MINUTES FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD
HELD IN THE WEST EYRETON HALL, 3 EARLYS ROAD, WEST EYRETON ON
THURSDAY 5 APRIL 2018 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), C Brown (Community and Greenspace Manager), S Nichols (Governance Manager), S Morrow (Land Information Officer), Mayor D Ayers (Mayor) and E Stubbs (Minute Secretary).

1 APOLOGIES
Nil.

2 CONFLICTS OF INTEREST
Item 7.1 D Nicholl – Applicants are business clients
Item 7.2 J Lynn – Member of Ohoka School PTA
Item 7.4 M Brown – Independent member of Mandeville Sports Club Board.

3 CONFIRMATION OF MINUTES
3.1 Minutes of the Oxford-Ohoka Community Board – 8 March 2018
Moved S Farrell seconded T Robson
(a) THAT the Oxford-Ohoka Community Board:
Confirms the circulated minutes of the Oxford-Ohoka Community Board meeting, held 8 March 2018, as a true and accurate record.
CARRIED

4 MATTERS ARISING
Nil.

5 DEPUTATIONS AND PRESENTATIONS

5.1 C Brown introduced Rosie Oliver and Michael Sharpe (representing North Canterbury Sports and Recreation Trust) who spoke to the Board about the proposed Multi Use Sports Facility. C Brown outlined some of the consultation that had occurred in regards to the proposed facility. C Brown showed a short video of the proposed layout of the facility at the Coldstream Road site, Rangiora. The three stage plan was outlined. Stage 1 being the Indoor Court facility, Stage 2 Tennis Courts and Stage 3 to be the development of outdoor fields.

M. Sharpe then showed a PowerPoint presentation, providing background information on the community fitness centres that the Trust currently operates in the region. The Trust also provides a primary school sports coaching programme, swimming programme, school sports events, children’s gymnastics and trampoline classes, as well as running an annual mountain bike event. The benefits of a proposed multi-use indoor stadium would be centralised resources, greater flexibility of usage options and the ability to attract larger and higher level events to the district. Such a facility would provide the opportunity for wider variety of sporting codes to the district, which
could include netball, basketball, volleyball, futsal, badminton, table tennis, indoor bowls, gymnastics and tumbling, korfball, dodgeball, the Olympic sport of handball and roller derby. The new sport of archery tag was also mentioned as a possible use. The proposed facility would include a fitness centre, a high performance training facility and group fitness classes. The facility could also be used by the wider community, for cultural events, corporate events and also could be a Civil Defence post emergency shelter.

J Lynn asked if the facility would have the capacity to hold tournaments. M Sharpe replied yes, with four courts it would be able to hold South Island or national tournaments. He highlighted that a major benefit was that the stadium would stop many teams having to travel to Christchurch each week to compete and ‘home’ games could be played in the district.

C Brown advised that the facility could accommodate 500 spectators in tiered seating. It would not compete with Christchurch for large tournaments, however the district was missing a facility with the 500 seat capacity. R Oliver reassured the Board that the facility would not take activities away from the communities but would enhance what was already available.

S Farrell enquired on further detail relating to seat capacity. C Brown explained around the outside on all four sides there would be permanent seating and more seating could be slid in and out as required. The permanent seating had backs and spectators would not be on court like there were at the moment.

D Nicholl referred to Stage 3 – the outdoor sports and asked what those sports would be. C Brown explained that was 10 years away and it was not known yet what sports would be required. Stage 3 had been earmarked now to ensure the multi-sports facility was in the best place for future developments of the district.

K Felstead noted there had been a number of submissions to the LTP already and asked if there was a feel of what those submissions said. C Brown advised that over 300 submissions had been received and there were more for than against at the moment, however the consultation was not over and things could change.

5.2 Chris Brown (Community and Greenspace Manager) spoke to a PowerPoint presentation to provide a General Landscaping update. He noted that at the last meeting there had been a workshop to discuss general landscaping projects for the Community and Greenspace team to investigate. He noted that a memo had been sent regarding the tidiness of the Oxford Skate Park. C Brown noted that the General Landscaping fund balance was now $11,830 due to projects coming in under budget.

S Farrell referred to the noted that the Pearson Park directional sign was completed and asked if it was up, as the Pearson Park Advisory Group (PPAG) were to have been advised in order to help with placement. C Brown had been informed that the sign was now in place.

C Brown explained that the Ohoka Gatekeepers Lodge was to be post and wire fence, 120m long with a vehicle entrance gate. The cost was $3,000. J Lynn asked if it were to be deer fenced. C Brown noted it would be the type of fence requested and would confirm.

C Brown showed a quick landscaping plan for the Swannanoa Cricket Club Pavilion. The cost proposed was $3,000. To help with ease of mowing he suggested small pavers and a concrete mow strip around the outside. There would also be planting. The club could look at paving the other side also and small modifications could be made to allow that to happen in the future.

