

Agenda

Oxford-Ohoka Community Board

Wednesday 6 December 2023

7pm

Oxford Town Hall
Main Street
Oxford

Members:

Thomas Robson (Chairperson)

Sarah Barkle (Deputy Chairperson)

Mark Brown

Tim Fulton

Ray Harpur

Niki Mealings

Pete Merrifield

Michelle Wilson

AGENDA CONTENTS – OXFORD-OHOKA COMMUNITY BOARD MEETING

<u>Item Number</u>	<u>Item Topic</u>	<u>Page numbers</u>
4.1	Confirmation of Minutes – 8 November 2023	7 – 13
4.3	Notes of Workshop – 8 November 2023	14
5	Deputation	
5.1	New Zealand Biodiversity – Judith Roper-Lindsay	
7	Staff Reports	
7.1	Wolffs Road Suspension Bridge Refurbishment Options	15 – 88
7.2	Road Naming – Linton Land Limited	89 – 104
7.3	Application to the Boards Discretionary Grant Fund 2023/24	105 – 129
9.1	Chairpersons Report	130
11	Members Information Exchange	
11.1	Tim Fulton	131 – 132

AGENDA FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD TO BE HELD AT THE OXFORD TOWN HALL, MAIN STREET, OXFORD ON WEDNESDAY 6 DECEMBER 2023 AT 7PM.

RECOMMENDATIONS IN REPORTS ARE NOT TO BE CONSTRUED AS
COUNCIL POLICY UNTIL ADOPTED BY THE COUNCIL

BUSINESS

PAGES

1. **APOLOGIES**
2. **PUBLIC FORUM**
3. **CONFLICTS OF INTEREST**
4. **CONFIRMATION OF MINUTES**
 - 4.1. **Minutes of the Oxford-Ohoka Community Board meeting – 8 November 2023**

7 – 13

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

 - (a) **Confirms** the circulated Minutes of the Oxford-Ohoka Community Board meeting, held on 8 November 2023, as a true and accurate record.
 - 4.2. **Matters Arising (From Minutes)**
 - 4.3. **Notes of the Oxford-Ohoka Community Board Workshop – 8 November 2023**

14

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

 - (a) **Receives** the circulated Notes of the Oxford-Ohoka Community Board workshop, held on 8 November 2023.
5. **DEPUTATIONS AND PRESENTATIONS**
 - 5.1. **Judith Roper-Lindsay**

J Roper-Lindsay will update the Board on New Zealand Biodiversity.
6. **ADJOURNED BUSINESS**

Nil.

7. **REPORTS**

7.1. **Wolffs Road Suspension Bridge Refurbishment Options – Ken Howat (Parks and Facilities Team Leader)**

15 – 89

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 23112318838
- (b) **Supports** the disestablishment of Wolffs Road Suspension Bridge superstructure.
Or
- (c) **Supports** a joint Council and community funding option to meet the refurbishment costs.
Or
- (d) **Supports** full disestablishment of the structure and return the site to bare land.
- (e) **Notes** that this will require funding consideration through 2024/34 the Long Term Plan and will therefore form part of the Board's submission to the 2024/34 the Long Term Plan.

7.2. **Road Naming – Linton Land Limited – Scott Morrow (Rates Officer – Property Specialist)**

90 – 105

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 231123188658
- (b) **Approves** the following proposed road name for the new private Right of Way as shown on the Subdivision Plan (Trim 231123188465).
Linton Lane (Pvt)
- (c) **Notes:** That the Community Board may replace any proposed name with a name of its choice.

7.3. **Application to the Boards Discretionary Grant Fund 2023/24 – Kay Rabe (Governance Advisor)**

106 – 130

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 231031173788.
- (b) **Approves** a grant of \$..... to the Ohoka Rugby Club towards the replacement of gym equipment.
OR
- (c) **Declines** the application from the Ohoka Rugby Club.
- (d) **Approves** a grant of \$..... to the Clarkville Playcentre towards a replacement printer/copier.
OR
- (e) **Declines** the application from the Clarkville Playcentre.

8. **CORRESPONDENCE**

Nil.

9. **CHAIRPERSON'S REPORT**

9.1. **Chairperson's Report for November 2023**

131

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the report from the Oxford-Ohoka Community Board Chairperson (Trim: 231127189521).

10. **MATTERS FOR INFORMATION**

- 10.1. **Kaipoi-Tuahiwi Community Board Meeting Minutes 16 October 2023.**
- 10.2. **Commissioner Recommendation Private Plan Change 31 – Report to Council Meeting 7 November 2023 – Circulates to all Boards.**
- 10.3. **Northern Pegasus Bay Bylaw Review Seeking Approval for Consultation – Report to Council Meeting 7 November 2023 – Circulates to the Kaipoi-Tuahiwi Community Board, Rangiora-Ashley Community Board and Oxford-Ohoka Community Board.**
- 10.4. **Adoption of Road Reserve Management Policy – Report to Council Meeting 7 November 2023 – Circulates to all Boards.**
- 10.5. **Adoption of Waimakariri District Community Outcomes – Report to Council Meeting 7 November 2023 - Circulates to all Boards.**
- 10.6. **Adoption of Waimakariri District Strategic Priorities – Report to Council Meeting 7 November 2023 – Circulates to all Boards.**
- 10.7. **Waimakariri Economic Development Strategy for Adoption – Report to Council Meeting 7 November 2023 – Circulates to all Boards.**
- 10.8. **Health, Safety and Wellbeing Report October 2023 – Report to Council Meeting 7 November 2023 – Circulates to all Boards.**
- 10.9. **Annual Report for Enterprise North Canterbury for the year ending 30 June 2023 – Report to Audit and Risk Committee Meeting 14 November 2023 – Circulates to all Boards.**
- 10.10. **Enterprise North Canterbury (ENC) Strategic Plan Update – Report to Audit and Risk Committee Meeting 14 November 2023 – Circulates to all Boards.**
- 10.11. **Annual Report for Te Kohaka o Tuhaitara Trust for the year ended 30 June 2023 – Report to Audit and Risk Committee Meeting 14 November 2023 – Circulates to all Boards.**
- 10.12. **Water Quality and Compliance Annual Report 2022-23 – Report to Utilities and Roading Committee Meeting 21 November 2023 – Circulates to all Boards.**
- 10.13. **Cam River / Ruataniwha Report – Report to Utilities and Roading Committee Meeting 17 October 2023 – Circulates to all Boards.**
- 10.14. **July 2023 Flood Recovery Progress Update – Report to Utilities and Roading Committee Meeting 21 November 2023 – Circulates to all Boards.**

10.15. Roothing and Transport Activity Update – Report to Utilities and Roothing Committee Meeting 21 November 2023 – Circulates to all Boards.

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the information in Items.10.1 to 10.15.

Note:

1. *The links for Matters for Information were previously circulated to members as part of the relevant meeting agendas.*

11. MEMBERS' INFORMATION EXCHANGE

132 – 133

11.1. **Tim Fulton** (Trim 231030172650)

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.

Any written information submitted by members will be circulated via email prior to the meeting.

12. CONSULTATION PROJECTS

Nil.

13. BOARD FUNDING UPDATE

13.1. **Board Discretionary Grant**

Balance as at 30 November 2023: \$2,745.

13.2. **General Landscaping Fund**

Balance as at 30 November 2023: \$13,680.

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 7pm, Thursday 8 February 2024 at the West Eyreton Hall.

Workshop

- *Discussion regarding the Eyre River - Environment Canterbury Staff*
- *Members Forum*

MINUTES FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD HELD AT THE OHOKA COMMUNITY HALL, MILL ROAD, OHOKA ON WEDNESDAY 8 NOVEMBER 2023 AT 7PM.

PRESENT

T Robson (Chairperson), T Fulton, R Harpur, N Mealings, and P Merrifield.

IN ATTENDANCE

C Roxburgh (Project Delivery Manager), K Rabe (Governance Advisor) and A Connor (Governance Support Officer).

1. APOLOGIES

Moved: P Merrifield Seconded: N Mealings

THAT apologies for absence be received and sustained from S Barkle, M Brown and M Wilson.

CARRIED

2. PUBLIC FORUM

There were no members of the public present for the public forum.

3. CONFLICTS OF INTEREST

There were no conflicts of interest declared.

4. CONFIRMATION OF MINUTES

4.1. Minutes of the Oxford-Ohoka Community Board meeting – 4 October 2023

Moved: T Fulton Seconded: P Merrifield

THAT the Oxford-Ohoka Community Board:

- (a) **Confirms** the circulated Minutes of the Oxford-Ohoka Community Board meeting, held on 4 October 2023, as a true and accurate record.

CARRIED

4.2. Matters Arising

K Rabe provided an updated on the Discretionary Grant application from the West Eyreton Friends of the School. She informed the Board two of their funding applications to other funders had been declined and therefore requested their funding application continue to lie on the table until 2024.

4.3. Notes of the Oxford-Ohoka Community Board Workshop – 4 October 2023

Moved: P Merrifield Seconded: T Fulton

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the circulated Notes of the Oxford-Ohoka Community Board workshop, held on 4 October 2023.

CARRIED

5. **DEPUTATIONS AND PRESENTATIONS**

5.1. **Councillor Claire McKay – Environment Canterbury (ECan)**

Councillor McKay encouraged the Board to participate in the second stage of Environment Canterbury's Regional Policy Statement consultation 'Let's Pick a Path'. ECan were hosting a public meeting at Mainpower Stadium on Friday 24 November 2023 from 10am to 4pm. From 4pm to 5pm there would be a drop-in session regarding the consultation. The consultation requested feedback on three categories namely Climate Action, Land Use / Biodiversity, and Water and Coast.

Councillor McKay noted the results of the first stage of consultation which showed a wide variety of views across Canterbury. In the Climate area key concerns raised were regarding continued health and wellbeing. The impact on air quality, healthy soils and fresh water were examples given. Many submissions received were regarding resilience with flooding, erosion and sea level rise. There was support for good public transport and more active modes of travel like cycleways. There had been a wide variety of views on how climate action should be implemented. In the Water and Coast area the majority of people agreed they wanted to see water quality improved. There was however concern regarding regional confidence and certainty for business that required water to operate. Many submissions reported the good work that had been completed through the Water Management Policy with Zone Committees. In the Land Use and Biodiversity space many communities wanted to ensure our valuable soils for food production were protected. From a biodiversity perspective they encouraged Environment Canterbury to enable flora and fauna within the district. Urban development was well submitted on and was currently going through a redesign. Smaller communities wanted to ensure new developments were appropriately serviced. She reported they did not receive many responses regarding air,, however, they had received many responses regarding renewable energy which staff had not expected. Information collected during consultation would also form other strategies.

T Fulton questioned what tensions had arisen due to renewable energy. Councillor McKay replied they had received many applications for solar farms in Canterbury some of which were not in appropriate locations for example being on highly productive land.

P Merrifield asked if there was a push to do away with wood burners to combat air pollution. Councillor McKay answered there had been information come through a health department that wood burners produced a large amount of pollutants. It had not been included into legislation as yet that wood burners could no longer be purchased or used. Environment Canterbury was not pushing to ban them however they were considering the quality of air and health benefits. The Air Plan was due for renewal in 2028.

T Robson sought information on what advise was being given to those purchasing wood burners. Councillor McKay stated there was no advise publicised however from personal experience stores that sold wood burners were knowledgeable about clean air areas.

6. **ADJOURNED BUSINESS**

Nil.

7. **REPORTS**

7.1. **Oxford Stormwater Upgrade – Church Street Reserve – M Henwood (Project Engineer) and J Recker (Stormwater and Waterways Manager)**

C Roxburgh presented the report on behalf of M Henwood and J Recker.

C Roxburgh stated the aim of the report was to redirect the flow of stormwater through the Church Street reserve towards 189 High Street. There had been several service requests related to flooding events in this area. Staff had looked at multiple solutions to try and resolve these issues. This first stage of works would provide moderate relief. The second stage was proposed to go through the A&P Showgrounds however these works would seek approval at a later date after

consultation had been completed. The main benefit of the first stage of works was to redirect water through the reserve instead of people's backyards and would ultimately end up in the same location on High Street.

T Fulton noted he spoke to members of the A&P Showground who had concerns about the proposed works in the second stage. C Roxburgh stated staff were aware of concerns and noted there was still a large amount of work to be done before any approval of work would be sought. The stage recommended today would be done independently to any works completed at the A&P Showground.

N Mealings sought clarity that these works would not cause negative impacts on different properties. C Roxburgh clarified that currently the water traveled through the residential properties onto High Street and the proposed works would reroute the water to avoid any residential properties and would still end up flowing into High Street. Rerouting the path into the reserve would also assist with the amount of water ending in High Street as the pond would retain some water.

N Mealings also questioned if these works would intercept any ground water. C Roxburgh stated that would not be a risk in this area of Oxford as the reserve was already very deep.

T Robson highlighted there were stormwater deficiencies in High Street and asked if there were any works proposed to mitigate those issues. C Roxburgh was unsure but would investigate.

T Robson then noted in stage two some of the water would be directed to the Pearson drain which in heavy rain events was regularly at capacity. He wondered if there would be works done to upgrade the Pearson drain at the same time. C Roxburgh replied he did not know however it would be address with the stage two works.

T Robson questioned if it was considered at any point during investigations to install a pipe through the reserve. C Roxburgh did not believe it had been looked at as the philosophy was to redirect the waters path but still end in the same place.

Moved: T Fulton Seconded: P Merrifield

THAT the Oxford-Ohoka Community Board:

(a) **Receives** report No. 231006159247.

AND

THAT the Oxford-Ohoka Community Board recommends:

THAT the Utilities and Roading Committee:

- (b) **Approves** the proposed solution to formalise the secondary flow path in 58 Burnett Street away from residential properties and onto Church Street from Church Street Reserve.
- (c) **Notes** that the secondary flow path would be altered to convey stormflows into the Church Street Reserve where it would drain to ground in moderate storm events. In large storm events the stormflow would spillover into Church Street which outlets into the road reserve.
- (d) **Notes** that there was a separate project at the A&P Showgrounds, with construction programmed in the 2024/25 financial year. This project would mitigate the flooding issues experience at 189 High Street.
- (e) **Notes** that this work was funded by budget PJ 101964.000.5123, which had a total budget of \$200,000 for 2023/24. Total expected project expenditure including construction and design fees was \$157,000.
- (f) **Notes** that a portion of the above costs were allocated to design of the A&P Showground improvements (\$35,000) and would include a through consultation process with all the A&P Showground stakeholders.

CARRIED

8. **CORRESPONDENCE**

8.1. **Correspondence Draft Annual Plan Response**

Moved: R Harpur Seconded: T Fulton

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the Annual Plan Response Letter (Trim: 230220022903).

CARRIED

9. **CHAIRPERSON'S REPORT**

9.1. **Chairperson's Report for October 2023**

Attended speed management drop-in session. Not many residents had attended.

Moved: N Mealings Seconded: P Merrifield

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the report from the Oxford-Ohoka Community Board Chairperson (Trim: 231030172396).

CARRIED

10. **MATTERS FOR INFORMATION**

- 10.1. Kaiapoi-Tuahiwi Community Board Meeting Minutes 18 September 2023.
- 10.2. Rangiora-Ashley Community Board Meeting Minutes 11 October 2023.
- 10.3. Woodend-Sefton Community Board Meeting Minutes 9 October 2023.
- 10.4. July 2023 Flood Event Response and Recovery – Forecast Costs and Funding Sources – Report to Council Meeting 3 October 2023 – Circulates to all Boards.
- 10.5. Submission Emergency Management Bill – Report to Council Meeting 3 October 2023 – Circulates to all Boards.
- 10.6. Significance and Engagement Policy for Adoption – Report to Council Meeting 3 October 2023 – Circulates to all Boards.
- 10.7. Submission: Government Policy Statement on Land Transport – Report to Council Meeting 3 October 2023 – Circulates to all Boards.
- 10.8. Council Meeting Schedule January 2024 to December 2024 – Report to Council Meeting 3 October 2023 – Circulates to all Boards.
- 10.9. Health, Safety and Wellbeing Report September 2023 – Report to Council Meeting 3 October 2023 – Circulates to all Boards.
- 10.10. Consultation on the Draft Speed Management Plan – Report to Council Meeting 17 October 2023 – Circulates to all Boards.
- 10.11. Eastern Districts Sewer Scheme and Oxford Wastewater Treatment Plan Annual Compliance Monitoring Report 2022-23 – Report to Utilities and Roding Committee Meeting 17 October 2023 – Circulates to all Boards.
- 10.12. July 2023 Flood Recover Progress Update – Report to Utilities and Roding Committee Meeting 17 October 2023 – Circulates to all Boards.
- 10.13. Cam River / Ruataniwha Report – Report to Utilities and Roding Committee Meeting 17 October 2023 – Circulates to all Boards.
- 10.14. Adoption of Road Safety Action Plan 2023/24 – Report to Utilities and Roding Committee Meeting 17 October 2023 – Circulates to all Boards.
- 10.15. Aquatics October Update – Report to Community and Recreation Committee Meeting 17 October 2023 – Circulates to all Boards.

Moved: P Merrifield Seconded: N Mealings

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the information in Items.10.1 to 10.15.

CARRIED

11. MEMBERS' INFORMATION EXCHANGE

S Barkle:

- Enquired about the Tram Road multi-use path and when construction would start. Funding had been received and were waiting to hear back from the contractor.
- Attended Zoom call regarding the Woodstock Quarry submission on draft consent conditions.

M Wilson:

- Attended Violence Free North Canterbury Youth focused professional training day. Presentation from Jim Sole – Brainwave Trust on the Adolescent Brain and Brett Harvey Taima Korero. Helpful to know emerging trends and issues for Youth. Some great connections made with people in Waimakariri.
- Alcohol and Drug Harm Prevention Steering Group meeting. Would meet again in November to discuss action points.
- Community Services Awards. Was great to see people acknowledged for all they had given to the community. There were wonderful stories shared demonstrating their lifelong dedication to others.
- Attended Local Government New Zealand's (LGNZ) Future for Local Government and Choose Localism online zoom. LGNZ Spoke about the work that was done at the first Future for Local Government hui to understand what attendees thought about each of the Panels 17 recommendations.

P Merrifield:

- Attended Ashley Gorge Advisory Group meeting to discuss the pavilion barbeque.
- Attended Oxford Museum Monthly meeting.

T Fulton:

- Attended North Canterbury Neighbourhood Support meeting in Rangiora. Grand opening of first Community Hub in the Waimakariri.
- Attended North canterbury Business Awards.
- Attended Water Zone Committee Biodiversity Working Group meeting.
- Attended Long Term Plan workshop and Council workshop and briefing.
- Attended Resilience Breakfast.
- Attended Community Networking Group.
- Attended Drainage Advisory All Groups meeting. Received a sobering talk from NIWA scientist about the impact of climate change worldwide.
- Attended Community Service and Environmental Awards. Was pleasing to see the inaugural Environmental Awards.
- Attended Road Reserve Hearing. Not many submissions were received however there were interesting comments about land use and public access.
- Attended West Eyreton School Agricultural Day.
- Attended Water Race Advisory Group meeting.
- Attended Pearson Park Advisory Group meeting.
- Attended Wellbeing North Canterbury Annual General Meeting.
- Attended Oxford Area School Awards for years 11-13.
- Attended Waitaha Primary Health Annual General Meeting.

N Mealings:

- Attended Property Portfolio Working Group Meeting.
- Attended Proposed District Plan Hearings. Hearing Stream Six, Open Space Zone and Rural.
- Natural Environment Strategy Project Control Group. Draft Strategy nearly complete.

- All Groups Drainage Advisory meeting. Received fascinating insights from the presentation by Graeme Smart, a principal scientist for natural hazards and hydrodynamics and Joint Expert Team member on global trends.
- Attended Future Coasts Steering Group.
- Attended Utilities and Roading Committee Meeting. Last meeting as Chairperson.
- Attended Council meeting. Adopted Annual Report. Positive unmodified audit opinion was received, retaining AA+ credit rating. Draft speed management plan was out for consultation.
- Attended Community and Recreation Committee meeting.
- Attended Alcohol and Drug Harm Prevention Steering Group. Heard from Waimakariri District Council's new team leader, environmental health re: six yearly review of Waimakariri District Council's LAP coming up. Also, changes to Sale and Supply of Alcohol Act in Sept 2023 mean *anyone* can now object to an application, they now have 25 days to do so, and as at May 2024 submitters would no longer be subject to cross-examination and could use tikanga. A positive step for making the process less daunting for community members.
- Attended Community Service Awards. A fantastic evening celebrating our amazing award recipients, including a very strong showing from the Oxford-Ohoka Community Board area. Our own Shirley Farrell and Jane Anderson from Oxford, Mary Sparrow from Ohoka, youth recipient Sam King from Swannanoa, and Raul Elias-Drago representing the Oxford Dark Sky Group were all presented awards for their unwavering service to their community.
- Mandeville Sport Centre all clubs meeting. Discussed Tree Management Plan and car park lighting, possible club room plans and club happenings.
- Community Wellbeing North Canterbury meeting and Annual General Meeting. Were in good heart however were farewelling to stalwarts.
- Social Service Waimakariri Hui. Regular meeting of various social service provides in the district.
- Waimakariri Youth Council meeting.
- Council Meeting. Plan Change 31 was decline as per recommendation from commissioners.
- Satisfy Food Rescue were fundraising for their new facility in the Kaiapoi Community Hub.

