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 SEPTEMBER 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 (Green Space Manager), B Rice (Senior Transport Engineer), E Cordwell (Governance Adviser) and E Stubbs (Minute Secretary).

1 APOLOGIES
There were no apologies.

2 CONFLICTS OF INTEREST
Item 7.6 - J Lynn

3 CONFIRMATION OF MINUTES
3.1 Minutes of the Oxford-Ohoka Community Board – 9 August 2018
Moved J Ensor seconded S Farrell
THAT the Oxford-Ohoka Community Board:
(a) Confirms the circulated minutes of the Oxford-Ohoka Community Board meeting, held 9 August 2018, as a true and accurate record.

CARRIED

4 MATTERS ARISING
Nil.

5 DEPUTATIONS AND PRESENTATIONS
Nil.

6 ADJOURNED BUSINESS
Nil.

7 REPORTS
7.1 Stop Control on Weka Street / Baxter Place / Ruru Place Intersection – Bill Rice (Senior Transport Engineer)
B Rice spoke to the report advising it was to resolve a safety issue at the Weka Street / Baxter Place / Ruru Place Intersection where there were currently no controls. It had been an oversight in the subdivision process. Due to visibility on Ruru Place, a Stop control was more appropriate than a Give Way.

D Nicholl asked if visibility was better on Weka Street why controls were not put on Weka Street. B Rice advised that Weka Street continued straight through and would rarely encounter traffic from Baxter Place or Ruru Place.
THAT the Oxford - Ohoka Community Board:

(a) Receives report No. 180824095994.

(b) Approves the installation of Give Way control on Baxter Place and a Stop control on Ruru Place at their intersection with Weka Street.

CARRIED

S Farrell advised that she had encountered issues at that intersection regarding right of way and asked how soon the signs would be installed. B Rice advised it would be a matter of weeks.

7.2 Rangiora-Woodend Road, Gressons Road, Boys Road and Northbrook Road Speed Limit Review – Bill Rice (Senior Transport Engineer) and Nick Rochford (Graduate Engineer)

B Rice advised that there had been an administrative error in the compilation of the summary table of the Staff Recommendations and a revised corrected copy was circulated and clarified. A letter from the Woodend Community Association (Trim 180911104072) was noted.

K Felstead asked which section of road the Woodend Community Association wanted to be reduced to 50km/hr and B Rice advised it was that section of Rangiora Woodend Road from the proposed Ravenswood roundabout to the start of the 50km/hr north of School Road and currently proposed for 60km/hr. K Felstead asked about the reasoning for 60km/hr rather than 50km/hr in that section. B Rice advised to make the section 50km/hr, work needed to be done to make it ‘feel’ like a 50km/hr environment, for example road narrowing. NZTA was currently looking to make changes to SH1 through Woodend and if any work was undertaken in advance of this might need to be removed/altered following NZTA safety improvements which could change traffic flow. It was possible that NZTA would introduce further traffic signals and/or an additional roundabout. B Rice commented that the choice between 50km/hr and 60km/hr was subjective, he believed if it was 50km/hr there would be poor compliance. It would be kept under review alongside the NZTA changes.

S Farrell asked for an update on the NZTA SH1 process. B Rice advised that the programme was to go to consultation with some options provided by the end of the year. The preferred option would be recommended in the first quarter of 2019.

M Brown asked why the report had come to the Oxford-Ohoka Community Board as the roads were not in its community area. B Rice advised that the Council had requested that the report be brought to each Board. K Felstead commented that it had been discussed around the Council table that residents across the district as a whole used these specific stretches of road and so should have a say.

S Markham reminded the Board that the speed limits had yet to go to consultation and feedback would come back to the Board.

THAT the Oxford - Ohoka Community Board recommends:

THAT the Council:

(a) Receives report No. 180815092344.