For the Pearson Park seat and rubbish bin, staff would work with the PPAG to determine the best location. The design they had looked at with Wood’n Steel was large macrocarpa style. It would improve the visibility of teenagers
to the wider public. The project was $5,830 including rubbish bin and concrete pad.

W Doody asked if the table would have wheelchair access and C Brown advised the table could be made suitable by removing seats at one end.

C Brown noted the projects recommended under the $11,830 available in the fund were the Ohoka Gatekeepers Lodge fence, Swannanoa Cricket Club landscaping and Pearson park table and bin.

Not included was Christmas flags. There were six pairs of brackets of flags on power lines. Flags were $250 each, so $3,000 for six pairs and would last 6-12 months. K Felstead asked if they could look at flags for the following financial year.

S Farrell queried the cost of the flags as they were $97.15 from Flagmakers. C Brown advised pricing included installation of the flags.

C Brown noted that other projects discussed had been Mandeville Reserve, Oaks Reserve, Ohoka Domain – tree ring seat and Barracks Reserve Bollards.

K Felstead asked if the seat at the Ohoka Domain would be funded by the Ohoka Residents Association and J Lynn replied that funds were no longer available for the tree ring seat as the Gatekeepers Lodge group had required further funds. C Brown advised that there would be time to consider such funding in the future as that part of the development was not imminent.

J Ensor asked about the Mandeville Sports Clubs (MSC) toilets and C Brown commented if approved by Council during the Long Term Plan deliberations in May/June, that funding would be available. MSC preferred to manage that process however staff would ensure there was quality control in the design process. J Ensor asked about sewage connections and C Brown that would be part of the same process once approved.

6  ADJOURNED BUSINESS

Nil.

Board Chairperson D Nicholl, having declared a conflict of interest, moved to the gallery whilst Deputy Chair M Brown assumed the Chair during consideration of Item 7.1.

7  REPORTS

7.1  Road Naming – Hallfield Limited – S Morrow (Land Information Officer)

S Morrow spoke briefly to the report which considered naming for roads at 474 Bradleys Road, Ohoka.

M Brown referred to Road 3, and asked if it was considered a road or a cul-de-sac. It was noted that a Way could be a cul-de-sac or pedestrian only.

J Lynn noted that Road 1 went right to the boundary and asked if it would lead into another subdivision. S Morrow advised he was not aware of another subdivision. S Nichols advised that if there was future development then there would be negotiation for current road names to be continued in any new development.

S Farrell asked if any of the sections could be further subdivided and S Morrow advised he was not aware of those details.

Moved J Lynn seconded T Robson

THAT the Oxford-Ohoka Community Board:
(b) **Receives** report No.180315028011.

(c) **Approves** three names for new roads on Lot 1 DP 519569 as marked as roads 1-3 on the attached plan.

1. Hallfield Drive
2. Orbiter Drive.
3. Mighty Quinn Way

CARRIED

J Lynn commented that the names had an intriguing, and conversation piece, backstory.

W Doody was impressed with the story behind the names. She suggested that the developer install a small plaque with the story at the subdivision entrance.

7.2 **Application for Oxford–Ohoka Community Board’s Discretionary Grant Fund 2017-2018 – E Cordwell (Governance Adviser)**

S Nichols tabled additional information on how the grant would be spent from the Ohoka PTA Plant Sale Sub-Committee (Trim No. 180404035248).

Moved W Doody seconded T Robson

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

(a) **Receives** report No.180321030302.

(b) **Approves** a grant of $500 to Ohoka School PTA Plant Sale Sub-Committee towards the costs of ‘children size’ gloves, garden tools, wheelbarrows and other items to enable children to participate in growing plants and vegetables.

CARRIED

W Doody congratulated the Ohoka School PTA Plant Sale Sub-Committee on encouraging young children to assist with the planting, commenting that it was a good fundraiser.

T Robson commented that it was great to see skills being taught at school that could stay with people for the rest of their lives.

K Felstead made the comment, if close to the end of the financial year there was still money in the account then the RSA still required funding for the time capsule at the new cenotaph. He had suggested that they apply to the fund. S Nichols noted that the Council had made clear in terms of the discretionary fund that Boards needed to ‘use it or lose it’. At the June meeting the Board could consider suitably eligible groups and allocate funds to ensure the money went into the community. J Ensor advised that the Eyreton Pony Club would be looking to complete an application.

7.3 **ANZAC Day Services 2018 – E Cordwell (Governance Adviser)**

S Nichols spoke briefly to the report advising that there were three services in the Oxford Ohoka Ward. For the Ohoka service there was an option to either lay a wreath as a Board or to lay a wreath alongside a Councillor. S Nichols advised that the Rangiora- Ashley Community Board would be laying a wreath at the Cust Service.