R Harpur:

- Attended Greypower meeting. Presbyterian Services spoke about what they were doing.
- Attended Mandeville Sports Centre meeting. Arborist reported on the state of the trees Mandeville Sports Centre. The maintenance of the trees was not covered by the annual Council grant.
- Attended Community Service Awards. Great to see the services of Shirley Farrell being recognised.
- Attended Waimakariri Access Group meeting. Presentations of new accesses to Waimakariri Beaches.
- Children had been playing in the resurgence channel in Mandeville. Parents were not happy due to the depth and strength of the water and the access to housing under the culvert.

12. CONSULTATION PROJECTS

12.1. Speed Management Plan 2023/27

<https://letstalk.waimakariri.govt.nz/speed-management-plan-2023-27>

Consultation closes Monday 27 November 2023.

Drop In Session – 6 November 2023 5.30pm-7.30pm, Oxford Town Hall, A&P Room.

12.2. Relocating the Pines Beach Playground

<https://letstalk.waimakariri.govt.nz/relocating-the-pines-beach-playground>

Consultation closes Friday 17 November 2023.

12.3. Libraries Survey

<https://letstalk.waimakariri.govt.nz/libraries-survey>

12.4. **Environment Canterbury Let's Pick a Path**

<https://haveyoursay.ecan.govt.nz/hub-page/pick-a-path-ourfuture>

Consultation closes Sunday 3 December 2023.

13. **BOARD FUNDING UPDATE**

13.1. **Board Discretionary Grant**

Balance as at 31 October 2023: \$2,745.

13.2. **General Landscaping Fund**

Balance as at 31 October 2023: \$13,680.

14. **MEDIA ITEMS**

Nil.

15. **QUESTIONS UNDER STANDING ORDERS**

Nil

16. **URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

Nil.

NEXT MEETING

The next meeting of the Oxford-Ohoka Community Board is scheduled for 7pm, Wednesday 6 December 2023 at the Oxford Town Hall.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 8:15pm.

CONFIRMED

Chairperson

Date

Workshop (8.15pm to 8.48pm)

- *Community Board Plan – K Rabe (Governance Advisor) – 30mins*
- *Members Forum*

NOTES OF A WORKSHOP OF THE OXFORD-OHOKA COMMUNITY BOARD HELD IN THE OHOKA COMMUNITY HALL, MILL ROAD, OHOKA ON WEDNESDAY 8 NOVEMBER AT 8.15PM.

PRESENT

T Robson (Chairperson), T Fulton, R Harpur, N Mealings, and P Merrifield.

IN ATTENDANCE

C Roxburgh (Project Delivery Manager), K Rabe (Governance Advisor) and A Connor (Governance Support Officer).

APOLOGIES

S Barkle, M Brown and M Wilson

1. Community Board Plan

Presenter: K Rabe (Governance Advisor)

- Wolfs Road Bridge needed updating.
- Mandeville Resurgence to be added.
- Drainage in West Eyreton to be added.
- Update Oaks Reserve, Oxford.
- Add a community focused area with projects being led by the community.

2. Members Forum

- Oxford Christmas Parade: was becoming challenging, had been offered seven floats from the Christchurch parade. It would be happening however logistics were still being worked through. It had been suggested the Board have a float.

THERE BEING NO FURTHER BUSINESS, THE WORKSHOP CONCLUDED AT 8:48PM.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: GOV-26-10-06/23112318838

REPORT TO: OXFORD-OHOKA COMMUNITY BOARD

DATE OF MEETING: 6 December 2023

AUTHOR(S): Ken Howat, Parks & Facilities Team Leader

SUBJECT: Wolffs Road Suspension Bridge Refurbishment Options

ENDORSED BY:
(for Reports to Council,
Committees or Boards)



General Manager



Chief Executive

1. SUMMARY

- 1.1. This purpose of this report is to present options and costs for the refurbishment of Wolffs Road suspension bridge to the Ohoka-Oxford Community Board for consideration. The structure is a historically listed pedestrian bridge that spans the Eyre Rive and located south west of Oxford.
- 1.2. Wolffs Road suspension bridge is in a state of disrepair. Options for the future of the bridge have been assessed and evaluated by WSP in a 2021 report. Budget for this project will need to be approved as part of the next Long-Term Plan.
- 1.3. Consultation has been carried out to identify preferred options and these results were presented to the board as a workshop in July 2023.
- 1.4. Feedback from the consultation was clear that the community was in favour of retaining and restoring the bridge. 19 of the respondents (26 in total) were opposed to the removal of the bridge and wanted to see some form or retention or leaving in place of the structure.

Attachments:

- i. Wolffs Road suspension bridge – West Eyreton; Engagement and Communications Action Plan (221124203863)
- ii. Wolffs Road Suspension Bridge Options Report FINAL (210416061922)

2. RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 23112318838
- (b) **Supports** the disestablishment of Wolffs Road Suspension Bridge superstructure.
- Or**
- (c) **Supports** a joint Council and community funding option to meet the refurbishment costs.
- Or**
- (d) **Supports** full disestablishment of the structure and return the site to bare land.

- (e) **Notes** that this will require funding consideration through 2024/34 the Long Term Plan and will therefore form part of the Board's submission to the 2024/34 the Long Term Plan.

3. **BACKGROUND**

- 3.1. The Wolffs Road Suspension Bridge is a historically listed pedestrian bridge in West Eyreton that spans the Eyre River in North Canterbury. The bridge has a span of 73 metres and was constructed in circa 1948.
- 3.2. In March 2023 the Oxford-Ohoka Community Board approved consultation to be carried out by staff on the preferred option to disestablish the superstructure of Wolffs Road Suspension Bridge. Other options considered but ruled out included:
- Full replacement of the structure
 - Full disestablishment. Removal of the structure and site clearance. As the bridge, is a heritage structure, this option is unlikely to be supported by the Heritage New Zealand.

The local community and stakeholders were consulted with a total of 27 responses received. 19 respondents were against the option (70%), 7 respondents were in favour (27%) and 1 respondent was not specific. Included in the responses was an offer to contribute \$50,000 towards refurbishment costs. Consultation feedback was clear that restoring the bridge was very important to the majority of respondents and there were concerns about losing an important piece of North Canterbury history. There was an indication that the community may wish to be involved in raising funds to contribute to refurbishment costs.

- 3.3. The structure consists of steel rail iron towers with four wire rope suspension cables (two each side of the structure) which provide support to the timber stringers and deck through timber transoms and concrete suspension cable anchorages. The bridge originally provided pedestrian access across the Eyre River when water flow prevented the use of the adjacent vehicle ford. Users of the bridge frequently took sacks of potatoes, peas and other grain across in sack barrows. It was also used to carry cans of cream, and to allow distribution of daily mail and newspapers to residents on the south side of the river. The Eyrewell Forest Camp Village, which at one time numbered around 200 residents, used it for getting such provisions. In a major flood of 1951, both the top (Oxford) and bottom (Ōhoka) car bridges were washed out. The Wolffs Road Suspension footbridge was the only access for people living on the south side of the river between View Hill and Manderville. Provisions from Oxford were brought across the bridge for the people of View Hill.
- 3.4. The bridge and land were later given to the Eyre County Council by the Wolff family in 1978. Later, in 1983, a car bridge was built on Poyntz Road, on the next ford downstream. Now, the bridge is in a state of disrepair and has been for many years, no longer performing its intended function as a pedestrian bridge.
- 3.5. The bridge deck is situated approximately 3 metres above bed level having sufficient clearance to enable vehicle access beneath. There is currently no walking track or clear pedestrian access to either bridge approach due to the overgrown vegetation.
- 3.6. An options report was previously completed for the Wolffs Road Suspension Bridge in 2012 by Waimakariri District Council (the Council). Two options were considered in the 2012 report including a 'Do Minimum' and an option to 'Refurbish' the bridge to reopen the structure to the public. The 2012 report was initially prompted through engagement by the

Cust and Districts Historical Records Society with the Council regarding the historic nature and deterioration of the structure. The structure (constructed in 1948) was listed as a Category 2 Historic Place in February 1994.

4. **ISSUES AND OPTIONS**

4.1. In April 2021 WSP produced a site inspection and bridge refurbishment options report. It should be noted that the bridge is listed by New Zealand Historic Places Trust as a category one asset and any of the options would require further consideration and consent with them.

4.2. Options considered in this report were:

Option 1: Disestablish Bride Superstructure

Option 2: Re-Furbish Existing Bridge to Re-Open (If main cables are suitable for re-use)

Option 3: Re-Furbish Existing Bridge to Re-Open (If main cables require replacement)

Option 4: Full Disestablishment.

4.2 Consultation feedback was clear that restoring the bridge was very important to the majority of respondents and there were concerns about losing an important piece of North Canterbury history. There was an indication that the community may wish to be involved raising funds to contribute to refurbishment costs.

4.3 Staff have reviewed this feedback and have provided the following options:

4.3.1 **Option 1: Seek Council funding through LTP for Disestablishment of the Superstructure.** This is the 'do minimum' option. It involves removal of the timber superstructure, approach ramps and suspension cables and significant vegetation clearance around it. Leaving behind the substructure and cable anchors to be refurbished which has the benefit of retaining some of the heritage fabric of the structure. The remaining structure would then need regular condition assessments, fencing to prevent climbing/vandalism and the inclusion of an information board for historical information.

Disestablishing the superstructure of Wolffs Road Suspension bridge is the preferred option to progress. This is the lowest cost option, removes the current hazards present to the public, retains some of the heritage fabric of the original bridge, and retains the support towers enabling provision for future reinstatement of a crossing structure if desired. Pursuing this option will mean pedestrians cannot cross the Eyre River at this location, in particular during flood events. However, the bridge is unusable in its current state and should not be used. There are also two vehicle bridges that cross the Eyre River in close proximity to the Wolffs Road Suspension bridge, the Eyre River Bridge (Wells) (approximately five kilometres west) and the Poyntz's Road Bridge (approximately three kilometres south east); it is worth noting that these do not have pedestrian facilities.

Cost Estimate: \$408,000. Ongoing maintenance: \$1,000 - \$2,000 p.a

- 4.3.2 **Option 2: Seek Council funding through LTP to Refurbish the Existing Structure to Re-open.** This option is contingent on main cables being suitable for reuse. This involves the removal of the existing timber superstructure elements, and refurbishment of the original suspension cable hanger rods and towers. If the structure is unable to support pedestrian use, then it may also include refurbishment of the suspension system. It would also include upgrading the coatings on the bridge towers, replacement timber decking, bracing, new approach ramps and handrail installation. This option also has the inclusion of an information board for historical information.

Cost Estimate: \$972,000. Ongoing maintenance: \$3,000 - \$5,000 p.a

Note: *if the main cables require replacement the cost estimate would be: \$1,080,000 with ongoing maintenance: \$3,000 - \$5,000 p.a*

- 4.3.3 **Option 3: Seek Council funding of \$408,000 with remaining cost being funded through external fundraising led by the community to refurbish bridge to re-open.**

This matches the budget required to disestablish the bridge superstructure and would require a committed and willing group set up to raise funds (\$50,000 already pledged). WDC would not lead this process and would require fundraising efforts to come under the umbrella of an existing charitable entity or the establishment of a new entity. This option is reliant on community input and carries the risk of lengthy time frames to raise the funds.

- 4.2.4 **Option 4: Full Disestablishment of the Structure.**

This option involves complete removal of all elements present associated with the bridge. This option will need to have further scope, costing and discussion with New Zealand Historic Places Trust (NZHPT) as they have the structure listed as a category one asset. Even if retention is not supported, there will need to be conditions discussed with NZHPT for any of the options presented.

- 4.3.4 **Option 5: Do Nothing**

The Ohoka-Oxford Community Board may decide to decline the recommendation and options presented. This is not the recommended option because at present, there are significant safety concerns for the public with the current state of the bridge. These include, the risks of traffic striking the structure while traveling underneath, and secondly, any risks of damage to the structure during a flood event, and to the river channel downstream due to detached debris from the structure. It is also worth noting that there is public interest in the historic bridge especially following the recent consultation.

Implications for Community Wellbeing

There are implications on community wellbeing by the issues and options that are the subject matter of this report. The consultation has outlined that the community who responded is more in favour of retention of the bridge. This project does have significant costs in order to retain the structure and ensure it is fit for purpose or safe for future users. The community will retain an ongoing interest in how this project progresses and the decisions made around the retention or not of the bridge/structure.

- 4.4 The Management Team has reviewed this report and support the recommendations.

5. **COMMUNITY VIEWS**

5.1. **Mana whenua**

Te Ngāi Tūāhuriri hapū are not likely to be affected by, or have an interest in the subject matter of this report.

5.2. **Groups and Organisations**

There are groups and organisations likely to be affected by, or to have an interest in the subject matter of this report.

The key stakeholders in this include neighbouring properties along Wolffs Road, Cust and Districts Historical Records Society, Heritage New Zealand, and West Eyreton Community.

5.3. **Wider Community**

The wider community is likely to be affected by, or have an interest in the subject matter of this report as they have been consulted with and may have an interest in the outcome.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1 **Financial Implications**

There are financial implications of the recommendations presented in this report. The staff recommendation to disestablish the bridge superstructure has a cost estimate of \$408,000 with \$1,000 - \$2,000 annual maintenance costs. Important to note these costs were supplied by WSP in April 2021 and should this project be accepted into the Long Term Plan for later years, there needs to be a contingency for price increases.

Based on the assumption that the value of the bridge is the high-end Srefurbishment cost of \$1,080,000 and life of bridge is expected to be 75 years, annual depreciation would be \$14,400 per year.

Table: Costs Comparisons of Options Presented

Options	Council Capital Costs	Community Contribution	Ongoing Maintenance
Option 1 Disestablishment of bridge superstructure	\$408,000	N/A	\$1,000 - \$2,000 p.a
Option 2 Refurbish existing structure to reopen	\$972,000 if main cables are reusable. \$1,080,000 if main cables require replacement.	N/A	\$3,000 - \$5,000 p.a
Option 3 Refurbish existing structure to reopen with community contribution	\$408,000	\$564,000 Or \$672,000	\$3,000 - \$5,000 p.a

Options	Council Capital Costs	Community Contribution	Ongoing Maintenance
Option 4 Full disestablishment of bridge structure	\$140,000	N/A	N/A

Sustainability and Climate Change Impacts

The recommendations in this report do not have sustainability and/or climate change impacts.

6.2 Risk Management

There are risks arising from the adoption/implementation of the recommendations in this report. There may be expectations from key stakeholders and local community that the bridge will be restored following the consultation and conversely the cost to complete this project may create adverse responses from the wider community. Staff note that retention of the bridge is above greenspace level of service and would be viewed as an amenity asset. There is low frequency of use due to lack of connection with established walking for biking tracks plus low incidence of flooding of the channel. It is expected that a building consent will be required for refurbishment due to the significant extent of structural elements requiring replacement.

6.3 Health and Safety

There are no health and safety risks arising from the adoption/implementation of the recommendations in this report.

7. CONTEXT

7.1. Consistency with Policy

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

7.2. Authorising Legislation

7.3. Consistency with Community Outcomes

The Council's community outcomes are relevant to the actions arising from recommendations in this report.

Cultural:

- Public spaces express our cultural identities and help to foster an inclusive society.
- The distinctive character of our takiwā / district, arts and heritage are preserved and enhanced.

7.4. Authorising Delegations

The Ohoka-Oxford Community Board have the delegation to approve the recommendations within this report.



WOLFFS RD SUSPENSION BRIDGE

Hannah-Rose Belworthy



**WOLFFS ROAD
SUSPENSION BRIDGE**

BRIDGE

BRIDGE

Oxford

BENNETTS

CUST
DOMAIN

Cust

TRAM ROAD

Canterbury Tails
Animal Rescue

S EYRE ROAD

Canterbury Nut Company

Oxford Speedway

West Eyreton



COMMUNITY CONSULTATION²⁴

LET'S TALK ABOUT WOLFFS ROAD SUSPENSION BRIDGE

LET'S
TALK

LET'S
TALK

WHAT
DO YOU
THINK?



Historic image courtesy of Heritage NZ

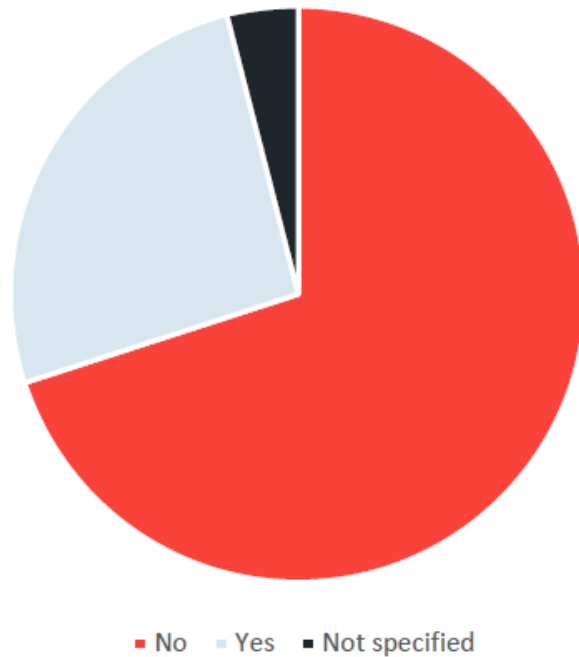
Image: Bridge condition 2021

Q:

Do you support
disestablishing the
superstructure?

Yes – support the disestablishment of the superstructure	No – do not support the disestablishment of the superstructure	Not specific on whether supported	Total
7 (26%) ○	19 (70 %) ●	1 (4%) ●	27 (100%)

Should the superstructure be disestablished?



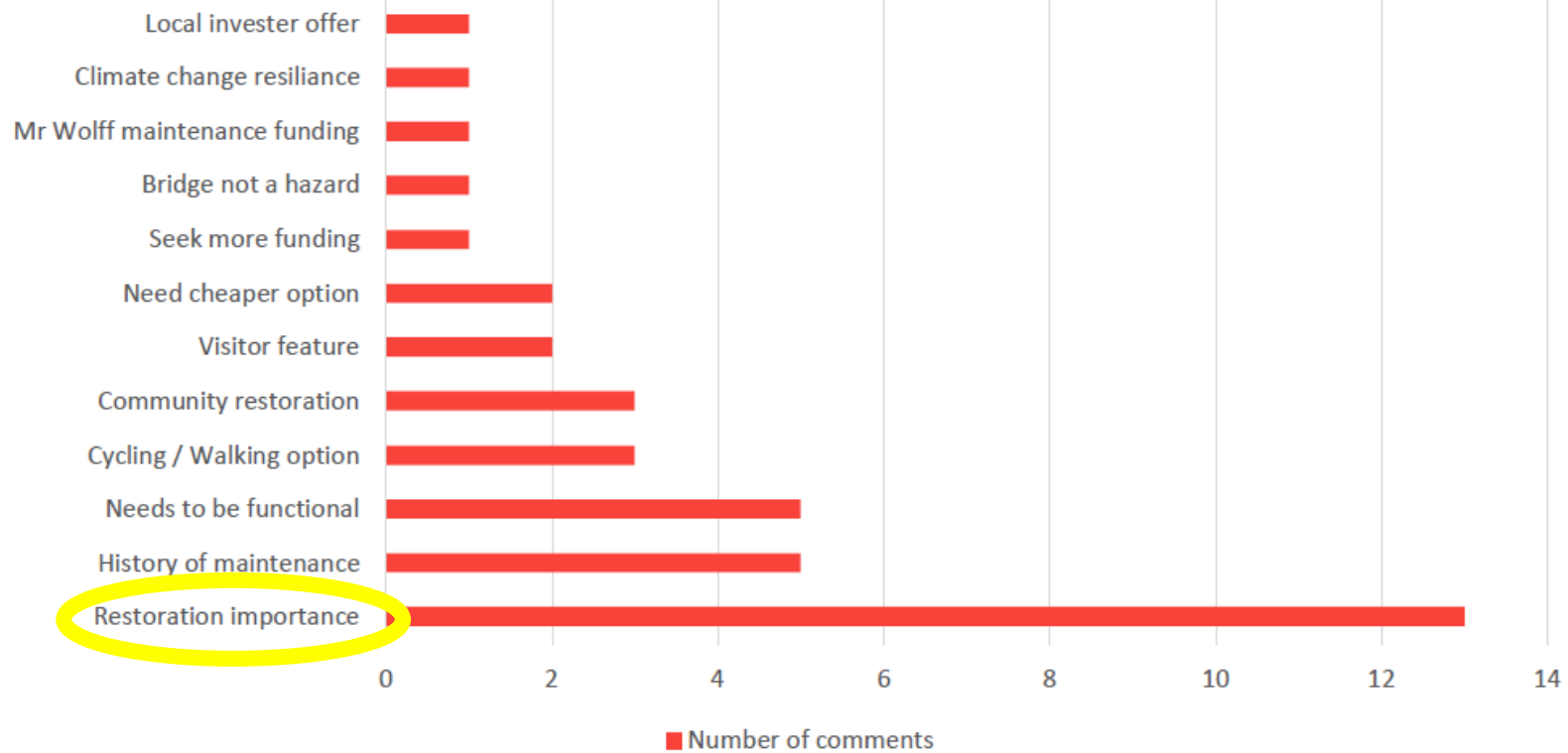
CONSULTATION SUMMARY

From the feedback received it was very clear that restoring the bridge was very important to the majority of submitters, and there were concerns about losing an important piece of North Canterbury history.

There may be an appetite from the community to be involved in fundraising for the project so that it could be refurbished and become a functional bridge again.

There was one submitter who had offered to contribute \$50K towards the project.

