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 6 JULY 2017 AT 7PM.

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

IN ATTENDANCE
S Markham (Manager, Strategy and Engagement), K Waghorn (Solid Waste Asset Manager), E Cordwell (Governance Advisor), and L Courtney (Governance Secretary).

1 APOLOGIES

Moved M Brown  seconded K Felstead
THAT an apology be received and sustained from J Lynn for absence.

CARRIED

2 CONFLICTS OF INTEREST

Item 7.3 – K Felstead; member of the Waimakariri Golf Club.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the Oxford-Ohoka Community Board – 8 June 2017

Moved S Farrell  seconded T Robson
THAT the Oxford-Ohoka Community Board:
(a) Amends the minutes of the Oxford-Ohoka Community Board held 8 June 2017 as follows:
   • Item 11.2: remove final bullet point.
(b) Confirms the circulated minutes of the Oxford-Ohoka Community Board meeting, held 8 June 2017, as a true and accurate record.

CARRIED

4 MATTERS ARISING

Nil.

5 DEPUTATIONS AND PRESENTATIONS

Nil.

6 ADJOURNED BUSINESS

Nil.
REPORTS

7.1 Approval of the Oxford-Ohoka Community Board’s Submission to the Canterbury Regional Land Transport Committee – Proposed 3 Laning Southbound of the Waimakariri Bridge – Edwina Cordwell (Governance Advisor)

E Cordwell directed members to the previously circulated draft submission which included an additional paragraph.

Moved J Ensor seconded T Robson

THAT the Oxford-Ohoka Community Board:

(a) Receives report No. 170628066420.

(b) Approves the Board’s Submission to the Canterbury Regional Land Transport Committee in relation to a third lane south at the Waimakariri Bridge as part of the Christchurch Motorway extension (Trim 170620063216).

CARRIED

7.2 Oxford-Ohoka Community Board Discretionary Grant Fund 2017/2018 – Edwina Cordwell (Governance Advisor)

E Cordwell spoke to the report, noting the Board’s remaining balance had been carried forward to the 2017/2018 financial year. She sought the Board’s direction regarding the frequency of applications being received.

Moved J Ensor seconded S Farrell

THAT the Oxford-Ohoka Community Board:

(a) Receives report No. 170626065529.

(b) Approves the Board’s 2017/2018 Discretionary Grant Application Criteria and Application Form.

(c) Approves the Board’s 2017/2018 Discretionary Grant Accountability Form.

(d) Notes that the Discretionary Grant funding available for the 2017/18 financial year is $5,400 plus any carry forward approved by the Council at its meeting of 4 July 2017.

(e) Approves that grant applications will be considered by the Board at every meeting/month from the 2017/2018 financial year (July 2017 to 30 June 2018).

CARRIED

M Brown against

J Ensor reasoned that considering applications each month allowed for applications to be deferred by a month if further information was required. It also allowed applications to be considered in a timely manner.

M Brown stated that bi-monthly applications were his preference. He was not convinced that (the possibility of) considering grant applications at each meeting, or meeting only to consider a grant application, was an effective use of Board time.

T Robson, in support of the motion, commented that the immediacy of many events would better meet needs of community by enablinggrant applications to be considered each month.
7.3 **Oxford-Ohoka Community Board Discretionary Grant Fund 2017/2018 – Edwina Cordwell (Governance Advisor)**

*Having declared an interest, K Felstead did not take part in discussions or decision making.*

E Cordwell spoke briefly to the report.

Moved S Farrell   seconded J Ensor

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

(a) **Receives** report No. 170626065641.

(b) **Approves** a grant of $500 to Waimakariri Gorge Golf Club towards the costs of an ongoing tree replacement programme taking place between winter 2017 and winter 2018.

**CARRIED**

S Farrell advised that the golf course was of a high standard and had suffered greatly in the severe wind storms which had occurred a few years previous.

J Ensor was concerned to ensure that the grounds was being prepared carefully to ensure that replacement trees would not be easily susceptible to a similar windstorm. He queried whether this could be made a condition of the grant. S Markham advised that this would not be appropriate. E Cordwell drew members’ attention to paragraph 6.4 of the report which went some way to addressing J Ensor’s query.