(b) Approves consultation being carried out on the proposed speed limit changes summarised below
<table>
<thead>
<tr>
<th>Location</th>
<th>Current</th>
<th>Proposed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rangiora Woodend Road from end of existing 80km/h east of Smarts Road to proposed Ravenswood roundabout</td>
<td>100km/h</td>
<td>80km/h</td>
</tr>
<tr>
<td>Rangiora Woodend Road from proposed Ravenswood roundabout to start of existing 70km/h west of Chinnerys Road</td>
<td>100km/h</td>
<td>60km/h</td>
</tr>
<tr>
<td>Rangiora Woodend Road from start of existing 70km/h west of Chinnerys Road to start of 50km/h north of School Road</td>
<td>70km/hr</td>
<td>60km/h</td>
</tr>
<tr>
<td>Gressons Road</td>
<td>100km/h</td>
<td>80km/h</td>
</tr>
<tr>
<td>Boys Road from Rangiora Woodend Road to existing 50km/h at railway line</td>
<td>100km/h</td>
<td>80km/h</td>
</tr>
<tr>
<td>Northbrook Road from Boys Road to existing 50km/h east of Goodwin Street</td>
<td>100km/h</td>
<td>80km/h</td>
</tr>
</tbody>
</table>

(c) **Notes** the consultation on this proposal will be carried out between 8th October and 4th November 2018.

(d) **Notes** the Community Boards will be updated at the end of the consultation process.

(e) **Notes** that any submissions on the proposal will be taken into account before the speed limit change is presented to the Council on 4th December for approval.

**CARRIED**

7.3 **Approval to Install Cattle Stops in Woodstock Road, between Wrights Road and Carleton Road – Andrew Petrie (Road Compliance Engineer) and Joanne McBride (Roading and Transport Manager)**

K Felstead noted that after a previous cattle stop had been approved by the Board, a resident had expressed concern around maintenance of the road on either side of the cattle stop. B Rice would take that feedback back to staff regarding possible increased maintenance requirements.

There was some discussion regarding whether the maintenance of the road in the vicinity of the cattle stop was the responsibility of the landowner or the Council. It was noted that Woodstock Road was considered a low volume road.

Moved K Felstead seconded W Doody

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

(a) **Receives** report No. 180803087347;

(b) **Approves** the construction of two cattle stops and associated fences and gates on Woodstock Road at the location shown on the attached diagram (TRIM. 180803087361 for the purpose of enabling the safe and efficient movement of cows across Woodstock Road while at the same time keeping the road accessible and safe for road users;

(c) **Approves** the attached Draft Licence to Occupy Agreement (TRIM. 180803087350);
(d) **Notes** that all costs associated with the construction and the maintenance of the cattle stops, fences and gates will be met by the property owner;

(e) **Notes** that the property owner will be required to remove the cattle stops, fences and gates if and when they cease dairy farming operations or if they change their method of operation that does not require the regular movement of cows across Woodstock Road;

(f) **Request** that the Council monitor the approved cattle stops to ensure the condition of roads is kept to a reasonable standard.

(g) **Circulates** this report to the Utilities & Roading Committee.

**CARRIED**

K Felstead wanted staff to be aware that when cattle stops were approved there was the potential for maintenance issues and that the road needed to monitored.

J Ensor agreed there were potential issues around responsibility for maintenance, however he believed cattle stops were a good idea.

M Brown commented there needed to be consistency in decision making. Cattle stops had been approved for previous landowners.

Meeting adjourned at 7.26pm for a workshop, resuming at 8.08pm.

### 7.4 Oxford Lions Picnic Shelter – Ed Sard (Green Space Community Assets Officer)

C Brown commented that the construction of a picnic shelter was a proactive community project. Inspiration had come from a similar shelter at South Bay Kaikoura. The Lions were seeking permission to build the shelter and financial assistance for the construction of a concrete pad. Council staff would also assist with Health and Safety onsite. Similar arrangements had been made with other Lions clubs.

S Farrell noted that West Oxford Reserve was ECAn owned land. C Brown provided advice on the Council’s agreement with ECAn as regards such land. There would be no issue with the proposed shelter.