Comments from those who do not support the disestablishment of the superstructure



CONSULTATION SUMMARY

For those who indicated that no they do not support the disestablishment of the Wolffs Road suspension bridge superstructure, these comments are summarised on this graph

OPTION 1 DISESTABLISH SUPERSTRUCTURE

\$408,000

COST ESTIMATE INCLUDES:

- Physical Works (incl. 30% contingency)
- Professional Fees (estimate)
- Site Clearance (estimate)
- Historic Signs (estimate)
- Contingency 20%

Ongoing maintenance

\$1,000 - \$2,000 p.a

OPTION 2 RE-FURBISH EXISTING BRIDGE TO RE-OPEN (If main cables are suitable for re-use)

\$972,000

COST ESTIMATE INCLUDES:

- Physical Works (incl. 30% contingency)
- Professional Fees (estimate)
- Site Clearance (estimate)
- Historic Signs (estimate)
- Contingency 20%

Ongoing maintenance

\$3,000 - \$5,000 p.a

OPTION 3 RE-FURBISH EXISTING BRIDGE TO RE-OPEN (If main cables require replacement)

\$1,080,000

COST ESTIMATE INCLUDES:

- Physical Works (incl. 30% contingency)
- Professional Fees (estimate)
- Site Clearance (estimate)
- Historic Signs (estimate)
- Contingency 20%

Ongoing maintenance

\$3,000 - \$5,000 p.a

WHAT NOW?

Staff will write a report to Oxford-Ohoka Community Board with a recommendation.

OPTION 1

Disestablish the
Superstructure
\$408,000 LTP
submission

Pros

- More affordable/realistic option
- Safe
- Future proof for allowing the bridge to be re-furbished
- Lower on-going maintenance costs

Cons

- Not inline with majority of views from community consultation
- Takes away a the fuction of a historic bridge in the district

OPTION 2

Re-furbish existing
bridge to re-open
\$1M LTP
submission

Pros

- Achieves what the public has submitted
- Creates a tourist destination inside the district

Cons

- Very costly solution

OPTION 3

Re-furbish existing
bridge to re-open:
Part funded by
community
\$408,000? LTP
submission

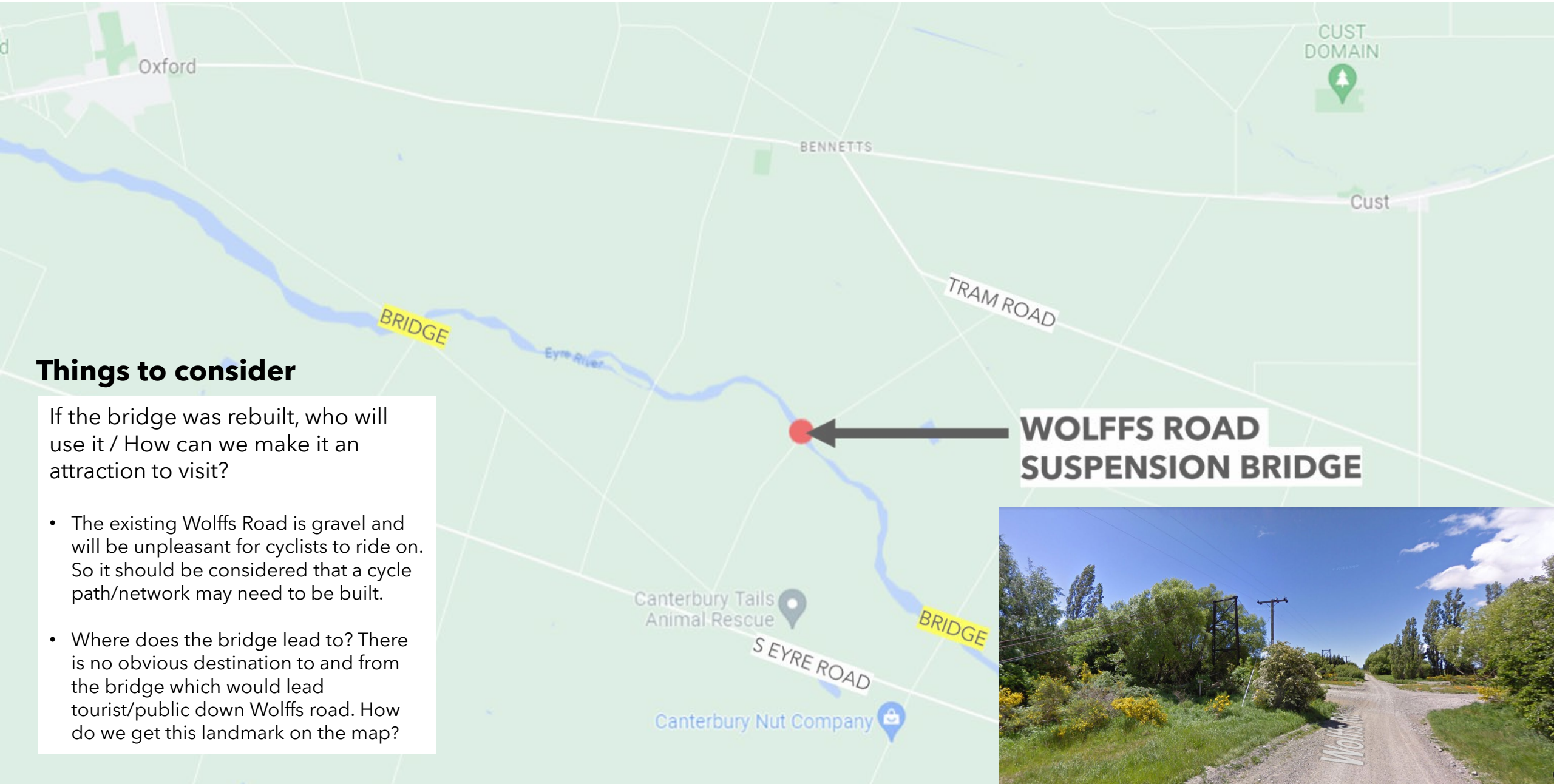
Pros

- Achieves what the public
- Creates a tourist destination inside the district
- Already has \$50k pledged by a member of the public

Cons

- Still a costly solution
- Requires additional consultation (tight timeframe with LTP submission)

WHAT DIRECTION DOES THE BOARD²⁹ SUPPORT?



Things to consider

If the bridge was rebuilt, who will use it / How can we make it an attraction to visit?

- The existing Wolffs Road is gravel and will be unpleasant for cyclists to ride on. So it should be considered that a cycle path/network may need to be built.
- Where does the bridge lead to? There is no obvious destination to and from the bridge which would lead tourist/public down Wolffs road. How do we get this landmark on the map?



THANK
YOU

Hannah-Rose Belworthy

Project Number: 6-DHLHH.01

Wolffs Road Suspension Bridge

Site Inspection and Bridge Refurbishment Options Report

15 April 2021

CONFIDENTIAL



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Reviewed by



Andrew Bradfield

Approved for release by



Ben Baty



Document History and Status

Revision	Date	Author	Reviewed by	Approved by	Status
0	01/04/2021	Jess Gale	Andrew Bradfield	Ben Baty	DRAFT
1	12/04/2021	Jess Gale	Andrew Bradfield	Ben Baty	FINAL

Revision Details

Revision	Details
0	Site Inspection and Bridge Refurbishment Options Report
1	Final version incorporating Client feedback



Contents

Disclaimers and Limitations.....	1
Executive Summary	1
1 Introduction	2
2 Description of Bridge	2
3 Background Information	2
4 Condition Assessment.....	4
4.1 Timber Components.....	4
4.2 Hangers	6
4.3 Suspension Cables.....	7
4.4 Plan bracing and sway cables.....	9
4.5 Anchorage.....	10
4.6 Towers.....	11
5 Bridge Refurbishment Options	12
5.1 Options Considered	12
5.2 Comparison of Refurbishment Options.....	15
6 Recommendations	16

Disclaimers and Limitations

This report ('**Report**') has been prepared by WSP exclusively for Waimakariri District Council ('**Client**') in relation to the Wolfs Road Suspension Bridge Site Inspection and Bridge Refurbishment Option Investigation ('**Purpose**') and in accordance with the Contract CON 20/20 Rooding Professional Services. The findings in this Report are based on and are subject to the assumptions specified in the Report and Task Request form dated 23 February 2021. WSP accepts no liability whatsoever for any reliance on or use of this Report, in whole or in part, for any use or purpose other than the Purpose or any use or reliance on the Report by any third party.

Executive Summary

WSP New Zealand Ltd (WSP) has been engaged by Waimakariri District Council (WDC) to complete a condition inspection and refurbishment options report for the Wolffs Road Suspension Bridge. The structure is a historically listed pedestrian bridge that spans the Eyre River located south west of Oxford, North Canterbury.

A site inspection to assess the current condition of the structure was undertaken on 12th March 2021. The overall condition of the timber superstructure is poor with widespread deterioration and multiple failures leaving the structure unsafe and unusable in its current state. The suspension cable system is mostly in fair condition with the majority of the main cables appearing to have been recently replaced. The hangers connecting the suspension cables to the superstructure are mostly in fair condition with a small number requiring replacement. The plan bracing is in poor condition with connection failures at both ends of the structure. One of the four lateral bracing sway cables has been severed, and the others pose a significant hazard to those traveling underneath the structure. This is due to their low hanging location below the bridge. The anchorage of the support towers and suspension cables, that were able to be inspected, appear to be in good condition. Only one of the lateral sway cable anchorage points was able to be inspected. This was in average condition with significant vertical cracking. The support towers appear to be in good condition with an unidentified black coating providing corrosion protection present on the bottom sections of the towers. This is not present in the upper sections of the tower, indicating targeted coating or failure of the coating has taken place.

The proposed refurbishment options for this structure are outlined in Section 5 and include:

Option 1. Disestablishment of the superstructure, retain the towers – due to the poor condition of the superstructure and the risks posed by the subsequent remaining suspension cable system

Option 2. Refurbishment of the existing structure to re-open – utilising the existing suspension cable system after further capacity inspection and assessment

WSP recommends that Option 1 is pursued as the preferred option due to the current condition, risks and hazards posed to the public by the existing superstructure, and the low frequency of use of the structure due to the lack of connection with established walking tracks and the low incidence flooding of the channel. This option also retains the primary elements of heritage fabric and provides the ability for future re-installation of a superstructure to connect with future development of pedestrian or cycling amenities in the area.

1 Introduction

The Wolff Road Suspension Bridge is a historically listed pedestrian bridge that spans the Eyre River and is located approximately 5 km south west of Oxford, North Canterbury. The structure consists of steel rail iron towers, steel wire suspension cables with a timber deck and transoms, and concrete suspension cable anchorages. The bridge has been in a state of disrepair for multiple years and no longer performs its intended function as a pedestrian bridge. A condition assessment and options report was completed in 2012 by Waimakariri District Council (WDC).

WSP New Zealand Ltd (WSP) have been engaged by WDC to update the content of this previous report by completing a condition assessment and updating the options presented for the structure.

2 Description of Bridge

Wolff Road Suspension Bridge is a 73 m span pedestrian bridge constructed circa 1948. The structure comprises four wire rope suspension cables (two each side of the structure) which provide support to timber stringers and deck through timber transoms. The transoms are connected to the suspension cables via steel hanger rods at 3m centres. The cables are supported on towers comprising steel rail irons with concrete foundations and are anchored into concrete blocks embedded in the ground approximately 15m behind the towers at each end of the structure. There are additional tie-back cables connected to the bridge towers and anchored into concrete blocks behind the abutments. The deck comprises transverse timber deck planks connected via nails to the top of the longitudinal stringers. A handrail has been provided on the northern side of the structure comprising timber posts with wire mesh with wire rope spanning between. Wire mesh is provided on the south side of the structure, with no effective restraint. Steel plan bracing is in place in the central section of the bridge span (connected to the top of the transoms and underside of the stringers). This bracing is connected to wire rope sway cables anchored into the riverbank via concrete blocks, for lateral restraint.

The bridge originally provided pedestrian access across the Eyre River when water flow prevented the use of the adjacent vehicle ford. The bridge deck is approximately 3 m above bed level (through the centre of the channel) and was frequently driven under during the structural inspection. There is currently no walking track or clear pedestrian access to either bridge approach due to overgrown vegetation.

Before the condition inspection was completed an enquiry was submitted with the online service 'beforeUdig'. This service enables the collection of information regarding the location of cable, pipe and other utility assets near any proposed excavation site. Documents received from this enquiry are attached in Appendix A. The only service near the site is a 11-66kV Mains Overhead cable that is easily visible and runs parallel with the bridge over the Eyre River. On the western side of the site this overhead cable does transition to a 400 kV service both underground and overhead.

3 Background Information

An options report was previously completed for the Wolffs Road Suspension Bridge in 2012 by WDC (included in Appendix B). The 2012 report was initially prompted through engagement by the Cust Historical Society with WDC regarding the historic nature and deterioration of the structure. The structure (constructed in 1948) was listed as a Category 2 Historic Place in February 1994. The bridge was inspected on the 6th March 2012 which included a visual inspection of the structure and a focus on the deteriorating timber deck.

The description of the bridge in the 2012 report indicated that the condition of the main suspension cables was good, however, the timber deck, stringers and transoms were in poor condition. Approximately 50% of the timber elements were visually identified as failing, with a high likelihood of widespread internal decay. The anchor blocks, connections, and tower elements that were able to be inspected were also reported to be in good condition. A safety issue was raised regarding the low visibility of the sway ropes and the hazard this poses to those traveling under the structure.

Two options were considered in the 2012 report including a 'Do Minimum' and an option to refurbish the bridge to reopen the structure to the public. Details of these options are included in the appended report. During our inspection we observed that a portion works recommended in the 2012 'Do Minimum' has been completed, with standard road markers attached to the sway ropes to increase visibility. It is unclear whether any vegetation was trimmed at the time or if any further inspections were carried out. Removal of timber elements and approach ramps has not been complete to date.

4 Condition Assessment

A visual inspection of the bridge was undertaken on 12th March 2021 which included the use of a drone to enable inspection of areas not visible from ground level. Structural elements obstructed by overgrown vegetation were not able to be inspected. This included three of the four sway cable anchorage points, and two of the four suspension cable anchorage points.

The majority of the timber elements of the structure are in poor condition, and unsafe for pedestrian use. The condition of the timber members may also pose a risk to those traveling underneath the structure as they have a high likelihood of further deterioration and detachment. The concrete anchorage, steel hangers and suspension cables are all in fair condition.

Additional to those included in this report, please refer to Appendix C for condition inspection photographs.

4.1 Timber Components

4.1.1 Deck condition

There are large sections of the structure where decking planks have failed and are missing. The deck planks which remain in place are in average condition with significant decay observed. The existing decking planks are of irregular sizes, indicating some have been replaced during the life of the structure.

Figures 4.1.1 and 4.1.2 below show the areas of the structure missing decking planks and their general condition.



Figure 4.1.1: Deck plank condition overview – facing west abutment



Figure 4.1.2: Deck plank condition overview – facing east abutment

4.1.2 Stringer condition

The stringers are in poor condition with widespread significant decay observed in a number of locations, including at both approaches of the structure. The stringer splices appear to be in fair condition where present. The bolts in these stringer splices do not show significant signs of corrosion indicating the stringer failures observed are due to timber decay and section loss rather than bolt deterioration.

Figures 4.1.3 and 4.1.4 below illustrate the most significant stringer failures.

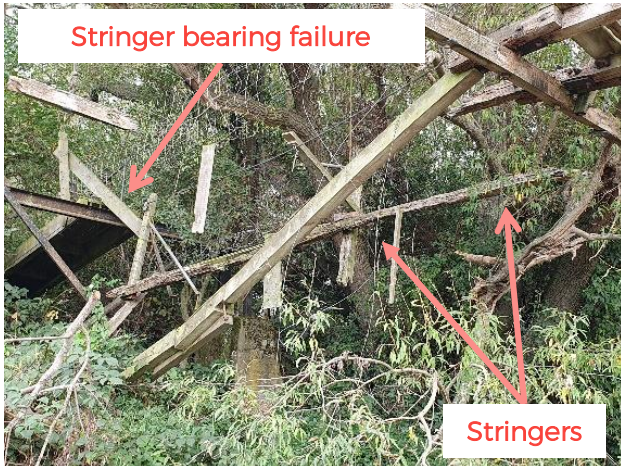


Figure 4.1.3: Stringer failure near west abutment



Figure 4.1.4: Stringer failure near east abutment

4.1.3 Transom condition

The transoms are in a similar poor condition to the stringers with widespread deterioration observed. The nearest transom to the west abutment has failed and is in two separate pieces suspended by the hangers, leading to deck failure at this end of the structure. There are two other locations of transom failure along the bridge span including at the connection location of the eastern sway cables. There is evidence of significant deterioration and splitting of the transoms at the handrail support connections on both faces of the structure throughout the entire span.

Figures 4.1.5 and 4.1.6 below show the typical condition of the transoms and the most significant failure locations of those mentioned above.



Figure 4.1.5: West abutment transom failure



Figure 4.1.6: Transom failure

4.1.4 Approach ramp condition

The western approach ramp is constructed entirely of timber members and is in average condition. The vegetation surrounding the ramp made access for visual inspection difficult; for example, a small tree was growing up through the deck planks of the ramp. The eastern approach ramp is also in average condition, and has significant lichen build up on the surface.

Figures 4.1.7 and 4.1.8 below show the condition and differing design of the two bridge approach ramps.

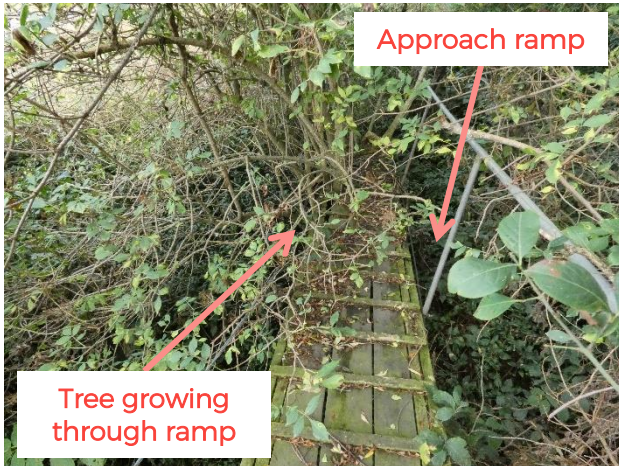


Figure 4.1.7: West approach ramp - topside

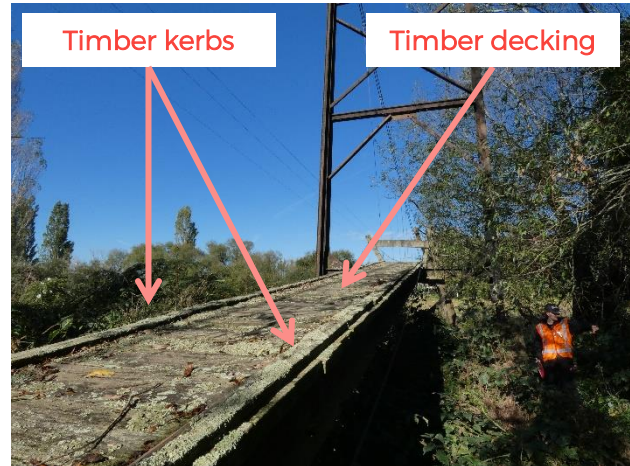


Figure 4.1.8: East approach ramp - topside

4.1.5 Timber Material

The majority of the timber appeared to be hardwood (potentially original). However, replacement timber was also observed and is likely treated pine. If this treatment contains contaminants (e.g. CCA), the disposal costs as part of refurbishment options discussed in Section 5 may increase, although this would be a small percentage of total costs.

4.2 Hangers

Many of the hangers are steel rods with eye connections, however, there are a few wire rope cable hangers threaded through the connection rods and secured with clamps (replacements to original rods). The hanger connections are generally in good condition relative to the timber elements of the structure. Figures 4.2.1 and 4.2.2 below show the typical hanger connection types.

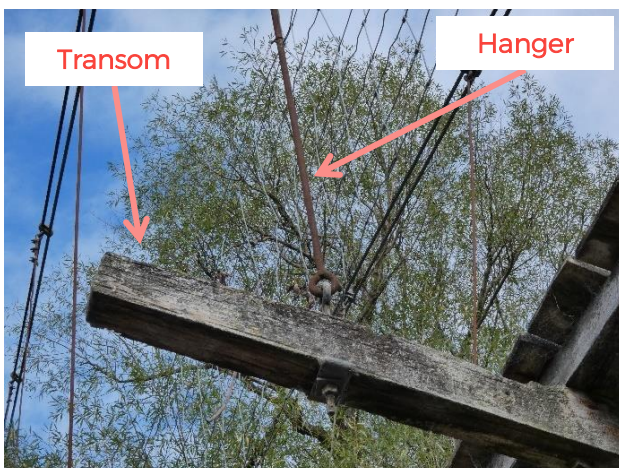


Figure 4.2.1: Typical hanger to transom connection with steel rod hanger

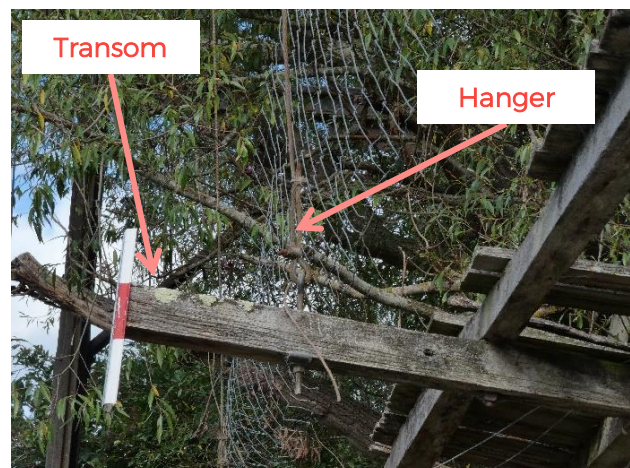


Figure 4.2.2: Typical hanger to transom connection with wire rope cable hanger

Most of the hangers have low levels of corrosion and are relatively straight. Six hangers are bent and require replacement. The suspension cable connection consists of an eye connection threaded rod bolted through two steel bent-up plates that clamp over the main cables, secured on the top face with a nut. These connections are generally in good condition with minimal signs of corrosion or damage.

