
- Attended WHAG meeting. D Gordon was the Councillor representative. Tessa Sturley had taken over from Madeline Burdon as staff representative.
- The Motor Neuron Disease Mountain Bike fundraiser in memory of Councillor P Allen to held on 9.30am Sunday 12 November.
- Attended opening on Western Belfast Bypass.
- Attended Mandeville Residents Association meeting where developer’s outlined new development.
- Attended District Plan submission workshop.
- Attended Mandeville Sports Centre meeting.
- Commented on upcoming Cust School 150th anniversary celebrations.

11.2 **T Robson**
- Attended Pearson Park Advisory Group meeting
  - finalised design and placement of sign that was funded out of the Boards landscape budget.
  - discussed half basketball court investigation.
- Attended OPAC meeting.
- Attended Youth Council meeting where ideas for the Kaiapoi Town Centre plan were discussed.

11.3 **S Farrell**
- Attended Pearson Park Advisory Group meeting with on-site visit to park; discussed limb up trees for natural shade in the future.
- Concerns raised by residents regarding people walking through the pensioner flat complex.
- Received two complaints regarding speed and dangerous exit, referred to Council.
- Received queries on right hand turns.
- Sent ‘snap, send, solve’ requests to Council with great response.
- Attended Mandeville Residents Association meeting.
- Canterbury Landscape Supplies – advised a hold had been placed on some of the types of materials that could be delivered there.

11.4 **J Lynn**
- Was newly appointed as Deputy Chair of North Canterbury Neighbourhood Support.
- Attended Ohoka Domain meetings, currently receiving submissions.
- Attended Parks and Reserves Management meeting.
- Attended governance training sessions.
- Ohoka School 150th year celebration in October 2018 and was Chair of organising committee.
• The Ohoka School speed sign had been finalised.

11.5 **M Brown**  
• Requested update on design of railing outside liquor store on Meyer Place.

11.6 **W Doody**  
• Tabled Councillors report.

11.7 **K Felstead**  
Commented on the 7 November Council meeting:
• Adopted accessibility strategy
• National Land Transport supported cycle education funding to $70-80,000.
• North Canterbury Riding for the Disabled – Council had agreed to defer payments on loan.
• Reclassified South Eyre Road Reserve.
• Agreed to secure new land for Lehmans Road / River Road bypass.
• Agreed to fund share of Petries Road water main.
• Agreed to fund Tuahiwi sewage extension.

S Nichols provided an update on an unsealed section of North Eyre Road which was proposed to be sealed, following the Boards action. K Stevenson had advised that the project was out for tender closing mid-November, anticipating to be awarded prior to Christmas, which sealing occurring in the New Year.

12 **CONSULTATION PROJECTS**

12.1 **Dudley Park Shelter Belt Removal**  
Consultation closes 5pm, 16 November 2017.  

12.2 **Stormwater Drainage Bylaw**  
It was noted a staff briefing relating to the bylaw had been requested. Submissions close on 15 December 2017. It was proposed the Board could workshop their submission at the conclusion of their 7 December meeting to convey to staff the Board submission. A draft submission would then be circulated via email for comment and approval before the closing date.

12.3 **Williams Street Beach Road Intersection**  
Consultation closes 5pm, 13 November 2017.  
The Board noted the current consultations.

13 **REGENERATION PROJECTS**

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


13.2 **New Arterial Road, Kaiapoi**

Regular updates on the progress of the new Arterial Road will be posted on the Council’s website. There are also links to intersection layout plans for each of the new intersections. The updates can be located using the link below:


The Board noted the regeneration updates.

14 **BOARD FUNDING UPDATE**

14.1 **Board Discretionary Grant**

Balance as at 9 November 2017: $3,660.95

S Nichols encouraged members to link with their community groups advising of the discretionary fund for consideration in the upcoming months.

M Brown noted the Swannanoa Cricket Club were wanting to move their club rooms and that Mandeville Sports Centre were looking for funding to plant trees. He would suggest both groups make an applications to the Board.

15 **MEDIA ITEMS**

S Farrell commented that the Board did not have a face in the community and suggested that the Board put out some information on what they were doing. S Nichols advised that a member of the communications team had been assigned to the Board. They would attend a meeting in the new to discuss initiatives. It was advised what other Community Boards are doing to connect with the community such as attending community events by setting up a location at the event with their banner flag and inviting conversation with members of the community. A member also wrote an article for the Woodpecker discussing what happened at the Board meeting. S Farrell noted it was difficult to get an article into the Observer. S Nichols commented there was very little budget for advertising. The Board advised of their strong desire to have presence (and tent) at the Oxford A&P show being held 31 March 2018.

16 **QUESTIONS UNDER STANDING ORDERS**

Nil.

17 **URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

Nil.

**NEXT MEETING**

The next meeting of the Oxford-Ohoka Community Board is scheduled for Thursday 7 December 2017 commencing at 7.00pm, at West Eyreton.
THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 10.16pm.

CONFIRMED

_______________________________

Chairperson

_______________________________

Date

**Workshop (8.04pm to 8.41pm)**

Staff presented a workshop updating members of the Oxford Town Centre Strategy.
1. **SUMMARY**

1.1. The purpose of this report is to request the Board recommend to Council that it make amendments to the Second Schedule of the Parking Bylaw 2007 as follows:

- To remove 1 x all-day parking zone outside Fresh Choice Supermarket, Main Street, Oxford

1.2. This follows an earlier report to the Board on 5 October 2017 in which it was recommended that 3 carparks outside the Fresh Choice supermarket be removed and parking restrictions imposed due to concerns from the community around safety and visibility in the vicinity of the supermarket, both for vehicles exiting the Fresh Choice carpark and pedestrians using the pedestrian crossing.

1.3. Concerns however were also subsequently raised by business owners in Oxford regarding the loss of parking by removal of the three carparks. Emma Gillard, owner of “Emma’s at Oxford” on Main Street, presented a submission to the Board at the 5 October meeting and questioned that consideration be given to setting time limits on some parking spaces in the Main Street as she believes local employees often park there all day, removing the ability for customers to utilise the parking spaces.

1.4. The Oxford Promotions Action Committee had also written to the Council requesting the possibility of time restricted parking.

1.5. The Board, at the meeting of 5 October 2017, received the report but lay the matter on the table pending further information regarding time restricted parking.

1.6. Time-restricted parking has been investigated and is considered a ‘last-resort’ action to be implemented due to the difficulty in monitoring and enforcing the restrictions in the Oxford area due to resourcing this.

1.7. The removal of one carpark space will assist in improving visibility for both the eastern exit from the Fresh Choice supermarket carpark and the pedestrian crossing, while allaying the business owner’s fears of losing additional parking in the Main Street.
Attachments:

i. Report presented to the Board on 5 October 2017 (Trim 170719074874)
ii. Aerial Plan showing recommended parking changes (Trim 171123127449)
iii. Proposed Amended Second Schedule – Parking Restrictions to the Parking Bylaw 2007 (Trim 170719075025)

2. **RECOMMENDATION**

**THAT** the Oxford-Ohoka Community Board recommends to Council that it:

(a) **Receives** report No. 171123127436

(b) **Adopts** the attached Amended Second Schedule – Parking Restrictions to the Parking Bylaw 2007 (Trim 170719075025)

(c) **Notes** that the proposed amendment to the Second Schedule of the Parking Bylaw is for the removal of one parking space and the installation of no stopping restrictions in Main Street, Oxford, outside of the Fresh Choice Supermarket to improve visibility for the eastern supermarket entranceway and the pedestrian crossing.

3. **ISSUES AND OPTIONS**

3.1. The Community Board has received feedback from members of the Oxford community regarding concerns over speed in the Main Street of Oxford and feedback that drivers often don’t stop for pedestrians on the pedestrian crossings;

3.2. Several community members have also raised concerns around visibility and the proximity of the eastern supermarket driveway to the pedestrian crossing situated outside Fresh Choice supermarket.

3.3. A petition requesting a 40km/h speed for Main Street, Oxford with 286 signatures was received by the Road Safety Co-ordinating Committee on 12 April 2017.

3.4. Speed surveys were carried out in Main Street, Oxford in May 2017 in three locations with proximity to the three pedestrian crossings. The average speeds ranged from 42.4km/h to 48.7km/h. Speed in the area of the pedestrian crossing by Fresh Choice showed an average of 42.66km/h and an 85 percentile of 48.62km/h.

3.5. These speed surveys showed that speeds are generally low and there is no need for speed management intervention such as changes to speed limits.

3.6. A workshop with the Oxford-Ohoka Community Board in June raised the possibility of removing three car parking spaces from outside Fresh Choice on the northern side of the road to improve visibility for both pedestrians on the crossing and vehicles entering and exiting the Fresh Choice carpark.

3.7. Concerns were subsequently raised by business owners over the removal of three car parks in the main street. Feedback has also been received that nearby business employees were utilising the main street carparks for all-day parking raising the possibility of the installation of time-restricted parking as an option.
3.8. An earlier Report to the Board on October 5 recommending the removal of 3 parking spaces outside the Fresh Choice supermarket in Main Street, Oxford was put aside for further information to be sought on time-restricted parking before a decision was made.

3.9. Time-restricted parking has been investigated and is considered a 'last-resort' action to be implemented due to the difficulty in monitoring and enforcing the restrictions in the Oxford area due to current resourcing levels for parking enforcement in the district.

3.10. Feedback from Council Environmental Services staff who have visited Oxford on for other matters has been that there is no apparent shortage of parking in Oxford business area and parking turnover is sufficient to cater for the volumes of traffic in the area.

3.11. The removal of one carpark space will assist in improving visibility for both the eastern entrance/exit from the Fresh Choice supermarket carpark and the pedestrian crossing, while allaying the business owner’s fears of losing additional parking in the Main Street.

3.12. In removing this carpark, the one remaining carpark can be moved to a more central position to allow for increased distance between the driveway entrance/exit of Fresh Choice and the pedestrian crossing. Yellow no parking lines will be installed either side.

3.13. Furthermore, the two carparks to the south of the entrance/exit to Fresh Choice can be reduced in size to 2 x 5m carparks, allowing for an increased distance between the front carpark and the eastern entrance/exit driveway.

3.14. It is important the removal of the carpark is complimented by community engagement to reinforce the reasons why, to encourage compliance around not parking on yellow lines, and to encourage better use of off-Main Street carparks by businesses and employees to maximise customers opportunities to use the carparks on Main Street. Council staff can assist with this engagement.

3.15. The options outlined will enable other measures to be considered at a later date should the changes and community engagement not achieve the desired outcome.

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

4. COMMUNITY VIEWS

4.1. A number of members of the community have raised concerns about speed and vehicles not stopping for pedestrians on the pedestrian crossings in Main Street, Oxford.

4.2. Community members also provided feedback that they believed visibility of the pedestrian crossing by Fresh Choice carpark was compromised when vehicles were parked in the spaces between the Fresh choice driveways, particularly if they were high or 4WD vehicles.

4.3. A number of community members suggested removal of the car parking spaces outside Fresh Choice on the northern side of the road would improve visibility in the area both for the pedestrian crossing and vehicles exiting the carpark.

4.4. Fresh Choice supermarket provides a number of off-street parking spaces directly outside the supermarket and were agreeable to the initial suggestion of removing the three carparks.

4.5. Emma Gillard, owner of “Emma’s at Oxford”, had earlier expressed concern about the loss of parking by removal of the three carparks however has been spoken to in regard to the latest recommendation and recognises that the removal of one carpark supported by
community engagement on the issues raised will be of a safety benefit while not impacting heavily on customer parking availability.

4.6. The Council Walking & Cycling Strategy 2017-2022 priorities include:
   - Working towards safe and convenient walking & cycling within and around smaller settlements and rural areas;
   - Supporting programmes that improve safety for motorists, pedestrians and cyclists;
   - Ensuring walking routes are usable for people with restricted mobility

5. FINANCIAL IMPLICATIONS AND RISKS

5.1. The cost of implementing the bylaw amendments is minor and would cover aspects such as signage and road markings. There is budget available in the Roading budget to fund this work.

6. CONTEXT

6.1. Policy

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

The Council can amend the Second Schedule of the Parking Bylaw 2007 by resolution

6.2. Legislation

6.2.1. The Parking Bylaw was drafted under powers in the Local Government Act 1974 (section 684) and the Transport Act 1962 (section 72 (1)(k)). Amendments are similarly authorised. These matters are unchanged by the Local Government Act 2002.

“Transport Act 1962

72. Bylaws as to the use of roads—

Subject . . . to the provisions of this Act or of any other enactment in respect of any of the matters referred to in this subsection, any Minister of the Crown in respect of any roads under his control, or any local authority in respect of any roads under its control, may from time to time make bylaws for any of the following purposes:

[(k) Prohibiting or restricting, subject to the erection of the prescribed signs, the stopping, standing, or parking of vehicles on any road; limiting the stopping, standing, or parking of vehicles on any road to vehicles of any specified class or description; limiting the period of time that vehicles may park on any part of the road where parking is limited to such vehicles; and providing that a vehicle used for the time being for any specified purpose shall be deemed for the purposes of the bylaw to be of such class or description as is specified in the bylaw, notwithstanding that the vehicle may belong to any other class or description for any other purpose:]

6.2.2. The Parking Bylaw clause 4 permits the Council, by resolution, to amend parking restrictions.

“4 The Council may from time to time by resolution impose parking standing or stopping restrictions on any road or other area controlled by the Council…”

6.2.3. The Board, under delegation S-DM 1042, has specific jurisdiction for:

“Approving traffic control and constraint measures on streets, including parking”
6.3. Community Outcomes

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

There is a safe environment for all.

Transport is accessible, convenient, reliable, affordable and sustainable.

Kathy Graham
Journey Planner/Road Safety Co-ordinator
Remove one carpark-replace with 1 x 6m centrally located carpark; Yellow no parking lines either side

Reduce 2 x carparks to 5m each; Yellow no parking lines to edge of driveway
**Proposed Parking Changes for Council Consideration**

<table>
<thead>
<tr>
<th>No</th>
<th>Location</th>
<th>Description</th>
<th>Side</th>
<th>Use</th>
<th>Time Period</th>
<th>Reason</th>
</tr>
</thead>
<tbody>
<tr>
<td>123</td>
<td>Oxford Bay Rd</td>
<td>from 55m North of northern entrance to school to 24 m South of that entrance</td>
<td>East</td>
<td>Bus Stop</td>
<td>8.20am to 9.30am, 2.30pm to 3.20pm school days</td>
<td>Existing</td>
</tr>
<tr>
<td>124</td>
<td>Oxford Bay Rd</td>
<td>for 20m outside middle entrance to school</td>
<td>East</td>
<td>No Parking</td>
<td>8.20am to 9.30am, 2.30pm to 3.20pm school days</td>
<td>Existing</td>
</tr>
<tr>
<td>125</td>
<td>Oxford Bay Rd</td>
<td>From no parking area outside middle entrance to school to no parking area outside southern entrance to school</td>
<td>East</td>
<td>Loading Zone, 5 minutes</td>
<td>8.20am to 9.30am, 1.45pm to 3.20pm school days</td>
<td>Requested by school. Times different from usual to allow for junior school pupils.</td>
</tr>
<tr>
<td>126</td>
<td>Oxford Bay Rd</td>
<td>for 40m outside southern entrance to school</td>
<td>both</td>
<td>No Parking</td>
<td>8.20am to 9.30am, 2.30pm to 3.20pm school days</td>
<td>Existing</td>
</tr>
<tr>
<td>127</td>
<td>Oxford Burnett St</td>
<td>North boundary of &quot;Fire Station Reserve&quot; to South side of Town Hall entrance.</td>
<td>East</td>
<td>No Parking</td>
<td></td>
<td>Existing</td>
</tr>
<tr>
<td>127a</td>
<td>Oxford Main St</td>
<td>Queenette Dairy to Redwood Place</td>
<td>East</td>
<td>P30</td>
<td></td>
<td>September 2007</td>
</tr>
<tr>
<td>127b</td>
<td>Oxford Main Street</td>
<td>Either side of the single carpark space between the pedestrian crossing outside 52 Main Street and the eastern entrance/exit to 52 Main Street</td>
<td>North</td>
<td>No Parking</td>
<td></td>
<td>December 2017</td>
</tr>
<tr>
<td>128</td>
<td>Woodend Main North Road</td>
<td>Opposite Woodend Rd to Parsonage Rd</td>
<td>East</td>
<td>No Parking</td>
<td></td>
<td>Existing</td>
</tr>
</tbody>
</table>
## Proposed Parking Changes for Council Consideration

<table>
<thead>
<tr>
<th>129</th>
<th>Woodend Road</th>
<th>Main North Road</th>
<th>from Woodend Beach Rd North for 140m</th>
<th>East</th>
<th>No Parking</th>
<th>Except areas where other restrictions apply as detailed below.</th>
<th>Existing</th>
</tr>
</thead>
</table>


1. SUMMARY

1.1. The purpose of this report is to request the Board recommends to Council that it make amendments to the Second Schedule of the Parking Bylaw 2007 as follows:

- To remove 3 x all-day parking zones outside Fresh Choice Supermarket, Main Street, Oxford, and replace with 'no parking' restrictions

1.2. This follows the workshop with the Board on 22 June which looked at a number of Main Street traffic issues and consideration of parking and visibility in the vicinity of the supermarket.

1.3. The proposal was subsequently discussed with Emma Gillard, owner of “Emma's at Oxford” on Main Street, and she expressed concern about the loss of parking by removal of the three carparks. Ms Gillard also questioned if consideration could be given to setting time limits on some parking spaces in the Main Street as she believes local employees often park there all day, removing the ability for customers to utilise the parking spaces.

1.4. Also the Oxford Promotions Action Committee recently wrote to the Council requesting the possibility of time restricted parking. This is currently being investigated and the results will be reported to the Board in the near future.

Attachments:

i. Aerial Plan showing recommended parking changes (Doc 170719074951)
ii. Photo showing recommended parking changes (Doc 170719074954)
iii. Photo showing recommended parking changes (Doc 170719074956)
iv. Proposed Amended Second Schedule – Parking Restrictions to the Parking Bylaw 2007 (Doc 170719075025)
v. Letter from Oxford Promotions Action Committee regarding time restricted parking (Doc 170913099016)

2. RECOMMENDATION

THAT the Oxford-Ohoka Community Board recommends to Council that it:

(a) Receives report No. 170719074874
(b) **Adopts** the attached Amended Second Schedule – Parking Restrictions to the Parking Bylaw 2007  (Doc 170719075025)

(c) **Notes** that the proposed amendment to the Second Schedule of the Parking Bylaw is for the removal of three parking spaces and the installation of no stopping restrictions in Main Street, Oxford, outside of the Fresh Choice Supermarket to improve sight visibility for the supermarket entranceway and the pedestrian crossing.

(d) **Notes** there has been a request from members of the community for consideration of time-restricted parking in some areas of Oxford Main Street and staff will be investigating this option.

3. **ISSUES AND OPTIONS**

3.1. The Community Board have received feedback from members of the Oxford community regarding concerns over speed in the Main Street of Oxford and feedback that drivers often don’t stop for pedestrians on the pedestrian crossings;

3.2. Several community members have also raised concerns around visibility and the proximity of the supermarket driveway to the pedestrian crossing situated outside Fresh Choice supermarket.

3.3. Discussions with the previous Community Board had determined this was the most suitable location for this pedestrian crossing, taking into account the proximity of the shops and people’s desire lines when crossing the road.

3.4. A petition requesting a 40km/h speed for Main Street, Oxford with 286 signatures was received by the Road Safety Co-ordinating Committee on 12 April 2017.

3.5. Speed surveys were carried out in Main Street, Oxford in May 2017 in three locations with proximity to the three pedestrian crossings. The average speeds ranged from 42.4km/h to 48.7km/h. Speed in the area of the pedestrian crossing by Fresh Choice showed an average of 42.66km/h and an 85 percentile of 48.62km/h.

3.6. These speed surveys showed that speeds are generally low and there is no need for speed management intervention such as changes to speed limits.

3.7. A workshop with the Oxford-Ohoka Community Board in June raised the possibility of removing three car parking spaces from outside Fresh Choice on the northern side of the road to improve visibility for both pedestrians on the crossing and vehicles entering and exiting the Fresh Choice carpark.

3.8. This report seeks the Boards formal approval to remove the three parking spaces.

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

4. **COMMUNITY VIEWS**

4.1. A number of members of the community have raised concerns about speed and vehicles not stopping for pedestrians on the pedestrian crossings in Main Street, Oxford.

4.2. Community members also provided feedback that they believed visibility of the pedestrian crossing by Fresh Choice carpark was compromised when vehicles were parked in the spaces between the Fresh choice driveways, particularly if they were high or 4WD vehicles.
4.3. A number of community members suggested removal of the car parking spaces outside Fresh Choice on the northern side of the road would improve visibility in the area both for the pedestrian crossing and vehicles exiting the carpark.

4.4. The owners of Fresh Choice supermarket support the removal of the car park spaces referred to.

4.5. Fresh Choice supermarket provides a number of off-street parking spaces directly outside the supermarket.

4.6. Emma Gillard, owner of “Emma’s at Oxford”, has expressed concern about the loss of parking by removal of the three carparks. While agreeing that safety is important she is concerned there will be an impact on businesses and relayed her previous experience with a downturn in business when she had to move to the Jaycee Rooms while her building underwent strengthening and expansion work.

4.7. Ms Gillard questioned if consideration could be given to setting time limits on some parking spaces in the Main Street as she believe local employees often parked there all day, removing the ability for customers to utilise the parking spaces.

4.8. A letter has recently been received from the Oxford Promotions Action Committee requesting staff investigate parking restrictions in the Main Street, particularly from opposite the Oxford Butchery and extending down to the Oxford Village Motels on both sides of the street.

4.9. The Council Walking & Cycling Strategy 2017-2022 priorities include:
   - Working towards safe and convenient walking & cycling within and around smaller settlements and rural areas;
   - Supporting programmes that improve safety for motorists, pedestrians and cyclists;
   - Ensuring walking routes are usable for people with restricted mobility

5. **FINANCIAL IMPLICATIONS AND RISKS**

5.1. The cost of implementing the bylaw amendments is minor and would cover aspects such as signage and road markings. There is budget available in the Roading budget to fund this work.

6. **CONTEXT**

6.1. **Policy**

This is not a matter of significance in terms of the Council’s Significance Policy. The Council can amend the Second Schedule of the Parking Bylaw 2007 by resolution

6.2. **Legislation**

6.2.1. The Parking Bylaw was drafted under powers in the Local Government Act 1974 (section 684) and the Transport Act 1962 (section 72 (1)(k)). Amendments are similarly authorised. These matters are unchanged by the Local Government Act 2002.