W Doody was aware that the replacement plantings were being carefully chosen to ensure they would be better suited for the weather conditions that could occur.

T Robson, supported W Doody’s comments, adding that the trees that had previously blown over had been an unsuitable species.

8 **CORRESPONDENCE**

Nil.

9 **CHAIRPERSON’S REPORT**

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

Moved W Doody   seconded T Robson

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

(a) **Receives** report No. 170629067285.

**CARRIED**

10 **MATTERS FOR INFORMATION**

10.1 **Woodend-Sefton Community Board meeting minutes – 12 June 2017**

(Trim No. 170609058917)

10.2 **Rangiora-Ashley Community Board meeting minutes – 14 June 2017**

(Trim No. 170609059023)

10.3 **Kaiapoi-Tuahiwi Community Board meeting minutes - 19 June 2017**

(Trim No. 170616061655)
10.4 Report back on New Zealand Community Boards’ Conference 2017 - Rangiora-Ashley Community Board members - Report to Rangiora-Ashley Community Board, 14 June 2017 (Trim No. 170531055432)

10.5 Report back on New Zealand Community Boards’ Conference 2017 - Rangiora-Ashley Community Board members - Report to Kaiapoi-Tuahiwi Community Board, 19 June 2017 (Trim No. 170524052913)

10.6 New Arterial Road, West Kaiapoi, Speed Limits, Area and Road Names and Landscape Plan - K Stevenson (Road Manager) and J McBride (Project Manager) - Report to Kaiapoi-Tuahiwi Community Board, 19 June 2017 (Trim No. 170602056648)

10.7 Approval to seal the remaining unsealed section of North Eyre Road between No 10 Road and Logans Road under the rural seal extension policy - K Stevenson (Road Manager) – Report to Utilities and Roading Committee, 20 June 2017 (Trim No. 170607058034)

10.8 Closure of Stock Water Race R1-A in Eyrewell Forest Area - J Fraser (Utilities Planner) – Report to Utilities and Roading Committee, 20 June 2017 (Trim No. 170331031643)

Moved J Ensor 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 M Brown

- Advised that over the course of his work and commitments, has spoken with members of the community on a range of matters. None raised any major issues.

11.2 S Farrell

- Enshi exhibition has now ended
- Attended Oxford District Development Strategy drop in session
- Roading Briefing. Thanked staff for informative session. Staff will be following up.

11.3 T Robson

- Attended Ashley Gorge Advisory Group
- Youth Council. Will hold a ‘Meet the Candidates’ night in the lead up to the general election.

11.4 W Doody

- Spoke to tabled report (Trim No. 170707070740)
  - Community Service Award nominations are now open
  - Waste Minimisation Management Plan out for consultation
  - District Development Strategy out for consultation
  - Waimakariri District Disability Strategy 2011 Review
  - Hearing of Barkers Road Sealing Statement of Proposal
  - Diversion Road and South Eyre Road
  - ‘Action on Alcohol’ workshop
  - Old Fashioned Family Picnic, Sunday 9 July
- Mentioned dog attack complaint from local resident.
11.5 **K Felstead**

- Reported on Council meeting of 4 July 2017. Regarding the changes to Rural Fire: S Farrell asked if there would be any reimbursements for recent loans. K Felstead advised that the new managing organisation would become responsible for maintenance and servicing of loans, noting that there were a number of issues still to be worked through.

11.6 **J Ensor**

- Advised members of an article in the ‘Quarry Magazine’ relating to the Isaacs Road quarry matter
- Raised whether Ashworth Road could be added to seal extension programme
- Commended staff on the Board’s recent Roading Briefing
- Kaiapoi Art Expo
- Noted a number of billboard campaigns
- Waimakariri Health Advisory Group
- Raised an issue relating to the entrance of the pony club

The Chairperson thanked L Courtney for all her hard work and commitment to all Community and Advisory Boards over the last four years. All members warmly thanked L Courtney and wished her well for the future.