Figure 4.2.3 below shows a bent hanger that may require replacement.



Figure 4.2.3: Bent steel rod hanger

4.3 Suspension Cables

One of the four suspension cables appears to be entirely original (outer downstream), two of the cables have been partially replaced with galvanized wire rope cables spliced to the original cable (internal). The external upstream cable appears to have been entirely replaced.

The cable profile between the cable anchorage and tower support varies significantly, indicating the two sets of cables are not sharing load equally with varying amounts of tension in each of the cables. The outer downstream cable has general surface corrosion and isolated pitting corrosion compared to the other cables, shown below in Figure 4.3.3, further indicating its age. The cable saddles over the towers are all in good condition and do not show any signs of movement or deterioration, however the timber saddle packers are showing signs of significant end decay which may lead to a loss of bearing for the saddle cables.

Additional to the two sets of main suspension cables, the structure also has three cable braces anchored to three of the four apex corners of the towers. These braces are in a similar tensioned state as the internal suspension cables and are in fair condition.

Figures 4.3.1 to 4.3.2 show an overview of the layout of these suspension cables.

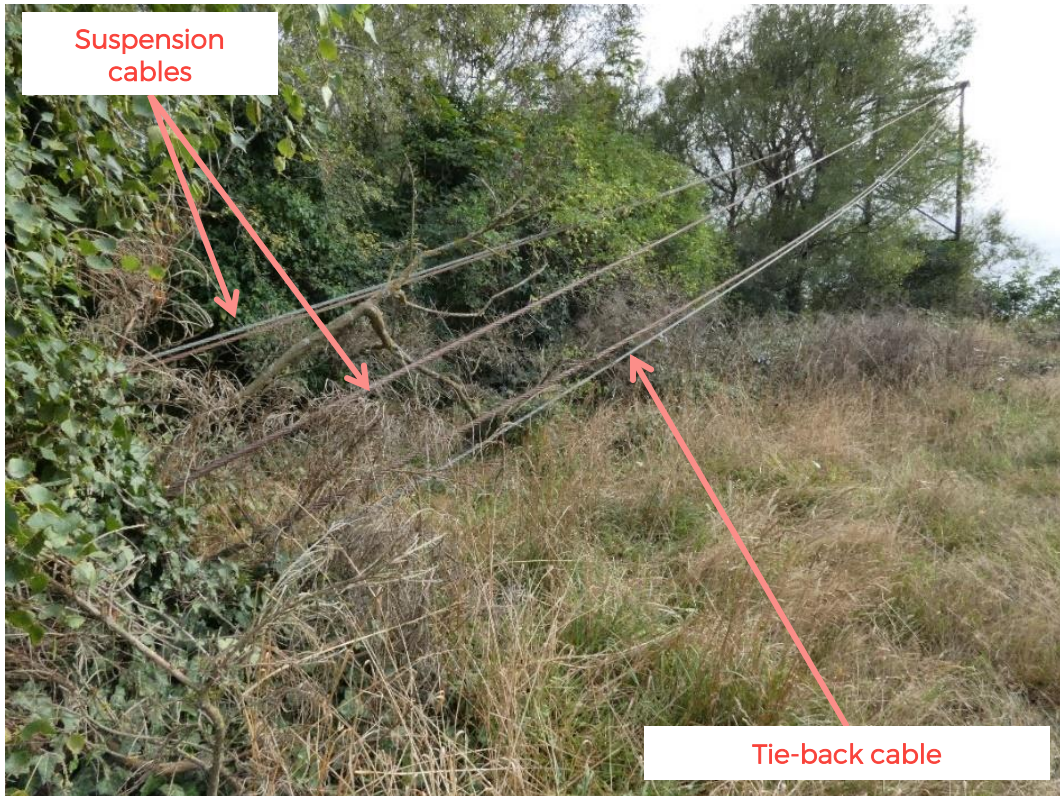


Figure 4.3.1: West abutment cables

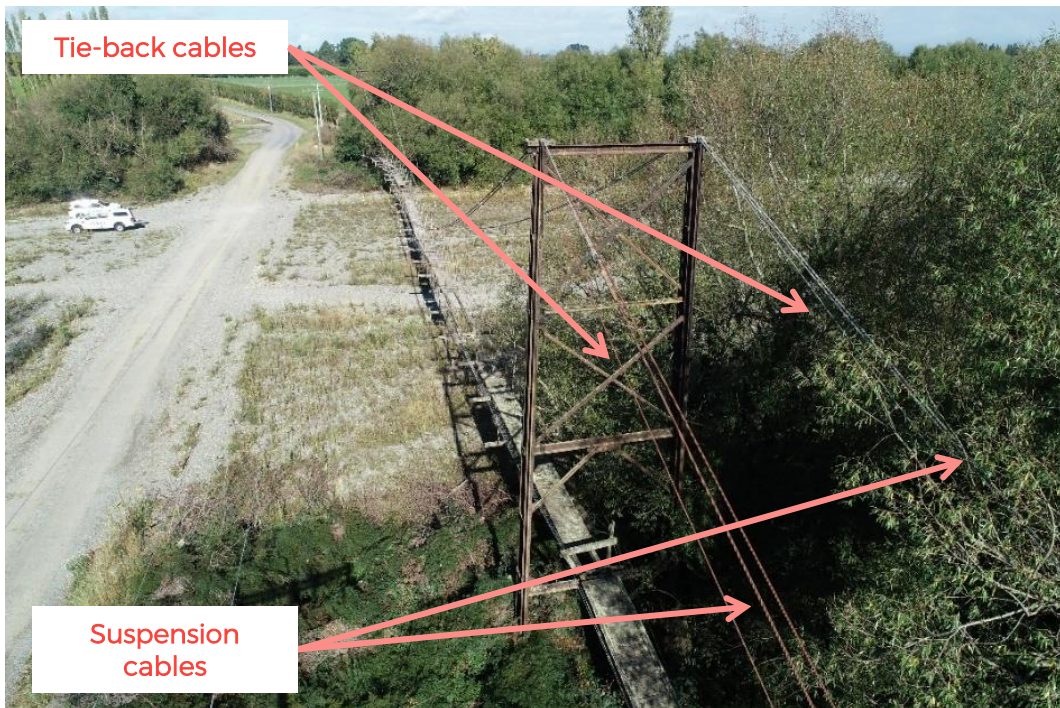


Figure 4.3.2: East abutment cables



Figure 4.3.3: Surface and pitting corrosion on west abutment downstream original cable

4.4 Plan bracing and sway cables

The central span of the deck has plan bracing consisting of crossed steel flat plates bolted to the underside of the stringers and the top of the transoms. This bracing spans between the four sway cables and connects them via u-shackles to the underside of the structure. The plan bracing appears to be in average condition with widespread surface corrosion. The bracing connections at both ends have failed due to failed timber transoms. A general view of the plan bracing is shown below in Figure 4.4.1.

Three of the four wire rope sway cables are in good condition but the fourth, shown in Figure 4.4.2, has been severed near the transom connection. This cable appears to have been cut to allow vehicle access along the riverbed beneath the bridge.



Figure 4.4.1: Plan bracing facing the western abutment



Figure 4.4.2: Severed sway cable – eastern upstream cable

4.5 Anchorage

4.5.1 Suspension cable anchorage

The cable anchorage on the western bridge approach was obstructed by overgrown vegetation which prevented visual inspection. The eastern cable anchorage was able to be inspected and consists of concrete blocks set into the ground. These blocks appeared to be in good condition.

Figures 4.5.1 and 4.5.2 below show examples of the suspension cable anchorage.



Figure 4.5.1: Western downstream cable anchorage - unable to be visually inspected



Figure 4.5.2: Eastern upstream cable anchorage connection

4.5.2 Sway cable anchorage

Only one of the four sway cable anchorage points (western downstream) was able to be visually inspected, the others were either inaccessible or unable to be located on the overgrown riverbanks. It appears that the sway cable connection to the anchorage point has been replaced. The anchorage consists of a vertical steel section set into a concrete block with an additional support stay. The steel section is in fair condition but there is cracking present on the concrete block. The connection of the support stay to the ground was unable to be inspected due to overgrown vegetation.

Figures 4.5.3 and 4.5.4 show the sway cable anchorage layout and cracking in the anchor block.



Figure 4.5.3: Western downstream sway cable anchorage



Figure 4.5.4: Cracking in sway cable anchorage block

4.6 Towers

The bridge towers, shown in Figures 4.6.1 to 4.6.3, appear to be constructed out of railway iron members. Other than moss build-up and some minor section reduction on flange edges, the extent of the towers able to be viewed from ground level appear to be in good condition. The concrete tower foundations also appear to be in good condition with no visually identified signs of cracking.



Figure 4.6.1: Western tower



Figure 4.6.2: Tower foundations – western tower



Figure 4.6.3: Eastern tower

5 Bridge Refurbishment Options

Aside from structure condition, there are multiple factors which influence the refurbishment options for the Wolffs Road Suspension Bridge. The most significant of those are included below.

Level of Service Requirements

Refurbishment of the structure must consider the amenity that the bridge provides for the public. There are some design requirements that must be adhered to depending on the types of traffic that will use the structure. The Wolffs Road Suspension Bridge, if in a usable condition, acts only as a pedestrian crossing of the Eyre River. There is currently no ability for cyclists or vehicles to use the structure, therefore, there will be no provisions (i.e. increased lane width compared to pedestrian only lanes) for these modes of transport in the refurbishment options. Additionally, the lively nature of structure (long spanning suspension bridge with a weighty timber superstructure) does not allow a suitable crossing of the river for cyclists.

There does not appear to be any established walking tracks near the approaches of the structure and there were no pedestrians witnessed at the site during the condition inspection. As such, the demand for pedestrian and cyclist access is considered to be low at this time.

Heritage Significance

As previously mentioned, the structure is listed as a Category 2 Historic Place and was constructed in 1948 by the original owner of the bridge, Rudolf George Wolff. The structure was designed in 1937 but construction was delayed due to World War II. It is noted on the Heritage New Zealand website that the structure acted as a crucial crossing point across the Eyre River during a flooding event in 1951 when the adjacent car bridges near Oxford and Ohoka were washed out.

Heritage New Zealand must therefore be consulted before any work is carried out on the site.

Consenting Requirements

A building consent would be required for a full replacement. Building consent is also expected to be required for refurbishment of the bridge due to the significant extent of structural elements requiring replacement for a structure refurbishment. This would include a new and compliant handrail system to provide fall protection, which is not currently part of the structural system.

Resource consent may also be required for the refurbishment options to allow for steelwork coating and preparation above the riverbed and earthworks within the riverbed if required. A consent scoping exercise by our resource management planners would be completed during detailed design to confirm whether these activities are permitted, covered by global consents or require a specific consent.

5.1 Options Considered

A 'do nothing' approach was not considered as an acceptable option due to the hazards and risks the structure poses to the public, and adjacent overhead services, in its current state. Those travelling underneath the structure are at risk of injury as further deterioration of the timber deck causing member detachment is highly likely. The structure is unsafe for use due to the overall poor condition of the deck rendering the bridge unusable as a river crossing structure. Two other options for refurbishment of the structure have been considered and are discussed below. The cost estimates in the options outlined below do not include provisions for professional fees i.e. design, consenting, or tendering fees.

5.1.1 Option 1 - Disestablish Superstructure

The 'Do Minimum' option considered in this report includes, firstly, the removal of the timber superstructure and approach ramps. These components have deteriorated significantly and may detach from the structure in the future, creating a safety hazard to those traveling underneath. With the weight of the timber superstructure removed, the suspension cable system will be more able to move. This may pose a subsequent hazard of striking those around the structure or possibly the 11 kV mains overhead cables present on site. The second stage of this option would involve removing these cables to eliminate this hazard. Significant vegetation clearance would also be required to access the cable anchorage points and release the cables.

The substructure and cable anchorages are proposed to be left in place and refurbished. Preserving the existing support towers and anchorage points would have the benefit of retaining some of the heritage fabric of the structure. This also withholds provisions to re-establish a superstructure as part of a walking/cycling track development if this occurs in future. The remaining structure would require periodic condition inspections to manage its condition. Installation of fencing or an anti-climbing system may be considered to reduce risk of injury or vandalism to the public due to scaling the remaining towers. These additional costs have not been included in the estimate noted below.

To increase public awareness of the historic nature of the remaining structure, information boards could be installed on site to clearly present this information.

The rough order cost (ROC) for this option is estimated as \$195,000 including a 30% contingency figure. The annual maintenance cost if this option was completed is expected to be in the order of \$500-\$2000.

5.1.2 Option 2 - Refurbish Existing Structure to Re-open

The refurbishment option would involve removal of the existing timber superstructure elements, and refurbishment of the original suspension cable hanger rods and towers. The existing suspension cables are likely to have the structural capacity to support some level of pedestrian loading following replacement of the timber deck, however, the capacity and any pedestrian loading restrictions required would need to be confirmed through further capacity investigation and assessment.

Refurbishing the existing suspension system for reuse would involve replacing the bent hanger rods, preparing the original suspension cables, and existing hangers for corrosion protection coatings, and applying these coatings. This step would also include upgrading the current coatings on the bridge towers. After this has been completed the replacement timber decking, plan bracing, lateral bracing cables, approach ramps and handrails can be installed on the structure. The existing handrails would need to be upgraded as they do not provide a suitable level of side protection. The replacement lateral bracing system would also include markers for increased visibility and would likely be raised to reduce risks to vehicles travelling below the structure.

This option would also include re-tensioning the existing suspension cabling system to remedy the identified tension difference between cables. Additionally, some earthworks may be required to re-locate the existing vehicle access to accommodate the refurbished structure.

Information boards could also be installed near the structure to raise awareness of the historic nature of the bridge.

The ROC for this option is estimated as \$520,000 including a 30% contingency figure. This figure may increase if further inspections of the suspension cables indicate they are unsuitable for reuse. An additional \$70,000 would need to be added to the above estimate in this case. The annual maintenance cost if this option was completed is expected to be in the order of \$2000-\$5000.

5.1.3 Replacement of Structure (for reference)

As a reference option a rough estimate for a full replacement of the structure was considered. This structure was assumed to be a suspension bridge with a similar span to the existing structure comprising a timber deck and handrails with timber pole towers. Pedestrian and cyclist capability have been assumed for the purposes of this costing exercise. This option is not discussed in detail in this report, or included in the comparison section below, as it is included purely as upper bound reference cost value.

The ROC for a full structure replacement was approximated as \$850,000. The annual maintenance cost if this option was completed is expected to be in the order of \$2000-\$5000.

5.1.4 Full Disestablishment (for reference)

As a reference option a rough estimate for a full disestablishment of the entire site was considered. This would involve the complete removal of all elements present associated with the bridge, including the towers.

As the bridge is a heritage structure, we do not believe this would be acceptable to Heritage New Zealand, and therefore do not recommend it as a viable option.

The ROC for a full disestablishment was approximated as \$140,000. As the site is then levelled, it would require no annual maintenance beyond the standard upkeep up the roadside.

5.2 Comparison of Refurbishment Options

A comparison of the two main options mentioned above against the current state of the Wolffs Road Suspension bridge is provided below including the advantages, disadvantages and cost estimates of each option:

Option	Advantages	Disadvantages	Comparative Cost Estimate
Option 1 – disestablish superstructure	<ul style="list-style-type: none"> • Lowest comparative cost option • Removes the current hazards present to the public due to the current condition of the structure • Retains some of the heritage fabric and uniqueness of the pedestrian single lane bridge • The possibility of future reestablishment of the structure retained with the retention of the support towers • Installation of information boards may increase public awareness of the historical nature of the structure • Overhead restrictions for traffic passing below the structure removed • Reduction of risk of Eyre River damaging structure during flood event 	<ul style="list-style-type: none"> • The ability for pedestrians to cross the Eyre River at this location during a flood event removed • Disestablishment of the suspension cable system that may be able to facilitate refurbishment of the structure • Costs associated with the disestablishment of the superstructure, including the suspension cables 	<p><u>Capital Expenditure</u> \$195,000</p> <p><u>Maintenance Costs</u> \$500-2000 p.a.</p>
Option 2 – refurbish existing structure to re-open	<ul style="list-style-type: none"> • Removes the current hazards present to the public due to the current condition of the structure • Re-establishes the existing structure to allow pedestrians to cross the Eyre River at this location during a flood event • Reduced construction cost due to retention of the existing suspension cable system for the refurbished structure • Reduced risks related to working from heights due to the need to release and drop the suspension cables (compared to Option 1) • Retains more of the heritage fabric of the unique structure, and maintains a structure at the site • Improves the life of the structure • Installation of information boards and the upgrade of the structure may increase public awareness of the historical nature of the bridge 	<ul style="list-style-type: none"> • Higher comparative cost option • Overhead restrictions for traffic passing below the structure reinstated (compared to Option 1) • Increased risk of the structure interfering with the flow of the Eyre River 	<p><u>Capital Expenditure</u> \$520,000</p> <p><u>Maintenance Costs</u> \$2000-5000 p.a.</p>

6 Recommendations

Of the options presented in this report, WSP recommends that Option 1 (disestablishment of the superstructure) is the preferred option to be progressed. This option is the lowest cost option, removes the current hazards present to the public, retains some of the heritage fabric of the original bridge, and retains the support towers enabling provision for future reinstatement of a crossing structure. Pursuing this option does remove the ability for pedestrians to cross the Eyre River at this location during a flood event, however, the bridge is unusable in its current state, and the frequency of use of the structure appears to be extremely low. There are also two vehicle bridges that cross the Eyre River in close proximity to the Wolffs Road Suspension bridge, the Eyre River Bridge (Wells) (approximately 5 km west) and the Poyntz's Road Bridge (approximately 3 km south east); it is worth noting that these do not have pedestrian facilities. Currently there is no infrastructure, signage or maintenance of a pedestrian walking track in this area, including near the approaches to the bridge. The retention of the support towers, foundation and anchorage points may be beneficial in the future if walking or cycling facilities are installed in this area. There will be a loss of the unique aesthetics of the structure, however, apart from being a risk to the public, the bridge is also in a poor aesthetic state. The removal of the failed timber decking elements and suspension cable system and installation of information boards will greatly increase the visual appeal of the site.

Option 1 also removes some of the risks associated with the superstructure crossing over the Eyre River. These include, the risks of traffic striking the structure while traveling underneath, and secondly, any risks of damage to the structure during a flood event, and to the river channel downstream due to detached debris from the structure.

Appendix A

beforeUdig Response Documents

04/03/2021

Mr Andrew Bradfield
WSP
12 Moorhouse Avenue
Addington Not Supplied 8011

Please find below our response to your enquiry.

Sequence No.:	9162626
Job No.	1794023
Location:	Wolffs Road West Eyreton Canterbury 7476
Service locate requested?	No The contractor is responsible for locating and protecting existing Council assets whether a service locate is requested or not.

Included in the attachment are 3 Waters service plan/s. Please note: if your enquiry has been assessed as too large, only a single-page Overview Plan will be attached. In order to have your response adequately assessed please contact office@wmk.govt.nz.

Also attached is Council's Terms and Conditions on 3 Water Service Plans including requirements associated with critical services, asbestos and locate services, where illustrated on the attached plan/s.

Note that even if asbestos is not highlighted appropriate precautions still need to be taken.

If you require any further information, please contact office@wmk.govt.nz.

While reasonable measures have been taken to ensure the accuracy of the information contained in this plan response, neither Waimakariri District Council or PelicanCorp shall have any liability whatsoever in relation to any loss, damage, cost or expense arising from the use of this plan response or the information contained in it or the completeness or accuracy of such information. Use of such information is subject to and constitutes acceptance of these terms.



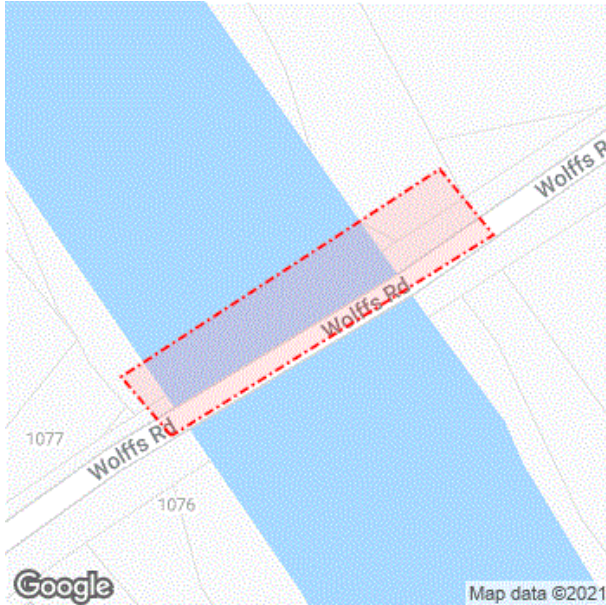
Caller Details

Contact: Mr Andrew Bradfield
Company: WSP
Address: 12 Moorhouse Avenue
Addington Christchurch 8011

Caller Id: 173923
Mobile: Not Supplied
Email: andrew.bradfield@wsp.com
Phone: 021524251
Fax: Not Supplied

Dig Site and Enquiry Details

WARNING: The map below only displays the location of the proposed dig site and does not display any asset owners' pipe or cables. The area highlighted has been used only to identify the participating asset owners, who will send information to you directly.