"Transport Act 1962

72. **Bylaws as to the use of roads—**

Subject . . . to the provisions of this Act or of any other enactment in respect of any of the matters referred to in this subsection, any Minister of the Crown in respect of any roads under his control, or any local authority in respect of any..."
roads under its control, may from time to time make bylaws for any of the following purposes:

[(k) Prohibiting or restricting, subject to the erection of the prescribed signs, the stopping, standing, or parking of vehicles on any road; limiting the stopping, standing, or parking of vehicles on any road to vehicles of any specified class or description; limiting the period of time that vehicles may park on any part of the road where parking is limited to such vehicles; and providing that a vehicle used for the time being for any specified purpose shall be deemed for the purposes of the bylaw to be of such class or description as is specified in the bylaw, notwithstanding that the vehicle may belong to any other class or description for any other purpose:]

6.2.2. The Parking Bylaw clause 4 permits the Council, by resolution, to amend parking restrictions.

“4 The Council may from time to time by resolution impose parking standing or stopping restrictions on any road or other area controlled by the Council…”

6.2.3. The Board, under delegation S-DM 1042, has specific jurisdiction for:

“Approving traffic control and constraint measures on streets, including parking”

6.3. Community Outcomes

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

There is a safe environment for all

Transport is accessible, convenient, reliable, affordable and sustainable

Ken Stevenson
Roading Manager

Kathy Graham
Journey Planner
Remove three parking spaces shown occupied by the three vehicles below as indicated by the arrows.
Three parking spaces to be removed in areas currently occupied by vehicles as shown by arrows.
## Proposed Parking Changes for Council Consideration

<table>
<thead>
<tr>
<th>No.</th>
<th>Location</th>
<th>Description</th>
<th>Direction</th>
<th>Restriction</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>123</td>
<td>Oxford Bay Rd</td>
<td>From 55m North of northern entrance to school to 24m South of that entrance</td>
<td>East</td>
<td>Bus Stop</td>
<td>8.20am to 9.30am, 2.30pm to 3.20pm school days</td>
</tr>
<tr>
<td>124</td>
<td>Oxford Bay Rd</td>
<td>For 20m outside middle entrance to school</td>
<td>East</td>
<td>No Parking</td>
<td>8.20am to 9.30am, 2.30pm to 3.20pm school days</td>
</tr>
<tr>
<td>125</td>
<td>Oxford Bay Rd</td>
<td>From no parking area outside middle entrance to school to no parking area outside southern entrance to school</td>
<td>East</td>
<td>Loading Zone, 5 minutes</td>
<td>8.20am to 9.30am, 1.45pm to 3.20pm school days</td>
</tr>
<tr>
<td>126</td>
<td>Oxford Bay Rd</td>
<td>For 40m outside southern entrance to school</td>
<td>both</td>
<td>No Parking</td>
<td>8.20am to 9.30am, 2.30pm to 3.20pm school days</td>
</tr>
<tr>
<td>127</td>
<td>Oxford Burnett St</td>
<td>North boundary of &quot;Fire Station Reserve&quot; to South side of Town Hall entrance.</td>
<td>East</td>
<td>No Parking</td>
<td></td>
</tr>
<tr>
<td>127a</td>
<td>Oxford Main St</td>
<td>Queenette Dairy to Redwood Place</td>
<td>East</td>
<td>P30</td>
<td></td>
</tr>
<tr>
<td>127b</td>
<td>Oxford Main Street</td>
<td>From 6m west of the western entrance to the Fresh Choice Supermarket to the pedestrian crossing</td>
<td>North</td>
<td>No Parking</td>
<td></td>
</tr>
<tr>
<td>128</td>
<td>Woodend Main North Road</td>
<td>Opposite Woodend Rd to Parsonage Rd</td>
<td>East</td>
<td>No Parking</td>
<td></td>
</tr>
<tr>
<td>129</td>
<td>Woodend Main North Road</td>
<td>From Woodend Beach Rd North for 140m</td>
<td>East</td>
<td>No Parking</td>
<td>Except areas where other restrictions apply as detailed below.</td>
</tr>
</tbody>
</table>
26 August 2017

Roading Department
Waimakariri District Council
Private Bag 1005
RANGIORA

Dear Sir/Madam

PARKING RESTRICTIONS OXFORD MAIN STREET

At our August meeting I have been asked to write to you concerning parking restrictions in the Main Street Oxford, particularly from opposite Oxford Butchery and extending down to the Oxford Village Motels on both sides of the street.

Cars are parking in this area all day, while their owners get picked up by other transport. Some business owners and staff are parking their vehicles during their entire hours of operation. This makes less on street parking spaces available to shoppers and visitors who wish to park for a short time.

We believe that there is ample off street car parking in the JC Car Park, Rata Street car park and Oxford Farmers Market during the week for vehicles to park for longer periods than 30 or 60 minutes.

There are a number of parking restrictions from Burnett Street to Village Foods and Meyer Place. We would like you to consider carrying out a parking review of the area and if possible extend the area that there are time limits so that it is consistent. Thus more street parking spaces will become available during the day.

Hoping you can look favourably at this request.

Yours sincerely

Shirley Farrell
Secretary/Treasurer
Oxford Promotions and Action Committee Inc
1. SUMMARY

1.1. The purpose of this report is to seek approval from the Oxford Ohoka Community Board for the installation of “40km/h when children are present” advisory school zone signs outside Ohoka School.

1.2. 40km/h school advisory signs for rural schools are approved for general use by the Transport Agency.

1.3. The “40” km/h displayed on the signs is advisory rather than a regulatory speed limit, so the 40 km/h is therefore not enforceable. However, it advises drivers of the appropriate speed when children are near the roadway in the vicinity of the school and would provide reasonable foundation for enforcement action if drivers were driving carelessly, without regard for the safety of children in the school zone.

1.4. Ohoka School has raised concerns about the speed of vehicles past the school, particularly during drop-off and pick up times. These advisory signs are an appropriate method of giving drivers a message to slow down. The school does not meet the criteria for the electronic variable speed limit signage.

1.5 School and community engagement will accompany the instalment of these signs once approved to encourage compliance.

Attachments:

i. Details of advisory signs (Doc 150629103361)

ii. Map of site (Doc 171123127547)

RECOMMENDATION

THAT the Oxford Ohoka Community Board:

(a) Receives report No 171123127546

(b) Approves the installation of “40km/h when children present” school advisory signs on Jacksons Road at Ohoka School as shown on the attached documents (Trim 150629103361 and 171123127547)

(c) Circulates this report to the Utilities and Roading Committee
2. ISSUES AND OPTIONS

2.1. The speed limit on the stretch of Jacksons Road near the school is 70km/h. In 2016 Ohoka School approached the Council concerned about speed outside their school, particularly during pick-up and drop-off times.

2.2. A speed survey outside the school was carried out in August 2017. Eighty-five percent of vehicles were recorded as travelling at or below 70km/h. The mean speed of vehicles over the two-week period the survey was conducted was 58km/h.

A further analysis of speed during drop-off and pick-up times showed 85% of vehicles were travelling at around 64km/h with the mean speed of around 46km/h. While speeds are showing a reduction during drop-off and pick-up times, there was still a maximum speed of 91km/h recorded during that period.

2.3. These static advisory variable speed signs are appropriate for lower traffic volume local roads. The signs remind motorists of an appropriate travel speed at school zones when children are present. They improve driver awareness of a school, which may otherwise be inconspicuous. Signs are placed both sides of the road to give a threshold effect making motorists aware of a change in the roading environment. The “40” km/h displayed on the signs is advisory rather than a regulatory speed limit, so the 40 km/h is not enforceable. However, it advises drivers of the appropriate speed when children are near the roadway in the vicinity of the school and would provide reasonable foundation for enforcement action if drivers were driving carelessly, without regard for the safety of children in the school zone.

2.4. The school does not meet the criteria for the electronic variable speed limit signage at this stage. The requirements for these are:

A road controlling authority may set a 40km/h variable speed limit in a school zone under the following conditions:

- (a) there is school-related pedestrian or cycle activity on the road outside the school, which exceeds approximately 50 children crossing the road or entering or leaving vehicles at the roadside, and the traffic on the road outside the school meets at least one of the following conditions:
  - (i) the mean speed of free-running vehicles is greater than 45km/h (measured when the 40km/h variable speed limit is not operating), or
  - (ii) the 85th percentile speed of free-running vehicles is greater than 50km/h (measured when the 40km/h variable speed limit is not operating), or
  - (iii) there have been pedestrian, cycle or speed-related crashes near the school in the previous five years, or
  - (iv) the school-related activity occurs on a main traffic route, or
- (b) there is school-related pedestrian or cycle activity on the road outside the school, with children crossing the road or entering or leaving vehicles at the roadside, and safe and appropriate traffic engineering measures are installed so that the mean operating
speed of free-running vehicles on the road outside the school does not exceed 40km/h when the 40km/h variable speed limit is operating.

Evaluations in Christchurch found locations most likely to benefit from a variable speed limit in a school zone are those where there is a high level of school-related activity on the road outside the school and:

- are on arterial routes or multi-lane roads or high speed environments, and
- have on-road, school-related activity at an obscured school frontage (ie where the presence of the school is not immediately obvious to approaching traffic).

The “40km/h when children are present” signs are a recommended treatment for speed management under the Transport Agency’s Safety Journeys for Schools guidelines.

2.5 Selwyn District Council has installed these advisory signs at 10 rural schools in their district.

2.6 Pedestrians, particularly children, are vulnerable and less visible and reducing the speed of vehicles where possible reduces the severity of injuries should a pedestrian or child be hit by a vehicle.

2.7 Council will continue to work with the school to promote road safety in the area.

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

3. THE COMMUNITY VIEWS

3.1. The School and local community have been seeking a reduced speed outside the school for some time.

3.2. Other rural schools in the district have speed or warning signs as follows.

- West Eyreton School – 40km/h when children present signs installed 2015
- Swannanoa School – 60km/h variable speed limit signs
- Ashley School - 60km/h variable speed limit signs
- Loburn School – 60km/h variable speed limit
- North Loburn School – active warning signs
- Sefton School – active warning signs
- Clarkville School – permanent 70km/h speed limit – is being investigated for “40km/h when children present signs”

3.3. The only rural school without any additional signage over and above the normal school signs is View Hill School. The traffic volumes, type of road and the local nature of this school means no additional signs are considered necessary.

3.4 The Council Road Safety Action Plan 2017-18 includes a goal of reducing the number of fatal and serious crashes involving vulnerable road users as a priority.

4. FINANCIAL IMPLICATIONS AND RISK

4.1. All costs associated with installing these signs can be met with existing budgets.

4.2. There are no significant risks associated with installing this advisory speed limit.
5. **CONTEXT**

5.1. **Links to Community Outcomes**

5.1.1. There is a safe environment for all:

- Crime, Injury and road accidents are minimised
- Harm to people from natural and manmade hazards is minimised

5.1.2. Transport is accessible, convenient, reliable, affordable and sustainable

- The standard of our District’s roads is keeping pace with increasing traffic numbers

Kathy Graham
Journey Planner/Road Safety Co-ordinator
40 km/h advisory school zone and school zone ends signs

**W16-9  40 km/h Advisory School Zone**

The sign indicates to drivers that they are entering a school zone with an advisory maximum speed of 40 km/h whenever children are present in the zone. Signs must be installed on both sides of the road.

**Shape and size:** Rectangle 900 x 1500 mm (speed limit ≤ 70 km/h)
1200 x 2000 mm (speed limit > 70 km/h)

**Background:** yellow-green (RF)

**Border:** Black 20 mm (≤ 70 km/h)
30 mm (> 70 km/h)

**Legend:**

<table>
<thead>
<tr>
<th>Description</th>
<th>Colour</th>
<th>Size</th>
</tr>
</thead>
<tbody>
<tr>
<td>“SCHOOL”</td>
<td>Black</td>
<td>120/20.4 (≤ 70 km/h)</td>
</tr>
<tr>
<td>“ZONE”</td>
<td>Black</td>
<td>160/27.2 (&gt; 70 km/h)</td>
</tr>
<tr>
<td>above line</td>
<td>Black</td>
<td>20 mm (≤ 70 km/h)</td>
</tr>
<tr>
<td>above line</td>
<td>Black</td>
<td>30 mm (&gt; 70 km/h)</td>
</tr>
<tr>
<td>“40”</td>
<td>Black</td>
<td>225/38.2 (≤ 70 km/h)</td>
</tr>
<tr>
<td>above line</td>
<td>Black</td>
<td>300/51 (&gt; 70 km/h)</td>
</tr>
<tr>
<td>“WHEN”</td>
<td>Black</td>
<td>120/18.6 (≤ 70 km/h)</td>
</tr>
<tr>
<td>“CHILDREN”</td>
<td>Black</td>
<td>160/24.8 (&gt; 70 km/h)</td>
</tr>
<tr>
<td>“PRESENT”</td>
<td>Black</td>
<td></td>
</tr>
</tbody>
</table>
W16-9.1 School Zone Ends

*The sign indicates to drivers that they are leaving a school zone.*

**Shape and size:** Rectangle 800 x 800 mm (speed limit ≤ 70 km/h)
1200 x 1200 mm (speed limit > 70 km/h)

**Background:** yellow-green (RF)

**Border:** Black 30 mm

**Legend:**

<table>
<thead>
<tr>
<th>Description</th>
<th>Colour</th>
<th>Size</th>
</tr>
</thead>
<tbody>
<tr>
<td>“SCHOOL”</td>
<td>Black</td>
<td>125/19.5 (≤ 70 km/h)</td>
</tr>
<tr>
<td>“ZONE”</td>
<td></td>
<td>160/24.8 (&gt; 70 km/h)</td>
</tr>
<tr>
<td>“ENDS”</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
1. SUMMARY

1.1. The purpose of this report is to seek approval from the Board for the Draft Ohoka Domain Master Plan (Attachment i: Trim No. 171123127621). Approval of this plan will allow staff to implement the plan starting in the 2018/19 financial year.

1.2. This Draft Master Plan for Ohoka Domain has been consulted on with the community. The plan proposes to link the existing main domain area and the Ohoka Bush area while also extending the playground, creating a potential space for the Ohoka Gatekeepers Lodge and addressing current issues such as car parking during the Farmers market.

1.3. This report presents two alternative master plans. The Alternative Draft Master Plan for Ohoka Domain (Trim: 171123127620) has been created to better meet the needs of the Ohoka Farmers Market. This plan also meets the needs of the wider community however is more expensive to implement.

1.4. Attachments:
   i. Draft Master Plan for Ohoka Domain (Trim No: 171123127621)
   ii. Consultation Flyer posted to local residents (Trim: 171006108173)
   iii. Alternative Draft Master Plan for Ohoka Domain (Trim: 171123127620)

2. RECOMMENDATION

THAT the Oxford Ohoka Community Board:

(a) Receives report No 171123127597

(b) Notes that staff have undertaken initial consultation with the community through a feedback flyer and two ‘drop in’ stations and used the results of this feedback to guide the design of the Draft Master Plan for Ohoka Domain, included as attachment i.

(c) Notes that following a report in October to the Oxford Ohoka Community Board which summarised the initial consultation and presented a draft master plan, Staff gained approval to undertake public consultation on this Draft Master Plan. Staff have undertaken this consultation with the community through a feedback flyer (attachment ii) and two ‘drop in’ stations and used the results of this feedback to guide any changes to the design of the Draft Master Plan for Ohoka Domain.
Notes that following and as a result of this consultation an Alternative Draft Master Plan (Attachment iii) has been created for Ohoka Domain. This plan has been altered to better suit the needs of the Farmers Market as well as providing for all of the elements in the original plan.

Notes that the current estimated cost to implement the Alternate Draft Master Plan is $290,000

Approves the Alternative Ohoka Domain Draft Master Plan (Trim No.171123127620) for implementation in 2018/19 subject to Council funding approval of $290,000 in the Long Term Plan in 2018.

3. ISSUES AND OPTIONS

Background

3.1. Ohoka Domain is a 6.14ha Neighbourhood Reserve situated on the corner of Mills and Whites Roads in Ohoka. The land is owned by the Department of Conservation (DOC) and was gazetted to Waimakariri District Council for recreational use in 1981. While DOC have overall administrative responsibility for the reserve under the Reserves Management Act, management of the reserve is vested to the Waimakariri District Council.

3.2. The Domain is currently divided into three distinct areas;

The Main Domain: This is at the eastern end of the domain and includes a large informal sports area, a playground, tennis courts, BMX track, pavilion, car park, and picnic tables. The Ohoka Farmers Market use this area for their market on Friday mornings.

Ohoka Bush: This is at the western end of the domain and is largely planted in native bush with open areas for picnicking and a variety of walking tracks

The Horse Paddock: This is the undeveloped section of land between the main domain and Ohoka Bush. A local currently leases this land for horse grazing.

3.3. As part of the management of the domain, the Waimakariri District Council set up the Ohoka Domain Advisory Group (ODAG). This is a group of local volunteers who oversee and provide valuable input into the management and development of the reserve.

3.4. In 2009 the Ohoka Farmers Market was established at Ohoka Domain with a winter market in the carpark and a summer market in the open field. This market has proven to be very popular.

3.5. However, the popularity of the market has also caused some issues which have caused friction in the surrounding community. The main problem has been around parking along Mills and Whites Roads and the respective damage to the grass verges especially in the winter.

3.6. Following a number of complaints, Council staff organised for a strip along Whites Road to be shingled to provide a permanent hard surface to park on. Unfortunately, this was met with frustration from some residents who preferred the rural outlook onto grass verges to the shingle.

Initial Consultation

3.1. In June 2017 Staff undertook a series of consultation with the Ohoka community and users of the Ohoka Domain to better understand the issues being presented in and around the domain and to ask how locals and users would like to see the domain developed.
3.2. Staff sent flyers to the owners of land within four kilometres of Ohoka Domain but not closer than three kilometres of Mandeville Domain (based on the assumption that those within 3km of Mandeville Domain would likely take the shorter trip than drive to Ohoka). This letter invited people to let us know what they would like to see happen in the domain by free posting the letter back along with their suggestions or by emailing their suggestions through. The letter also informed owners that they could also provide their response by attending one of the two drop in stations held at the domain and provided details of the time and dates these would be held.

3.3. Staff held two drop in stations, one at the farmers market on 09 June and the second at the Ohoka Pavilion on the evening of 13 June. 57 people visited the farmer’s market station and a further 23 adults and 2 children visited the evening station. At each station was some areal images of the domain and pens and post-it pads. Visitors were asked to write their idea on a post-it and stick it to the plan. A total of 71 post-it notes were written over the course of the two stations many with a variety of ideas upon them.

3.4. Staff also approached the Ohoka School for input and offered to visit the school and talk to classes or groups of children about the domain and gather their ideas. Unfortunately, the school did not take staff up on this offer.

3.5. The feedback received highlighted two main areas of interest for residents being the future of the Ohoka Farmers Market within the domain and the associated car parking issues that have arisen due to the markets presence within the domain and also a number of different suggestions were also given relating to features already in or being requested for the domain.

3.6. Staff summarised the views expressed regarding the market and parking issues within a report to the Oxford Ohoka Community Board (Trim 170921102179) in September along with recommendations that Staff believe that the positive social outcomes from the market on the local community are such that work should be done to help facilitate the safe and responsible use of the site. Staff recommended that stabilisation matting along Mill and Whites Roads was the preferred choice for addressing the parking situation.

3.7. This report included a draft master plan for the domain and sought approval from the Board to take this plan out for public consultation. This plan included an expansion of the existing playground, ground stabilisation mats along Mill Road and parts of Whites Road, the Extension of Ohoka Bush and associated paths to link into the wider domain, a new entrance off Whites road and a proposed location for the relocated Ohoka Gatekeepers Lodge among other things.

3.8. The Board approved the plan being taken out for consultation and staff agreed to bring a report back to the board with the results of this consultation and any changes recommended to the plan.

Secondary Consultation

3.9. Staff sent flyers to the owners of land within the same area used for the initial consultation. This letter included a copy of the draft master plan and invited people to let us know what they would like to see happen in the domain by free posting the letter back along with their suggestions or by emailing their suggestions through. The letter also informed owners that they could also provide their response by attending one of the two drop in stations held at the domain and provided details of the time and dates these would be held.

3.10. Staff held two drop in stations, one at the farmers market on 10 November and the second at the Ohoka Pavilion on the evening of 20 November. A large number of people visited
the farmer’s market station and 14 comments where left and a further 25 adults and 5 children visited the evening station with 21 comments left. At each station was a copy of the master plan and pens and post-it pads. Visitors were asked to write their idea on a post-it and stick it to the plan. A total of 35 notes were written over the course of the two stations many with a variety of ideas upon them. The responses to the letter and two stations are included as attachment iv in this report.

3.11. It became obvious from the consultation received that there was a division in agreement on the plan. Many from the community who do not have direct link to the market liked the plan and what was proposed. On the other hand, a large number of submissions were made by stall holders and some community members in support of the market and against the plan in the belief that the plan would make it harder for the market to continue, especially in winter. A large number of these stated that the playground should not be expanded or that the whole playground needed to be shifted to another location (most often behind the tennis courts) and the area transformed into hardstand parking.

3.12. Staff looked into the option of shifting the existing playground during the creation of the master plan and identified that not only would this course of action likely kill the large mature trees along the boundary but would be cost prohibitive to do so. Staff have done a cost analysis on this and believe that to relocate the playground from its current position would cost an additional $70,000 than the current proposed extension. As there is overwhelming support from the community for the playground to be expanded and the cost of shifting the playground from its current location is high both in monetary value and in terms of the trees, staff still believe that the playground should remain and the extension be within the same area. Staff do recognise the concerns of the Farmers Market organisers, stall holders and some community members that this extension to the playground will decrease the available space for the market, especially in winter. Over the course of winter, staff visited the market a number of times and believe that the space allocated would be enough for the existing market to use.