S Farrell asked what time the Ohoka service was and S Nichols advised it was at 11am.
Moved K Felstead seconded J Ensor

THAT the Oxford-Ohoka Community Board:

(a) Receives report No. 180322030871.

(b) Appoints Board members D Nicholl and J Lynn to attend the Ohoka ANZAC Day service on Tuesday 24 April 2018 at Ohoka Hall, Mill Road and to lay a wreath.

(c) Appoints Board members S Farrell and T Robson to lay a wreath on behalf of the Board at the Oxford ANZAC Day parade at 9.30am on Wednesday 25 April 2018.

(d) Appoints Board member M Brown to attend the Cust and West Eyreton ANZAC Day service on Wednesday 25 April 2018 at 10am and to lay a wreath at West Eyreton.

CARRIED

7.4 Mandeville Sports Club facility as a venue for Community Board meetings – E Cordwell (Governance Adviser)

S Nichols advised that in November 2017 the Board requested that staff have another look at using Mandeville Sports Club (MSC) as a venue for future Board meetings. The report was taken as read.

K Felstead advised that he wished to ask several questions, which may then result in a procedural motion being put forward. K Felstead asked if the MSC Board been formally been asked to allow exclusive use to the Board. S Nichols advised no formal letter had occurred.

K Felstead noted there were three members of the Community Board on the MSC Board (Independent, Council appointed and Community Board appointed) and commented that it was difficult to vote on the issue as members were providing conflicting advice. S Nichols commented it was not time sensitive to make a decision tonight as October was a potential timeframe for use (subject to availability). To this point, there had been informal discussion. Staff could write a formal letter seeking clarification of the Board’s requirements and report back to the Board once a response had been received from the Club.

K Felstead asked if MSC could be written to formally and with any conditions the Community Board and the Club may have outlined clearly including around exclusivity and opening of the bar. S Nichols confirmed that could be done.

S Farrell asked W Doody and M Brown, who their discussions with the MSC had been with. W Doody explained that there was a MSC Board and the Sports Club. She was a member of the MSC Board and even that Board had not been successful in holding exclusive meetings in the Club facility and had met elsewhere. She agreed the Community Board should write to the MSC Board.

M Brown advised he had been at a MSC Board meeting where exclusivity was discussed and noted there were commercial considerations such as the contract with the bar/catering company. J Ensor commented he had checked with catering staff and that there was nothing booked for the October night. He suggested the Community needed to seriously consider MSC as a venue, however would accept feedback from the MSC Board.
Moved K Felstead seconded J Lynn

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

(a) **Lay** the report on the table until a written response from the Mandeville Sports Club Board was available.

**CARRIED**

### 8 CORRESPONDENCE

Nil.

### 9 CHAIRPERSON'S REPORT

9.1 **Chairperson's Report for March 2018**

Moved K Felstead seconded W Doody

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

(a) **Receives** report No 180327032689.

**CARRIED**

D Nicholl commented he was disappointed only three members attended the LTP submission meeting. He commented on foot traffic to the WDC tent at the Oxford A&P show was down and it was noted that attendance was down in general, with Easter weekend being a likely factor.

### 10 MATTERS FOR INFORMATION

10.1 **Woodend-Sefton Community Board meeting minutes – 12 March 2018** (Trim No. 180306023479).

10.2 **Woodend-Sefton Community Board Extraordinary meeting minutes 26 February 2018** (Trim No. 180301021894)

10.3 **Rangiora-Ashley Community Board meeting minutes – 14 March 2018** (Trim No. 180307023947).

10.4 **Kaiapoi Tuahiwi Community Board meeting minutes – 19 February 2018** (Trim No.180214015060).

10.5 **Youth Council meeting minutes – 27 February 2018**

10.6 **Lees Road and Barkers, Kaiapoi Road Speed Limit** Report to Council 6 March 2018 (Trim No. 180115002738).

10.7 **Poyntzs Road Source Upgrade Project – Consultation** Report to Utilities and Roading Committee 20 March 2018 (Trim No. 18030502630).

10.8 **Libraries Update** Report to Community and Recreation Committee 27 March 2018 (Trim No. 180316028214).

Moved W Doody seconded T Robson

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

**CARRIED**

### 11 MEMBERS' INFORMATION EXCHANGE

11.1 **J Ensor**

- Advised that the new commercial complex had started at Mandeville, the hair salon was open. Cheaper fuel would be available at the fuel station and the supermarket would open on 17 April.
• Attended Waimakariri Health Advisory Group meeting.

K Felstead asked for an update on the 80km/hr speed restriction for Tram Road. S Nichols advised she would follow up.