User Reference: Wolffs Road Suspension Bridge
Working on Behalf of: Waimakariri District Council
Enquiry Date: 04/03/2021
Start Date: 09/03/2021
End Date: 22/03/2021
Address: Suspension Bridge Wolffs Road
West Eyreton Cust 7476
For Planning: Yes
Onsite Activity: Minor Earthworks/Filling
Plans Requested: Yes
Workplace Location: Both
Location in Road: CarriageWay, Footpath, Berm
Locate Requested: No
Preferred Locate Date: Not Supplied

- Check that the location of the dig site is correct. If not you must submit a new enquiry.
- Should the scope of works change, or plan validity dates expire, you must submit a new enquiry.
- Do NOT dig without plans. Safe excavation is your responsibility. If you do not understand the plans or how to proceed safely, please contact the relevant asset owners.

Notes/Description of Works:

Options Assessment for repair to existing structure

Your Responsibilities and Duty of Care

- If plans are **not** received within **2 working days**, contact the asset owners directly & quote their Sequence No.
- ALWAYS perform an onsite inspection for the presence of assets. Should you require an onsite location, contact the asset owners directly. Please remember, plans do not detail the exact location of assets.
- Pothole to establish the exact location of all underground assets using a hand shovel, before using heavy machinery.
- Ensure you adhere to any legislative requirements regarding Duty of Care and safe digging requirements.
- If you damage an underground asset you MUST advise the asset owner immediately.
- By using the beforeUdig service, you agree to our privacy policy and the terms and conditions set out at www.beforeudig.co.nz
- For more information about the beforeUdig service, visit www.beforeudig.co.nz

Asset Owner Details

The assets owners listed below have been requested to contact you with information about their asset locations within 2 working days. Additional time should be allowed for information issued by post. It is **your responsibility** to identify the presence of any underground assets in and around your proposed dig site. Please be aware, that not all asset owners are registered with the beforeUdig service, this confirmation will not provide details of those asset owners so it is **your responsibility** to identify and contact directly any asset owners not listed here. Known Non-Member Utilities are listed on the beforeUdig website under the 'Utilities & Members' Tab.

Any asset owner name listed below with the status 'Not Notified' is an associate member of beforeUdig which only notifies you of their presence and you will need to contact them directly.

Where an Asset Locate has been requested, Utilities will endeavour to respond to your Preferred Locate Date, where possible. Asset owners highlighted by asterisks ** **Do Not** supply plans and/or information regarding the existence of underground assets on private property. # Asset owners highlighted with a hash request you reference their attachment for further instructions on how to obtain plans.

Seq. No.	Authority Name	Phone	Status
9162628	Chorus **	0800822003	Notification Sent
9162627	Mainpower	0800309080	Notification Sent
9162626	Waimakariri DC - Water & Waste	033118900	Notification Sent
9162625	Waimakariri District Council - CAR Only	033118900	CAR Not Required

END OF UTILITIES LIST



MainPower New Zealand Limited
172 Fernside Road, RD 1 Kaiapoi 7691
PO Box 346, Rangiora 7440
T. 0800 30 90 80

04/03/2021

Mr Andrew Bradfield
WSP
12 Moorhouse Avenue
Christchurch 8011

Dear Mr Andrew Bradfield

Please find attached our response regarding your enquiry (as detailed below). Ensure you review all other documents included with this response for additional details.

Sequence No: 9162627

Job No: 1794023

Location: Wolffs Road
West Eyreton Canterbury 7476

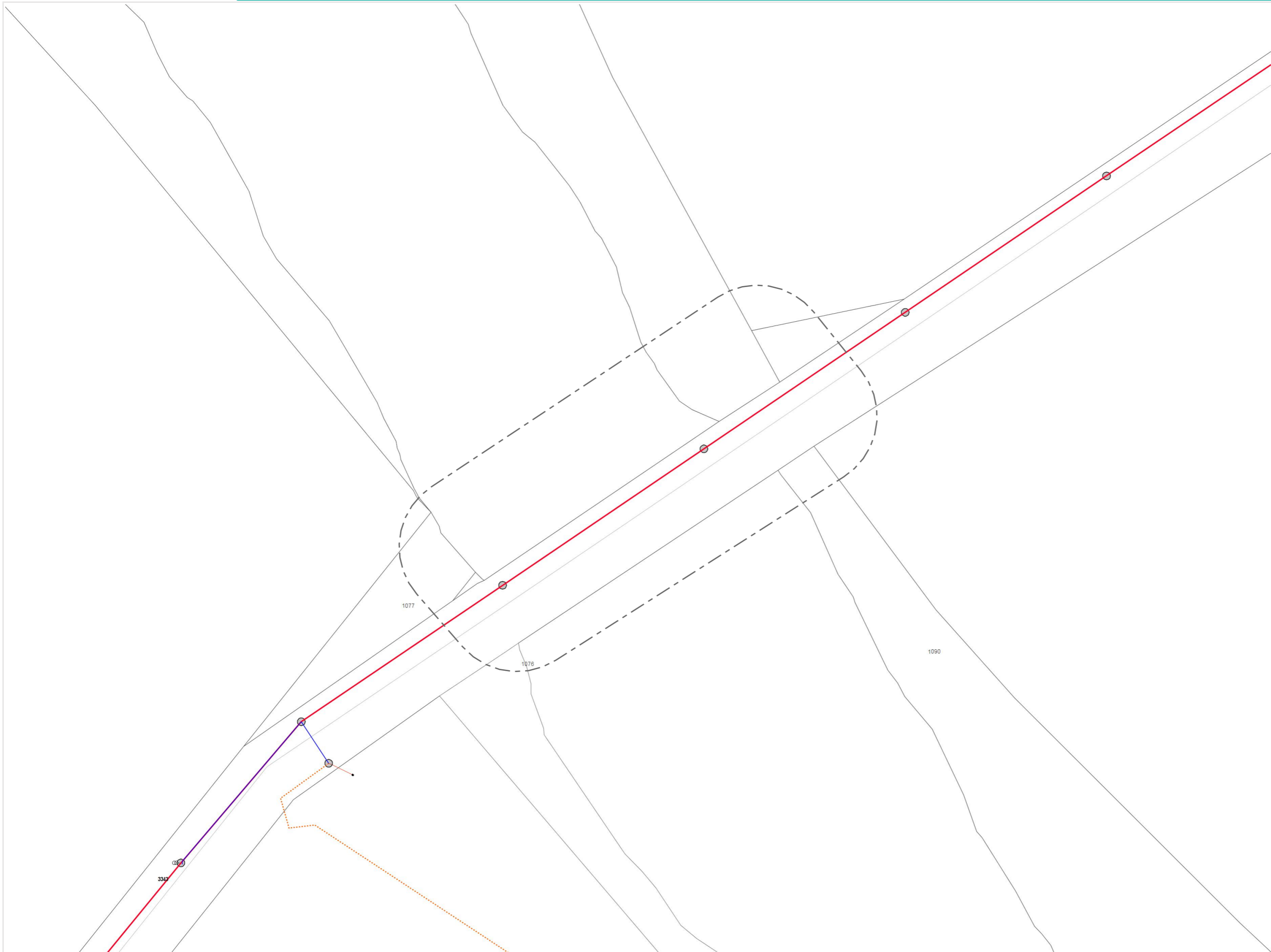
If you require further information, please contact MainPower on 0800 30 90 80 or beforeUdig@mainpower.co.nz

Important Notice: This enquiry response, including any associated documentation, has been assessed and compiled from the information detailed within the beforeUdig enquiry outlined above. Please ensure that the beforeUdig enquiry details and this response accurately reflect your proposed works.

This response is intended for use only by the addressee. If you have received the enquiry response in error, please let us know by telephone and delete all copies; you are advised that copying, distributing, disclosing or otherwise acting in reliance on the response is expressly prohibited.

While reasonable measures have been taken to ensure the accuracy of the information contained in this plan response, neither MainPower or PelicanCorp shall have any liability whatsoever in relation to any loss, damage, cost or expense arising from the use of this plan response or the information contained in it or the completeness or accuracy of such information. Use of such information is subject to and constitutes acceptance of these terms.

IMPORTANT: MainPower does not guarantee the accuracy of its records, nor does it guarantee the accuracy of its electronic location. Cables/infrastructure may be present in the vicinity of works which are unmarked on plans or have not been electronically located. The customer should take note that works in the vicinity of cables and other power infrastructure is extremely hazardous and should only be carried out by competent persons. The customer should have procedures in place that mitigate the risk of contact with live cables or power lines. If in doubt, contact MainPower for guidance on 0800 30 90 80.



Legend

- 11-66kV Mains Underground
- 11-66kV Mains Overhead
- 400V Mains Underground
- 400V Mains Overhead
- 400V Service Underground
- 400V Service Overhead
- 400V Streetlight Underground
- 400V Streetlight Overhead
- Fibre Optic Cable
- Kiosk/Switching Station
- Pole
- Service Box
- Link Box
- Streetlight
- Meter Point
- Transformer Site

NOTE: All cables/objects marked in grey are considered not in service

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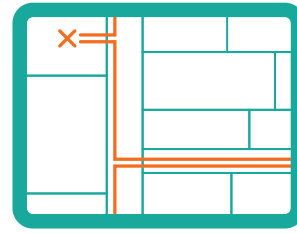
Sequence No: 9162627
Job No: 1794023
Location: Wolffs Road
 West Eyreton, Canterbury
Issue Date: 04 Mar 2021

Sheet No: **OVERVIEW**
 Scale: 1:1000
 Expires: 01 Apr 2021

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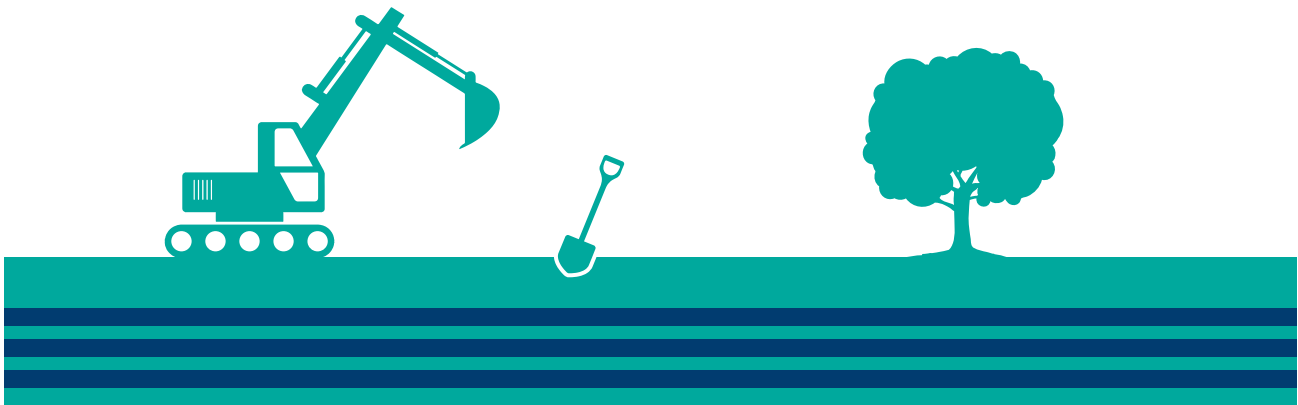


Underground Cable Record/Locate Services



Thank you for your enquiry regarding underground cable record/locate services. If you have requested underground cable record plans, you should expect a response shortly.

Requesting an asset locate through beforeUdig does not automatically process an asset locate through MainPower.



If you require a MainPower asset locate, please contact the MainPower Network Services Team, (0800 30 90 80). Should you choose to engage MainPower's cable location service you may be subject to a fee of \$88.00 per hour plus GST and transport costs. Some MainPower assets will be located free of charge.

Note 1: The WorkSafe Guide for Safety with Underground Services sets out agreed work methods and preferred work practices for the location and excavation of underground services. The guide outlines the hazards that can arise from work near underground services and gives advice on how to reduce the risk. The guide may be downloaded from WorkSafe [by clicking here*](#).

MAINPOWER NEW ZEALAND LIMITED (MPNZ) TERMS OF ENGAGEMENT

1. The issuing of MPNZ records or the electronic location of MainPower cables/infrastructure should not be considered by the customer to be an authorisation to proceed with physical works around these cables / infrastructure.
2. The MPNZ Control Centre (0800 30 90 80) should be given at least one weeks' notice of any planned excavations near MPNZ cables/infrastructure.
3. The customer's request for MPNZ records or the electronic location of MPNZ cables/infrastructure will not be regarded by MPNZ as the customer's notice to excavate around MPNZ cables/infrastructure.

4. **The customer should take note that works in the vicinity of cables and other power infrastructure is extremely hazardous and should only be carried out by competent persons. The customer should have procedures in place that mitigate the risk of contact with live cables (see note 1 above). If in any doubt contact the MPNZ Control Centre (0800 30 90 80).**
5. **MPNZ does not guarantee the accuracy of its records nor does it guarantee the accuracy of its electronic location. Cables / infrastructure may be present in the vicinity of the works which are unmarked on plans or have not been electronically located.**

*<https://worksafe.govt.nz/dmsdocument/1442-guide-for-safety-with-underground-services>

Underground Cable Record / Locate Services

Keeping you safe

6. MPNZ cables / infrastructure shall be physically located by hand digging or hydro vacuum excavation, and using the records and electronic location as a guide.
7. MPNZ shall not be liable for damage or disturbance to MPNZ cables / infrastructure or other services not owned by MPNZ as a result of customer excavation.
8. MPNZ shall not be liable for any claims or demands in respect of any loss, damages or liability arising out of the use of information provided by MPNZ to the customer, or any other person authorised, whether expressed or implied by it.
9. The customer will indemnify MPNZ (including all employees, officers, agents and contractors) against all claims and demands from third parties for any loss, damages or liability in respect of or arising out of the use of information provided by MPNZ to the customer.

If you would like more information, please contact MainPower on: 0800 30 90 80.

Look out for overhead power lines

When excavating, thought should also be given to overhead power lines. Overhead power lines can carry high voltages.

Due to the safety risk, a distance of **at least 4.0 metres** must be maintained around overhead power lines at all times. This includes any part of any vehicle, load, mobile plant, tools or other equipment.

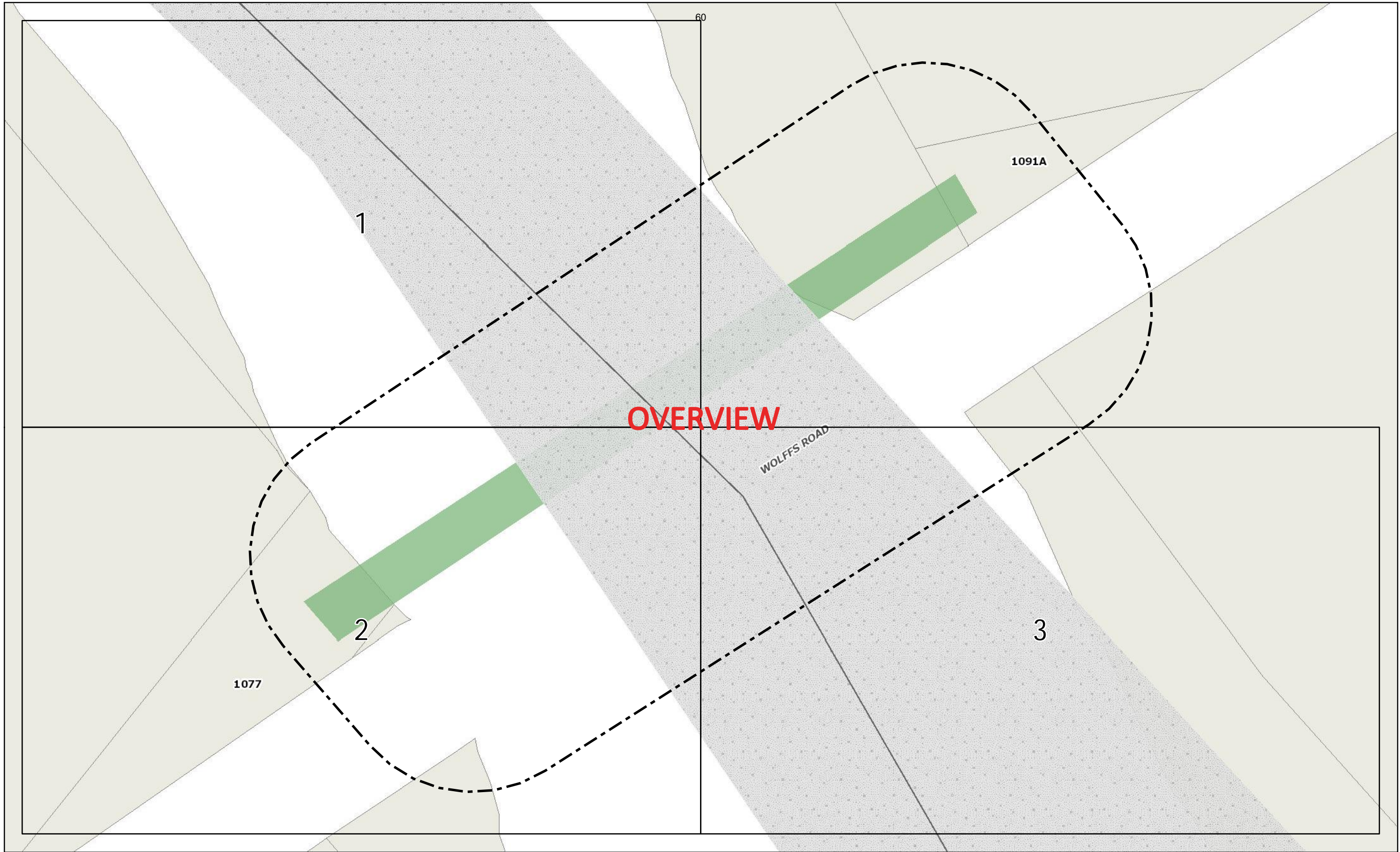
If you are working under or near power lines on the MainPower network, you will need to gain a **written Close Approach Consent** from us.

This is a requirement under the New Zealand Electrical Code of Practice for Electrical Safe Distances (NZECP 34:2001).

To learn more, or to apply for a Close Approach Consent, please visit mainpower.co.nz.

Disclaimer: By receiving this document and using the information contained within, you are agreeing to MainPower New Zealand Limited's Terms of Engagement. This email contains information that is confidential and which may be subject to legal privilege. Please notify us immediately if you are not the intended recipient and do not peruse, use, disseminate, distribute or copy any part of this message.