3.13. Staff concede that this would not allow the market to grow in winter (this would need a change in their resource consent to do so anyway) but also that on wet days in summer months there is not the same amount of space available for the market to squeeze its larger summer numbers into if the grounds are too wet to use. Based on this and the number of submissions received in support of the market and against the loss of space, staff met with the organisers of the market and after a detailed discussion on site, have created an alternative plan for the Community Board to consider which allows for additional parking space and room for the market while still allowing the playground extension to go ahead. This plan is attached to this report as attachment iii and a comparison between this and the current plan is discussed below in section 3.31 – 3.38

3.14. Staff received 36 written submissions on top of the 34 post it notes from the market stands. These submissions were included as attachment iv and have been summarised in the table below along with staff responses to these requests
## Ohoka Domain Initial Consultation Feedback Summary

<table>
<thead>
<tr>
<th>REQUEST</th>
<th>STAFF RESPONSE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Likes BBQ table</td>
<td>Noted</td>
</tr>
<tr>
<td>Playground needs more seating (some in the sun) x2 and a seat is required by the BMX track</td>
<td>Staff understand there are community groups who want to provide seats within the domain. These could be located in the suggested locations without additional cost being added to the budget.</td>
</tr>
<tr>
<td>New Toilets</td>
<td>Not part of scope of this project</td>
</tr>
<tr>
<td>Obstacle course</td>
<td>Obstacle courses require a number of different items which can become costly and also require a lot of space. Staff have tried to keep costs minimal and utilise space while maintaining as much current space for the market as possible.</td>
</tr>
<tr>
<td>Roundabout - spinning thing x 3</td>
<td>The playground equipment was chosen from the results of the initial consultation and based on a budget of what would usually be spent on a project such as this. A Roundabout could be added but would likely be at the cost of another item on the plan.</td>
</tr>
<tr>
<td>Giant Chess</td>
<td>Issues with vandalism and safe storage of chess pieces makes this unfeasible in this location</td>
</tr>
<tr>
<td>Big new slide</td>
<td>Included within plan</td>
</tr>
<tr>
<td>Tyre Swing</td>
<td>Tyre swing not included but a basket swing (similar) is.</td>
</tr>
<tr>
<td>Swimming pool</td>
<td>A swimming pool is well outside of the scope of this design due to cost and as it is outside of the levels of service required in this reserve</td>
</tr>
<tr>
<td>Safer lighter See Saw x 2</td>
<td>The see saw currently there has been assessed as safe for use. This could be replaced but would likely be at the cost of another item on the plan</td>
</tr>
<tr>
<td>Would be great to have a flying fox (x14)</td>
<td>A flying fox could be added but would likely be at the cost of another item on the plan. Space for a flying fox has however been identified on the plan but not costed as the ODAG have funds to put towards this and further community funding could be sourced</td>
</tr>
<tr>
<td>30m flying fox running off south of the BMX track. ODAG has funds to put towards this.</td>
<td></td>
</tr>
<tr>
<td>Families will be grateful for playground</td>
<td>Noted</td>
</tr>
<tr>
<td>Conversation type equipment</td>
<td>Swings are set facing each other to encourage conversation. Teenagers will climb on climbing frame and sit and converse</td>
</tr>
<tr>
<td>Playground extension will benefit numerous families</td>
<td>Noted</td>
</tr>
<tr>
<td>Love the play area x2</td>
<td>Noted</td>
</tr>
<tr>
<td>Like extended playground area x 3</td>
<td>Noted</td>
</tr>
<tr>
<td>Increase in equipment will be well appreciated.</td>
<td>Noted</td>
</tr>
<tr>
<td>Want an even bigger playground with more equipment</td>
<td>Staff have tried to find a balance between what is requested for the playground and the cost/ space taken up by that playground.</td>
</tr>
<tr>
<td>More equipment for older kids x2</td>
<td>Older kids will enjoy the large slide, climbing frame, basket swing, BMX track and potentially the flying fox. Staff believe this is sufficient.</td>
</tr>
<tr>
<td>Playground will now cater for more children</td>
<td>Noted</td>
</tr>
<tr>
<td>Glad to see playground under trees</td>
<td>Noted</td>
</tr>
<tr>
<td>Shift playground behind tennis courts where it is sunnier</td>
<td>Staff do not believe there is sufficient problem with the current location to warrant shifting it and believe this is cost prohibitive and shade is regularly sought over playgrounds within the district and currently natural shade is provided.</td>
</tr>
<tr>
<td>Relocate the playground</td>
<td>The cost of an add-on is significantly lower than starting from scratch. Also much of the existing playground equipment could not be reinstated so would require replacement and therefore increase the cost.</td>
</tr>
<tr>
<td>If your re-doing the playground it’s just as easy to shift it</td>
<td>Ohoka farmers market are not the only users of the playground. An extension/upgrade has been requested since before the market began. There is no space within the existing footprint to add new equipment.</td>
</tr>
<tr>
<td>Playground extension not needed as Ohoka market are only people who want it need it and it would restrict space for market in the winter. Make any upgrades within the current footprint.</td>
<td>Noted, staff believe from visiting the market that the space being used for the playground expansion is not utilised in the winter months and that there is sufficient space for the market to use based on their resource consent conditions. Staff have tried to find a compromise between meeting the needs of the community and those of the stall holders and market.</td>
</tr>
<tr>
<td>New playground extension will negatively impact the market, stall holders and shoppers. Leave playground as it is.</td>
<td>Existing playground should be left as it is or shifted - not expanded</td>
</tr>
<tr>
<td>Shift playground to allow room for market. Playground extension encroaches on the available space for the market.</td>
<td>The cost of shifting the playground is very high and staff do not believe that it is justified to do so simply to allow more room for the market.</td>
</tr>
<tr>
<td>Request the extension of the playground does not proceed.</td>
<td>The community have requested a playground extension and staff believe that this is required to meet our levels of service to the Ohoka area.</td>
</tr>
<tr>
<td>Playground in a very sheltered spot. In winter the playground is cold frosty and wet. Move to area in full sun</td>
<td>A large part of the expansion will be in the sun in summer meaning that there is an area within the shade for summer and within the sun during colder winter mornings. If the playground is shifted, money would need to be spent creating artificial shade which would reduce what could be done in other areas of the plan.</td>
</tr>
<tr>
<td>Is there room for a rugby, hockey or soccer field</td>
<td>There is sufficient room for the open green space to be used for this purpose.</td>
</tr>
<tr>
<td>Tennis courts deteriorating and uneven - need resurfacing</td>
<td>Tennis courts have recently been repainted and the cost of their maintenance is not included within this project but comes out of other budgets.</td>
</tr>
<tr>
<td>Retain old swings</td>
<td>The existing swings are being retained in the plan</td>
</tr>
<tr>
<td>Like the fitness stations</td>
<td>Noted</td>
</tr>
<tr>
<td>Glad to see playground under the trees</td>
<td>Noted</td>
</tr>
<tr>
<td>Bike track separate to BMX track</td>
<td>Bikes can ride around tracks within the Ohoka Bush and across the grass.</td>
</tr>
<tr>
<td>Repair/maintain BMX track</td>
<td>Maintenance of existing features within the reserve comes from a separate budget and is not part of this project.</td>
</tr>
<tr>
<td>Need to prune trees</td>
<td>Tree maintenance comes from a separate budget and is not part of this project.</td>
</tr>
<tr>
<td>Not sure why vehicular access bridge is required.</td>
<td>This is to A) allow the lodge to be transported across the drain into the reserve, B) allow service vehicles into the reserve and C) allow farmers market stall holders access in summer months so they do not have to drive directly past the playground.</td>
</tr>
<tr>
<td>Money for second gateway on White road would be better spent on stabilisation mats opposite the garage.</td>
<td>Staff do not believe that the cost of removing the existing hard surface in front of the garage to simply replace with a different type of hard surface (although more aesthetic) is justified.</td>
</tr>
<tr>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>Dog Park</td>
<td>Staff do not believe a dog park is within the levels of service required at Ohoka Domain.</td>
</tr>
<tr>
<td>Love the gazebo</td>
<td>Noted.</td>
</tr>
<tr>
<td>Roof on pergola</td>
<td>Shade sails will be provided as part of the roof of the gazebo.</td>
</tr>
<tr>
<td>Toilets need tidied</td>
<td>Noted but this is not part of the scope of this project however some work to improve toilet access is going to be undertaken as part of the earthquake strengthening works.</td>
</tr>
<tr>
<td>Pedestrian bridge to south of Mill Road Vehicle entrance.</td>
<td>This could be added but may come at the cost of another item within the plan.</td>
</tr>
<tr>
<td>Strongly support the removal of the poplars x 2</td>
<td>Noted.</td>
</tr>
<tr>
<td>Concerned about the removal of the poplars without a replacement shelter belt</td>
<td>The native plantings proposed and existing will help form the new shelter.</td>
</tr>
<tr>
<td>Footpath round the perimeter of crusher dust and shingle.</td>
<td>There is a footpath around the majority of the perimeter. This could be added to complete the loop but would come at a significant cost and staff do not think that this is justified in a rural reserve.</td>
</tr>
<tr>
<td>Footpath along Threlkalds Road</td>
<td>Not part of the scope of this project.</td>
</tr>
<tr>
<td>Multiple entrances are great.</td>
<td>Noted.</td>
</tr>
<tr>
<td>Bike path around the larger area x 2</td>
<td>Bikes can use the paths within the bush and those proposed within the plan.</td>
</tr>
<tr>
<td>Could there be a pathway through mats opposite Keetley Place.</td>
<td>This has been added to the plan.</td>
</tr>
<tr>
<td>Pergola/BBQ table could be in a wet patch</td>
<td>The concrete base will prevent this being a concern.</td>
</tr>
<tr>
<td>Trees behind courts could damage the courts</td>
<td>Currently there is not significant damage and no additional trees are planned close to the tennis courts.</td>
</tr>
<tr>
<td>Can we drain the reserve into a pond within the Ohoka Bush area</td>
<td>The very high water table in Ohoka means that draining has in the past been unsuccessful so staff do not believe this is a good use of money.</td>
</tr>
<tr>
<td>Ohoka bush looks amazing. The proposed better links to the domain will increase its use and appreciation. Hopefully council will continue supporting it.</td>
<td>Noted.</td>
</tr>
<tr>
<td>Like the bush</td>
<td>Noted.</td>
</tr>
<tr>
<td>Strongly support proposal to link domain with Ohoka Bush and extend the bush x 2</td>
<td>Noted.</td>
</tr>
<tr>
<td>Public notice board by playground</td>
<td>Notice board is included within the plan.</td>
</tr>
<tr>
<td>Love gate keepers lodge concept - shift slightly to right x2</td>
<td>Noted and shifted on the plan.</td>
</tr>
<tr>
<td>Gatekeepers lodge will add a lot to preserving local history x 2.</td>
<td>Noted.</td>
</tr>
<tr>
<td>Gatehouse proposal sounds interesting but museum idea on colonial NZ is already represented at the Ohoka hall - possibly Maori history would be more progressive and inclusive.</td>
<td>Noted and suggestion will be passed on to the advisory group.</td>
</tr>
<tr>
<td>Relocation of the lodge is exciting</td>
<td>Noted.</td>
</tr>
<tr>
<td>Historic lodge will be focus to tie two areas together and preserve a heritage building</td>
<td>Noted.</td>
</tr>
<tr>
<td>Strongly support the relocation of the lodge into the horse paddock.</td>
<td>Noted.</td>
</tr>
<tr>
<td>Support the vehicle access to remain in place on Whites road and a small car park to the rear of the cottage.</td>
<td>Noted.</td>
</tr>
<tr>
<td><strong>PARKING</strong></td>
<td><strong>Lodge idea is good x 2</strong></td>
</tr>
<tr>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td><strong>Cottage will become a special part of the domain. Community seems to support this</strong></td>
<td><strong>Agreed</strong></td>
</tr>
<tr>
<td><strong>Pleased to see the green area is maintained and no additional metaled parking areas.</strong></td>
<td><strong>Noted</strong></td>
</tr>
<tr>
<td><strong>Please don’t turn into a massive carpark on Friday mornings</strong></td>
<td><strong>There is no intention to allow the public to park within the domain, only stall holders.</strong></td>
</tr>
<tr>
<td><strong>Strongly object to public parking in the reserve from the Whites Road entrance x3</strong></td>
<td><strong>There is no intention to allow the public to park within the domain, only stall holders.</strong></td>
</tr>
<tr>
<td><strong>Damage to grass verges should be paid for by market proprietors not ratepayers</strong></td>
<td><strong>Noted, Costs and charges are not part of the scope of this project.</strong></td>
</tr>
<tr>
<td><strong>Love the ground stabilisation mats X 6</strong></td>
<td><strong>Noted</strong></td>
</tr>
<tr>
<td><strong>Need extra carparks - especially in winter X8</strong></td>
<td><strong>Staff have tried to find a balance between what is required for the market on Fridays and what is required for the rest of the week. Also numerous people within the community object to additional carparks within the domain. Staff have therefore focused on finding a solution to the issues raised around car parking as opposed to creating additional hardstand parking within the domain.</strong></td>
</tr>
<tr>
<td><strong>Extend carpark into playground area x4</strong></td>
<td><strong>According to councils tree specialist this could have a significant impact on the trees and potentially cause them to die. Furthermore staff do not recommend shifting the playground for the reasons stated above.</strong></td>
</tr>
<tr>
<td><strong>Where will stall holders or customers park?</strong></td>
<td><strong>As they currently do - hopefully with less impact on the ground after it has been stabilised.</strong></td>
</tr>
<tr>
<td><strong>Parking is a real issue X2</strong></td>
<td><strong>Noted</strong></td>
</tr>
<tr>
<td><strong>Make car park more accessible for immobile people X2</strong></td>
<td><strong>Carpark is very accessible and the stabilisation matting will mean that people can push wheel chairs across the verges as well if required without sinking into mud.</strong></td>
</tr>
<tr>
<td><strong>Need strict controls on how and when people can use the Whites road entrance for access onto the domain.</strong></td>
<td><strong>These controls are already in place as the market have access onto the domain from the playground end currently. Staff do not see any further problems arising.</strong></td>
</tr>
<tr>
<td><strong>Let public park within the domain on dry weeks to ease the parking issues</strong></td>
<td><strong>The parking issue is not significant when the ground is hard in summer but mainly confined to winter when public could not drive on the reserve without damaging it. In general, council do not let the public drive on reserves apart from at specific one off events which provide traffic management.</strong></td>
</tr>
<tr>
<td><strong>Entrance into horse paddock - charge people to park and funds towards the cottage.</strong></td>
<td><strong>Traffic management is not part of the scope of this plan but concerns will be passed on to our traffic management team.</strong></td>
</tr>
<tr>
<td><strong>Additional pedestrian safety measures needed at main entrance for people crossing the road. X3</strong></td>
<td><strong>As the population of Ohoka has risen considerably in recent years, staff believe that the space within the horse paddock is already required for use within this reserve and therefore is not an offset to the parking.</strong></td>
</tr>
<tr>
<td><strong>Expansion of the carpark offset by ability to use leased area.</strong></td>
<td><strong>Traffic management is not part of the scope of this plan but concerns will be passed on to our traffic management team.</strong></td>
</tr>
<tr>
<td><strong>Make the current bush carpark bigger for market goers.</strong></td>
<td><strong>The current car park is sufficient for its current use.</strong></td>
</tr>
<tr>
<td><strong>Lower speed limit past domain</strong></td>
<td><strong>Traffic management is not part of the scope of this plan but concerns will be passed on to our traffic management team.</strong></td>
</tr>
<tr>
<td><strong>Matting needs done but shouldn’t be paid for by rate payers.</strong></td>
<td><strong>Noted.</strong></td>
</tr>
<tr>
<td>Signage of farmers market makes people slow on Fridays - issue on other days.</td>
<td>Traffic management is not part of the scope of this plan but concerns will be passed on to our traffic management team</td>
</tr>
<tr>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>No farmers market on religious holidays</td>
<td>Farmers Market should abide by existing trading regulations</td>
</tr>
<tr>
<td>While market is a success, the domain is there for sport and recreation and this should take precedence. Costs should be taken by the market not ratepayers. Should not be a market on good Friday,</td>
<td>Noted. Market should abide by existing trading regulations.</td>
</tr>
<tr>
<td>Bond taken from market for damage to the domain</td>
<td></td>
</tr>
<tr>
<td>Hopefully the market will fund the matting rather than ratepayers?</td>
<td>Noted</td>
</tr>
<tr>
<td>Hope the project will proceed without objections from commercial or other parties seeking personal gain</td>
<td></td>
</tr>
<tr>
<td>Make more space for the market which is iconic and benefits the area x7</td>
<td>Staff have tried to find a compromise between meeting the needs of the community and those of the stall holders and market in regards to space allocation.</td>
</tr>
<tr>
<td>Nothing has improved but instead made harder x2</td>
<td>Noted, staff believe from visiting the market that the space being used for the playground expansion is not utilised in the winter months and that there is sufficient space for the market to use based on their resource consent conditions. Staff have tried to find a compromise between meeting the needs of the community and those of the stall holders and market.</td>
</tr>
<tr>
<td>Area the market uses in winter needs to be bigger x3</td>
<td></td>
</tr>
<tr>
<td>Plan shows no consideration for the needs of the market</td>
<td>Much consideration has gone into the needs of the market including the Whites Road entrance, the provision of matting to allow patrons and stall holders parking outside of the domain and the provision of hardstand area between the playground extension and the existing carpark. Under the current consent, the winter market is confined to the carpark and no parking allowed on Mill Road.</td>
</tr>
<tr>
<td>Market is special and supports many small business owners - people can meet there</td>
<td>Noted</td>
</tr>
<tr>
<td>Market has forged a great reputation for Waimakariri.</td>
<td>Noted</td>
</tr>
<tr>
<td>Cost of losing the 4th best farmers market in NZ</td>
<td>Staff do not believe the changes will lead to the market closing as it is currently thriving and the space currently being used is still available in winter and more space available in summer.</td>
</tr>
<tr>
<td>Concerned about where the market fits within the current plan. Area used in summer and winter months now as playground.</td>
<td>Summer market has a massive area they can use on the grass and the area where the playground extension is located is not generally used much in winter.</td>
</tr>
<tr>
<td>Market is an essential part of Ohoka and the community</td>
<td>Noted</td>
</tr>
<tr>
<td>Supporters of the farmers market x 2</td>
<td>Noted</td>
</tr>
<tr>
<td>Proposed changes will make the market non-viable in winter x2- Winter market essential for future viability of the market.</td>
<td>Staff disagree with this assumption that the changes make the market non-viable in winter as stated above but agree that the winter market is at least ideal if not essential for the continuation of the market.</td>
</tr>
<tr>
<td>Market doesn’t even appear on the plan.</td>
<td>Space is available on the plan for the market but the market is not shown as it is not a permanent fixture.</td>
</tr>
<tr>
<td>Market needs shelter</td>
<td>The market gets shelter from the trees by the playground and the bush along the other boundaries. Staff believe this is sufficient.</td>
</tr>
<tr>
<td>Great the council supports the market including improving the verges and parking</td>
<td>Noted</td>
</tr>
<tr>
<td>Happy as a rate payer to see the market supported.</td>
<td>Noted</td>
</tr>
<tr>
<td>Farmers market rated high nationally, supports many local businesses, draws visitors to the area. Could also be a venue for charity and teaching opportunities.</td>
<td>Noted - Market organisers may wish to pursue these venue options.</td>
</tr>
<tr>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>Plan does not support the long term continuance of the market. Customers get turned away due to a lack of parking.</td>
<td>Staff have not proposed any additional parking within the domain which is consistent with a large number of community responses and levels of service regarding neighbourhood park developments. Efforts are being made to stabilise existing parking.</td>
</tr>
<tr>
<td>Market is most consistent use of the domain and needs to be a focus.</td>
<td>The market is a consistent user of the domain however, it is only there for a short period of time each week and the domain is used by many locals during the course of the week. This is why all of the community’s views (including those of the markets) have been listened to and taken into consideration rather than focusing on particular users groups only.</td>
</tr>
<tr>
<td>Ask market organisers to sign an agreement pledging their loyalty to the domain so they can’t leave. Need a long term agreement with the market so costs can be spread out over time.</td>
<td>The market organisers are not in a position to be able to pledge long term loyalty as they cannot guarantee that stall holders or market goers will continue to want to visit the market in the future.</td>
</tr>
</tbody>
</table>

**CONSULTATION**

- Ohoka Domain Advisory Group (ODAG) in support of the plan
  - Noted

- Support the plan
  - Noted

- Support the plan totally x 2
  - Noted

- Looks good x4
  - Noted

- Excellent Concept
  - Noted

- Keep up the good work
  - Noted

- The proposed plan looks great
  - Noted

- Like the plan well done
  - Noted

- Design looks wonderful thanks
  - Noted

- Proposals ignore the feedback given by the stallholders and customers
  - The feedback of the stallholders and customers was certainly taken into account and as stated above a number of things done to suit the market’s needs. Staff also have to balance their needs and feedback with those of the community around the domain.

- Congratulations on a great plan
  - Noted

- Support the new plan x 2
  - Noted

- Without compromise the Farmers Market would struggle to support the plan.
  - Staff believe that there has been compromise within the creation of this plan between the needs of the community and those of the market. However, a secondary plan has been created and included within the report which compromises further to give the space the Farmers Market believe is required.

- Concept plan covers everybody’s needs perfectly. Thanks to WDC staff and locals for their hard work
  - Noted

- Looks neat and well planned
  - Noted

**OTHER**

- Need more security to prevent vandalism etc.
  - Apart from locking the gates at night there is little that can be done within the scope of this plan to increase security apart from opening up more views into the domain which is planned from the Mill Road entrance.
3.15. Based on the consultation received, Staff adapted the plan by making the following changes:

- Shifting the lodge building slightly to the north
- Adding in a potential location for the flying fox
- Added a crossing path for Keetley Place

**Master Plan**

3.16. The following elements are therefore included within the Draft Master Plan;

3.17. Ground Stabilisation Matts

3.17.1. As the trial has proven to be successful, the grass verges along Mill Road and a small section on Whites Road will be covered in the grass stabilisation matting to allow people to park on the verges without damaging the grass. The existing shingle area on Whites road will remain as the cost of removal would be significant however the edges will be tidied with native planting to return the rural aesthetic. A small area within the domain will also be covered to allow for grass growth and spill over from the farmers market into the area between the carpark and the gazebo.

3.18. Playground Extension

3.18.1. The playground will remain where it is as it is in a good position with clear visibility and close to the other elements such as the tennis courts and BMX Track. It also has valuable natural shade in the summer and the cost of shifting it far outweighs the benefit. The majority of the equipment will remain apart from the small slide which will be replaced as it is nearing the end of its useful life.

A large extension to this existing playground will allow some new elements to be added such as a natural timber climbing frame. A large slide and five bay swing set including a basket swing, two standard and two infant swings.

Space has been identified by the BMX track to provide a flying fox. This is not included at this point within the budget as the Ohoka Domain Advisory Group have indicated they have money to put towards it and may be able to raise additional community funds.

3.19. Existing BMX Track

3.19.1. The existing BMX track will remain as it is and not be shifted or altered apart from at the southern end space identified for an addition added to the mound to allow for the installation of the flying fox.

3.20. Existing Tennis Courts

3.20.1. The existing tennis courts will remain as they are.

3.21. New Pedestrian Entrance

3.21.1. A new Pedestrian entrance off Mills Road will separate pedestrians from vehicles as they enter the site. This is a particular problem on Friday mornings as early visitors to the market coincide with late stall holders. This bridge runs between the tennis courts and playground and then passes round alongside the gazebo and back to the carpark and pavilion.
3.22. Gazebo with BBQ and BBQ Table

3.22.1. A gazebo structure with a BBQ and BBQ table provides a space for social interaction and will cater to those wanting to BBQ and picnic within the domain. The table also acts as seating for caregivers watching children in the playground and shade sails provide shade from the sun to users of the space.

3.23. Notice Board

3.23.1. A noticeboard has been situated at the junction of the path to the carpark. This is clearly visible to those entering the site by foot or road and will provide a space for community notices and information about the domain and Ohoka Bush.

3.24. Riparian Planting

3.24.1. Riparian plants will be planted along the drain edges along Mills and Whites Road. This will tidy these edges and also help with water quality and biodiversity.

3.25. Horse Paddock

3.25.1. The horse paddock will be returned to domain use and the fence removed to allow free movement between the main domain and Ohoka Bush. The line of poplars will also be removed as they two create a visual barrier and are at an age and state where removal is recommended. This space will be developed as a natural transition between the formal main domain and the more organically shaped Ohoka Bush.

3.26. Potential Ohoka Gatekeepers Lodge

3.26.1. Space has been allocated within the horse paddock for the relocation of the Ohoka Gatekeepers Lodge. This is currently residing on a property on Whites Road and members of the ODAG have sourced funding for its relocation onto the domain pending Community Board approval.

While the location of new buildings on neighbourhood parks is discouraged in the Neighbourhood Reserve Management Plan, proposals may be considered if the affected park is of a sufficient size to continue to meet the open space requirements of the Community Green Space Activity Management Plan. This will generally be neighbourhood parks with a community or district catchment such as Ohoka Domain.

An approved lease, or licence to occupy, shall be required by any organisation seeking to locate a new building or structure on a neighbourhood park prior to seeking any consent approvals or starting any construction.

The Neighbourhood Reserve Management plan suggests a number of things Council shall have regard to in evaluating any proposals for new buildings or structures on parks.