W Doody asked if there were still plans for the Reserve to have a toilet and C Brown replied yes.

C Brown provided an update on the Pearson Park half basketball court. Unfortunately the contractor approved to undertake the construction of the half basketball court at Pearson Park had withdrawn. The position of the Lions remained the same. Staff were in discussion with the second preferred contractor, Delta and it was hoped that the job could occur as soon as possible. There was a slight increase in cost.

Moved K Felstead seconded T Robson

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

(a) **Received** report No.180822095090

(b) **Notes** that to date the Oxford - Ohoka General Landscaping Budget has available for the 2018/2019 financial year, $11,408 towards landscaping projects within the Oxford - Ohoka Ward.

(c) **Approved** the Oxford Lions constructing a picnic shelter and table in West Oxford Reserve at the location identified on the plan included as Attachment 1.
(d) **Approves** the allocation of $1,900 plus GST from the Oxford-Ohoka General Landscaping Budget for the construction of a concrete pad only. The concrete pad will form the base of the proposed Oxford Lions NZ picnic shelter.

**CARRIED**

K Felstead requested that the project be undertaken quickly and referred to the delays in the half court project.

### 7.5 Approval of Appointment of Eyreton Cemetery Trustee – Edwina Cordwell (Governance Adviser)

E Cordwell noted that the report was an administrative decision. The Trustee was from a local community minded family.

Moved K Felstead seconded M Brown

THAT the Oxford - Ohoka Community Board:

(a) **Receives** report No. 180821094376.

(b) **Approves** the appointment of Mr Chris Watts as a Trustee to the Eyreton Cemetery Trustees.

**CARRIED**

### 7.6 Application to the Oxford – Ohoka Community Board’s Discretionary Grant Fund 2018/2019 – Edwina Cordwell (Governance Adviser)

Moved W Doody seconded T Robson

THAT the Oxford - Ohoka Community Board:

(a) **Receives** report No. 180822095208.

(b) **Approves** a grant of $500 to Ohoka School PTA 150 Year Anniversary Celebrations Sub-Committee towards the cost of cake ingredients, musical entertainment, advertising and invitations to the school's 150th year celebrations.

**CARRIED**

### 8 CORRESPONDENCE

The letter from the Woodend Community Association was noted.

### 9 CHAIRPERSON’S REPORT

#### 9.1 Chairperson’s Report for August 2018

Moved M Brown seconded J Lynn

THAT the Oxford-Ohoka Community Board:

(a) **Receives** report No 180827096641.

**CARRIED**

### 10 MATTERS FOR INFORMATION

#### 10.1 Rangiora-Ashley Community Board meeting minutes – 8 August 2018

(Trim No. 180731085593).

#### 10.2 Kaiapoi Tuahiwi Community Board meeting minutes – 16 July 2018

(Trim No.180713078003).
10.3 Kaiapoi Tuahiwi Community Board meeting minutes – 20 August 2018 (Trim No. 180814091455).

10.4 Woodend-Sefton Community Board meeting minutes – 13 August 2018 (Trim No. 180807088486).

10.5 Youth Council meeting minutes – 26 June 2018.

10.6 Airfield Plan Change and Designation – report to Council 7 August 2018 (Trim No 180730084697).


10.9 Annual Report to the Alcohol Regulatory and Licensing Authority 2018 – report to District Planning and Regulation Committee 21 August 2018 (Trim No 180731085418).

10.10 NZTA Investment Audit Report – report to Utilities and Roading Committee 21 August 2018 (Trim No 180809089507).

10.11 Approval of the 2018/19 Roading Programme – report to Utilities and Roading Committee 21 August 2018 (Trim No 180529059018).

10.12 Seal Extensions and Roading Subdivision Contribution Budget – report to Utilities and Roading Committee 21 August 2018 (Trim No 180511051675).

10.13 Approval of New Footpaths Programme – report to Utilities and Roading Committee 21 August 2018 (Trim No 180502047634).