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SN: 9162626
JN: 1794023
Date: 04/03/2021

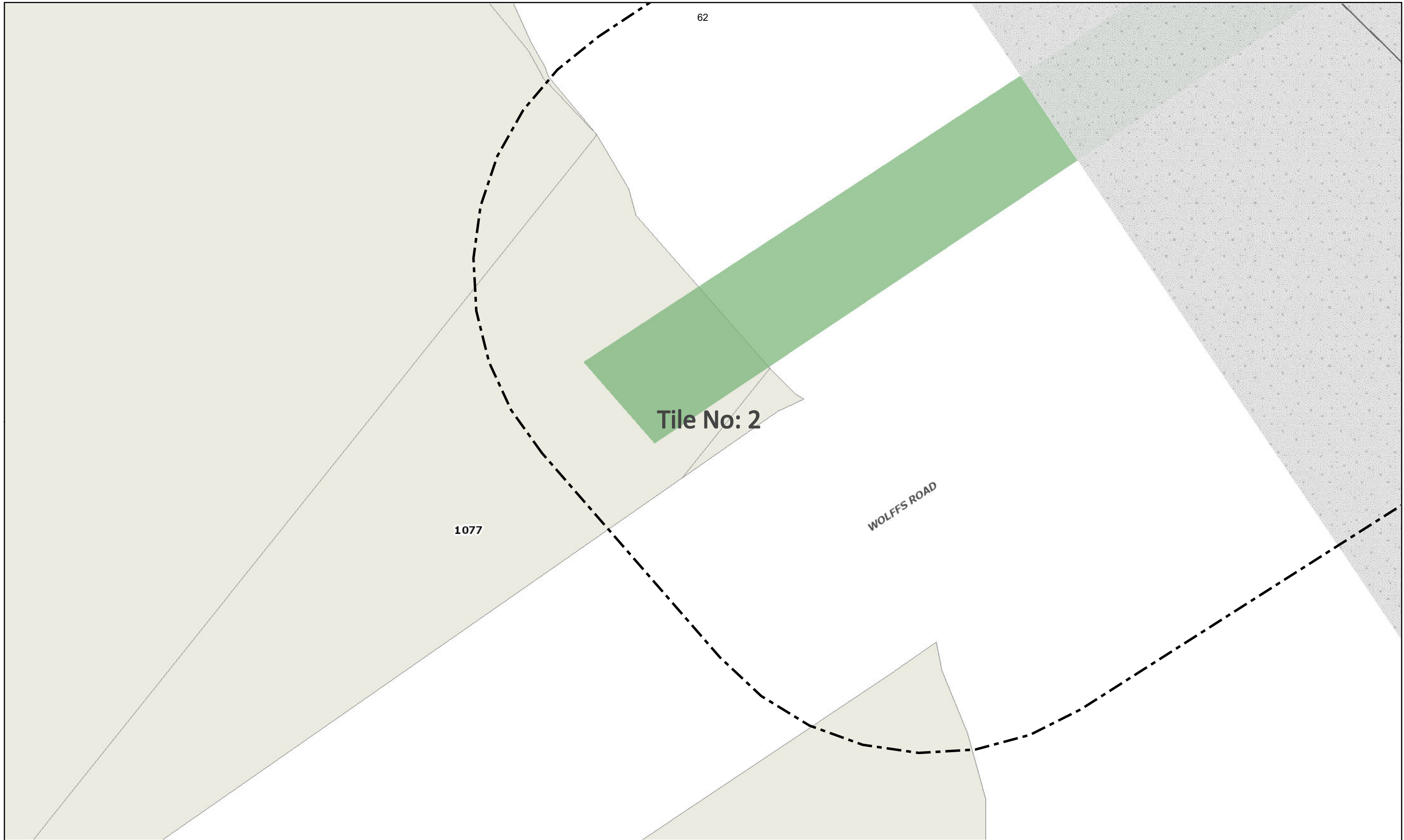
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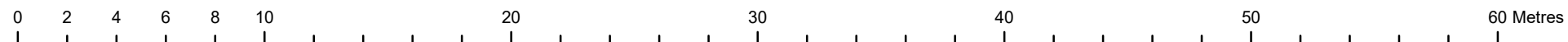
For Legend details please refer to the attached document:

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Scale (A3): 1:250
SN: 9162626
JN: 1794023
Date: 04/03/2021



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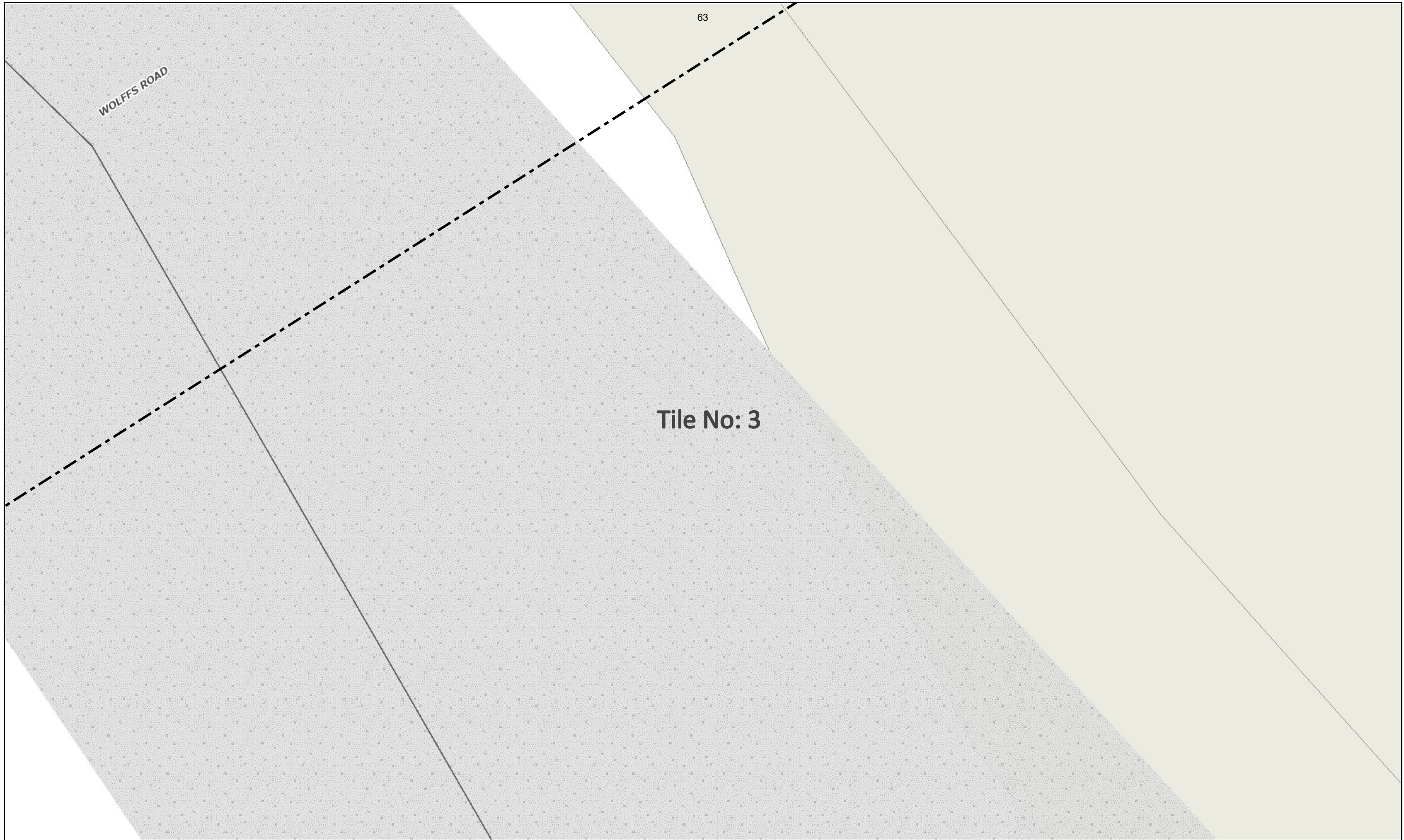


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JN: 1794023
Date: 04/03/2021



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Scale (A3): 1:250
SN: 9162626
JN: 1794023
Date: 04/03/2021

3 Waters Service Plans

Thank you for your enquiry regarding underground 3 Water services.

The attached plans show the recorded information the Waimakariri District Council (the 'Council') holds on in-service and abandoned water, wastewater and stormwater assets. The Council does not guarantee the accuracy of its records and this information is provided with the following disclaimer and terms and conditions set out below.

DISCLAIMER

While reasonable measures have been taken to ensure the accuracy of the information contained in this plan response, neither the Waimakariri District Council or PelicanCorp shall have any liability whatsoever in relation to any loss, damage, cost or expense arising from the use of this plan response or the information contained in it or the completeness or accuracy of such information. Use of such information is subject to and constitutes acceptance of these terms.

The Waimakariri District Council does not give and expressly disclaims any warranty as to the accuracy or completeness of the information or its fitness for any purpose. Information on this map may not be used for the purposes of any legal disputes.

The location of Council services are shown indicatively only and no guarantee is given as to the accuracy of the information. The user of the information has the responsibility to confirm the exact location of the service prior to commencing any construction including potholing and protecting existing services.

Contractors will be held responsible for all damage to Council property. The Council does not guarantee the existence of service laterals to vacant lots, regardless of whether a lateral is shown or not.

An experienced practitioner should be consulted if this information is to be used for Building or Development purposes. Please refer to the District Plan and the Council's Planning Unit if you wish to use this information for planning purposes. Anyone who acts on any of this information does so at their own risk.

Boundary, land and property information is sourced or derived from Land Information New Zealand (LINZ) Digital Cadastral Database data, licensed for re-use under the Creative Commons Attribution 4.0 International License.

TERMS AND CONDITIONS



Validity Period

The Council is constantly updating its 3 Waters asset records, this means that service plans will become out of date. If the service plan is greater than two months old it should not be used and another plan is to be requested. An up-to-date plan must be requested through the Beforeudig process at least 14 working days prior to excavation. This is to allow sufficient time for processing and to determine if a 'stand over' or pre and post CCTV inspection will be required for critical services. If the scope of the works changes or the area in which you are working has altered, another enquiry should be made through the Beforeudig process to ensure you have up to date plans for the given area.



Critical Services

- Written approval is required from the Council to carry out any construction, excavation or building works that are within three metres of any water, wastewater or stormwater critical asset.
- If it is identified you will be working within close proximity of the Council's critical services you will be required to fill out the '**Critical Services Request for Further Information**' form to be submitted to the Council for review.
- Depending on the scope of works and the close proximity to the critical services, the Council may require a 'stand over' or require a CCTV inspection prior to commencing works near critical assets and on completion depending on the nature of the works.
- Consideration will be taken by Council as to whether the proposed works may or will potentially have an impact on critical assets in terms of how they may affect the integrity of the infrastructure, create potential health and safety risks or result in a loss of service to a large number of customers. It is important to understand that damage to these assets is extremely hazardous and come at a high cost to repair including additional costs from adverse impact on the associated environment and community. It is in the Council's and the community's interest to protect these critical assets from damage.



Asbestos

If you are working within three metres of any in-service or abandoned Council asset that comprises of asbestos material, you will need to specifically address this in your Health and Safety Plan and ensure that the requirements of the Health and Safety at Work (Asbestos) Regulations 2016 are met.



Service Locate

- The Council requires all services to be located and marked out onsite prior to commencing works as per the Council's Underground Service Locating Policy. If you fail to do so, you will be held liable for any loss or damage that you may cause.
- The Council recommends that these services are potholed to confirm the location before proceeding with your works as the locating of assets by lining up valves or manhole lids or through the use of GPR location is not 100% accurate.
- If requested, the Council will mark out its assets using GPR and potholing or can provide potholing only service. This service will be provided by the Council's Water Unit and will be charged on an hourly rate for GPR locate and time and materials for potholing at the Council standard rates. Please email the Council's Water Unit should you wish to use this service - waterunitadmin@wmk.govt.nz.
- If you decide not to engage the Council's Water Unit to provide potholing around existing services, duty and care is to be taken so as to not disrupt the integrity of the asset.
- The Council reminds contractors the Council will recover full costs from the responsible party for any damage or disruption caused to any Council assets.



Work on Council Assets

- Under no circumstances is any person or contractor permitted to carry out work on Council's water, wastewater or stormwater assets unless engaged or approved to do so by Council's Utilities & Roading department. For public health reasons, no one other than the Council's Water Unit is permitted to work on live water assets, including operating network valves (note this excludes boundary valves) unless approved to do so by the Water Asset Team and with Water Unit 'stand over'.
- Under no circumstances are any personnel or contractor, permitted to operate the Council's live fire hydrants unless you are the Council's Water Unit or the Fire Brigade.
- If you require use of a fire hydrant to fill your water tanker, you will need to fill out and submit the Council's 'Designated Water Tanker Filling Point Permit' and email it to water.asset@wmk.govt.nz for approval. This permit form is available from waimakariri.govt.nz/services/water-services/tanker-filling-points. The Council has set up eight designated Water Tanker Filling Points across the district fitted with a reduced pressure zone backflow device to protect the water supply from any potential contamination. You will be able to fill up from these designated points only upon approval of the permit.
- The Council also notes the separation requirements when working near Council underground services as highlighted in the Council's Engineering Code of Practice and the National Code of Practice for Utility Operators Access to Transport Corridors. The Council's Engineering Code of Practice is available from waimakariri.govt.nz/building-services/engineering-code-of-practice



Health and Safety

The Council reminds you of regulations and guidelines that specify safe working practices when working around the Council's water, wastewater and stormwater services.

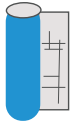
- Health and Safety at Work Act 2015
- Health and Safety at Work (Asbestos) Regulations 2016
- Local Government Act 2002
- The Utilities Access Act 2010 and its related Code of Practice
- Department of Labour 'Guide for Safety with Underground Services'



Reporting of Faults and Errors

It is important to notify the Council if there are any leaks, problems or a strike on the water, wastewater or stormwater assets - please immediately call when sighted on 0800 965 468 (0800 WMK GOV).

Any errors found in service plans are to be reported back to water.asset@wmk.govt.nz



Plan Legend

The following legend is supplied to aid in reading the attached plans.

<u>WATER SUPPLY</u>	<u>STORMWATER</u>	<u>WASTEWATER</u>
Main	Main	Main
Abandoned Main	Abandoned Main	Abandoned Main
Lateral	Lateral	Lateral
Hurunui Main	Channel	
Facility	Facility	Facility
Hydrant	Manhole	Manhole
Valve	Valve	Valve
Node	Node	Node
Pump	Pump	Pump
Well	Inspection Chamber	Inspection Chamber
Tank	Sump	Septic Tank
Toby		
<u>WATER RACE</u>	<u>UNCLASSIFIED ASSETS</u>	
Water Race Pond	Unclassified Asset Point	
Water Race	Unclassified Asset Line	
<u>WARNING AREAS</u>		
Asbestos present	Critical asset present	Asbestos & Critical asset present



Water Races

For any works within 3m of an irrigation race, please contact Waimakariri Irrigation Limited for approval. Any modifications to a stock water race will require approval from the Waimakariri District Council. Refer to the Stockwater Application Form at waimakariri.govt.nz/services/water-services/stormwater/water-races



Assets Owned by Others

For assets owned by others, including private assets, Waimakariri Irrigation Limited water race assets or Hurunui District Council water supply assets, you will need to contact the relevant owner to confirm the location of the service and any requirements they may have for work in the vicinity of their assets.

Appendix B

Wolffs Suspension Bridge – Wolffs Road
Options Report – 3rd May 2012

WAIMAKARIRI DISTRICT COUNCIL**MEMO**

FILE NO: EXC-23 / 120503026040
DATE: 3 May 2012
MEMO TO: Craig Sargison
FROM: Dan McNally
SUBJECT: **WOLFFS SUSPENSION BRIDGE, WOLFFS ROAD – OPTIONS REPORT**

1. Purpose

The purpose of this report is to present options and costs for refurbishing the Wolffs Road footbridge. The Wolffs Road bridge is a suspension footbridge across the Eyre River located on Wolffs Road approximately 8 km from Cust.

2. Background

The Cust Historical Society requested that the Council undertake a condition inspection of the Wolffs Footbridge and evaluate refurbishment / replacement options. This request has been instigated by deterioration observed on the bridge coupled with the historic nature of the structure.

An inspection of the bridge was conducted by Dan McNally from the Waimakariri District Council on the 6th March 2012. The inspection included a general visual assessment of bridge condition, with a closer focus on the condition of the existing timber deck elements upon which to base a review of the refurbishment options.

Photographs of the bridge and defects observed are appended to this letter.

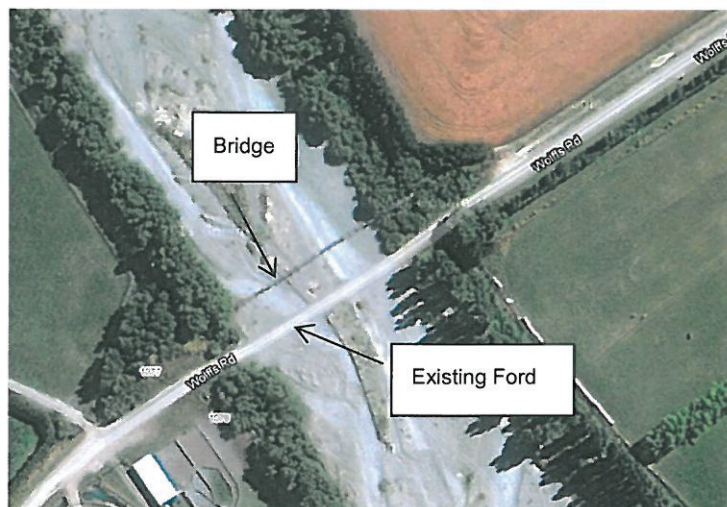


Figure 1: Site Plan

The single span, 73 m long, suspension bridge is comprised of timber deck planks on timber stringers and transoms supported by hanger rods suspended from the main ropes. The substructure consists of wrought iron towers on concrete foundation pads.

The deck is 1.5 metres between edge protection. The current deck is not original and its age is unknown.

The bridge is listed as a heritage structure therefore consultation with Historic Places Trust will be required with regard to any changes to the structure of this bridge.

3. Current Condition

General

The underlying structure of the bridge (excluding deck, stringers and transoms which are dilapidated) appears in good condition.

The main bridge cables appear in sound condition with only light surface rust apparent. Wire rope condition at the apex of the towers was unable to be inspected.

A noticeable safety issue was the visibility of the four sway ropes that traverse the river bed. They pose a significant safety hazard for motorbikes and vehicles using the riverbed due to their low height.

Deck, Stringer and Transoms

The existing timber deck system consists of varying size *Pinus radiata* timber deck planks. The planks are supported on two timber stringers at 0.5 metre centres. Stringers are supported by transoms at 3.05m centres.

The existing deck, stringers and transoms are in poor condition. The following components have failed

- Approximately 50% of the deck planks.
- Approximately 40% timber transoms
- Approximately 50 % of timber stringers

In addition to the above, it is likely many of the timber elements have internal decay propagating around the deck spike and timber connection locations. The extent of decay can be confirmed by drilling timber elements, however, given the large percentage of actual failures the review would likely confirm 100% timber replacement is required should the bridge be refurbished to take pedestrian loads.

Substructure

Anchor block condition and connections show no sign of movement or deterioration. Inspection of the wire rope/ground interface was unable to be conducted on the North Abutment due to significant vegetation being present. Detailed inspection of the foundations will be required to determine if the connections are sound prior to any significant refurbishment.

The towers appear in sound condition with no signs of settlement. The inspection was unable to ascertain if the towers are piled. Further investigation will be required to confirm if the towers are piled prior to proceeding with any refurbishment works.

4. Bridge Refurbishment Options

The following options have been considered for this bridge

1. Do minimum/ Close to Public
2. Refurbish Structure / Open to Public

These options are discussed in detail below. Note Rough order costs (ROC) estimates are preliminary and exclude GST.

Option 1 – Do Minimum

The following works are necessary to remove the public hazard and maintain (but not enhance) the heritage value of the structure. Works would consist of

- (a) Closing the bridge to the public
- (b) Clearing/trimming vegetation from the North and South Abutments. Clearing would extend around the existing anchor blocks. The extent of clearing would have to be determined carefully to prevent destabilisation of the anchor blocks or towers.
- (c) Marking the sway ropes that traverse the river bed with a high visibility tape or similar
- (d) Inspection of the towers using an inspection unit to determine tower condition, condition of the main ropes and the condition of the connections at the apex of the structure
- (e) Inspection of the anchor blocks upon the clearing of vegetation.
- (f) Removal of dilapidated/failed timber components
- (g) Removing the approach ramps to prevent access onto the structure

The Rough order cost (ROC) for this option is \$33,000. Refer to Section 5 and Appendix B.

Option 2 – Refurbish Structure/ Open to Public

This option would provide a functional and safe bridge and would enhance the heritage value. This option would include items (b) – (f) identified above in Option 1 as well as the refurbishment of the structure, including deck, stringer and transom reinstatement. The refurbishment of the structure would include a comprehensive inspection on existing deteriorated timber elements. Upon completion of the works it is likely that the bridge will have a loading restriction imposed e.g. 3 persons

The ROC for this option is \$106,500. Refer to Section 5 and Appendix B.

5. Cost Analysis

Table 1 provides a cost breakdown of the various options. Costs are presented in 2012 dollars. Also refer to Appendix B.

Option	Base Cost	Cost Contingency* ¹	Annual Cost	Funding Contingency* ²	Total
Do Minimum/ Close to Public	\$24,500	\$6,500	\$100	\$6,500	\$39,500
Refurbish Structure/ Open to Public	\$70, 500	\$26,000	\$500	\$26,000	\$132,500

Table 1 - Summary of Option Costs

*¹ – Contingency for unknowns and can be released as works progress

*² – General contingency allowance for funding purposes

Inclusions

The estimates include

- Professional Fees
- Timber materials and labour for each option
- Clearing and basic landscaping at each abutment
- Complete timber (100% volume) replacement for Option 2
- Future Engineering Inspections for the next 20 years as required for each option
- General maintenance for 20 years.

Exclusions

The estimates exclude

- Maintenance on the existing tower or main ropes
- Maintenance of the existing anchor blocks
- Landscaping Maintenance
- Placement of Scour protection at the abutments
- Resource Consents
- Building Consent (The work would be considered maintenance of an existing structure and consent likely not required)
- Escalation for the projected increase in construction costs due to the Canterbury Earthquake Rebuild

6. Options Assessment

Option 1

The outcome of this option is that the bridge will be closed to the public and any hazards shall be made safe. This option will require on-going engineering inspections on a 5 yearly cycle to inspect the condition of the towers and main ropes. This option would not preclude the need to decommission the structure in the future. Decommissioning would likely comprise of tower deconstruction and main rope removal and would require approval from the Historic Places Trust.

Option 2

This option provides a medium term solution (15-20 years). The bridge would be open to the public. It is likely a loading restriction on the bridge would be imposed. Regular bridge inspections would be required on the structure. Given the bridges structural form these inspections would likely be every two years. After 20 years of service it is likely the bridge will require further maintenance as components commence deteriorating.

For this option to be considered further the towers, anchor blocks and main ropes require a detailed engineering inspection. If the inspection reveals structural defects the estimated cost of remedial works would significantly escalate and the viability of this option would have to be reevaluated.

This option has the benefit of providing an alternative pedestrian route during flow periods in the Eyre River

Note, the refurbishment would not extend to seismic strengthening or seismic assessment of the existing structure.

7. Summary and Recommendation

The two options available for the bridge are

Option 1 – Do minimum/ Close the Bridge. This option has a capital cost of \$33,000 and an on going annual cost of \$100/year (excluding funding contingency).

Option 2 – Refurbish the structure and open to the public. This option has a capital cost of \$96,500 and on going annual costs of \$500/year (excluding funding contingency). For this option to be considered further the towers, anchor blocks and main ropes require a detailed engineering inspection. If the inspection reveals structural defects the estimated cost of remedial works would significantly escalate and the viability of this option would have to be reevaluated.