These are as follows;

a) The potential effects of the proposed building or structure on the park, its users and neighbours – All public consultation received was positive and staff believe that the building will have no negative effects on current and future park users.

b) The financial position of the applicant to properly construct and maintain the buildings and structures and on-going associated costs – Staff have met with the group proposing to move the building. Staff are confident that they will have the ability to obtain funding to be able to upgrade the building in a timely manner.
c) The need to protect open space values and/or any existing facilities and activities and whether their displacement by the erection of a new building or structure is within the community’s interest - All public consultation received was positive and staff believe that the building will have no negative effects on current and future park users.

Council received a number of responses regarding the Gatekeepers Lodge proposal. All of these were positive towards the location of the lodge on the domain and apart from some slight adjustment to its location which has been done on the plan no major issues were raised. One person did suggest a focus on Maori history would be better and this suggestion will be passed on to the group.

3.27. Vehicular Entrance – Whites Road

3.27.1. A new vehicle entrance is proposed off Whites Road. This will provide access to the domain in summer months for the farmer’s market stall holders, separating them from those using the carpark and removing the need to drive past the playground. This entrance is also paramount to the relocation of the lodge so that the building can be transported over the ditch and supplies be brought in from Whites Road.

3.28. Linking Path

3.28.1. The existing footbridge will remain along Whites Road and a linking path constructed so that people parking on Whites Road can easily walk through the reserve to reach the main domain facilities. This is particularly important in winter months when the domain is wet and boggy.

3.29. New Entrance to Ohoka Bush Walkway

3.29.1. The entrance to the Ohoka Bush walkway has been brought slightly forward and a small gazebo structure erected to link in visually to the one by the playground. This will give a vertical element to show people where the entrance to the walkway begins.

3.30. Extension of Ohoka Bush

3.30.1. As discussed above, space has been allocated within the horse paddock to extend Ohoka Bush as previously planned. This will organically flow into the wider main reserve and will include seating, BBQ tables and sheltered areas for picnicking and informal sports.

Alternative Plan

3.31. As discussed above, as a result of the consultation, Staff have prepared an alternative plan for the domain. This plan does meet the needs of the wider community and does prov better suit the needs of the farmers market.

3.32. In discussion with the market, a compromise was found which would better suit their special requirements while not having any negative impact on the needs of the community. This included squaring off the carpark by the playground area and shifting the bollards out while also pushing the playground extension back to retain some space for extra stands for wet days during the summer months when a larger amount of stands need to squeeze into the hardstand area.
3.33. In order to allow the relocation of the playground extension the path has also been realigned and now cuts through the centre of the playground space. While we do not usually split playgrounds, as this is only the path and not parking or other dangerous activities, we believe this will not pose a significant health and safety risk.

3.34. The additional car parking and changes to the playground and paths do come at an increased cost to that of the initial plan which is currently budgeted as at $270,000. Staff have undertaken a cost estimate of the alternative plan and believe this to cost $290,000 which is an additional $20,000.

3.35. A number of local community members have expressed concern that ratepayers money is being spent to support a commercial venture. While much of the rest of the concept will benefit all (not just the farmers market), the adoption of the alternative plan would provide most benefit to the the market.

3.36. Staff have met with the market organisers who support the alternative plan and have agreed to enter into a formal commercial relationship with the Council for the ongoing use of the Domain for a weekly market.

3.37. The Management Team/CE has reviewed this report and supports the recommendations.

4. COMMUNITY VIEWS

4.1. In conjunction with Councils Memorandum of Understanding with Te Ngāi Tūāhuriri Rūnanga, a project brief was sent through Mahaanui Kurataiao Ltd to the Rūnanga asking for their input and what level of consultation they would like on this project. The response received from the Ngāi Tūāhuriri Rūnanga Kaitiaki Committee was as follows:
   - The committee confirmed they are supportive of the domain redevelopment project being undertaken based on community feedback.
   - The committee indicated they do not wish to be involved in the redevelopment of Ohoka Domain. The committee did however wish to thank the Council for the opportunity to be involved.

4.2. Staff have undergone both an in-depth initial consultation process and a detailed secondary consultation process with the community as discussed above in Section 3. This has led to the creation of the Draft Master Plan for Ohoka Domain and the Draft Alternative Master Plan presented within this report.

4.3. Staff presented a draft version of the plan to the Ohoka Domain Advisory Group in September and talked through the main issues and options arising from the consultation, what was being proposed and a number of small changes that they felt would improve the plan. The advisory group are supportive of the current proposed Ohoka Domain Draft Master Plan. The advisory group have not been given opportunity to comment on the alternative plan due to time constraints in preparing the report.

4.4. Should the Board choose to support the either the Ohoka Domain Draft Concept Plan or alternative plan, staff will take it to the LTP for funding consideration. If funding is approved, the plan could then be implemented by the greenspace team in the timeframe chosen within the 2018 - 2028 Long Term Plan.

5. FINANCIAL IMPLICATIONS AND RISKS

5.1. Initial estimates of the cost of implementing the Alternative Master Plan for Ohoka Domain is $290,000. Staff believe the changes to the plan can be accommodated within this budget apart from the addition of the flying fox which it is hoped the Ohoka Domain Advisory Group
will provide funds to install. Staff have prepared a budget for Council consideration which has allocated $290,000 for the redevelopment of Ohoka Domain.

5.2. Should the Board approve the plan, staff will recommend that this project be undertaken within the first two financial years of the LTP.

5.3. For this reason, staff hope that while space for the flying fox has been identified, this can be funded through the Advisory Group and wider community.

5.4. Staff believe there is risk associated with the relocation of the Gatekeepers lodge onto the domain. Currently there is an enthusiastic and energetic group driving this project and committed to getting it on site and repairing/upgrading it to the point where it is public accessible and used as a museum. However, should this group become disillusioned or the work becomes too much of a burden, there is a possibility that Council would be left with a half finished, unsafe to occupy building which would require further funding to complete at rate payers expense.

5.5. The organisers of the market have also agreed to enter into a commercial arrangement with the Council for the ongoing use of the Domain for markets. This will be in place for the commencement of the 2018/19 financial year.

6. **CONTEXT**

6.1. **Policy**

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

6.2. **Legislation**

6.2.1. Ohoka Domain is categorised and managed as a neighbourhood reserve with a local catchment as per the categories identified in the Community Green Space Activity Management Plan. There are nine different categories within the Activity Management Plan. Within each category, parks can be further organised into sub-categories (local, community, district, regional) based on the catchment they serve. The categories and sub-categories form the basis of the levels of service applied to a green space.

6.2.2. The Reserves Act 1977 required all reserves to have a reserves management plan. The Council has chosen to prepare composite plans for its reserves and have decided to prepare 9 different plans in line with the parks categories identified in the Activity Management Plan. The Neighbourhood Reserve Management Plan was prepared in 2015 and is the guiding document relating to how the green space can be developed.

6.2.3. The provision of a playground such as the one which has been put forward in this report for approval is consistent with the levels of service relating to a park with this classification. The Playground will be fully compliant with Standard NZS 5828:2004 Playground equipment and surfacing.

6.3. **Community Outcomes**

6.3.1. The Ohoka Domain Draft Master Plan is considered to meet the following Community Outcomes;

6.3.2. Public spaces and facilities are plentiful, accessible and high quality

- There is a wide variety of public places and spaces to meet people’s needs.
- There are wide ranging opportunities for people to enjoy the outdoors.
• The range and accessibility of community and recreation facilities meets the changing needs of our community.
• There are wide ranging opportunities for people to contribute to the decision making by local, regional and national organisations that affects our District.
• Local, regional and national organisations make information about their plans and activities readily available.
• Local, regional and national organisations make every effort to take account of the views of people who participate in community engagement.
Ohoka Domain has been a great asset for a number of years and is now due to be upgraded. Following recent community consultation, a concept plan has been created for the domain. We now want your feedback on the proposed design.

We will be at the Ohoka Farmers Market in the domain on Friday 10 November between 9am and 12.30pm and also at the Ohoka Domain Hall on Monday 20 November from 5.30-6.30pm. We would love to see you and hear what you think about the Draft Master Plan.

What’s important to us?

There are many different users of the Ohoka Domain. These range from the Ohoka Farmers Market to locals and people from the public enjoying the domain, picnicking or playing in the playground. Because of this diversity, it is important that we hear from a wide range of users about how they would like to see the domain developed.

The Ohoka community and users of Ohoka Domain provided a wide range of feedback during the initial consultation and council staff have used this feedback to create a Draft Master Plan for the Ohoka Domain. Staff have worked hard to create a plan which caters for the needs of the community and the wishes of those who provided feedback. We now want your feedback on this plan and the changes proposed to the domain.

The Ohoka Domain Draft Master Plan includes a number of new elements such as:

- Ground stabilisation matting along Mill Road verges
- An extension to the playground including more swings, a slide and a climbing structure.
- A new pedestrian entrance
- A gazebo with a BBQ and BBQ table
- A notice board
- Riparian planting along drain edges
- Horse paddock developed as linkage between Ohoka Bush and Ohoka Domain
- A vehicle entrance – Whites Road
- A linking path from vehicle entrance to domain carpark
- Extension of Ohoka Bush planting.

Also included in the plan is a location for the relocation and renovation of the Ohoka Gatekeepers Lodge. This is a heritage building in Ohoka which members of the community would like to relocate onto the domain and renovate to a useable state. Once complete and safe for public use, the group will determine what the building can be used for however it is likely that its use will reflect the history of the Ohoka area. The majority of this project is to be funded externally through grants and donations, but is reliant on using an area of land within the reserve. There may be some associated landscaping required around it which would be done as part of this development.
**What happens next?**

The information collected will be collated and reviewed then used to drive any changes that need to be made to the plan. It will then be presented to the Oxford Ohoka Community Board for support before it goes before Council for consideration of funding allocation from the 2018-2028 Long Term Plan.

It is important to be aware that no funding is currently allocated to this project and any council funded development is reliant on funding being allocated when this project is assessed alongside other projects as part of the 2018-2028 Long Term Plan process.

Please note also that this process is focusing on the whole domain, however the existing pavilion is not included as work has already been undertaken to distinguish the scope of work that needs to be done to this building.

**Can't make it?**

If you can't make it to see us in person, your ideas are still important to us. Submit your feedback online at waimakariri.govt.nz/letstalk or write your ideas in the comments section on the back of this page and post it back (Free Post). You can also email your ideas to records@wmk.govt.nz

**Make sure you tell us what you think by 5pm on Friday 17 November 2017.**

**Where?**

The drop in sessions are being held at the Ohoka Domain and at the Ohoka Domain Hall on Mill Road, 493 Mill Road, Ohoka.
Name: 

Address: 

Please write your ideas for Ohoka Domain here:

Comments:

If you have any comments or questions please contact:

Grant Stephens, Greenspace Community Engagement Officer
Waimakariri District Council
Private Bag 1005
Rangiora 7440

Email: records@wmk.govt.nz
Phone: 0800 965 468

Or return this feedback form (no stamp required) back to Grant Stephens by 17 November 2017
Attention: Grant Stephens, Green Space Community Engagement Officer
Waimakariri District Council
Private Bag 1005
Rangiora 7440
OHOKA DOMAIN
Draft Alternative Concept Plan

- Existing Poplar Hedge removed.
- New Gated Vehicular Entrance
- Potential space for Gatekeepers Lodge
- Low native planting at corners to prevent parking to close to entrance.
- Grass verges stabilised with Sureflex Stabilisation Mats.
- Potential space for Flying Fox
- New Pergola Entrance to Ohoka Bush
- Existing fence line removed.

KEY
- Existing Ohoka Bush
- Ohoka Bush Addition
- Native Under-planting and Trees
- Native Riparian Planting
- Grass
- Playground Extension
- Picnic Table
- Park Bench
- Very Large Tree
- Large Tree
- Medium Tree
- Small Tree
- Potential Fitness Station
OHOKA DOMAIN
Draft Alternative Concept Plan

- Existing Footbridge
- Existing Tennis Courts
- Existing Basketball Hoop
- Existing Playground
- Pergola with BBQ and Picnic Table
- New Notice Board
- New Footbridge
- New Pedestrian Path
- Existing Bridge
- Re-aligned Bollards
- Existing Carpark
- Grass verges stabilised with Stabilisation Mats.

KEY:
- Native Planting and Trees
- Carpark Extension
- Grass
- Native Riparian Planting
- Playground Extension
- Ground Stabilisation Matting

Existing BMX Track
Potential space for Flying Fox

WAIMAKARIRI
DISTRICT COUNCIL
Consultation
Ohoka Domain Draft Master Plan 2017
Raw Feedback
new things will be added:
1. a big flying fox
2. a big new slide
3. a swimming pool
4. a tyre swing
5. some new toilets

for fun:
Tom W.

Flying Fox
Roundabout

Tom W.
A giant chess

Flying fox Sam

Roundabout

Look at adjusting the
Entrance ways into
Domain where it connects
like the Hall traffic.

Extend fence/carrick
West of current building
to set this up.

Bike path around/through
larger area.
I love the Market. Would be to see it in an area bigger & easier for the public to come to. It is used by a huge number of locals including myself the one time the traffic was slow vs Fridays because it is sign posted adequately (I have local kids).

Band taken from the market for any damage to Domain obstacle course.

Public notice board to go in somewhere around entrance to playground from carpark.
I like the fitness stations!

Love the concept of the Gate Keepers Lodge. Perhaps position it slightly to the right of the entrance.

As a ratepayer, I object to ratepayer funds to repair roadsides caused by Ohoka Market visitors. This should be paid for by the market proprietors (Mr & Mrs Warren).

We would love a flying fox somewhere.

Looks good! Me too.
I am glad to see the playground under the trees. It is a good spot. Shade for the children.

Very keen on a flying fox 'conversation-oriented' playground pieces for older primary aged children.

Also very keen on fitness station circuit.

Keep up the good work! Love the ground stabilisation mats!
Tom W.

Bike track

Seperate to BMX Track

Maintain / do up

BMX Track

Airus

Flying Fox

Ally

Hutton

a safer way - the existing

one is very heavy for small

children - especially if we

under it!

Bike track

apples to apples

very similar, improve the area.

a problem that fits the area

can be marshalled in exp

of the church. someone is

enough for the council to succ

it sounds like the council

Place a coherent entrance

into Housefield Park. Can

can be marshalled in exp

or Friday farmer market

could charge £2 coin

Funds could pay for it

and longer term provide

funds for gatekeeper's lodge
Hi - I am not sure why we need another vehicle access point. BBQ is a great idea. Daughter wants a flying fox! Renovation of the Bnz track? Thanks Peter. Hatton 1 keeley place

Sent from my iPhone
Name: Christopher Marshall

Address: [Signature]

Please write your ideas for Ohoka Domain here:

Comments:

If you have any comments or questions please contact:

Grant Stephens, Greenspace
Community Engagement Officer
Waimakariri District Council
Private Bag 1005
Rangiora 7440

Email: record@wai.govt.nz
Phone: 0800 863 458

Or return this feedback form (no stamp required) back to Grant Stephens by 17 November 2017

Waimakariri District Council
79

[Diagram of Ohoka Domain]

P.S. Swamp Cypress suits wet where do the roots go?
OHOKA DOMAIN
Draft Concept Plan

Name: Simon
Address:

Please write your ideas for Ohoka Domain here:

Comments:
A footpath around the perimeter of the park for walking, running, prams, or kids bikes would be great as the limited footpaths in the area make it unsafe for running or cycling for children. It only needs to be based up with concrete, dust or shingle.
A footpath also down Threlfall's Road would be great as it has huge amounts of runnels & mud holes and is a safety risk.

The proposal above looks great!!
Work Ph: 
Fax: 
Mobile Ph: 
Email: 

Problem Location: 
Primary Street: Mill Road, OHOKA, 
Address: 
OHOKA 
Location Owner(s): 
Various 
Property Number: 15505 

Full Details: 
Parks & Greenspace - Suggestions I like the Ohoks Domain plan. Well done. We and our grandchildren have had a lot of pleasure there over the past 32 years.

Thank You 
Administrator
Problem Location:
Primary Street: Mill Road, OHOKA,
Address:
CUST
Location Owner(s):
Waimakariri District Council
Property Number: 13753

Full Details:
Parks & Greenspace - Suggestions Ohoka Domain It was a pleasure to talk to Grant this morning at the Ohoka Domain. I liked the playground staying where it is and the plans for the playground. I also liked the fitness stations as quite a few people jog/walk etc the footpath on Mill Road and I am sure they will appreciate some equipment to use in the domain. I do have a concern over the second gateway. Do we really need to spend money on a second gateway from Whites Road? The money would be better spent on stabilisation mats opposite the garage along that bank. It would certainly be more attractive than shingle. I think there should be balance between the expectations of the market users and domain use for the rest of the week. Please don’t turn it into a huge car park on Friday mornings.

Thank You
Administrator
From: Council Office
To: Records Staff
Subject: FY: Website contact form - General feedback
Dates: Tuesday, 14 November 2017 1:37:07 PM
Attachments: image001.png
image002.png
image003.png
image004.png
image005.png
image006.png
image007.png
image008.png

Ohoka Domain Consultation

Fiona Kohi | Customer Service Officer
Customer Service
Customer Service: 0800 965 468 (0800WIRKGOV)

From: donotreply@waimakariri.govt.nz
Sent: Tuesday, 14 November 2017 9:42 AM
To: Council Office <office@wmrk.govt.nz>
Subject: Website contact form - General feedback

Name: Christine Docherty

Email:

Phone:

Message:

Feed back on the Ohoka Domain landscaping. The design look wonderful thank you but could you please consider these point. A big problem on Fridays is the lack of parking for the market. Would you consider extending the in domain car park to include the playground and moving the playground to a sunnier spot at the end of the tennis courts. This gets afternoon shade in this position. At present there is little parking for the disabled and the playground is a very cold spot in the mornings and during the winter. Thank you
From: donotreply@waimakariri.govt.nz
Sent: Monday, 13 November 2017 9:45 PM
To: Council Office <office@wmk.govt.nz>
Subject: Website contact form - General enquiry

Name: Barb Warren

Email:

Phone:

Message:

Cont from Ohoka Farmers Market Submission Page 2 of 2 1. As stated in our submission the hall carpark is used predominantly by the 35 or so stallholder’s cars over winter because there is insufficient area in the domain carpark set up. This means that market customers have no option other than to park on the grass verges along Whites, Mill, Keetley Place and outside the garage when they are not prohibited from doing so. This situation was compounded last year by the wet season and the earth works undertaken along Mill Road. Does the Greenspace Team consider that two stabilised grass verges along Mill Road will accommodate sufficient customer carparking and mitigate any future community concerns? 2. Does the Greenspace Team expect the market to have to change its winter configuration to accommodate the additional native plantings around the inside of the domain carpark area? This area in winter is used for stallholder’s cars and their gazebos and is a tight fit. Is the idea that the market stallholders are to access the domain off Whites Road at the same entrance as the Gatehouse? If so does the Greenspace team foresee any concerns regarding the summer setup/power access etc assuming we would have to drive across the length of the domain to access the power at the pavilion? Are trees going to be removed along the existing horse fence to allow this access? 4. Is any southerly shelter of significance being planted to replace the existing poplars which are to be removed? Has the Greenspace Team considered topping the poplars instead of complete removal? The point being they provide significant southerly shelter to the domain. We are pleased that the Ohoka Farmers Market is celebrated on the Council website and its benefits to the region are realised. Yet we feel
From: donotreply@waimakariri.govt.nz [mailto:donotreply@waimakariri.govt.nz]
Sent: Monday, 13 November 2017 9:45 PM
To: Council Office <office@wmk.govt.nz>
Subject: Website contact form - General enquiry

Name: Barb Warren

Email: 

Phone: 

Message:

Cont from Ohoka Farmers Market Submission Page 2 of 2. 1. As stated in our submission the hall carpark is used predominantly by the 35 or so stallholder’s cars over winter because there is insufficient area in the domain carpark set up. This means that market customers have no option other than to park on the grass verges along White, Mill, Koetley Place and outside the garage when they are not prohibited from doing so. This situation was compounded last year by the wet season and the earth works undertaken along Mill Road. Does the Greenspace Team consider that two stabilised grass verges along Mill Road will accommodate sufficient customer carparking and mitigate any future community concerns?

2. Does the Greenspace Team expect the market to have to change its winter configuration to accommodate the additional native plantings around the inside of the domain carpark area? This area in winter is used for stallholder’s cars and their gazebos and is a tight fit.

3. Is the idea that the market stallholders are to access the domain off Whites Road at the same entrance as the Gatehouse? If so does the Greenspace team foresee any concerns regarding the summer setup/power access etc assuming we would have to drive across the length of the domain to access the power at the pavilion? Are trees going to be removed along the existing horse fence to allow this access?

4. Is any southerly shelter of significance being planted to replace the existing poplars which are to be removed? Has the Greenspace Team considered topping the poplars instead of complete removal? The point being they provide significant southerly shelter to the domain. We are pleased that the Ohoka Farmers Market is celebrated on the Council website and its benefits to the region are realised. Yet we feel despite the efforts made by the Greenspace Team the current plan is problematic to the market particularly during the winter months which are our hardest months. We look forward to your response. Barb and Andrew Warren. Ohoka Farmers Market BLTD
Fiona Kohi | Customer Service Officer
Customer Services
Fiona.Kohi@wmk.govt.nz
Customer Service: 0800 905 466 (0800WIMKGOV)

From: donotreply@waimakariri.govt.nz
Sent: Tuesday, 14 November 2017 1:08 PM
To: Council Office <office@wmk.govt.nz>
Subject: Website contact form - Issue/complaint

Name: Samm Dalley

Email: 

Phone: 

Message:

As a regular stallholder at the Ohoka Domain I wish to address the issue for extra car parks for our customers and the relocation of the playground. I travel from Hororata every Friday to sell our family grown organic pork, lamb and beef and without the opportunity to do so at the domain, our business will suffer.
Gina Maxwell | Customer Service Officer
Customer Services
office@wmk.govt.nz
Customer Service: 0900 905 468 (0800/WMKGOV)

From: donotreply@waimakariri.govt.nz [mailto:donotreply@waimakariri.govt.nz]
Sent: Tuesday, 14 November 2017 3:01 PM
To: Council Office <office@wmk.govt.nz>
Subject: Website contact form - General feedback

Name: Julia Brown

Email: 

Phone: 

Message:

Hello, This is in regards to the upgrade of the Ohoka Domain and the proposed extension of the playground/paths etc. As a stall-holder at the Ohoka Farmers' Market it is rather alarming that no consideration of the market has been taken that I can see. This proposed plan does not do anything for the market and actually will make it harder for us in the winter and not help the carpark situation at all. I think you need to go back to the drawing board and rethink whether the playground can be moved into the sun which will also create room for car parking. Thank you, Julia
Hi there. I have just seen your proposal for the Ohoka domain. I worry that the weekly farmers market has not really been thought of in your layout, esp during the winter months when the market already struggles with parking. It’s very hard to find a park anytime but esp during winter. I would think that the amount of people the market brings to the area, you would be looking after it? It’s one of the best farmers markets in Canterbury. Surely if your redoing the playground it would be just as easy to move it and create more space for something that is so iconic for the area and benifits so many? Cheers Jess
From: Justine Fisher  
Sent: Tuesday, 14 November 2017 7:24 PM  
To: Records Staff  
Subject: Ohoka Domain Feedback

To whom this concerns
I am a local. I also hold a stall at the ohoka farmers market, I have submitted my ideas and I see you have come up with a plan for the ohoka domain.
Unfortunately for the weekly market, I see nothing has improved albeit made harder. Ohoka is rural and locals love the market, yes it is smaller in the winter due to keeping the domain in good condition, but it is a community and a weekly event that a huge number of the community gather weekly.
The area the market uses in the winter needs to be bigger. Some of the big trees pruned and maintained to let some sun through and to not be a hazard in the wind especially the gums.
The car park area the market uses is good for the whole domain so could be bigger that would mean the market could be bigger in the winter. The organisers have trouble fitting us all in and have to disappoint many because space is limited.
It is a community the market is a cornerstone and these days there are not many places they gather for the sake of a larger area to provide for local growers and consumers, I feel this needs to be taken into consideration more because the plan shows no consideration for the needs of the market, they are dominant users of the domain.
I hope you consider the suggestion I put to you for a bigger area, I along with the local community would appreciate that.
Kind regards Justine Fisher

Sent from my iPhone
Tascha Lawry

From: Council Office
Sent: Tuesday, 14 November 2017 4:29 PM
To: Records Staff
Subject: FW: Website contact form - Issue/complaint

Fiona Kohi | Customer Service Officer
Customer Services
Fiona.Kohi@wmk.govt.nz
Customer Services: 0800 965 468 (0800/WMKGOV)

---

From: donotreply@waimakariri.govt.nz
Sent: Tuesday, 14 November 2017 4:02 PM
To: Council Office
Subject: Website contact form - Issue/complaint

Name: Michelle Devereux

Email:

Phone:

Message:

I AM APPALLED= Your proposals totally ignore all the feedback given by Ohoka Market stallholders and customers - WHY ??? What was the point in everyone giving their ideas / suggestions if you do not give them serious consideration !! Are you prepared for the catastrophic results for the Market if you ignore the opinions of the public and over 100 small businesses ????? The existing playground should be left as it is or moved to a sunnier area - NOT EXPANDED at the high cost of loosing the 4th. Best Farmers Market in NZ. Michelle Devereux
I really like the landscaping.