10.14 Request for Budget for Completion of Oxford Rural No.1 Source Upgrade Project – report to Council 7 August 2018 (Trim No 180724082339).

Moved M Brown    seconded J Ensor

THAT the Oxford-Ohoka Community Board receives the information in items 10.1-10.14

CARRIED

11 MEMBERS’ INFORMATION EXCHANGE

J Lynn    Attended Neighbourhood Support meeting and commented that the relationship between Council and Neighbourhood Support was working well.

Advised that the Ohoka Gatekeeper’s Lodge Committee was making a funding application to RATA to help with renovations. The application required letters of support. It was agreed for E Cordwell to draft a letter on behalf of the Board.

T Robson    Advised Reynolds Heritage Pavilion was now completed. A number of trees had been planted.

Attended productive OPAC meeting. Flags had been discussed.

Attended and received a YMCA Canterbury Youth Award.

Asked for an update on the review of the Youth Development Strategy.

S Farrell    Attended Neighbourhood Support meeting in Oxford following burglaries.

Attended Zone 5 Community Board meeting. J Hoult spoke well about Hegan Reserve. Noted Mike Reid’s presentation on Localism.
M Brown  Attended AGM Swannanoa Cricket Club, it was in good heart. They had received RATA funding to move the clubrooms. He noted the $3,000 from General Landscaping for planting. Encouraged Kaiapoi Pony Club to apply for General Landscaping funding from Kaiapoi-Tuahiwi Community Board. West Eyreton second well – developing groundworks, fencing was the next stage. Mandeville Sports Club Board meeting – met with Sports Canterbury regarding developing a strategic plan to provide vision for domain for next 10-15 years. Cost was $16,000-$21,000 through RATA Foundation. There were proposed developments for a new football club and grass athletic track.

J Ensor  Visited Eyreton Pony Club and was impressed with new fenced safety area for juniors. Commented on issues around District Plan with billboards. Attended briefing re Water Zone Committee ZIPA. Attended Zone 5 Community Board meeting– a number of issues raised without a solution. Commented on inadequate car parking at Mandeville Retail area. The car parking was full and he had counted at different times 22 and 31 cars parked on the roadside. For safety, staff should not be asked to park on the roadside at night. It was particularly busy early evening (to be referred to staff).


K Felstead  Provided an update of the Council meeting from earlier in the week.
- Cones Road walkway – dominated meeting, the proposed speed reduction and walking track would not go ahead.
- Approved $35,000 of budget for Ashley Gorge Road Trunk Main be brought forward to resolve a dispute between neighbours.
- Adopted Alcohol Control Bylaw 2018.
- Adopted Draft Business Zone 1 and 2 Public Spaces Policy.
- Annual Dog Control Report.
- Rules in place regarding disposal of expanded polystyrene.
- Management of Nitrates in water supply.

The Board members acknowledged Thomas Robson receiving the YMCA Canterbury Youth Award 2018.

12 CONSULTATION PROJECTS

Earthquake-prone Buildings Legislation

Consultation closes Thursday 20 September 2018.


It was noted that the All Boards Briefing 24 September 2018 would have two significant items.
- Waimakariri Water Zone Committee Zone Implementation Plan Addendum (ZIPA).
- Regional Public Transport Plan.
13 BOARD FUNDING UPDATE

13.1 Board Discretionary Grant
Balance as at 29 August 2018: $6,020.

13.2 General Landscaping Fund
Balance as at 29 August 2018 – 11,408.

14 MEDIA ITEMS

15 QUESTIONS UNDER STANDING ORDERS

16 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

NEXT MEETING
The next meeting of the Oxford-Ohoka Community Board is scheduled for Wednesday 3 October 2018 commencing at 7.00pm, in the Mandeville Sports Centre.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 8.47pm.

CONFIRMED

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Chairperson

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Date

Workshop
- General Landscaping Fund – Chris Brown (Greenspace Manager)

Potential General Landscaping projects were discussed.