12 **CONSULTATION PROJECTS**

12.1 **District Development Strategy**

E Cordwell queried whether the Board would like to submit on the District Development Strategy (DDS), noting members could submit individually.

S Farrell expressed concern at the lack of comment regarding the wellbeing and health of people in the DDS, especially in relation to those living in rural areas, and encouraged the Council to take a proactive approach to this.

S Markham acknowledged the issue and noted that Isaac Community Association would be making a submission on the matter.

S Farrell also queried whether there was any way to monitor activities on rural lifestyle blocks through Council process. S Markham explained that it was a matter of balancing people’s lifestyle choices and development of business activities in the rural/urban areas. He highlighted that the current DDS consultation would not be the only time the matter could be raised, with more opportunities as the District Plan is being reviewed.

S Farrell also asked how the consultation for DDS had been publicised in rural areas. S Markham commented that coverage of the DDS, through social media, has been extensive, however it can be more superficial than face to face consultation. The means of communicating and engaging on issues with the community will differ depending on the issue/matter.

D Nicholl queried whether those who view the information on the Council’s website and Facebook page, are also making submissions. S Markham replied that online views and interactions, do not necessarily translate into formal submissions. Various statistics are being compiled to continually improve the on-line engagement.

S Farrell advised that there were residents in Oxford who did not receive local publications nor were users of social media tools. S Markham advised that when the District Plan is ready to be consulted on, then correspondence would be sent directly to all ratepayers and property owners.

S Farrell asked whether such information could be included with rates information. S Markham advised that the timing of rates letters and various
consultation matters did not always coincide. Added to that there had been feedback from some residents who did not want the extra information included with their rates invoice. He advised that staff were undertaking a process to request additional contact information, including emails and mobile numbers, from ratepayers so they could be contacted for specific and relevant projects, or to allow ratepayers to opt in to, receive specific information.

J Ensor raised the need to be keep a balanced perspective on rural and urban impacts on the environment, including water quality.

T Robson, regarding Facebook content, commented that the videos were excellent. However, he believed that the methods for providing feedback were still cumbersome and would encourage staff to develop a user friendly process that included being able to provide feedback through mobile technologies.

The Board did not wish to make a formal submission and would continue to encourage community and individual awareness and input to this important document.

12.2 **Cones Road Speed Limit**
12.3 **Mandeville Speed Limits**
12.4 **Rangiora Speed Limits**
12.5 **Waste Minimisation Management Plan**
The Board noted the Consultation Projects.

13 **REGENRATION PROJECTS**
13.1 **Town Centre, Oxford**

S Markham advised that a monitoring report on the implementation of the Oxford Town Centre Strategy would be presented to the Board in the near future.

13.2 **New Arterial Road, Kaiapoi**
The Board noted the Regeneration Projects.

14 **BOARD FUNDING UPDATE**
14.1 **Board Discretionary Grant**

M Brown commended the Board’s persistence in getting its grant allocation increased.

14.2 **General Landscaping Budget**
The Board noted the balances.

15 **MEDIA ITEMS**

Nil.

16 **QUESTIONS UNDER STANDING ORDERS**
The there were no questions under Standing Orders.
17 **URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

There was no urgent general business under Standing Orders.

**NEXT MEETING**

The next meeting of the Oxford-Ohoka Community Board is scheduled for 7pm, Thursday 3 August 2017 at the West Eyreton Hall.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED 8.01PM.

CONFIRMED

__________________________
Chair

__________________________
Date
Workshop – 8.01pm-8.45pm.

1. Waste Minimisation Management Plan submission with Kitty Waghorn, Solid Waste Asset Manager

   Members explored a range of issues and queries regarding the three options currently out for consultation. Members confirmed submission points and also agreed on a range of venues/events which would provide further opportunities to get the message out to residents. Staff and members to follow up

2. Review of outcomes from the LGNZ Community Boards’ Conference.

   Members who attended the Conference, J Ensor, S Farrell, J Lynn and T Robson, provided feedback on what each viewed as one or two possible priorities for the Board as a whole to consider actioning/moving forward. Staff will assist in developing these themes further. All agreed that the conference and feedback was informative and important, and the Board was committed to taking an Action Plan forward.