I really like the extended playground ideas but would like to see a flying fox for older children.

I really like the Gate Keepers Lodge being part of the Domain with its historical significance. I suggest the proposed entrance way into the Domain should not be directly in front of the Lodge for aesthetic reasons. The Domain Advisory Group see the Lodge being positioned slightly north of the entrance.

I really like the Mill Rd parking with stabilization mats. Especially the extended area opposite Keetly Place. Could this have a path way through it? Opposite the pathway in Keetly Place for those coming from Keetly place and crossing the road. (This can be hazardous with the ropes and barriers currently there especially for those with buggies.)

I would strongly object to any public parking on the Domain from the new Whites Rd entrance, service vehicles only. But I think this is the Council's intention.

Thank you and congratulations for a great plan.
Name: Richard Luissetti

Address:

Please write your ideas for Ohoka Domain here:

Comments:

* I support the new plan.
* The Gate Keepers Lodge will add a lot to preserving the history of the community.
* The playground will now cater for the increasing number of children using it. Something for older children would be advisable.
* Extended stabilization mats - parking a good idea.

If you have any comments or questions please contact:

Grant Stephens, Greenspace Community Engagement Officer
Waimakariri District Council
Private Bag 1005
Rangiora 7440
Email: records@wank.govt.nz
Phone: 0800 966 468

Or return this feedback form (no stamp required) back to Grant Stephens by 17 November 2017

Received 15 Nov 2017
Name: Christine Ortlund
Address:

Please write your ideas for Ohoka Domain here:

Comments:
Please would you consider moving the playground as indicated. In this spot it would have morning sun and afternoon shade. In the winter when the land is so wet you cannot walk on it the playground is important to us but is so cold and frozen it cannot be used until later in the day. The sealed carpark could be expanded to cater for the winter marked which we use and help with parking in the summer.

If you have any comments or questions please contact:
Grant Stephens, Greenspace Community Engagement Officer
Waimakariri District Council
Private Bag 1005
Rangiora 7440
Email: records@wmc.govt.nz
Phone: 0800 965 468

Or return this feedback form (no stamp required) back to Grant Stephens by 17 November 2017

waimakariri.govt.nz
Joining the whole domain as one is great.
Is this room for a rugby, hockey or soccer field?
Name: John Oecherly
Address: 

Please write your ideas for Ohoka Domain here:

Comments:

Parking is a major problem; why have you not made the domain carpark larger. Please try to solve the problems we have now or it will all have to be done again in a few years.
The market is special and supports many small business owners. It is the one place where Ohoka residents can meet - a major problem in rural areas. Please consider extending the parking to make it easier for mobile visitors (only one park outside hall), buses and disabled people. These people deserve the opportunity to get out and enjoy the country.
From: Council Office  
To: Records Staff  
Subject: FW: Website contact form - General feedback  
Date: Wednesday, 15 November 2017 10:40:13 AM  
Attachments: image001.png  
image002.png  
image003.png  
image004.png  
image005.png  

Gina Maxwell | Customer Service Officer
Customer Services  
office@wmk.govt.nz  
Customer Service: 0800 965 468 (0800WMKGGOV)

From: donotreply@waimakariri.govt.nz [mailto:donotreply@waimakariri.govt.nz]
Sent: Wednesday, 15 November 2017 9:00 AM  
To: Council Office <office@wmk.govt.nz>
Subject: Website contact form - General feedback

Name: Mary Peterson

Email:

Phone:

Message:

I have looked at the new proposal for the Ohoka Domain. As a stall holder at the Ohoka Farmers Market for the last few years I am greatly concerned about where the Ohoka Farmers Market will fit into your new plan. There doesn't appear to be any provision for us (the stall holders) as the area we currently use in summer appears to be where you intend placing a new play area. I think the play area looks great, but can it not be put further over on the Domain to allow us to share the area? Also, I am unsure where we will be in the winter months or where we & the customers will now be able to park?? This is especially worrying to me as we discovered the Ohoka Farmers Market when we moved to the area after being outcast from the Christchurch Port Hills, as a result of the earthquakes. The market, is my only source of income, but has also become quite a social event for me as many of my friends/customers (both local & from further afield - Christchurch, Amberley, Pegasus etc) know the market runs every Friday (winter & summer) so make the trip out to enjoy the market and to have a catch-up. Therefore I would appreciate knowing if there has been serious consideration of what will happen to our market if the space for the market & the car parking is to be diminished to the extent it appears to be in the proposed plan??
From: Council Office
To: Records Staff
Subject: FW: Website contact form - Issue/complaint
Date: Wednesday, 15 November 2017 8:48:16 AM
Attachments: image001.png
image002.png
image003.png
image004.png
image005.png
image006.png
image007.png
image008.png

Gina Maxwell  | Customer Service Officer
Customer Services
office@wmk.govt.nz
Customer Service: 0800 985 488 (0800WNKGOV)

From: donotreply@waimakariri.govt.nz [mailto:donotreply@waimakariri.govt.nz]
Sent: Tuesday, 14 November 2017 4:54 PM
To: Council Office <office@wmk.govt.nz>
Subject: Website contact form - Issue/complaint

Name: Apryl Anthony
Email: 
Phone: 
Message:

Hello, I would like to make a submission into the changes to the Ohoka domain. The market is an essential part of the Ohoka and surrounding areas. It's a place to support NZ made products and small businesses. Its a wonderful domain and event for people to meet, socialise and shop, which is essential in this time of so much online shopping. At it stands there isn't enough carparking and the playground is in a very sheltered spot. Every winter the playground is cold, frosty and wet. I propose that the playground is moved to a much better spot where it is in full sun and not under the trees. That area could then be used as extra car parks, not only would this be good for the market but also during the week so parents with little ones could park closer. I hope that you will consider this, it would really add to your existing plan. Thank you Apryl.
From: donotreply@waimakariri.govt.nz [mailto:donotreply@waimakariri.govt.nz]
Sent: Wednesday, 15 November 2017 1:44 AM
To: Council Office <office@wmm.govt.nz>
Subject: Website contact form - General enquiry

Name: Angela moana MAllitte

Email:

Phone:

Message:

Please remove the playground from under the trees and replace it with a carpark in the ohoka domain. I like going to the ohoka market every week all year round and parking is an issue there especially in the winter. In the summer if more parking was available off the street this would be awesome and safer too.
Tascha Lawry

From: Council Office  
Sent: Wednesday, 15 November 2017 3:00 PM  
To: Records Staff  
Subject: FW: Website contact form - General feedback

Gina Maxwell | Customer Service Officer  
Customer Services  
office@wmk.govt.nz  
Customer Service: 0800 965 468 (0800 WMK GOV)

From: dontreply@waimakariri.govt.nz  
Sent: Wednesday, 15 November 2017 2:41 PM  
To: Council Office <office@wmk.govt.nz>  
Subject: Website contact form - General feedback

Name: Justine Hamilton

Email:

Phone:

Message:

Kids raised in the area for 25 years. Playground needs more seating for adults while kids play (seating in the sun). A flying fox would be advantageous for all ages. Equipment for older kids so the ohoka service station doesn't need to babysit them. Keep the peace in Ohoka on religious holidays eg easter Friday and not have a farmers market out of respect. Minimal parking on whites road new entrance to stop general public also parking there on market day. I guess then they wont park in my driveway!!! Use old swings, they will continue to be safe for another 50 years. More security to prevent the un-desirable entering at dark and vandalizing our equipment and the grounds.
OHOKA DOMAIN
Draft Concept Plan

Name: BRIAN AND LIZ WARREN
Address: ____________________________________________

Please write your ideas for Ohoka Domain here:

Comments:
WE SUPPORT THE DRAFT CONCEPT PLAN IN ITS' ENTIRETY. Whilst it is shown "indicatively" we suggest the position for the Gate Keepers Lodge be closer to Mill Rd so that it is not directly ahead of the proposed new entrance.

If you have any comments or questions please contact:
Grant Stephens, Greenspace Community Engagement Officer
Waimakariri District Council
Private Bag 1005
Rangiora 7440
Email: records@wmc.govt.nz
Phone: 0800 965 468

Or return this feedback form (no stamp required) back to Grant Stephens by 17 November 2017

waimakariri.govt.nz
I would very much like to see provision in the proposed plan to consider the importance of the Friday Markets, which brings hundreds of people all through winter and 10s of hundreds of people during the summer months.

The proposed plan would mean there would be less space for the winter market, reducing the number of stall holders and car parks. In winter there are as many as 50 stall holders who rely on the Ohoka market for their livelihood, but some of these people would miss out.

I would like the planners to either relocate the playground or leave it the way it is now so that the very popular market can continue as it is.

Regards Pauline Kirk
Craft Stall holder.
From: Council Office
To: Records Staff
Subject: PW: Website contact form - General feedback
Date: Thursday, 16 November 2017 10:50:34 AM
Attachments: image001.png
image002.png
image003.png
image004.png
image005.png
image006.png

Mary Boyce | Customer Service Officer
Customer Services
customer@wmk.govt.nz
Customer Services: 0800 965 468 (0800WMKGOV)

From: donotreply@waimakariri.govt.nz
Sent: Thursday, 16 November 2017 9:51 AM
To: Council Office <office@wmk.govt.nz>
Subject: Website contact form - General feedback

Name: Adrian Bliss
Email: 
Phone: 

Message:

Ohoka Domain Master Plan. We would like to record our support for the new plan for the Ohoka Domain. The increase in the play ground area and additional equipment will be well appreciated by the young of our district. It is also pleasing to see the green area is maintained and no extension of metalled vehicle parking areas. The relocation of the Gate Keepers House is an exciting project for the community and will help to reflect the history of the area. Regards, Jan and Adrian Bliss.
Gina Maxwell | Customer Service Officer
Customer Services
office@wmk.govt.nz
Customer Service: 0800 965 468 (0800 WMKGOV)

From: donotreply@waimakariri.govt.nz [mailto:donotreply@waimakariri.govt.nz]
Sent: Wednesday, 15 November 2017 10:47 PM
To: Council Office <office@wmk.govt.nz>
Subject: Website contact form - General feedback

Name: Craig Minehan

Email: 

Phone: 

Message:

I wish to comment on the proposed changes to the Ohoka domain. I write in support of the submission from the Ohoka farmers market, i.e., that the playground be re-located, or alternatively not increased in size. The proposed change will make the market non-viable in the winter. Given the popularity of the market and its contribution to the local (and wider) community, this proposed plan makes little sense...I note that the market does not even appear on the plan! Yours sincerely, Craig Minehan
Hi, I would like to submit feedback regarding the Ohoka Domain proposal. As a 20-something who grew up in Ohoka and attended Ohoka stall, and returned several years ago I was happy to see the Ohoka market thriving, and am now established as a stallholder there. It is one of the few things welcoming to young people in North Canterbury. I would like to see the market given more consideration in the plan as it seems to be of little importance. As you are aware the market has little parking space and little hard ground for it to operate during winter, although it does work as it is. The playground extension encroaches on the space the market uses. I am also concerned about the removal of the peplar trees without them being replaced to protect the domain from southerly wind. The gatehouse proposal sounds interesting, however it seems odd to go ahead with such an idea without having decided what it is to be used for! I have heard it is a museum. I imagine that it represents colonial New Zealand which is already represented in the Ohoka hall and in the apparent predominant members of the Ohoka community board which seems unrepresentative of the wider community which increasingly includes young people such as myself and young families. If history is of interest in the new domain plans perhaps something about the Maori history would be more progressive and inclusive. The market is an asset to the wider community, it is a vibrant and cheerful place and attracts young people with positive attitudes, thus I would like to see that the plan does not hamper the markets future, which is a future including thousand s of people, stallholders, tourists, customers from surrounding towns, and the Ohoka residents. On very practical terms the concerns of the market are space and parking, and shelter. Thank for you the opportunity to give feedback, I hope you will take it into consideration.
Name: P. R. Atwo
Address:

Please write your ideas for Ohoka Domain here:

Comments:

I strongly support the concept of having the Catlins Farmstead site as a focus for the history of Ohoka.

20 NOV 2017

If you have any comments or questions please contact:

Grant Stephens, Greenspace Community Engagement Officer
Waimakariri District Council
Private Bag 100
Rangerua 7302
Email: greenspace@wdc.govt.nz
Ph: 03 366 4366

Or return this feedback form (no stamp required) back to Grant Stephens by 17 November 2017
Name: Sue Hamilton

Address:

Please write your ideas for Ohoka Domain here:

Comments:
Before upgrading the domain you need to address the parking issues around the Mill Rd/Whites Rd corner through the week and especially on Friday mornings with the Market on. I have seen one bad accident by a service station customer backing out onto Whites Rd from the Road and on Friday morning its chaotic.

If you have any comments or questions please contact:
Grant Stephens, Greenpark Community Engagement Officer
Waimakariri District Council
Private Bag, 1569
Rangiora 7440
Email: recordsoffices@waimakariri.govt.nz
Phone: 03 858 665 468

Or return this feedback form (no stamp required) back to Grant Stephens by 17 November 2017

171120125345
CPR-04-20-74
Name: Sue Allen
Address: 

Please write your ideas for Ohoka Domain here:

Comments:

I strongly support this draft plan for the Ohoka Domain. It is exciting to see this community hub being developed to cater for all the community - and the addition of the historic lodge will be a wonderful asset to the area (domain and bush). Together, these new opportunities to retain and preserve such a valuable heritage building for all to enjoy.

If you have any comments or questions please contact:
Grant Stephens
Community Engagement Officer
Waimakariri District Council
Private Bag 713
Rangiora 7441

Email: grants@wdc.govt.nz
Phone: 03 710 4588

Or return this feedback form (no stamp required) back to Grant Stephens by 17 November 2017

171120125346
CPR-04-20-74
Hi there

Re the Ohoka Domain Draft Plan

I would like to voice my support for more parking space for Farmers Market shoppers on Fridays. While the plan is an upgrade to what we basically have, it does not support the long term continuance and growth of the Farmers Market.

I'm a stallholder at the Farmers Market and hear from customers that they didn't bother coming (last Friday) because they couldn't find a car park. And surely the parking issues must be a bug bearer for the locals.

I would also like to see provisions made for the expansions or support of a larger space available for the market during the winter. The boggy ground and limited use of the grass/grounds during winter is a draw string for the market and its supporters/customers. Limiting the visitors to the market because of the limited space....not to mention limited parking.

I would guess that the Friday market is the most consistently used activity in the domain and perhaps needs a bit more focus in the new development. It has put Ohoka on the map.

cheers
Paulette
Dear Planning Staff,

Redevelopment of the Domain will provide for a much more utilised asset to the local community and the opportunity to improve conditions for the
Continued successful operation of the weekly Ohoka Farmers Market.
The Market has forged a reputation of being one of the best Farmers Markets in New Zealand and is a huge asset to the Waimakariri District to both locals
And visitors alike.

The proposed Draft Master Plan continues to restrict and compromise the activities of the Ohoka Farmers Market during winter months
The operation of the market in winter months is severely compromised by the lack of hardstand parking both on and off the Domain.
There is no provision in the Draft Plan to increase hardstand parking on the Domain
The successful operation of the market in winter is essential to its continued viability and desirability as the place to go for fresh produce grown
And created by locals for locals all year round and not only in the summer months.

The existing carpark area around the Pavilion needs to be extended across to the Tennis Courts and the existing childrens playground relocated and
Extended as proposed to the Whites Road side of the Tennis Courts.
This is a much more sheltered location offering close proximity to additional off street parking and a food / beverage shop as well as providing an area
With scope for ongoing expansion incorporating the relocated building.

The Mill Road verges along the edge of the road are also crucial for all year visitor parking and the use of stability matting as proposed or even hardfilled
Berms with landscape planting on the drain edge would be a huge improvement in both practicality and appearance.

Yours faithfully

Hayden Keir and Michele Hopkins.
Hi, My partner Murray Wright & I have been coming to Ohoka Farmers Market for the last 5 years as customers and as stall holders (Naturalus). We have made many friends from the local people of Ohoka and further afield who come back every week amazed at the Ohoka Market and all the wonderful food & craft suppliers available to them and to people further afield in Canterbury & Christchurch. We have not experienced any negative feedback in regards to the Ohoka Farmers Market just a huge appreciation for it, including being counted 1 of the top 4 Farmers Markets in New Zealand and 3 of those markets were in the North Island so top Farmers Market in the South Island which is something that I feel the Ohoka Community should be extremely proud of and wanting to promote/protect for many years to come. We feel that the new proposal of extending the playground will impact hugely on the Farmers Market and will impact on the success of it, not just us as business owners but for the local shoppers from Ohoka as many get their food and supplies locally every week, including us. As people do like routine and consistency we feel this will be taken away from them if the extension of the playground happens. The extension will shrink the market size which will consequently reduce significantly the number of stallholders during the winter/wetter months. By leaving the playground as it is this will enable these businesses to stay and be able to give this consistency/supply to local shoppers of Ohoka and further afield, and visa versa. We feel if you are able to work with the people of the Ohoka Market that you will be able to get a happy medium that will benefit all concerned.
To: Grant Stephens, WDC

From Ohoka Domain Advisory Group.

Re: the draft plan for the Ohoka Domain 2017

Our Group on a whole support the plan as presented and thank you for all your work you have put into it.

We would like to comment on a few points:

1/ While the larger playground with more equipment is a huge step forward we would also still like to see the inclusion of a 30mt flying fox. This item would especially cater to the older children and has been the most requested piece of equipment. An ideal site for this would be running off the south end of the BMX track. The group has likely funds available to put towards this.

2/ Add another seat beside the playground that will be in full sun - between BBQ and carpark? Add a seat beside the BMX track.

3/ The large row of poplars: We strongly support the removal of these trees. As mentioned in your first draft there is a number of issues with these trees i.e. visual and physical barrier between the Domain and The Bush, sucking all moisture from surrounding ground in summer making it very hard to establish anything underneath, the more planting and development that is done the harder it is going to be to remove these trees at a later date and putting up suckers – especially if the ground is disturbed.

3/ Gate Keepers Cottage: Again we strongly support the relocation of this to the site proposed in the horse paddock. We support a vehicle access to remain in place off Whites rd. at the site and a small carpark at the rear of the cottage. We do have concern with this allowing access into the full domain and strongly recommend that there are strict controls on how and when vehicles can use this entrance. We are absolutely against the domain getting turned into a public carpark on a Friday.

4/ Tennis courts: the surface has never been great since it was poorly laid a few years back. This surface is deteriorating and it would be good to have a re-surface included in the long term plan.

5/ The grass verge on Mill rd.: The matting trial seems to be successful so it would be good to see the frontage tidied up with this continued all the way to the corner. Hopefully the Farmers Market will fund this rather than the ratepayers?

6/ Retain the old swing set in the existing playground.

Edward Hamilton
Chairman ODAG
OHOKA DOMAIN
Draft Concept Plan

Name: 
Address: 

Please write your ideas for Ohoka Domain here:

Comments:
Looks to be a good plan.
Many older children have requested a Slipstream. Can this be included?

Rolf / Sean Buchanan

If you have any comments or questions please contact:

Grant Stephens, Greenspace Community Engagement Officer
Waimakariri District Council
Private Bag 1005
Rangiora 7440
Email: records@wmt.govt.nz
Phone: 03 345 3668

Or return this feedback form (no stamp required) back to Grant Stephens by 17 November 2017
Submission Ohoka Domain

November 17th 2017

After reviewing the proposed concept plan for the Ohoka Domain and understanding the reasons behind the proposed changes, Ohoka Farmers Market requests that the extension to the playground does not proceed.

Increasing the size of the playground and thereby restricting the space the market can utilise from Oct to April will have a potentially dire effect on one of the most significant weekly cultural events in the region. This area has for the last 9 years enabled the market to operate during the wet Spring seasons and any wet weather markets during summer. To extend the playground will prevent this. As a consequence the hundreds of local businesses which make up the market and thousands of patrons that attend will be adversely affected.

We are currently working with the Ohoka Domain Advisory Board with the aim of reaching this compromise.

If we cannot reach this compromise we will struggle to support the plan.

Barb and Andrew

Ohoka Farmers Market Benevolent Dictatorship Ltd
From: donotreply@waimakariri.govt.nz [mailto:donotreply@waimakariri.govt.nz]
Sent: Monday, 20 November 2017 6:05 PM
To: Council Office <office@wmk.govt.nz>
Subject: Website contact form - General feedback

Name: Tina Alberts

Email: 

Phone: 

Message:

The Ohoka Domain Revamp proposal looks neat and well planned. Extending the playground will benefit the numerous families with small children in the area.
Name: Edward Hamilton

Email: 

Phone: 

Message:

Re: Ohoka Domain Concept Plan, Thank you for the effort that has gone in and also recognizing that the Ohoka Domain is due for a make over. I generally support most parts of the plan although - would like to see the playground bigger with more equipment considering the growth in the area and how popular it is. Next closest playground is Mandeville some 5 kms away. Keeping kids outdoors and entertained is very important to their well being! Would also like to see the Tennis courts in the plan. The surface is deteriorating and uneven. They are now being used on a regular basis for junior club tennis. They are also well used in general both for coaching and social tennis. Farmers Market - there seems to be a push to create more hard surface for the market and move the playground. While the market is a success the domain is there for sport and recreation and this should be considered first ahead of a commercial operation held in it. Also all cost associated with the market should be carried by the operators and not the ratepayers. There should not be a market on Good Friday. I am sure the cottage will become a special part of the domain and is very fitting that it should end up there given it's history. There seems to be only support for this venture around the community so hopefully with the help of the council it will go ahead. The Ohoka Bush is looking amazing and is a real credit to those who have worked so hard on it. Now that it is going to have better links to the "domain" I'm sure a lot more people are going stroll through and appreciate it. I hope the council continues to give it the support needed. Thank you.
Hello:

I am writing to submit my feedback on the Ohoka Domain Draft Plan that was recently presented.