If Option 1 is selected it is recommended the following occur immediately

- The north and south abutments are cleared of vegetation to enable inspection of the anchor blocks and connections
- A detailed inspection of the towers and main ropes is conducted
- The approach ramps at the north and south abutments are removed.
- The sway ropes crossing the channel are marked
- Dilapidated timber elements are removed

If Option 2 is selected it is recommended the following occur prior to proceeding with any design and refurbishment

- The north and south abutments are cleared of vegetation to enable inspection of the anchor blocks and connections
- A detailed inspection of the towers, tower foundation and main rope is conducted

Should you need any further information, please do not hesitate to contact me

Yours sincerely,

Waimakariri District Council

Reviewed/Released By

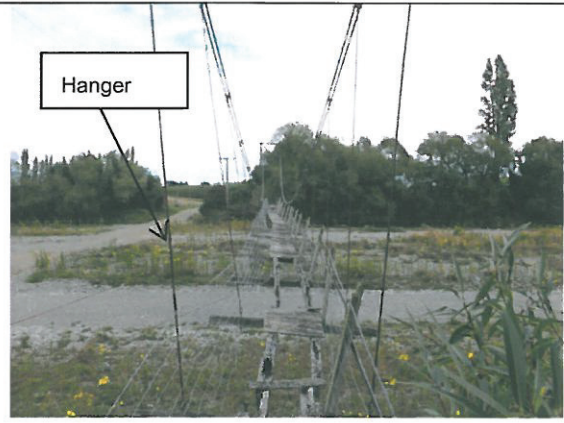
Dan McNally
Special Projects Team Leader
Encl

Gary Boot
Project Delivery Unit Manager

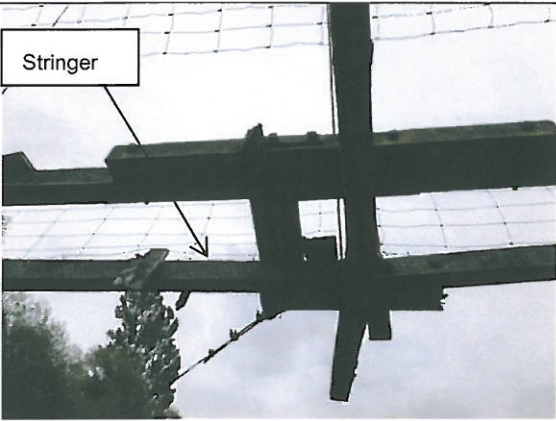
Appendix A - Photographs



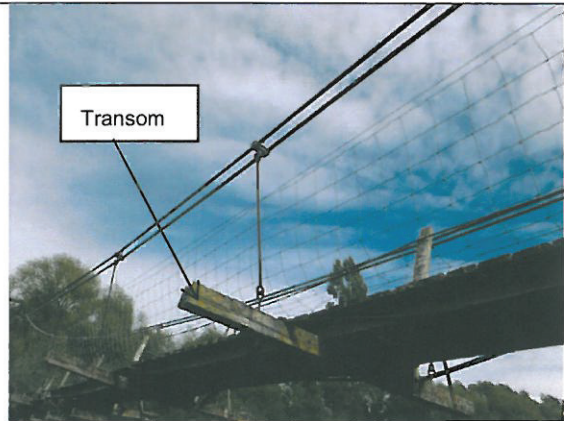
Photograph 1 – Bridge Elevation



Photograph 2 – Bridge Deck



Photograph 3 – Dilapidated Timber elements



Photograph 4 – Wire Netting Barrier



Photograph 5 – Anchor Connections



Photograph 6 – Wire Rope Connection

Appendix B – Options Costing

Appendix C

Additional Condition Inspection Photographs



Appendix C – Site Photographs

1 Timber Components

1.1 Stringer condition



Figure 1.1: Stringer failure near mid-span



Figure 1.2: East abutment stringer bearing



Figure 1.3: Stringer splice condition

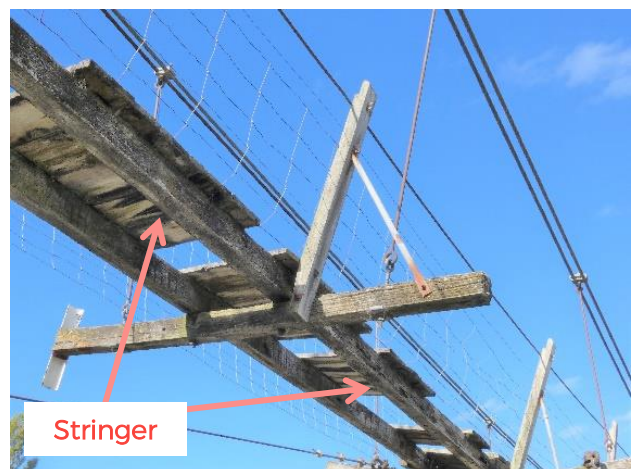


Figure 1.4: Typical stringer condition (1)

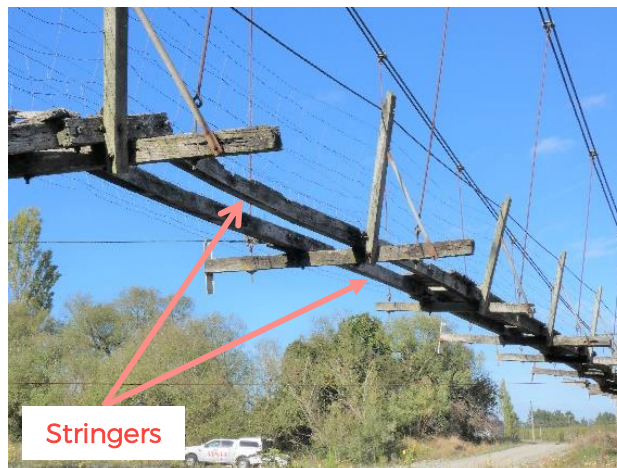


Figure 1.5: Typical stringer condition (2)