11.2 **J Lynn**

• Gatekeepers Lodge – building to be moved Tuesday 10 April. $4,500 had been contributed to the move from the Ohoka Residents Association.
• Ohoka Residents Association had submitted to the LTP.
• Neighbourhood Watch – looking to employ another person to assist the manager in a part time role.
• Public Spaces Policy working party – attended meeting.
• Attended Oxford A&P Show.

11.3 **M Brown**

• Attended All Boards briefing and found to be informative.
• Attended Oxford A&P Show.
• MSC – assisting with funding application to RATA Foundation for new tractor.
• Attended Oxford Rural Drainage meeting.

11.4 **T Robson**

• Youth Council – attended his final meeting. There was a presentation on the Local Alcohol Bylaw. The YC were currently finalising a survey to coincide with the Youth Development Strategy.
• OPAC – Easter giveaway promotion went well with good feedback. Looking to run a similar promotion for Mothers Day and Fathers Day.
• Attended Oxford A&P Show.
• Attended Youth scholarship meeting with D Nicholl.
• Attended LTP submission meeting.

11.5 **S Farrell**

• Attended LTP submission meeting.
• Attended Audit and Risk Committee meeting.
• Attended Enshi photographic exhibition opening evening.

11.6 **K Felstead**

**Council Update**

• Considered appointing a representative of Ngai Tuahuriri Runanga to the District Planning and Regulation Committee for the purpose of contributing to decision making in formulation on the new District Plan. There was an issue around voting rights and the matter was lost.
• Submission to ECan LTP.
• Set up review panel for Liquor Ban Bylaw and Local Alcohol Policy.
• Adopted Waimakariri District Development Strategy – an important document as the corner stone for the District Plan process.
• Brought funding forward to progress reticulation extension in the Tuahiwi area and match Runanga contribution.
• Oxford Rural No.1 Scheme – sunk well and new good source found. Submit to ECan for the water take, it was a notified application with four submissions, two for and two against. One local farmer will oppose. In the process of discussion with ECan and objector to try and prevent need for hearing. In the meantime, tenders have been opened for the required pipework of 5km. Council dilemma – whether to wait for the hearing outcome or to accept tender and start pipework and run the risk of spending money for redundant pipework. Currently there is a permanent boil water notice. In the argument of cost versus health risk – Council
erred on the health side and approved opening the tender for the pipework.

J Lynn asked if putting in the pipework first was a risk that ECan would see it as a presumptive move. K Felstead commented it was a perceptive thing, there was pressure with health issues to push on. D Nicholl asked the cost of the pipework and K Felstead replied $800,000, half of which was renewing pipe so $400,000 was at risk. J Ensor asked about the temporary measure that had been proposed and K Felstead advised the cost was $125,000 for a one month solution.

- Report from the 3 Waters Manager on the 20 February storm event. Houses in the new Springbrook subdivision were threatened by flooding and Kings Mowers was badly flooded.
- Allocated ANZAC services.
- Local Government New Zealand Annual Conference – Christchurch in July. Normally Mayor and one Councillor attend. This year it was open to any Councillor who wanted to attend as there would be no travel or accommodation costs.
- Money allocated to Regeneration area.
- Poyntz Road source upgrade – put on hold.
- ENC half year report accepted.
- Report from CE regarding risk management.

11.7 **W Doody**

- Tabled her Councillor’s Report for April 2018 (Trim 180412039624). Which included information on:
  - LTP consultation including Oxford A&P show.
  - Pensioner Housing Road Show held in Oxford, Rangiora and Kaiapoi.
  - Confident driving course for the mature driver.
  - Big Brother, Big Sister fundraising breakfast.

12 **CONSULTATION PROJECTS**

**Draft 2018-28 Long Term Plan**

Consultation Friday 9 March to Monday 9 April 2018.


The Board noted the consultation.

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:


The Board acknowledged the updates.

14 **BOARD FUNDING UPDATE**

14.1 **Board Discretionary Grant**

Balance as at 5 April 2018: $2,776.19

The Board noted the balance and timeframe to utilise it by the June meeting.
14.2 **General Landscaping Fund**

Balance as at 5 April 2018 $10,790.

C Brown advised there would be a report the following month, the balance was slightly more.

15 **MEDIA ITEMS**

Road naming, move of the Gatekeepers Lodge and Ohoka School children gardening project.

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 3 May 2018 commencing at 7.00pm, at the Oxford Town Hall.

There being no further business, the meeting closed at 8.46pm.

**CONFIRMED**

____________________________________________________________________
Chairman

____________________________________________________________________
Date

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**Workshop from 8.50pm to 9.30pm**

- *Update on the Public Spaces Policy (Business Zones) Advisory Group – John Lynn*

- *Draft Long Term Plan Submission, discussed and finalised.*