My family is a keen supporter of the Ohoka Farmers' Market, having been regular customers for over seven years. After reading through the Draft Plan, I have the following suggestions/issues:

1. The playground extension. Many of the concerns brought up in the Draft Plan related to the cost-benefit of adding features that catered for the influx of people during the Farmer's Market only. I think the playground extension is one of these and should not be included, unless the upgrades are made within its original footprint. The Winter Market is already a tight fit as it is currently; I feel the playground extension would restrict access to the Market in the Winter. As a mother of two children who happily use that playground, the size seems it seems generous as it is. **In short, make any upgrades to the playground within its current generous footprint.**

2. Upgrades as a misuse of ratepayers' money. The tone of the Draft Plan seemed concerned about the Market, as it's a commercial venue, changing locales suddenly, which would make any upgrades made specifically for the Market a waste. Why not ask the organisers to sign an agreement pledging their loyalty to the Ohoka Domain? This would make the upgrades (for which funding has not been allocated) more attractive to the Council as well as spreading out the costs over time. **In short, spread the cost of upgrades and bring peace of mind to the rate payers by working out a long-term agreement with the Market Organisers**

3. Parking. Is there an area that can be dedicated for public parking on the grass on dry days in Summer? This area would be accessed by the new Vehicle Entrance on Whites Road. Availability would be at the Organisers' discretion based on conditions on Market Day. **In short; allow cars to park on the grass on fine, dry days when the grass is also dry.**

The Draft Plan emphasises that the Market is an asset to Ohoka and wider community, I agree. I hope these suggestions are helpful.

Thank you.

Kind regards,

Courtney Starbuck
Thanks for inviting submissions on the upgrade to the domain.

Here’s our ideas - Our kids (boys 7 & 10yrs) would like to see the following ideas Incorporated:

Flying Fox
Roundabout spinning thing
Obstacle course
Safer / lighter seesaw
Bike/walking track around the perimeter
Kids bike/scooter entrance near the bike track.

Overall we are very supportive of the market and their idea of splitting the playground to best utilise the existing hard surface makes sense.
Also the improvements to the road verge sounds sensible.

As a ratepayer I’m more than happy to see the market supported as it’s an asset to the area, it certainly enhances the culture and heritage of the area.

We notice that when there are kids classes on in the hall often their siblings cross between the two venues so any additional pedestrian safety on the middle road entrance would be good.

And the addition of the gate keepers Lodge sounds like a real asset.

Kind regards
Tom & Sam - playground users.

Grant & Sara Wells
Edward,

The Domain Draft Concept plan covers everybody's needs perfectly. I believe the families of Ohoka and surrounding area will be most grateful and proud of their playground, playing field and bush walks and the gate keepers cottage project in the making.

A big thank you to the many locals and Council staff who have put in so much time and effort to bring this plan to fruition and sincerely hope the project will proceed in the very near future without any delays or further objections from commercial or other parties seeking personal gain.

Yours sincerely,

Tony Saunders.

Sent from Samsung tablet
RANGIORA

21 November 2017

Submission on Ohoka Domain Draft Master Plan
Donald Ellis

I am a foundation stallholder at the Ohoka Farmers' Market. As such I have attended something like 400 Friday markets on the Ohoka Domain. This has allowed me to develop a good feel for what is great and what not so great about the location, the market's operation, and the market's place in the wider community.

On the basis of that experience I make the following submissions:

1. SUPPORT the overall direction of the draft Master Plan.
2. STRONGLY SUPPORT the proposal to link the Domain with the Ohoka Bush and to enhance the Ohoka Bush
3. OPPOSE the proposal to extend the existing children's playground in situ, and further request:
   a) the playground be relocated, and
   b) a firm surface suitable for vehicle parking be created in the area currently occupied by the playground.

Explanatory Notes:

1. These notes refer to the material on the consultation page on the WDC website. There are references also to the report (TRIM 170921102179) to the Oxford-Ohoka Community Board dated October 5th.

2. The Ohoka Farmers' Market is known nationally as a high quality and successful market. It is often rated in the top handful of markets and has been awarded Top Winter Market.

3. The benefits to the District of having such a successful market in its midst are many. The economic benefits include

   - the number of small businesses based locally that retail through the market. I personally know of businesses based in Sefton, Ashley, Loburn, Okuku, Rangiora, Springbank, Oxford, Swannanoa, Ohoka, Kaiapoi and Waikuku who attend the market regularly. Many of these businesses are also employers. Many of these business also take the produce of our District to Christchurch City.

   - attracting day visitors from Christchurch as well as being a common stop for international visitors visiting friends and family locally.

   - providing an opportunity for entrepreneurs to get started. I can think of at least two stallholders who have out-grown the market. One of them took her business nationally supplying both major supermarket chains from her base in Oxford.

4. WDC also recognises the social value of the market (para. 3.7.4 of the report) although it understates that value. In addition to providing an opportunity for social interaction for the
local community the market can be a venue for:

- social enterprises such as Charity Jams who fund raise for a number of projects in the District
- community groups such as Ashley-Rakahuri Rivercare Group to raise their profile
- educational activities: primary schools giving some practical experience in financial literacy and high school students looking at advanced topics such as food supply chains and sustainability

5. While WDC clearly recognises the value of the Ohoka Farmers' Market to the District, I hope it will also recognise that getting the area around the existing Mill Rd car park right is required to support the on-going viability of the market. To explain this requires an explanation of what makes a successful and viable market.

6. A market is a retail business with one twist: the market operator has limited control over the range and quality of products on sale. For a market to be successful it has to attract enough popular stalls to, in turn, attract the numbers of customers that will make the overall market viable. But, since the majority of our stallholders make their living from selling through markets, they will have no choice but to leave the Ohoka Farmers Market if it ceases to be profitable for them to trade there. If stallholders start to leave and cannot be replaced by equivalent operators then the market will simply fail.

7. Ohoka Farmers Market has reached viability thanks to the support of local people who regularly shop at the market and the investment of stallholders in developing their business through this market. But, like any other retailer, we can't ever afford to relax and we have to continuously promote the market and improve it. It's simply not enough to have picturesque surroundings, high quality products, and a well-run market. We have to overcome some disadvantages like the Friday time-slot (the only way to attract enough established stallholders who might already be committed to other markets on a Saturday), the variability of the weather, and the location away from established retailing locations.

8. The most important way the market overcomes these disadvantages is by building a reputation for consistency and reliability. We cannot count on being a default shopping option let alone the spur-of-the-moment option. We know that anyone who comes to the market has to make a conscious choice. So, we want everyone to know that, whether they shop at the market every week or only once a year, their choice to visit will be rewarded by there always being a wide range of quality products available on Fridays from 9am – 12.30pm. Week in, week out, and whatever the weather. Building that reputation is a long, hard slog. Even now I have regular customers who are still not aware of our policy around market hours even though it has remained unchanged for the last six years.

9. We are held back in building this reputation by how we have to operate during the wetter months (May-September). During this time we shift to the former ground of the Mill Rd carpark. The smaller location means we cannot offer year round places to all the stallholders who might want them and the market is less than half the size it is during the warmer months. With fewer stallholders and smaller public spaces the market is less attractive than in summer so we see a considerable drop off in visitors during these months. A reduction in visitor numbers is inevitable because of the weather conditions but they needn't drop quite so far if
we could spread the market out a little more.

10. The proposed extension to the playground effectively sets the market back. It closes off any opportunity to develop new stallholders, allow more stallholders to operate year-round or relieve congestion in the public spaces of the market. It will force us to reduce the number of stallholders who do come during the winter months. During the winter months my customers regularly tell me they prefer the openness of the summer set-up and the greater numbers of stalls. So it's not fanciful to assume that further restricting the size of the market during winter could, in the very worst case scenario, lead to the demise of the Ohoka Farmers' Market.

11. Moving the playground and formalising the firm area between the existing carpark and the tennis courts delivers multiple advantages. During winter we could allow more stallholders to operate year-round, we could create more common spaces for visitors, and we could allow more stallholders to park within the market freeing up more parking immediately outside the market area. During summer we would simply allow more public parking in the carpark, again relieving some pressure from the roadside.

12. The proposed expansion of the Domain to incorporate the leased land between it and Ohoka Bush is a very exciting proposal. I am personally in favour of all regeneration projects in the District but this particular project will fit in very well with the market. The improved amenity in the vicinity of the market will be helpful to us, of course, but the market will also be a good place to promote the work going on the other parts of the Domain.

13. It seems to me that the expansion of the public areas into what is now leased land would mitigate the impacts of expanding the Mill Rd carpark. The usable area of the domain would effectively treble in size due to development in the “Horse Paddock” and the linkage through to the Ohoka Bush. In this context a modest expansion of the carpark would not seem so intrusive.

14. The Council may also wish to consider that the existing car park on Whites Rd serving the Ohoka Bush will also be used by market visitors during busy markets. Visitors already park well beyond that entrance. Once the linkage is established through to the current domain area that carpark will become more attractive on very busy days. Again a modest expansion northwards of that carpark would accommodate some of the current on-road parking and encourage market visitors to also experience the Ohoka Bush.

15. I believe everyone involved with the Ohoka Farmers Market wants our activity to impact lightly on the local community. I support the ongoing development of the domain and hope that meeting the needs of the market and the wider community do not have to be mutually exclusive.

Thank you for considering my submission

Donald Ellis
To whom this concerns
I went 20th November to the gathering at the domain to hear what the folk against the changes had to say. Parking was the issue. But one of the against who disliked the market customers parking on the grass verges is the owner of the petrol station he uses the grass verge for parking 7 days a week then puts cones and no parking signs on Friday. So clearly he needs the parking improved for his benefit.
Another negative man said speed was an issue but I use the mill Rd on the regular Friday is the only day (because of signs and flags that the ohoka market people erect) that speeders slowed down because of signage and clearly marked that there is an event to consider.
Another of the against the changes was a man who runs the local hall. The hall often has functions and events such as a recent wedding that the parking was insufficient and once again the roadside parking was used, my husband and I go to a fabulous cabaret show at the hall and we parked on the roadside. There was also a lady who was upset because the rate payers would have to pay for the improvements, her argument was that the ohoka farmers market should because they are a commercial body and the stall holders were not locals. Well I am! I am a stall holder, a local and a rate payer! I think the changes are great! Obviously parking is an issue for the domain the gas station and the hall. There seems a noisy minority don’t like the market.
as a local, I love it I have 25 acres that I produce free range eggs I can supply direct to my community via the market that to me is country living. The domain on a Friday is a buzz of activity with local people, it’s where I met my neighbors. The domain is fabulous and can only be improved by the suggestions people have I would like to see the car park area inside the domain grow a little to accommodate the market in the winter mainly and also parking in general in that the community corner, hall, domain and service station obviously needs even the negative people agree on that.
I hope a few invalid opinions of negative people don’t ruin a great thing the community has here in the domain.
Kind regards Justine Fisher

Sent from my iPhone
1. SUMMARY

1.1. The purpose of this report is to consider an application for funding which has been received from:

<table>
<thead>
<tr>
<th>Name of Organisation</th>
<th>Purpose</th>
<th>Amount Requested</th>
</tr>
</thead>
<tbody>
<tr>
<td>West Eyreton School</td>
<td>Towards the costs of books focusing on healthy eating for the school library</td>
<td>$384.76</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>$384.76</strong></td>
</tr>
</tbody>
</table>

Current balance is $3,660.95.

Attachments:
- Application from West Eyreton School (Trim No. 171120125320).
- Spreadsheet showing previous two years grants.
- Board funding criteria 2017/2018 (Trim No. 170626065542)

2. RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

(a) Receives report No. 171122126837.

(b) Approves a grant of $__________ to West Eyreton School towards the costs of books focusing on healthy eating for the school library

OR

(c) Declines the application from West Eyreton School.

3. ISSUES AND OPTIONS

3.1. West Eyreton School intends to promote a deeper understanding and awareness of healthy eating within the community.

3.2. The school wishes to extend the range of books that can be accessed by children and their families that are good quality and current. These will be mostly non-fiction, recipe books and healthy lunches.
3.3. The school's aim is to provide a basis for young people to develop awareness of healthy eating that will have a lasting benefit, by guiding them to make positive choices around food consumption and preparation through increased knowledge of foods and their nutritional values.

3.4. All pupils are from the Oxford-Ohoka Community Board area.

3.5. The books and ‘healthy eating’ project will not be able to proceed if the application is declined. Should the application be declined it will not be possible to encourage or promote an understanding of food, nutrition, healthy lunch boxes nor general healthy eating recipes to pupils and families.

3.6. All accountability forms have been received. Financial information has been included with the application. The Board may approve or decline grants to the applicant in accordance with the grant guidelines.

3.7. The Management Team has reviewed this report.

4. **COMMUNITY VIEWS**

4.1. Community organisations in applying to the Board’s Discretionary Grant, are seeking to assist sectors of the community.

5. **FINANCIAL IMPLICATIONS AND RISKS**

5.1. The Annual Plan for 2017/18 includes budget provision for the Oxford-Ohoka Community Board to approve grants to community groups up to a total of $5,400. The requested grants for consideration in December 2017 total $384.76.

5.2. The current balance of the grant fund is $3,660.95.

5.3. The application criteria specify that grants are normally limited to a maximum of $500 in any one financial year (July to June) but the group can apply up to twice in that year, providing it is for different projects.

5.4. GST is paid to appropriately registered groups where applicable above the Board resolved values.

6. **CONTEXT**

6.1. **Policy**

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

6.2. **Legislation**

Not applicable.

6.3. **Community Outcomes**

6.3.1. People are friendly and caring, creating a strong sense of community in our District.

6.3.2. There are wide ranging opportunities for people of different ages to participate in community and recreational activities.

Edwina Cordwell
Governance Adviser
Groups Applying for Board Discretionary Grants 2016/2017

Name of Group: WEST EYRETON SCHOOL

Address: 11650 NORTH EYRE ROAD, RD5, RANGIORA, 7475

Contact Person within Organisation: CAROL BROTHERIDGE

Position within Organisation: SCHOOL BURSAR

Contact phone number: 03 312 5850   Email: carol.brotheridge@westeyreton.school.nz

Describe what the project is and what the grant funding be used specifically for? (Use additional pages if needed)

To purchase books for the School/Community library, focusing on healthy eating, West Eyreton School has a healthy eating policy and we do not have books to promote this. We have attached a list of the books we would like to purchase, based on this topic and feel these will be greatly used in the community and we have had several requests for books which cover this section.

What is the timeframe of the project? November 2017

Overall Cost of Project: $384.76

Amount Requesting: $384.76

How many people will directly benefit from this project? 250

Who is the range of people benefiting from this project? (You can tick more than one box)

- People with disabilities (mental or physical)
- Cultural/ethnic minorities
- District
- Preschool
- School/youth
- Older adults
- Whole community/ward

Provide estimated percentage of participants by Ward:

Oxford-Ohoka 100%  Rangiora-Ashley  %  Woodend-Sefton  %  Kaiapoi-Tuahiwi  %

Other (please specify):

If this application is declined will this event/project still occur?  Yes  No

If No – what are the consequences to the community/organisation?

With not having this section presently available in the library it is hard to encourage children to get involved in what foods they should be considering eating, how to help prepare their lunch boxes and also providing parents with recipes and advice.
What are the direct benefit(s) to the participants?

Our project intends to promote a deeper understanding and awareness of healthy eating within our community. We aim to do this by developing our resources in this area. We wish to purchase a range of books that can be accessed by children and their families, that are good quality and current. These will include mostly non-fiction books, recipe books and that some that include healthy lunches.

What is the benefit(s) to your organisation?

We believe our project will have lasting benefits for the community, especially our children by guiding them to make positive choices around food consumption and preparation and by building their knowledge of different types of food and their nutritional value.

What are the benefit(s) to the Oxford-Ohoka community or wider district?

Our School is already a healthy eating school, by further developing our resources in this area we aim to increase our focus on this important topic, which impacts on the lives of all New Zealanders.

Is your group applying under the umbrella of another organisation (that is Charity/Trust registered?)  

[ ] Yes  [x] No

If yes, name of parent group

What is the relationship between your group and the parent group?

What other fundraising has your group undertaken towards this project/event? List any other organisations you have applied or intend to apply to for funding this project and amount applied for this project:

Have you applied to the Oxford-Ohoka Community Board or any other Waimakariri Community Board for other project funding in the past 18 months?  

[ ] Yes  [x] No

If yes, please supply details:

Enclosed  [x] Financial Balance Sheet and Income & Expenditure Statement (compulsory – your application cannot be processed without financial statements)

[ ] Supporting costs/quotes (not compulsory)

[ ] Other supporting information

I am authorised to sign on behalf of the group/organisation making this application.

I declare that all details contained in this application form are true and correct to the best of my knowledge.

I accept that successful applicants will be required to report back to the Community Board by completing a simple Accountability Report.

I accept that information provided in this application may be used in an official Council report available to the public.

PLEASE NOTE - If submitting your application electronically, entering your name in the Signature box below will be accepted as your signature:

Signed: Carol Brotheridge  
Date: 3/11/17
**Shopping Cart**

<table>
<thead>
<tr>
<th>Price</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Best 100 Smoothies for Kids:</strong> $12.40</td>
<td>1</td>
</tr>
<tr>
<td><strong>Kids Lunch Boxes: 101 Tasty, Fresh, Fun and Healthy School Lunch Box Ideas and Recipes Your Kids Will Love To Eat!</strong> $9.99</td>
<td>1</td>
</tr>
<tr>
<td><strong>The School Year Survival Cookbook: Healthy Recipes and Sanity-Saving Strategies for Every Family and Every Meal (Even Snacks)</strong> $21.70</td>
<td>1</td>
</tr>
<tr>
<td><strong>The Best Homemade Kids' Lunches on the Planet: Make Lunches Your Kids Will Love with More Than 200 Deliciously Nutritious Meal Ideas (Best on the Planet)</strong> $16.87</td>
<td>1</td>
</tr>
</tbody>
</table>

**Your recently viewed items**

- The Clean Eating... Alice Newman Kindle Edition $2.99
- Cooking with Curious... $19.99
- The Very Frustrated... Andi Green Hardcover $12.17
- MyPlate Activity Books... $19.75

**Subtotal (17 items):** $194.86

Proceed to checkout or Sign in to turn on 1-Click ordering.
<table>
<thead>
<tr>
<th>Title</th>
<th>Price</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Clean Eating Cookbook: 50 Quick, Easy and Delicious Recipes Your Family Will Love. by Alice Newman</td>
<td>$8.99</td>
<td>1</td>
</tr>
<tr>
<td>The Disney Princess Cookbook</td>
<td>$12.79</td>
<td>1</td>
</tr>
<tr>
<td>Don't Feed The WorryBug (Soft Cover Edition) by Andi Green</td>
<td>$6.05</td>
<td>1</td>
</tr>
<tr>
<td>Kid Chef: The Foodie Kids Cookbook: Healthy Recipes and Culinary Skills for the New Cook in the Kitchen by Melina Hammer</td>
<td>$10.87</td>
<td>2</td>
</tr>
<tr>
<td>Junior Chef Cookbook by Williams - Sonoma Test Kitchen</td>
<td>$14.93</td>
<td>1</td>
</tr>
<tr>
<td>MasterChef Junior Cookbook: Bold Recipes and Essential Techniques to Inspire Young Cooks by MasterChef Junior</td>
<td>$13.59</td>
<td>1</td>
</tr>
<tr>
<td>Oh, The Things You Can Do That Are Good for You: All About Staying Healthy (Cat in the Hat's Learning Library) by Tish Rabe</td>
<td>$7.99</td>
<td>1</td>
</tr>
<tr>
<td>Title</td>
<td>Price</td>
<td>Quantity</td>
</tr>
<tr>
<td>----------------------------------------------------------------------</td>
<td>---------</td>
<td>----------</td>
</tr>
<tr>
<td>Raising a Healthy, Happy Eater: A Parent's Handbook: A Stage-Stage Guide to Setting Your Child on the Path to Adventurous Eating by Nimali Fernando MD MPH</td>
<td>$8.98</td>
<td>1</td>
</tr>
<tr>
<td>Healthy Eating for Kids: Teaching Your Child to Eat Healthy in a Fast Food World by Nikki King M.S.</td>
<td>$6.99</td>
<td>1</td>
</tr>
<tr>
<td>Kids' Fun and Healthy Cookbook by Nicola Graimes</td>
<td>$12.20</td>
<td>1</td>
</tr>
<tr>
<td>Mommy and Me Bake by DK</td>
<td>$14.56</td>
<td>1</td>
</tr>
<tr>
<td>How Did That Get in My Lunchbox?: The Story of Food (Exploring the Everyday) by Chris Butterworth</td>
<td>$5.09</td>
<td>1</td>
</tr>
</tbody>
</table>

**Subtotal (17 items): $194.86**

The price and availability of items at Amazon.com are subject to change. The Cart is a temporary place to store a list of your items and reflects each item's most recent price. Learn more.

Do you have a gift card or promotional code? We'll ask you to enter your claim code when it's time to pay.

Frequently bought with Best 100 Smoothies for Kids: Incredibly Nutritious and Totally Delicious No-Sugar-Added Smoothies for Any Time of Day
Your Shopping Cart

Get audiobook "What Am I Supposed to Eat?" for only $10!

Get ebook "What Am I Supposed to Eat?" for only $10!

Cart Items

Real Food Kitchen
(https://nz.drlibby.com/products/Real_Food_Kitchen)

Sweet Food Story
(https://nz.drlibby.com/products/Sweet_Food_Story)
Cart Items

Real Food Chef
(https://nz.drlibby.com/products/The_Real_Food_Chef)

What Am I Supposed to Eat?
(https://nz.drlibby.com/products/what-am-i-supposed-to-eat/)

Subtotal $189.80

Estimate Shipping

Grand Total $

Proceed to Checkout (https://nz.drlibby.com/checkout.php)

Click here to keep shopping (https://www.drlibby.com/shop/)

Coupon Code
If you have a coupon code, enter it in the box below and click 'Go'.

Redeem Gift Certificate
To pay for this order using a gift certificate, enter the gift certificate code in the box below and click 'Go'.

Secured by GeoTrust. All prices are in NZD. - Terms & Conditions (https://www.drlibby.com/terms-and-conditions/)
West Eyreton School

Financial Statements for the Period Ended
30 September 2017
West Eyreton School

Balance Sheet

as at: 30 September 2017

<table>
<thead>
<tr>
<th>Public Equity</th>
<th>This Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>9851.00 Accumulated Funds</td>
<td>538,302</td>
</tr>
<tr>
<td>Current Year Surplus/(Deficit)</td>
<td>(19,347)</td>
</tr>
<tr>
<td><strong>Net Public Equity</strong></td>
<td><strong>518,955</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Current Assets</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>9231.00 ANZ Cheque Account</td>
<td>56,028</td>
</tr>
<tr>
<td>9231.03 ANZ Short Term Investment 14</td>
<td>61,619</td>
</tr>
<tr>
<td>9259.00 Sundry Debtors</td>
<td>925</td>
</tr>
<tr>
<td>9260.00 Inventory</td>
<td>467</td>
</tr>
<tr>
<td>9261.00 Prepayments</td>
<td>534</td>
</tr>
<tr>
<td>9288.00 GST Paid</td>
<td>7,018</td>
</tr>
<tr>
<td><strong>Total Current Assets</strong></td>
<td><strong>126,591</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Current Liabilities</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>9359.00 Sundry Creditors</td>
<td>6,232</td>
</tr>
<tr>
<td>9377.00 MOE Special Needs Modification Inc</td>
<td>81,698</td>
</tr>
<tr>
<td>9377.50 MOE Special Needs Modification Exps</td>
<td>(86,634)</td>
</tr>
<tr>
<td>9378.00 MOE Block 1 Class Modernisation Inc</td>
<td>21,482</td>
</tr>
<tr>
<td>9378.50 MOE Block 1 Class Modernisation Exp</td>
<td>(17,655)</td>
</tr>
<tr>
<td>9388.00 GST collected</td>
<td>13,489</td>
</tr>
<tr>
<td><strong>Total Current Liabilities</strong></td>
<td><strong>21,482</strong></td>
</tr>
</tbody>
</table>

| Working Capital | **107,980** |

<table>
<thead>
<tr>
<th>Fixed Assets</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>9501.00 Library Books</td>
<td>49,614</td>
</tr>
<tr>
<td>9501.20 Library Books Accum Depn</td>
<td>(43,511)</td>
</tr>
<tr>
<td>9502.00 School Buildings</td>
<td>477,183</td>
</tr>
<tr>
<td>9502.20 School Buildings Accum Depn</td>
<td>(83,644)</td>
</tr>
<tr>
<td>9503.00 Office Furniture</td>
<td>22,630</td>
</tr>
<tr>
<td>9503.20 Office Furniture Accum Depn</td>
<td>(23,393)</td>
</tr>
<tr>
<td>9504.00 School Plant and Equipment</td>
<td>144,270</td>
</tr>
<tr>
<td>9504.10 Addns/Sales Plant &amp; Equipment</td>
<td>4,484</td>
</tr>
<tr>
<td>9504.20 Sch Plant &amp; Equip Accum Depn</td>
<td>(119,162)</td>
</tr>
<tr>
<td>9505.00 Classroom Furniture</td>
<td>103,286</td>
</tr>
<tr>
<td>9505.20 Classroom Furniture Accum Depn</td>
<td>(84,820)</td>
</tr>
<tr>
<td>9507.00 Sports equipment</td>
<td>12,717</td>
</tr>
<tr>
<td>9507.20 Accum Depn Sports Equipment</td>
<td>(12,717)</td>
</tr>
<tr>
<td>9509.00 Computers</td>
<td>112,468</td>
</tr>
<tr>
<td>9509.20 Computers Accum Depn</td>
<td>(106,660)</td>
</tr>
<tr>
<td>9511.00 Leased IT Equipment</td>
<td>11,204</td>
</tr>
<tr>
<td>9511.20 Leased IT Equip Accum Depn</td>
<td>(4,964)</td>
</tr>
<tr>
<td>9520.00 Furniture - New Classroom</td>
<td>13,134</td>
</tr>
<tr>
<td><strong>Total Fixed Assets</strong></td>
<td><strong>472,120</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Long Term Liabilities</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>9620.00 Cyclical Maintenance</td>
<td>54,879</td>
</tr>
<tr>
<td>9651.00 TELA Lease 82553</td>
<td>1,339</td>
</tr>
<tr>
<td>9652.00 TELA Lease 83438</td>
<td>2,528</td>
</tr>
<tr>
<td>9653.00 TELA Lease 87213</td>
<td>2,399</td>
</tr>
<tr>
<td><strong>Total Long Term Liabilities</strong></td>
<td><strong>61,145</strong></td>
</tr>
</tbody>
</table>

| Net Assets | **518,955** |
## West Eyreton School

**Income Statement - Summary**

for the Period Ending 30 September 2017

<table>
<thead>
<tr>
<th>Category</th>
<th>Current Period Actual</th>
<th>Year to Date Actual</th>
<th>Annual Budget</th>
<th>Remaining Budget</th>
<th>% Budget Used</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Receivables</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MOE Operation</td>
<td>20,016</td>
<td>201,190</td>
<td>273,161</td>
<td>(71,971)</td>
<td>74</td>
</tr>
<tr>
<td>Other MOE/Govt Grants</td>
<td>1,300</td>
<td>26,461</td>
<td>27,500</td>
<td>(1,039)</td>
<td>96</td>
</tr>
<tr>
<td>Student Fees</td>
<td>2,578</td>
<td>12,907</td>
<td>20,000</td>
<td>(7,093)</td>
<td>65</td>
</tr>
<tr>
<td>Community Funds</td>
<td>1,836</td>
<td>6,828</td>
<td>10,700</td>
<td>(3,872)</td>
<td>64</td>
</tr>
<tr>
<td>Interest</td>
<td>6</td>
<td>391</td>
<td>3,000</td>
<td>(2,609)</td>
<td>13</td>
</tr>
<tr>
<td>Trading</td>
<td>(213)</td>
<td>1,104</td>
<td>-</td>
<td>1,104</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td>71,524</td>
<td>248,882</td>
<td>334,466</td>
<td>(85,479)</td>
<td>74</td>
</tr>
</tbody>
</table>

| **Expenses Section**           |                       |                     |               |                  |              |
| **Administration**             |                       |                     |               |                  |              |
| Board of Trustees              | 1,173                 | 12,053              | 6,200         | (5,853)          | 194          |
| Financial                      | 620                   | 20,468              | 28,225        | 7,757            | 73           |
| Communication                  | 45                    | 3,489               | 4,660         | 1,171            | 75           |
| Consumables                    | 684                   | 8,781               | 13,464        | 4,683            | 65           |
| General                        | 735                   | 6,437               | 7,520         | 1,083            | 86           |
| **Total Expenses**             | 3,256                 | 51,227              | 60,069        | 8,842            | 85           |

| **Learning Resources**         |                       |                     |               |                  |              |
| Curriculum                     | 2,722                 | 36,858              | 56,465        | 19,607           | 65           |
| Extra Curriculum               | 1,022                 | (1,066)             | 200           | 1,266            | (533)        |
| **Total Learning Resources**   | 3,744                 | 35,792              | 56,665        | 20,873           | 63           |

| **Property Management**        |                       |                     |               |                  |              |
| Repairs & Maintenance          | 715                   | 10,631              | 17,700        | 7,069            | 60           |
| Caretaking & Cleaning          | 225                   | 2,098               | 2,750         | 652              | 76           |
| Grounds                        | 16                    | 769                 | 1,150         | 381              | 67           |
| Swimming Pool                  | -                     | 8,343               | 10,273        | 1,930            | 81           |
| Energy                         | 1,536                 | 9,367               | 11,300        | 1,933            | 83           |
| School House                   | (1,625)               | (8,293)             | (7,300)       | 993              | 114          |
| **Total Property Management**  | 866                   | 22,914              | 35,873        | 12,959           | 64           |

| **Personnel**                  |                       |                     |               |                  |              |
| Recoveries                     | 220                   | 270                 | -             | (270)            | -            |
| Teaching Wages                 | -                     | 469                 | 20,000        | 19,531           | 2            |
| Administration Wages          | 10,833                | 61,259              | 65,394        | 4,135            | 94           |
| Property Wages                 | 3,408                 | 32,364              | 44,533        | 12,169           | 73           |
| Teacher Aide Wages             | 5,751                 | 32,717              | 46,284        | 13,567           | 71           |
| Staff Expenses                 | 889                   | 8,660               | 17,050        | 8,390            | 51           |
| **Total Personnel**            | 21,101                | 135,739             | 193,261       | 57,522           | 70           |

| **Depn / Asset Purchases**     |                       |                     |               |                  |              |
| Depreciation / Asset Purchases | 2,311                 | 22,556              | 25,000        | 2,444            | 90           |
| **Total Depn / Asset Purchases** | 2,311               | 22,556              | 25,000        | 2,444            | 90           |

| **Operating Surplus/(Deficit)**| (5,755)               | (19,347)            | (36,507)      | 17,160           |              |
## 2016-2017 Community Board Discretionary Grant

<table>
<thead>
<tr>
<th>Month considered</th>
<th>Group</th>
<th>Project</th>
<th>Amount Requested</th>
<th>Amount Granted</th>
<th>Running Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>August</td>
<td>Pegasus Residents group Inc.</td>
<td>Towards costs for activities at a Christmas event, &quot;Christmas on the Lake&quot;.</td>
<td>$500</td>
<td>$400.00</td>
<td>$2,510.00</td>
</tr>
<tr>
<td>August</td>
<td>Reflections Community Trust</td>
<td>towards the costs of funding Pedalmania to be part of the Waimakariri Light Party 2016 event</td>
<td>$390</td>
<td>$390.00</td>
<td>$2,120.00</td>
</tr>
<tr>
<td>September</td>
<td>Okuku Pony Club</td>
<td>Towards accommodation costs while attending the Springston Trophy event</td>
<td>$500</td>
<td>$500.00</td>
<td>$1,620.00</td>
</tr>
<tr>
<td>February</td>
<td>Woodend Bowling Club</td>
<td>towards the cost to core and solid spike the outdoor bowling green</td>
<td>$449</td>
<td>$ -</td>
<td>$1,620.00</td>
</tr>
<tr>
<td>April</td>
<td>Kaiapoi Art Expo and Schools Art Expo</td>
<td></td>
<td>$300</td>
<td>$300.00</td>
<td>$1,320.00</td>
</tr>
<tr>
<td>April</td>
<td>Sefton School PTA</td>
<td>towards purchase of a TV &amp; Apple TV box</td>
<td>$500</td>
<td>$500.00</td>
<td>$820.00</td>
</tr>
<tr>
<td>June</td>
<td>The Woodpecker Community Trust</td>
<td></td>
<td>$500</td>
<td>$600.00</td>
<td>$220.00</td>
</tr>
<tr>
<td>September</td>
<td>Southbrook School PTA</td>
<td>Towards the costs of hiring Ethel &amp; Bethel to run a bingo fundraiser event</td>
<td>$500</td>
<td>$ -</td>
<td>$9,010.00</td>
</tr>
<tr>
<td>September</td>
<td>Vision West Community Trust</td>
<td>Towards the cost of photoelectric smoke alarms in social housing</td>
<td>$500</td>
<td>$ -</td>
<td></td>
</tr>
<tr>
<td>September</td>
<td>Rangiora Croquet Club Inc.</td>
<td>Towards the part funding of a second set of Quadway Hoops</td>
<td>$500</td>
<td>$500.00</td>
<td>$8,510.00</td>
</tr>
<tr>
<td>September</td>
<td>Okuku Pony Club</td>
<td>Towards accommodation costs while attending the Springston Trophy event</td>
<td>$500</td>
<td>$ -</td>
<td></td>
</tr>
<tr>
<td>September</td>
<td>Reflections Community Trust</td>
<td>toward the cost of a dog agility display for the Waimakariri Light Party 2016</td>
<td>$350.00</td>
<td>$200.00</td>
<td>$8,310.00</td>
</tr>
<tr>
<td>November</td>
<td>Presbyterian Support Upper South Island</td>
<td>Towards the costs of establishing an outdoor garden area for the Totara Club.</td>
<td>$1,000.00</td>
<td>$500.00</td>
<td>$7,810.00</td>
</tr>
<tr>
<td>Month</td>
<td>Organisation</td>
<td>Description</td>
<td>Amount</td>
<td></td>
<td></td>
</tr>
<tr>
<td>-----------</td>
<td>---------------------------------------</td>
<td>-----------------------------------------------------------------------------</td>
<td>----------</td>
<td></td>
<td></td>
</tr>
<tr>
<td>November</td>
<td>Ashley Playcentre</td>
<td>Towards the purchase of a John Deere ride-on tractor.</td>
<td>$500.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>November</td>
<td>Cust-West Eyreton Playcentre</td>
<td>Towards the purchase of a tablet, Microsoft Office programme and virus protection.</td>
<td>$500.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>November</td>
<td>Rangiora Playcentre</td>
<td>To purchase a profile holder and a non-slip entrance mat.</td>
<td>$456.21</td>
<td></td>
<td></td>
</tr>
<tr>
<td>February</td>
<td>Rangiora Playcentre</td>
<td>To purchase a profile holder and a non-slip entrance mat.</td>
<td>$456.21</td>
<td></td>
<td></td>
</tr>
<tr>
<td>February</td>
<td>Rangiora and Districts Early Records Society Inc.</td>
<td>Towards the cost of conservation framing of a sale map for the Red Lion Hotel</td>
<td>$500.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>February</td>
<td>Canterbury Justices of the Peace Association Inc.</td>
<td>Towards the cost of a pull-up banner</td>
<td>$235.75</td>
<td></td>
<td></td>
</tr>
<tr>
<td>April</td>
<td>North Canty Riding for the Disabled Inc</td>
<td>Equipment and mounting block for less able riders</td>
<td>$389.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>April</td>
<td>Kaiapoi Art Expo and Schools Art Expo</td>
<td>Towards running costs - in particular advertising - applied to all boards</td>
<td>$500.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>April</td>
<td>HomeShare Lunch Group</td>
<td>Towards entry costs for senior citizens participating in the HomeShare Lunch Group to Orana Park</td>
<td>$295.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>April</td>
<td>North Canterbury Model Railway Club Inc.</td>
<td>Towards the cost of advertising an 'open day' event 18-19 March 2017.</td>
<td>$250.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>June</td>
<td>Cust Bowling Club</td>
<td></td>
<td>$500.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>August</td>
<td>Reflections Community Trust</td>
<td>Towards the costs of hiring a clown/street performer for the Waimakariri Light Party 2016</td>
<td>$450</td>
<td></td>
<td></td>
</tr>
<tr>
<td>August</td>
<td>Vision West Community Trust</td>
<td>Towards the cost of photoelectric smoke alarms in social housing</td>
<td>$500.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>August</td>
<td>Big Brothers Big Sisters of North Canterbury</td>
<td>Towards entry costs to Laserstrike for children being mentored</td>
<td>$500.00</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total: $4,850.00
<table>
<thead>
<tr>
<th>Month</th>
<th>Organization</th>
<th>Description</th>
<th>Amounts</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>August</td>
<td>Kaiapoi Pony Club</td>
<td>Towards training and equipment for the Springston Trophy event</td>
<td>$500</td>
<td>$ 500</td>
</tr>
<tr>
<td>September</td>
<td>Kaiapoi Community Garden Trust</td>
<td>Towards advertising costs for the Annual Spring Open Day</td>
<td>$276</td>
<td>$ 276</td>
</tr>
<tr>
<td>November</td>
<td>You Me We Us</td>
<td>towards the cost of paying for a performer and advertising for a Waitangi Day celebration</td>
<td>$500.00</td>
<td>$500.00</td>
</tr>
<tr>
<td>February</td>
<td>Reflections Community Trust</td>
<td>Toward the cost for Kaiapoi Photographic Club to take photos at the Kaiapoi Children’s day for future promotional purposes and archival records</td>
<td>$75.00</td>
<td>$75.00</td>
</tr>
<tr>
<td>February</td>
<td>Community Wellbeing North Canterbury Trust / Kaiapoi Community Support</td>
<td>Towards the cost of purchasing a commercial chest freezer</td>
<td>$327.43</td>
<td>$327.43</td>
</tr>
<tr>
<td>March</td>
<td>Canterbury Justices of the Peace Association Inc.</td>
<td>Towards the cost of a pull-up banner</td>
<td>$235.75</td>
<td>$235.75</td>
</tr>
<tr>
<td>March</td>
<td>Karanga Mai Early Learning Centre</td>
<td>Towards the cost of a new couch for breast-feeding mothers to nurse their babies</td>
<td>$500.00</td>
<td>$500.00</td>
</tr>
<tr>
<td>April</td>
<td>Kaiapoi Toy Library</td>
<td>Towards the purchase of board games</td>
<td>$500.00</td>
<td>$100</td>
</tr>
<tr>
<td>April</td>
<td>R13 Youth Development Trust</td>
<td>to enable Chair/Manager to attend a 5 day child protection programme</td>
<td>$700.00</td>
<td>$250</td>
</tr>
<tr>
<td>April</td>
<td>Tuahiwi Community Preschool</td>
<td>towards the creation of a bicultural themed entranceway feature</td>
<td>$500.00</td>
<td>$200</td>
</tr>
</tbody>
</table>
### 2016-2017 Community Board Discretionary Grant

<table>
<thead>
<tr>
<th>Month</th>
<th>Community Board</th>
<th>Purpose</th>
<th>Amounts</th>
</tr>
</thead>
<tbody>
<tr>
<td>April</td>
<td>Waimakariri Arts Trust-Kaiapoi Art Expo</td>
<td>Towards running costs associated with the Kaiapoi Art Expo and Schools’ Art Expo, in particular advertising in the Kaiapoi Advocate and venue clearing costs</td>
<td>$500.00 $300 $945.82</td>
</tr>
<tr>
<td>June</td>
<td>KHS CACTUS Programme</td>
<td></td>
<td>$500.00 $495.82</td>
</tr>
<tr>
<td>July</td>
<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>$500.00 $250 $4,060.00</td>
</tr>
<tr>
<td>July</td>
<td>Little by Little</td>
<td>Towards costs associated with a new community initiative</td>
<td>$250.00 $250 $3,810.00</td>
</tr>
<tr>
<td>July</td>
<td>Oxford Play Centre</td>
<td>Towards purchase of a lawn mower</td>
<td>$250.00 $250 $3,560.00</td>
</tr>
<tr>
<td>July/August</td>
<td>Under Our Feet Charitable Trust</td>
<td>Towards the purchase of compost and seedlings</td>
<td>$250.00 $</td>
</tr>
<tr>
<td>July</td>
<td>North Canterbury Family Violence Network</td>
<td>To fund a presentation to raise family violence awareness among Oxford Area School youth</td>
<td>$500.00 $250 $3,310.00</td>
</tr>
<tr>
<td>August</td>
<td>Under Our Feet Charitable Trust</td>
<td>Towards the purchase of compost and seedlings</td>
<td>$250.00 $250 $3,060.00</td>
</tr>
<tr>
<td>September</td>
<td>Okuku Pony Club</td>
<td>Towards accommodation costs while attending the Springfield Trophy event</td>
<td>$500.00 $250 $2,810.00</td>
</tr>
<tr>
<td>September</td>
<td>Eyreton Pony Club</td>
<td>Towards the cost of fencing a learner’s area</td>
<td>$450.00 $450 $2,360.00</td>
</tr>
<tr>
<td>February</td>
<td>Canterbury Justices of the Peace Association Inc.</td>
<td>Towards the cost of a pull-up banner</td>
<td>$235.75 $235.75 $2,124.25</td>
</tr>
<tr>
<td>April</td>
<td>Oxford Community Trust- Waimak Kids Oscar</td>
<td>Towards purchase of play equipment from the Big Game Company</td>
<td>$500.00 $500 $1,624.25</td>
</tr>
<tr>
<td>April</td>
<td>Arts in Oxford Printmaking Group</td>
<td>Towards the purchase of reusable equipment to make paper and sculptures</td>
<td>$491.00 $491 $1,133.25</td>
</tr>
<tr>
<td>April</td>
<td>Waimakariri Arts Trust-Kaiapoi Art Expo</td>
<td>Towards running costs of the Kaiapoi Art Expo and Schools’ Art Expo, particularly promotional advertising in the Oxford Observer</td>
<td>$500.00 $500 $633.25</td>
</tr>
<tr>
<td>Month considered</td>
<td>Group</td>
<td>Project</td>
<td>Amount Requested</td>
</tr>
<tr>
<td>------------------</td>
<td>-------</td>
<td>---------</td>
<td>------------------</td>
</tr>
<tr>
<td>July</td>
<td>Woodend Spring Flower Show</td>
<td>Towards the purchase of new signs</td>
<td>$ 500.00</td>
</tr>
<tr>
<td>August</td>
<td>Woodend Playcentre</td>
<td>Towards the cost of a First Aid Course for parents of the playcentre</td>
<td>$ 700.00</td>
</tr>
<tr>
<td>September</td>
<td>Woodend Before and After School Programme</td>
<td>New sports equipment</td>
<td>$ 500.00</td>
</tr>
<tr>
<td>October</td>
<td>Ashley Playcentre</td>
<td>Towards the cost of a First Aid Course for parents of the playcentre</td>
<td>$ 500.00</td>
</tr>
<tr>
<td>December</td>
<td>North Canterbury Neighbourhood Support</td>
<td>To purchase name badges for the committee members</td>
<td>$ 300.00</td>
</tr>
<tr>
<td>February</td>
<td>Sefton Community Newsletter</td>
<td>Towards costs associated with transition to new printing team</td>
<td>$ 500.00</td>
</tr>
<tr>
<td>March</td>
<td>Pegasus Bay School PTA</td>
<td>Towards costs for senior playground</td>
<td>$ 500.00</td>
</tr>
<tr>
<td>April</td>
<td>Waimakariri Arts Trust - Kaiapoi Art Expo</td>
<td>Towards venue hire and music provided for the 2016 Kaiapoi Art Expo and Schools' Art Expo</td>
<td>$ 500.00</td>
</tr>
<tr>
<td>April</td>
<td>North Canterbury Riding for the Disabled</td>
<td>For three volunteers to undertake an introductory course towards their Assistant Coaches Certificate</td>
<td>$ 498.00</td>
</tr>
<tr>
<td>June</td>
<td>Woodend Bowling Club Inc.</td>
<td>Towards the upgrading of covered kitchen lighting</td>
<td>$ 335.80</td>
</tr>
</tbody>
</table>

**Total Running Balance:** $ 4,110.00 + $ 6,120.00 = $ 10,230.00
<table>
<thead>
<tr>
<th>Month</th>
<th>Organization</th>
<th>Description</th>
<th>Costs</th>
<th>Subtotal</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>August</td>
<td>International Day of Older Persons Group</td>
<td>Towards costs associated with International Day of Older Persons</td>
<td>$250.00 $250.00</td>
<td></td>
<td>$5,870.00</td>
</tr>
<tr>
<td>August</td>
<td>The Ashley Lodge No.28</td>
<td>Towards fundraising event for the replacement of defibrillators in each of</td>
<td>$500.00 $500.00</td>
<td></td>
<td>$5,370.00</td>
</tr>
<tr>
<td>August</td>
<td>Reflections Community Trust</td>
<td>Towards the hire of Pedalmania for the Waimakariri Light Part 2015</td>
<td>$375.00 $375.00</td>
<td></td>
<td>$4,995.00</td>
</tr>
<tr>
<td>August</td>
<td>Rangiora Community Garden</td>
<td>Towards the purchase of materials for 3 new signs</td>
<td>$482.00 $482.00</td>
<td></td>
<td>$4,513.00</td>
</tr>
<tr>
<td>August</td>
<td>Caring for Carers Inc</td>
<td>Towards annual venue hire and refreshments for meetings of the</td>
<td>$388.00 $-</td>
<td></td>
<td></td>
</tr>
<tr>
<td>October</td>
<td>Fall Prevention Exercise Group</td>
<td>towards costs associated with establishing an exercise programme for seniors</td>
<td>$500.00 $250.00</td>
<td></td>
<td>$4,263.00</td>
</tr>
<tr>
<td>October</td>
<td>Ashgrove School PTA - ReStyle Me</td>
<td>Towards venue hire for ‘ReStyle Me’, a fundraising event for Ashgrove School</td>
<td>$500.00 $-</td>
<td></td>
<td></td>
</tr>
<tr>
<td>October</td>
<td>Ashgrove School PTA – Santa’s Grotto</td>
<td>Gate signage at the Rangiora A&amp;P Showgrounds entrance for Santa’s Grotto</td>
<td>$379.50 $-</td>
<td></td>
<td></td>
</tr>
<tr>
<td>October</td>
<td>McAlpines North Canterbury Pipe Band (Inc)</td>
<td>towards new kilts for band members</td>
<td>$500.00 $350.00</td>
<td></td>
<td>$3,913.00</td>
</tr>
<tr>
<td>October</td>
<td>Ashgrove School PTA – Ashgrove Twilight Gala</td>
<td>To hire deep fryers and cooking oil for the Ashgrove Twilight Gala</td>
<td>$425.00 $-</td>
<td></td>
<td></td>
</tr>
<tr>
<td>October</td>
<td>Rangiora Toy Library</td>
<td>towards advertising costs of a fundraising event as part of its 21st</td>
<td>$741.00 $350.00</td>
<td></td>
<td>$3,563.00</td>
</tr>
<tr>
<td>October</td>
<td>North Canterbury Neighbourhood Support</td>
<td>towards the costs associated with running the 'Old Fashioned Family Picnic'</td>
<td>$250.00 $250.00</td>
<td></td>
<td>$3,313.00</td>
</tr>
<tr>
<td>December</td>
<td>Rangiora Playcentre</td>
<td>to purchase a new pull up banner</td>
<td>$379.00 $379.00</td>
<td></td>
<td>$2,934.00</td>
</tr>
</tbody>
</table>
### 2015/2016 Community and Ward Advisory Board Discretionary Grant

<table>
<thead>
<tr>
<th>Month</th>
<th>Organization</th>
<th>Project Description</th>
<th>Amount</th>
<th>Requested</th>
<th>Approved</th>
</tr>
</thead>
<tbody>
<tr>
<td>February</td>
<td>Rangiora Toy Library</td>
<td>towards the purchase of new toys, specifically, a replacement tractor</td>
<td>$456.25</td>
<td>$456.25</td>
<td>$2,477.75</td>
</tr>
<tr>
<td>April</td>
<td>Waimakariri Arts Trust - Kaiapoi Art Expo</td>
<td>Towards the hire and installation of lighting for the 2016 Kaiapoi Art Expo and Schools' Art Expo</td>
<td>$500.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>April</td>
<td>North Canterbury Riding for the Disabled</td>
<td>towards costs associated with relocating to the Millton Memorial Reserve</td>
<td>$500.00</td>
<td>$500.00</td>
<td>$1,977.75</td>
</tr>
<tr>
<td>April</td>
<td>North Canterbury Family Violence Network</td>
<td>towards costs of a Safety and Respect presentation and follow-up barbeque for Rangiora High School and/or Rangiora New Life School secondary students</td>
<td>$500.00</td>
<td>$316.26</td>
<td>$1,661.49</td>
</tr>
<tr>
<td>June</td>
<td>Cat Care Incorporated</td>
<td>Towards the costs of a Microchipping Day</td>
<td>$250.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>June</td>
<td>Disability, Carers and Friends Group</td>
<td>For the purchase of a trestle table and costs of catering for a Dance Social</td>
<td>$500.00</td>
<td>$250.00</td>
<td>$1,411.49</td>
</tr>
<tr>
<td>June</td>
<td>Rangiora Croquet Club Inc.</td>
<td>For part funding one set of Quadway Hoops</td>
<td>$500.00</td>
<td>$300.00</td>
<td>$1,111.49</td>
</tr>
<tr>
<td>June</td>
<td>The Rangiora and Districts Early Records Society Inc</td>
<td>For costs associated with set up, production and installation of four ACM vinyl signs to replace existing</td>
<td>$327.75</td>
<td></td>
<td></td>
</tr>
<tr>
<td>June</td>
<td>Seftonian Battle Sport</td>
<td>For new sporting and Safety equipment for players, specifically 4 x trebuchets and 2 x armour</td>
<td>$500.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>June</td>
<td>Social Services Waimakariri</td>
<td>Toward the costs of catering for a community forum event</td>
<td>$200.00</td>
<td>$200.00</td>
<td>$911.49</td>
</tr>
<tr>
<td>June</td>
<td>Waimakariri Arts Trust - Kaiapoi Art Expo resubmission</td>
<td>Towards the hire and installation of lighting for the 2016 Kaiapoi Art Expo and Schools' Art Expo</td>
<td>$500.00</td>
<td>$327.75</td>
<td>$583.74</td>
</tr>
<tr>
<td>June</td>
<td>Community College North Canterbury</td>
<td>For the venue hire and supplies of a youth open night</td>
<td>$400.00</td>
<td>$400.00</td>
<td>$183.74</td>
</tr>
<tr>
<td>July</td>
<td>You Me We Us</td>
<td>Towards advertising of the September 4th Observance Day</td>
<td>$496.80</td>
<td>$496.80</td>
<td>$5,623.20</td>
</tr>
</tbody>
</table>

**Total Approved Amount:** $6,120.00
<table>
<thead>
<tr>
<th>Month</th>
<th>Organization</th>
<th>Description</th>
<th>Amounts</th>
</tr>
</thead>
<tbody>
<tr>
<td>August</td>
<td>Hinemoa-Kaiapoi Hockey Club</td>
<td>Towards assisting team members with the cost of travel to a tournament in Fiji</td>
<td>$ 500.00 $ 500.00 $ 5,123.20</td>
</tr>
<tr>
<td>August</td>
<td>Canterbury Youth Development Programme</td>
<td>Towards providing breakfast three mornings per week for eight weeks and food for the Longest Day Challenge</td>
<td>$ 500.00 $ 500.00 $ 4,623.20</td>
</tr>
<tr>
<td>September</td>
<td>Arthritis New Zealand</td>
<td>towards venue hire and advertising associated with running self-management sessions and workshops in Kaiapoi</td>
<td>$ 500.00 $ 250.00 $ 4,373.20</td>
</tr>
<tr>
<td>September</td>
<td>Kaiapoi District Historical Society Incorporated</td>
<td>Towards the cost of installing updates of PastPerfect (a museum programme) and linking four computers for volunteers to work on at the same time</td>
<td>$ 500.00 $ 500.00 $ 3,873.20</td>
</tr>
<tr>
<td>November</td>
<td>You Me We Us</td>
<td>for advertising of Kaiapoi’s 2016 Waitangi Day celebrations</td>
<td>$ 500.00 $ 500.00 $ 3,373.20</td>
</tr>
<tr>
<td>December</td>
<td>North Canterbury Neighbourhood Support</td>
<td>towards costs associated with running the ‘Old Fashion Family Picnic’</td>
<td>$ 300.00 $ 350.00 $ 3,023.20</td>
</tr>
<tr>
<td>March</td>
<td>Kaiapoi Photographic Club Inc</td>
<td>Toward printing costs for Club members involved in a photographic exhibition - &quot;Waimakariri - from the Mountains to the Sea”</td>
<td>$ 500.00 $ 500.00 $ 2,523.20</td>
</tr>
<tr>
<td>March</td>
<td>Satisfy Food Rescue</td>
<td>to purchase a sandwich board to identify Satisfy Food Rescue in the community</td>
<td>$ 350.00 $ - $ 2,523.20</td>
</tr>
<tr>
<td>March</td>
<td>Waimakariri Arts Trust - Kaiapoi Art Expo</td>
<td>Towards the hire and installation of lighting for the 2016 Kaiapoi Art Expo and Schools’ Art Expo</td>
<td>$ 500.00 $ 500.00 $ 2,023.20</td>
</tr>
<tr>
<td>March</td>
<td>You Me We Us</td>
<td>Towards advertising costs for a 'Pop Up cinema' event</td>
<td>$ 500.00 $ 500.00 $ 1,523.20</td>
</tr>
<tr>
<td>Month</td>
<td>Organisation</td>
<td>Description</td>
<td>Amount</td>
</tr>
<tr>
<td>-----------</td>
<td>---------------------------------------------------</td>
<td>-----------------------------------------------------------------------------</td>
<td>--------------</td>
</tr>
<tr>
<td>April</td>
<td>Social Services Waimakariri</td>
<td>towards catering costs for a community forum to discuss establishing a Community House and capacity for a Children’s Team for the community</td>
<td>$200.00</td>
</tr>
<tr>
<td>April</td>
<td>North Canterbury Family Violence Network</td>
<td>towards the costs associated with a presentation to Kaiapoi High School about family violence and a BBQ to follow</td>
<td>$500.00</td>
</tr>
<tr>
<td>November</td>
<td>Waimakariri Arts Trust - Kaiapoi Art Expo</td>
<td>Towards running costs, in particular, the music provided over the weekend for 2016 Kaiapoi Art Expo.</td>
<td>$300.00</td>
</tr>
<tr>
<td>November</td>
<td>Oxford Table Tennis</td>
<td>Towards the purchase of tables</td>
<td>$250.00</td>
</tr>
<tr>
<td>November</td>
<td>Keep Oxford Beautiful</td>
<td>for a photo and information panel about the Oxford Historic Jail</td>
<td>$250.00</td>
</tr>
<tr>
<td>November</td>
<td>Friends of Oxford Hospital</td>
<td>towards the purchase of a Lazy Boy recliner chair and disability aids for patients</td>
<td>$350.00</td>
</tr>
<tr>
<td>November</td>
<td>Oxford Pony Club</td>
<td>towards the cost of running a two day show jumping course for its club members</td>
<td>$250.00</td>
</tr>
<tr>
<td>November</td>
<td>North Canterbury Neighbourhood Support</td>
<td>towards costs associated with running the ‘Old Fashion Family Picnic’</td>
<td>$250.00</td>
</tr>
<tr>
<td>November</td>
<td>West Eyreton School</td>
<td>purchase of a banner-stand</td>
<td>$345.00</td>
</tr>
<tr>
<td>November</td>
<td>Oxford Tennis Club</td>
<td>Towards two weather shelters for the new courts</td>
<td>$500.00</td>
</tr>
<tr>
<td>November</td>
<td>View Hill Improvement Society</td>
<td>To purchase three alloy framed umbrellas for use at the View Hill Domain</td>
<td>$477.00</td>
</tr>
<tr>
<td>April/May</td>
<td>Waimakariri Arts Trust - Kaiapoi Art Expo</td>
<td>towards the floral arrangements for the 2016 Kaiapoi Art Expo and Schools’ Art Expo</td>
<td>$500.00</td>
</tr>
<tr>
<td>Date</td>
<td>Recipient</td>
<td>Description</td>
<td>Amounts</td>
</tr>
<tr>
<td>------------</td>
<td>---------------------------------------------------</td>
<td>-----------------------------------------------------------------------------</td>
<td>----------------------</td>
</tr>
<tr>
<td>April/May</td>
<td>Oxford Community Trust</td>
<td>for stationery and art supplies for Oscar School Holiday programme</td>
<td>$560.03 $250.00 $1,360.00</td>
</tr>
<tr>
<td></td>
<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>$500.00</td>
</tr>
<tr>
<td>April/May</td>
<td>Friends of Oxford Hospital</td>
<td>towards purchase of window screen blinds for patients rooms</td>
<td>$250.00 $250.00 $1,110.00</td>
</tr>
<tr>
<td></td>
<td>Little by Little</td>
<td>towards costs associated with a new community initiative</td>
<td>$250.00</td>
</tr>
<tr>
<td>April/May</td>
<td>Oxford Netball Club</td>
<td>for the purchase of two portable netball goals</td>
<td>$199.90 $199.90 $910.10</td>
</tr>
<tr>
<td>April/May</td>
<td>Oxford O.S.C.A.R.</td>
<td>for First Aid training of staff</td>
<td>$175.00 $175.00 $735.10</td>
</tr>
<tr>
<td>April/May</td>
<td>West Eyerton School</td>
<td>towards graphic design work for a banner</td>
<td>$295.00 $250.00 $485.10</td>
</tr>
<tr>
<td>April/May</td>
<td>Social Services Waimakariri</td>
<td>towards costs of catering for a community forum event</td>
<td>$200.00</td>
</tr>
<tr>
<td>April/May</td>
<td>Oxford Play Centre</td>
<td>towards purchase of a lawn mower</td>
<td>$250.00</td>
</tr>
<tr>
<td>April/May</td>
<td>Oxford Plunket</td>
<td>for the purchase of child safety gates and new toys for the Oxford Plunket Rooms</td>
<td>$500.00 $250.00 $235.10</td>
</tr>
<tr>
<td>April/May</td>
<td>Cust Netball Club</td>
<td>Towards the purchase of uniforms and equipment to enable childrens' participation</td>
<td>$500.00 $250.00 $14.90</td>
</tr>
<tr>
<td></td>
<td>Under Our Feet Charitable Trust</td>
<td>Towards the purchase of compost and seedlings</td>
<td>$250.00</td>
</tr>
</tbody>
</table>
Information to assist groups with their application

The purpose of the Board discretionary grants is to assist projects that enhance community group capacity and/or increase participation in activities.

When assessing grant applications the Board consider a number of factors in their decision making. These include, but are not limited to; type of project, time frame, benefits to the community and costs being contributed. The more information you as a group can provide on the project and benefits to participants the better informed the Board is. You are welcome to include a cover letter as part of your application. The decision to grant funds is the sole discretion of the Board.

The Board cannot accept applications from individuals. All funding is paid to non-profit community based organisations, registered charities or incorporated societies. Council funding is publicly accountable therefore the Board need to demonstrate to the community where funding is going and what it is being spent on. This is one of the reasons the Board require a copy of your financial profit/loss statements and balance sheet for the previous/current financial year. Staff cannot process your application without financial records.

The Board encourages applicants, where practically possible, to consider using local businesses or suppliers for any services or goods they require in their application. The Board acknowledges that this may result in a higher quote.

It would be helpful to the Board to receive an expense summary for projects that cost more than the grant being requested to show the areas funds are being spent and a paragraph on what fund raising the group has undertaken towards the project, or other sources considered (ie voluntary labour, businesses for supplies).

Examples (but not limited to) of what the Board cannot fund:

- Wages
- Debt servicing
- Payment for volunteers (including arrangements in kind eg petrol vouchers)
- Stock or capital market investment
- Gambling or prize money
- Funding of individuals (only non-profit organisations)
- Payment of any legal expenditure or associated costs
- Purchase of land and buildings
- Activities or initiatives where the primary purpose is to promote, commercial or profit-oriented interests
- Payment of fines, court costs or mediation costs, IRD penalties

Examples (but not limited to) of what the Board can fund:

- New equipment
- Toys/educational aids
- Sporting equipment
- Safety equipment
- Costs associated with events
- Community training
Criteria for application

- Grant applications will be considered every second month by the Oxford-Ohoka Community Board: July, September, November 2017 and February, April, June 2018. Applications are recommended to be received three weeks prior to Board meeting dates for processing.

- Generally funding grants will be a maximum of $500 in any one financial year (July 2017 to June 2018) but the group can apply up to twice in that year, providing it is for different projects.

- The grant funding is limited to projects within the Board area or primarily benefiting the residents of the ward.

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

- The group should have strong links with the Oxford-Ohoka community.

- The applications should clearly state the purpose for which the money is to be used.

- 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.

- The Board support a wide range of community activities but the application will only be considered if it is deemed of the nature listed in the table of examples of what the Board can fund (see previous page).

- 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.

What happens now?

Return your completed application form (with financial records and any supporting information which you believe is relevant to this application) to:

Community Board Advocate
Oxford-Ohoka Community Board
C/- Waimakariri District Council
Private Bag 1005
Rangiora 7440

Or hand deliver to either

- Rangiora Service Centre, 215 High Street, Rangiora.
- Ruataniwha Kaiapoi Civic Centre, 176 Williams Street, Kaiapoi.

What happens next?

- Your application will be processed and presented to the Board at the next appropriate meeting.

- Following the meeting a letter will be sent to notify you of the Board decision and if successful an invoice and your organisation's bank account details will be requested.

- On receipt of this information payment will be processed to your organisation's bank account.
Groups Applying for Board Discretionary Grants 2017/2018

Name of Group: 

Address: 

Contact Person within Organisation: 

Position within Organisation: 

Contact phone number: Email: 

Describe what the project is and what the grant funding be used specifically for? (Use additional pages if needed)

What is the timeframe of the project? 

Overall Cost of Project: $ Amount Requesting: $ 

How many people will directly benefit from this project? 

Who is the range of people benefiting from this project? (You can tick more than one box) 

People with disabilities (mental or physical) Cultural/ethnic minorities District 

Preschool School/youth Older adults Whole community/ward 

Provide estimated percentage of participants by Ward: 

Oxford-Ohoka % Rangiora-Ashley % Woodend-Sefton % Kaiapoi-Tuahiwi % 

Other (please specify): 

If this application is declined will this event/project still occur? Yes No 

If No – what are the consequences to the community/organisation?

waimakariri.govt.nz
What are the direct benefit(s) to the participants?

What is the benefit(s) to your organisation?

What are the benefit(s) to the Oxford-Ohoka community or wider district?

Is your group applying under the umbrella of another organisation (that is Charity/Trust registered?)

Yes  No

If yes, name of parent group

What is the relationship between your group and the parent group?

What other fundraising has your group undertaken towards this project/event? List any other organisations you have applied or intend to apply to for funding this project and amount applied for this project:

Have you applied to the Oxford-Ohoka Community Board or any other Waimakariri Community Board for other project funding in the past 18 months?

Yes  No

If yes, please supply details:

Enclosed

Financial Balance Sheet and Income & Expenditure Statement (compulsory – your application cannot be processed without financial statements)

Supporting costs/quotes (not compulsory)

Other supporting information

I am authorised to sign on behalf of the group/organisation making this application.

I declare that all details contained in this application form are true and correct to the best of my knowledge.

I accept that successful applicants will be required to report back to the Community Board by completing a simple Accountability Report.

I accept that information provided in this application may be used in an official Council report available to the public.

PLEASE NOTE - If submitting your application electronically, entering your name in the Signature box below will be accepted as your signature:

Signed:  Date:
1. SUMMARY

1.1. The purpose of this report is for the Board to consider appointing a Board member to the Waimakariri Access Group (WAG).

Attachments

i. Letter of invitation from the Waimakariri Access Group (Trim 171031117662)

2. RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

(a) Receives report No. 171122126746.

(b) Approves the appointment of Board Member …………………. as the Board’s representative and liaison person to the Waimakariri Access Group.

3. ISSUES AND OPTIONS

3.1. The WAG is a voluntary group of people with a high level of expertise in the area of accessibility issues in the community. The WAG is an advisory group to the Council on accessibility issues.

3.2. The purpose of the group is to promote access to public places and facilities in the district and a barrier free environment for all people in the community by:

- identifying factors in the social and physical environments in the District which restrict people from carrying our normal activities
- being a point of contact for people with concerns about mobility and/or access in public places in the district
- supporting and upholding the function and requirements of the NZ Disability Strategy, The Maori Disability Action Plan, The Convention of the Rights of People with Disabilities and the local Waimakariri District Council Accessibility Strategy
- providing appropriate training on disability and accessibility issues and;
- working collaboratively with the Council providing expertise and experience with accessibility issues both environmental and attitudinal.
3.3. The Board received the group’s letter of invitation at its meeting of 9 November 2017.

3.4. All Community Boards have been invited to appoint a representative to the group.

3.5. The Management Team has reviewed this report.

4. COMMUNITY VIEWS

4.1. Not sought.

5. FINANCIAL IMPLICATIONS AND RISKS

5.1. There are no financial implications or risks associated with this appointment.

6. CONTEXT

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

6.2. Legislation
The Board has delegated authority for such matters.

6.3. Community Outcomes

6.3.1 There are wide ranging opportunities for people to contribute to the decision making of public organisations that affect our District.

6.3.2 Public spaces and facilities are plentiful, accessible and high quality.

Edwina Cordwell
Governance Adviser
Dear Mr Nicholl

The Waimakariri Access Group is a voluntary group of people with a high level of expertise in the area of accessibility issues in the community.

The Waimakariri Access Group (WAG) is a group that advises the council on accessibility issues in the district.

The purpose of the Group is to:

Promote access to public places and facilities in the district and a barrier free environment for all people in the community by:

1) Identifying factors in the social and physical environments in the District which restrict people from carrying out normal activities.

2) Being a point of contact for people with concerns about mobility and/or access in public places in the district.


4) Provide appropriate training on disability and accessibility issues

5) Work collaboratively with the council providing expertise and experience with accessibility issues both environmental and attitudinal.

We would like to invite a person from your board to attend our meetings so we can work together towards a fully inclusive barrier free environment for all people in the community. Our meetings are held on the second Tuesday of the Month at 11 am at the Meeting Room at the Council. Our next meeting is on November 14th.

Yours sincerely

Jill Waldron
Chairperson
Mandeville Sports Club Incorporated
PO Box 244
Rangiora

24 November 2017

Oxford/Ohoka Advisory Board
Waimakariri District Council
215 High Street
Rangiora

Dear Committee

The Mandeville Sports Club wish to apply for the sum of $5,000 from your landscaping budget to help in re-instating boundary plantings for shelter and improve the aesthetic presentation of the public park. Unfortunately, a large majority of our boundary plantings were destroyed or damaged in the strong winds of 2013. We have cleared these and now wish to replant our shelter belts in Autumn 2018.

The funding will go towards the purchase of trees, irrigation, and pest protection to ensure the success of the trees planted. The area to be planted is on our western boundary from Mandeville Road through to North Eyre Road. Our intention is to plant the northern end first, being the boundary of our old pony club paddock and once this is established move onto the remainder of the area as funds and resources become available.

We have completed a planting plan and have incorporated some poplars to get growing rapidly, some evergreen cypresses which will require little or no maintenance, and some Oak/London Plane’s inside these for shade.

We appreciate your time for considering our application letter. Please feel free to contact me if you have any questions regarding this application.

Yours sincerely

Steve Kelliher
MSC Board Chairman

Club Contact Details:
Email: mandevillesports@xtra.co.nz
Mob: 027 422 2499
15 November: Attended Mandeville Residents Association meeting.
Considerable discussion regarding the Tram Road Speed Limit consultation.
Presentation from Eyreton Residents regarding the Canterbury Landscapes composting operation.

30 November: Community Board briefing relating to Stormwater matters, particularly in relation to the Stormwater Drainage Bylaw.

Noted the Community Board had been advised that the Environment Canterbury Hearing regarding Canterbury Landscape Supplies had been postponed from the week of 5 December.
The reason for the postponement is that a request had been received from Canterbury Landscape Supplies Ltd to suspend (place ‘on hold’) the processing of the applications.

Section 91A of the RMA states that the consent authority (ECan) must suspend processing of the application when a request is received.

Ecan anticipate the hearing will now commence in early 2018.

1. **RECOMMENDATION**

THAT the Oxford-Ohoka Community Board:

Receives report No. 171128128808.