1.2 Transom condition



Figure 1.6: West abutment transom failure



Figure 1.7: Transom failure



Figure 1.8: Transom failure near sway rope connection

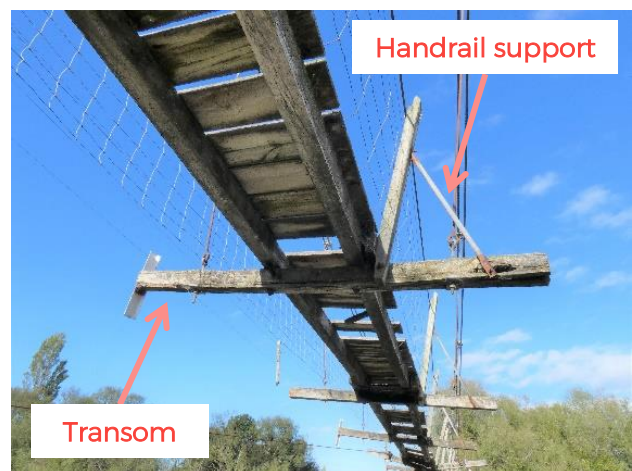


Figure 1.9: Transom deterioration at handrail support connection



1.3 Approach ramp condition



Figure 1.10: West approach ramp - underside

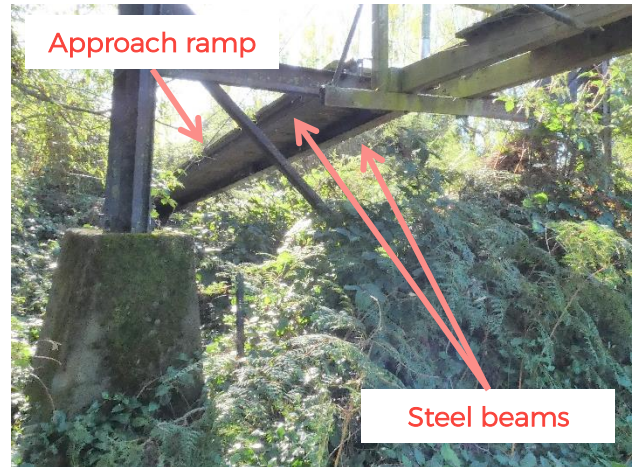


Figure 1.11: East approach ramp - underside

2 Hangers

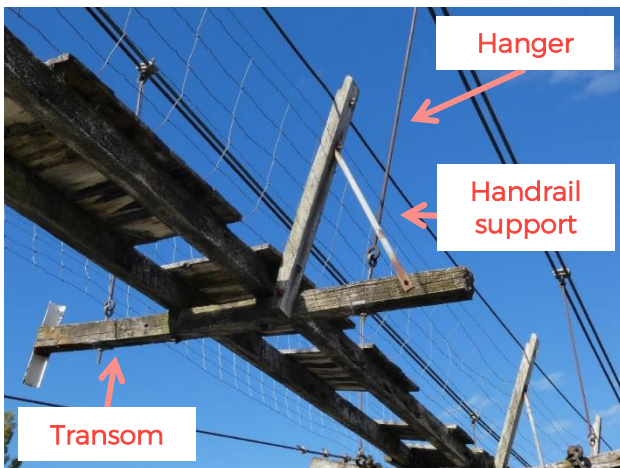


Figure 2.1: Typical hanger to transom connection navigating handrail support



Figure 2.2: Typical steel rod hanger

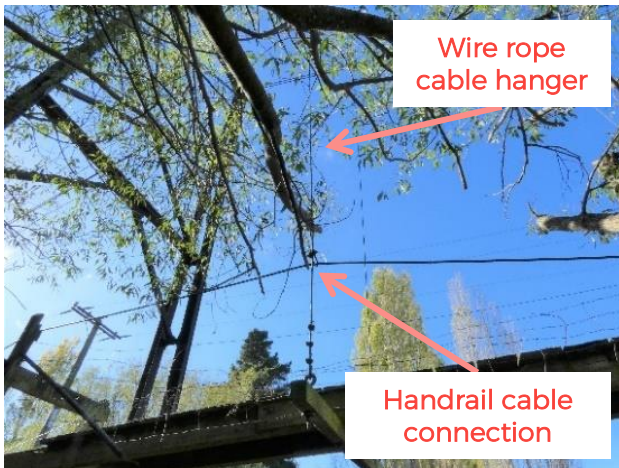


Figure 2.3: Typical wire rope cable hanger with handrail cable connection

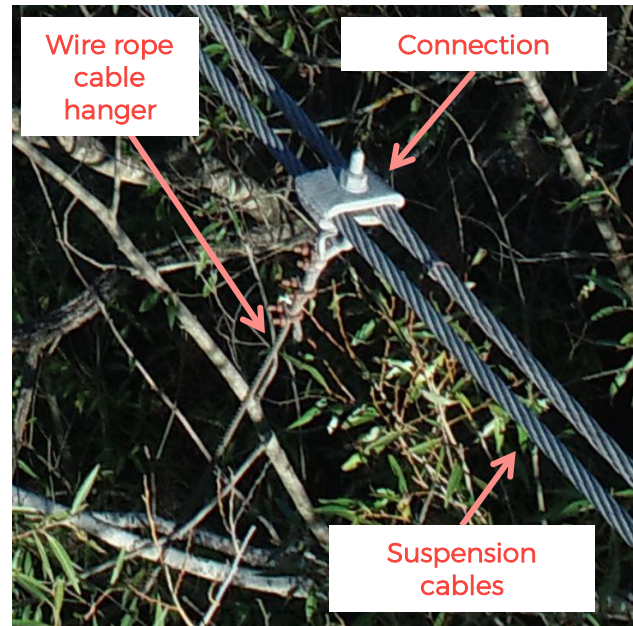


Figure 2.4: Typical wire rope cable hanger top connection to suspension cables

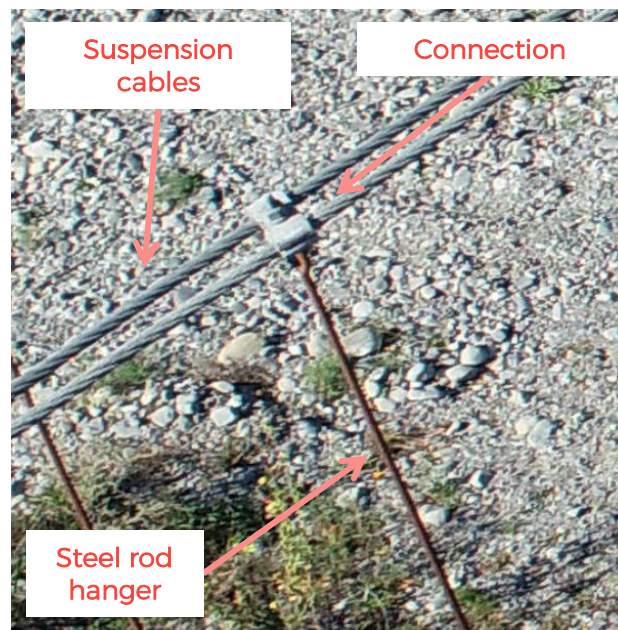


Figure 2.5: Typical steel rod hanger top connection to suspension cables



3 Suspension cables

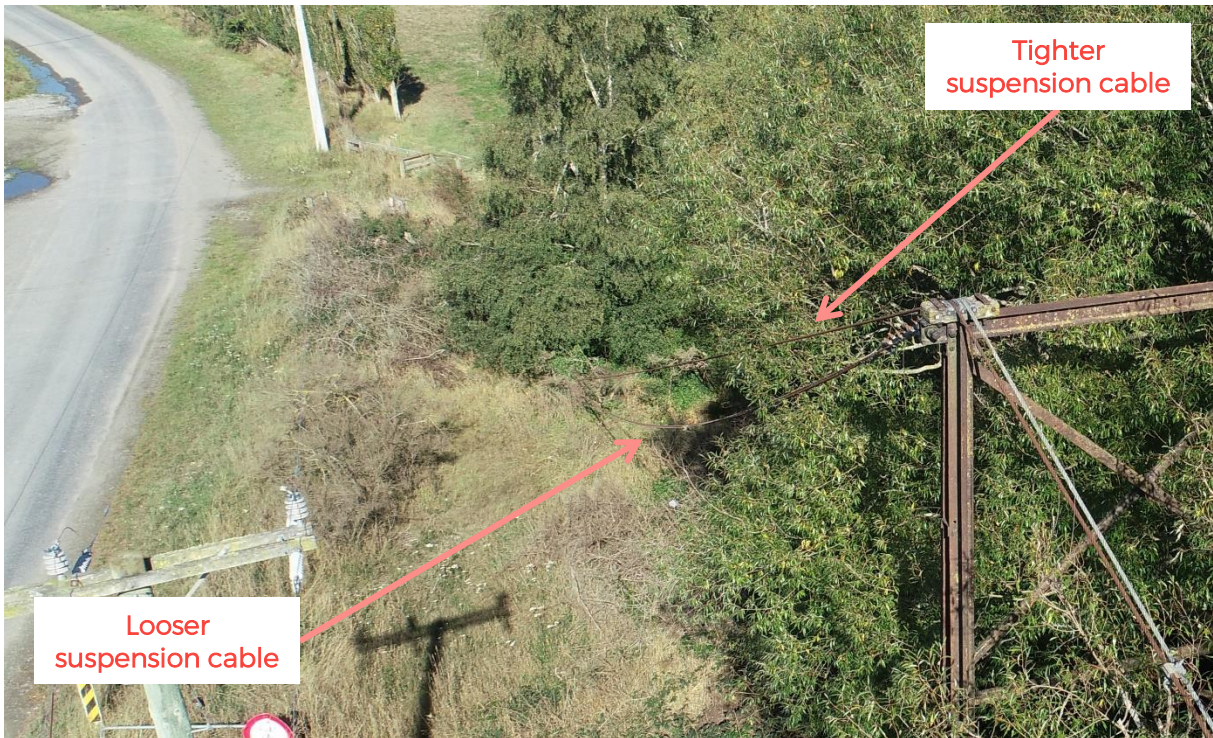


Figure 3.1: Tension difference in main cables – west abutment

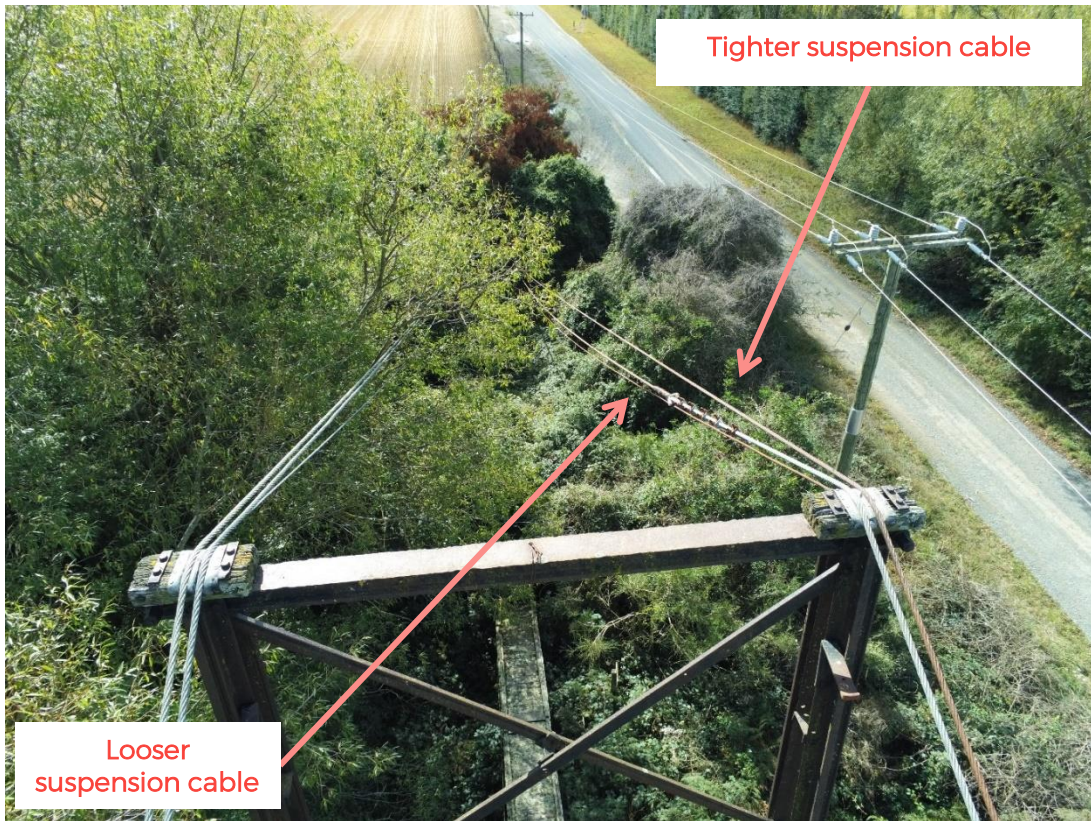


Figure 3.2: Tension difference in main cables – east abutment

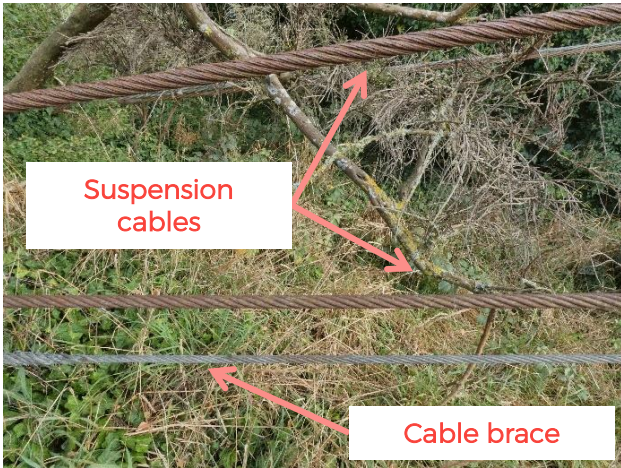


Figure 3.3: Cable condition - west abutment downstream

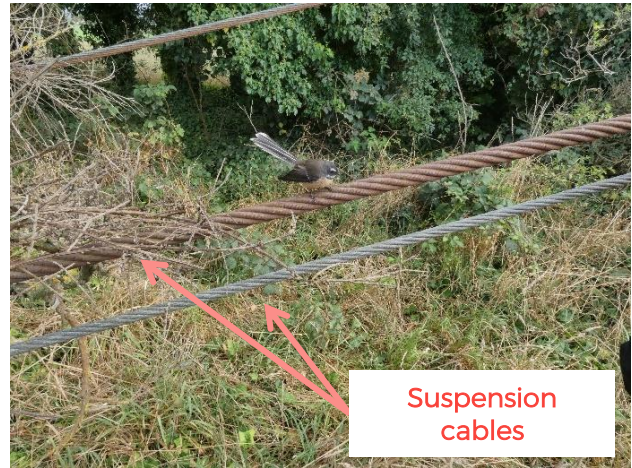


Figure 3.4: Cable condition - west abutment upstream

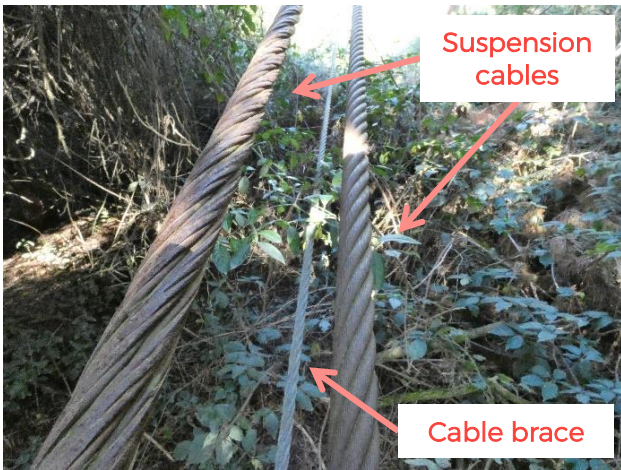


Figure 3.5: Cable condition - east abutment downstream

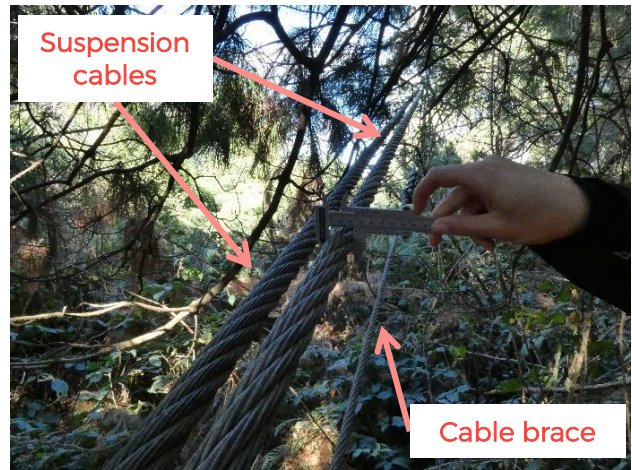


Figure 3.6: Cable condition - east abutment upstream



Figure 3.7: Cable tower connection - west abutment - downstream side



Figure 3.8: Cable tower connection - west abutment - upstream side

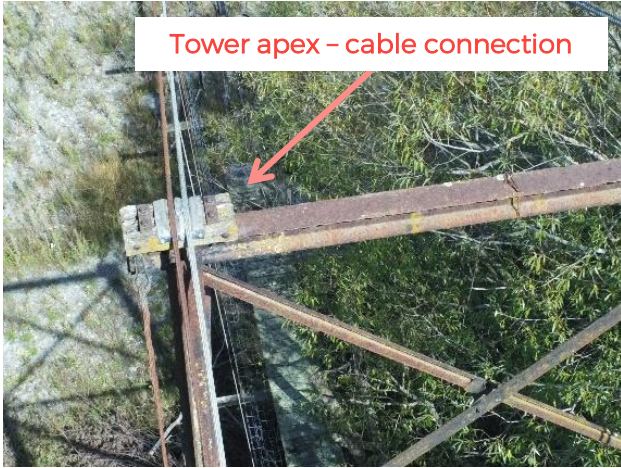


Figure 3.9: Cable tower connection - east abutment - downstream side

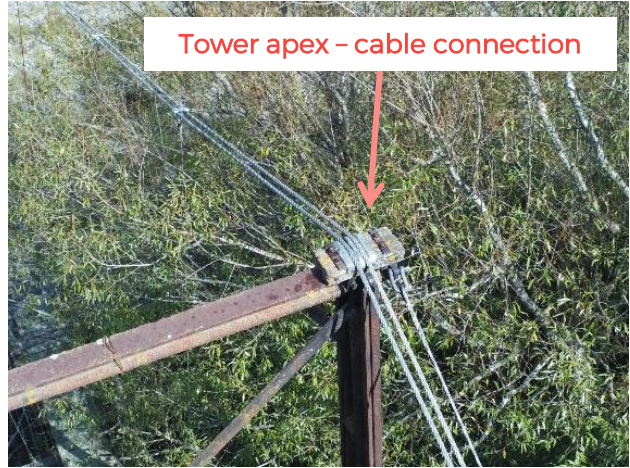


Figure 3.10: Cable tower connection - east abutment - upstream side



Figure 3.11: Surface corrosion on steel plan bracing flat plate



Figure 3.12: Western end of plan bracing - connection failure

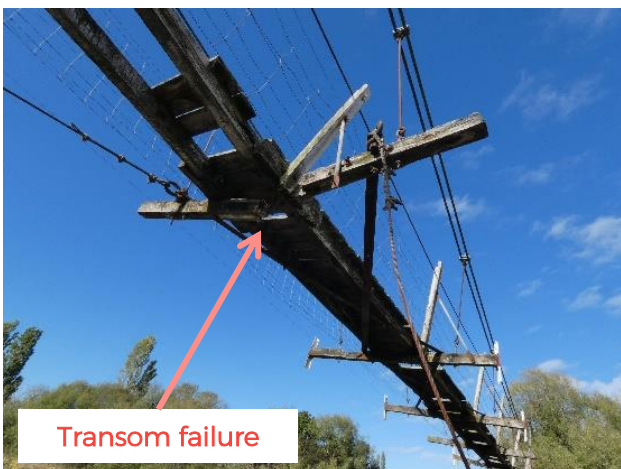


Figure 3.13: Eastern end of plan bracing - transom failure



Figure 3.14: West abutment sway cables



4 Anchorage

4.1 Suspension cable anchorage

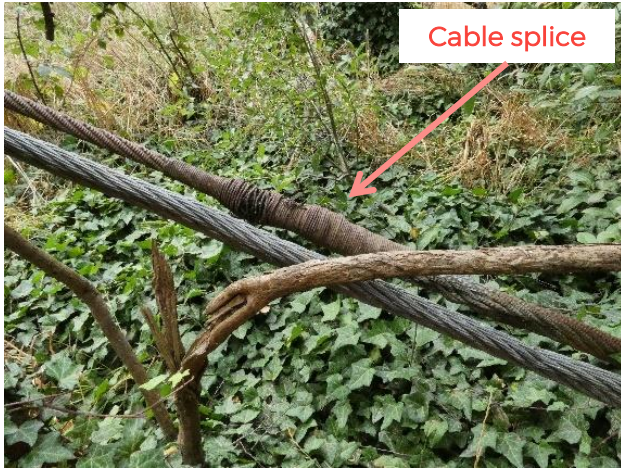


Figure 4.1: Western downstream cable splice near anchorage

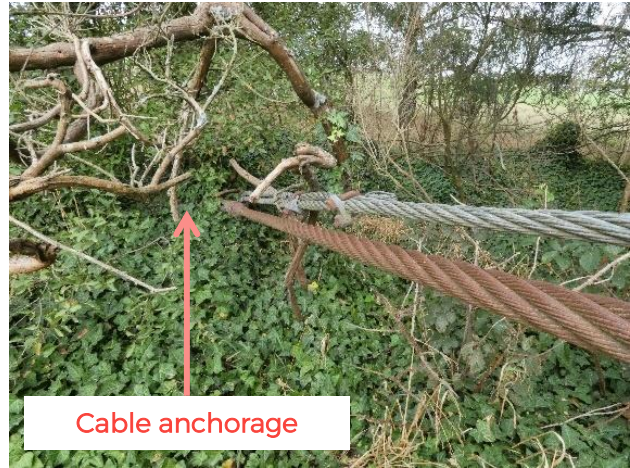


Figure 4.2: Western upstream cable anchorage - unable to be visually inspected

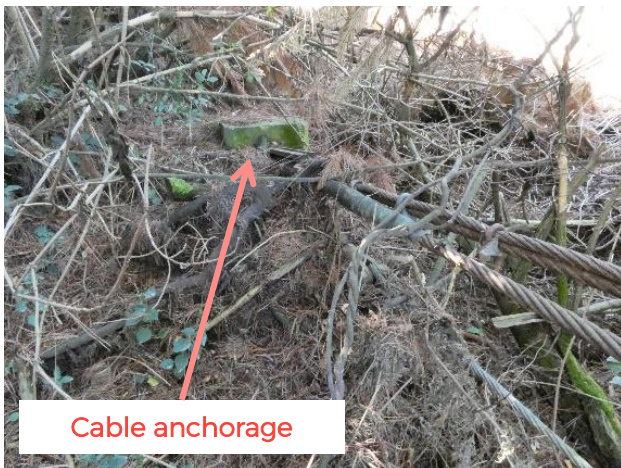


Figure 4.3: Eastern downstream cable anchorage connection



Figure 4.4: Eastern upstream cable anchorage block



4.2 Sway cable anchorage

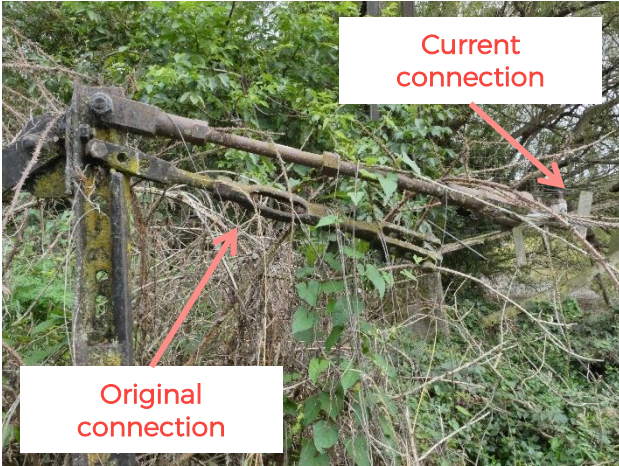


Figure 4.5: Current sway cable connection (above) and original connection (below)



Figure 4.6: Support stay connection obstructed by vegetation

5 Towers



Figure 5.1: Railway iron section shape



Figure 5.2: Tower steel member condition - western tower



Figure 5.3: Tower steel member - indication of minimal section loss - western tower

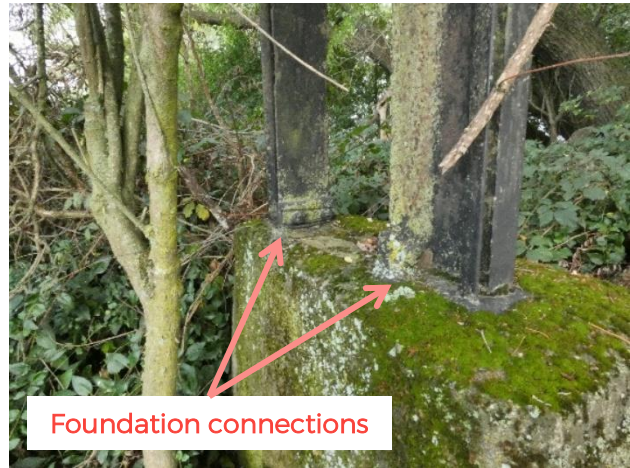


Figure 5.4: Steel tower to concrete foundation connection - western tower

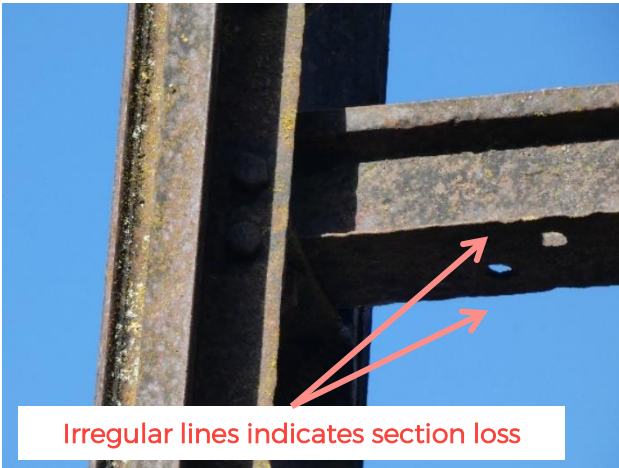


Figure 5.5: Tower steel member - indication minimal section loss - eastern tower



Figure 5.6: Tower foundations - eastern tower

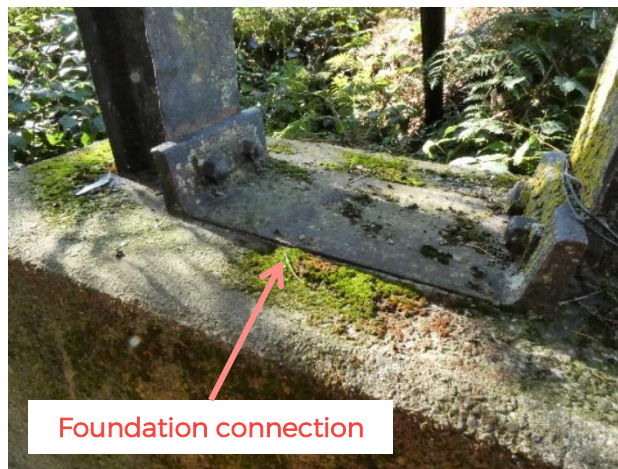


Figure 5.7: Steel tower to concrete foundation connection - eastern tower

6 Corrosion Protection

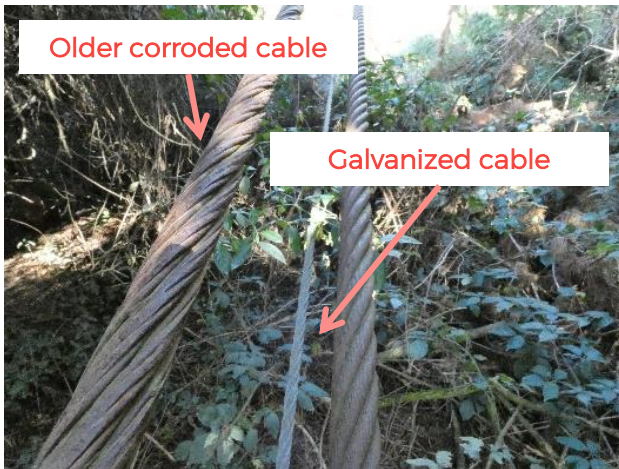


Figure 6.1: Comparison of corroded older cable (foreground) and newer galvanized cable (background)

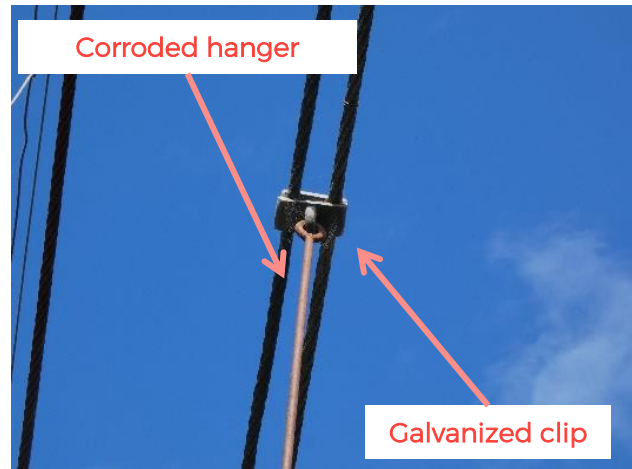


Figure 6.2: Surface corrosion on hanger rod compared to galvanized cable clip



Figure 6.3: Chip in unidentified black coating on west tower



Figure 6.4: Unidentified black coating preventing moss growth on east tower

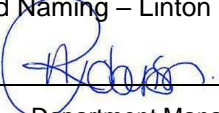


Figure 6.5: Orange colouring to the top of the eastern tower indicates application of unidentified black coating was halted/has worn off the top of the structure

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: RDG-26/ GOV-26-10-06/ 231123188658
REPORT TO: OXFORD – OHOKA COMMUNITY BOARD
DATE OF MEETING: 6 December 2023
AUTHOR(S): Scott Morrow Rates Officer – Property Specialist
SUBJECT: Road Naming – Linton Land Limited

ENDORSED BY:
 (for Reports to Council,
 Committees or Boards)


 Department Manager


 Chief Executive

1. SUMMARY

- 1.1. This report seeks a decision by the Oxford - Ohoka Community Board to approve a new road name as part of a rural subdivision in Oxford.
- 1.2. The land parcels being developed are Rural Sections 7816 & 8255 which are known as 2 Powells Road, Oxford and will be subdivided into approximately 10 new rural lots.

Attachments:

- I. Plan of the subdivision showing the new road to be named. (Trim 231123188465)
- II. Waimakariri District Council Policy for Road Naming. (Trim 120712043907)
- III. Pre-approved Road Naming List for Oxford - Ohoka. (Trim 221026186036)

2. RECOMMENDATION

THAT the Oxford - Ohoka Community Board:

- (a) **Receives** Report No. 231123188658
- (b) **Approves** the following proposed road name for the new private Right of Way as shown on the attached plan.

Linton Lane (Pvt)
- (c) **Notes:** That the Community Board may replace any proposed name with a name of its choice.

3. BACKGROUND

- 3.1 The developer, Linton Land Limited is undertaking a rural subdivision of approximately 10 new lots on 2 Powells Road, Oxford.
- 3.2 There is only one road to be named which is for the private Right of Way that will service the new lots.

4. ISSUES AND OPTIONS

- 4.1. The developer has provided one road name to be considered to for the private Right of Way as part of the development. The name was not taken from the list of pre-approved road names.
- 4.2. The name provided by the developer is said to have some connection to the area. The name Linton comes from the name of the farm which the development is part of. The Horn family who were prominent members of the Oxford farming community, farmed this property from 1960's until quite recently.
- 4.3. The developer had also proposed the name Horn, however this was not deemed suitable as there is already a Horns Road that exists in Oxford. It is Council practice that any new road name is not to be named the same or similar to any existing road name. This is to avoid any confusion with the emergency services and visitors.
- 4.4. The name Linton however is deemed suitable as it is not the same or similar to any other existing road name in the District.
- 4.5. The Council's Road naming policy states that a private road can be named if it has a minimum of four lots with access. In this instance there are 8 lots that have access from the right of way.
- 4.6. The road type of 'Lane' fits within the policy as it refers to a narrow roadway between walls, buildings or a narrow country roadway.
- 4.7. Whilst the developer has provided their preferred choice the new road name, the Oxford - Ohoka Community Board has the option to approve one of the names as proposed or choose an alternative name from the list of pre-approved of road names.

Implications for Community Wellbeing

There are not implications on community wellbeing by the issues and options that are the subject matter of this report.

- 4.8. The Management Team has reviewed this report.

5. COMMUNITY VIEWS

5.1. Mana whenua

Te Ngāi Tūāhuriri hapū are not likely to be affected by, or have an interest in the subject matter of this report. It has been noted that the Council's Road Naming Policy is due to be reviewed in 2023 with a view to engage with Mana Whenua going forward.

5.2. Groups and Organisations

There are not groups and organisations likely to be affected by, or to have an interest in the subject matter of this report.

5.3. Wider Community

The wider community is not likely to be affected by, or to have an interest in the subject matter of this report. However, the proposed name does have some local significance to the area.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

The developer will meet the cost of the new road name blade or signage for the development.

6.2. Sustainability and Climate Change Impacts

The recommendations in this report do not have sustainability and/or climate change impacts.

6.3 **Risk Management**

There are not risks arising from the adoption/implementation of the recommendations in this report.

6.3 **Health and Safety**

There are not health and safety risks arising from the adoption/implementation of the recommendations in this report.

7. **CONTEXT**

7.1. **Consistency with Policy**

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

7.2. **Authorising Legislation**

Local Government Act 1974 sec 319 (1) (j)

The Council shall have power in respect of roads to: name and to alter the name of any road and to place on any building or erection on or abutting on any road a plate bearing the name of the road.

7.3. **Consistency with Community Outcomes**

The Council's community outcomes are not relevant to the actions arising from recommendations in this report.

7.4. **Authorising Delegations**

The Oxford – Ohoka Community Board has the delegated power on behalf of the council to approve the naming of new roads.



LOTS 1-12 BEING A SUBDIVISION OF RS 7816 & RS 8255
Comprised in RsT CB24F/705 & 2A/252



NOTES:-

Areas and dimensions shown are subject to change on final survey

Final area of all lots to be no less than 4 ha

This proposal plan has been prepared for the purpose of obtaining subdivision and resource consents only

Legend

- Denotes indicative possible new dwelling and effluent disposal sites
- WDC Water
- Overhead Power Lines
- Denotes areas subject to flood risk (WDC records)
- Denotes 120 x 120 internal square within each Lot.

Areas X, Y and Z are to be subject to consent notices requiring soil testing.

STAGING

- Stage 1 - Lot 1, 11, & 12 and balance
- Stage 2 - Lot 2 and balance
- Stage 3 - Lots 9 & 10 and balance
- Stage 4 - Lots 3 - 8

Memorandum of Easements			
PURPOSE	SHOWN	SERVIENT TENEMENT	DOMINANT TENEMENT
RIGHT OF WAY, RIGHT TO CONVEY WATER, ELECTRICITY AND TELECOMMUNICATIONS	A & E	Lot 8	Lots 3 - 7
	B & F	Lot 3	Lots 4 - 8
	C	Lot 4	Lots 5 - 7
	D	Lot 5	Lots 6 & 7
	E	Lot 8	Lots 9 & 10
	F	Lot 3	Lots 9 & 10
RIGHT OF WAY	G	Lot 2	Lot 1

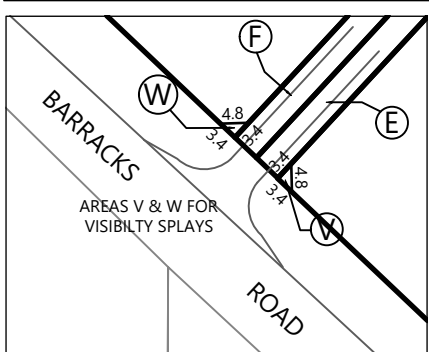


DIAGRAM A
NOT TO SCALE

REVISION DETAILS					INT	DATE	SURVEYED		2 POWELLS ROAD OXFORD	J L HORN	POWELLS, BARRACKS & GARDINERS ROAD, OXFORD	SCHEME PLAN	▲ N	STATUS	ISSUED FOR INFORMATION	REV
2	Staging Added	NC	18/9/20	DESIGNED					SCALE					1:4000 @ A3	5	
3	Minor bdy changes & Lot 5 Area corrected	NC	2/6/2023	DRAWN	DSK				COUNCIL							
4	Easements added for access	NC	30/6/2023	CHECKED					DWG NO					P20-081-006-SC		
5	ROW splays added	NC	21/8/2023	APPROVED				WOODS.CO.NZ								



**LOTS 1, 11, 12 & 100
BEING A
SUBDIVISION OF
RS 7816 & RS 8255**
Comprised in RsT CB24F/705 &
2A/252

NOTES:-

Areas and dimensions shown are subject to change on final survey

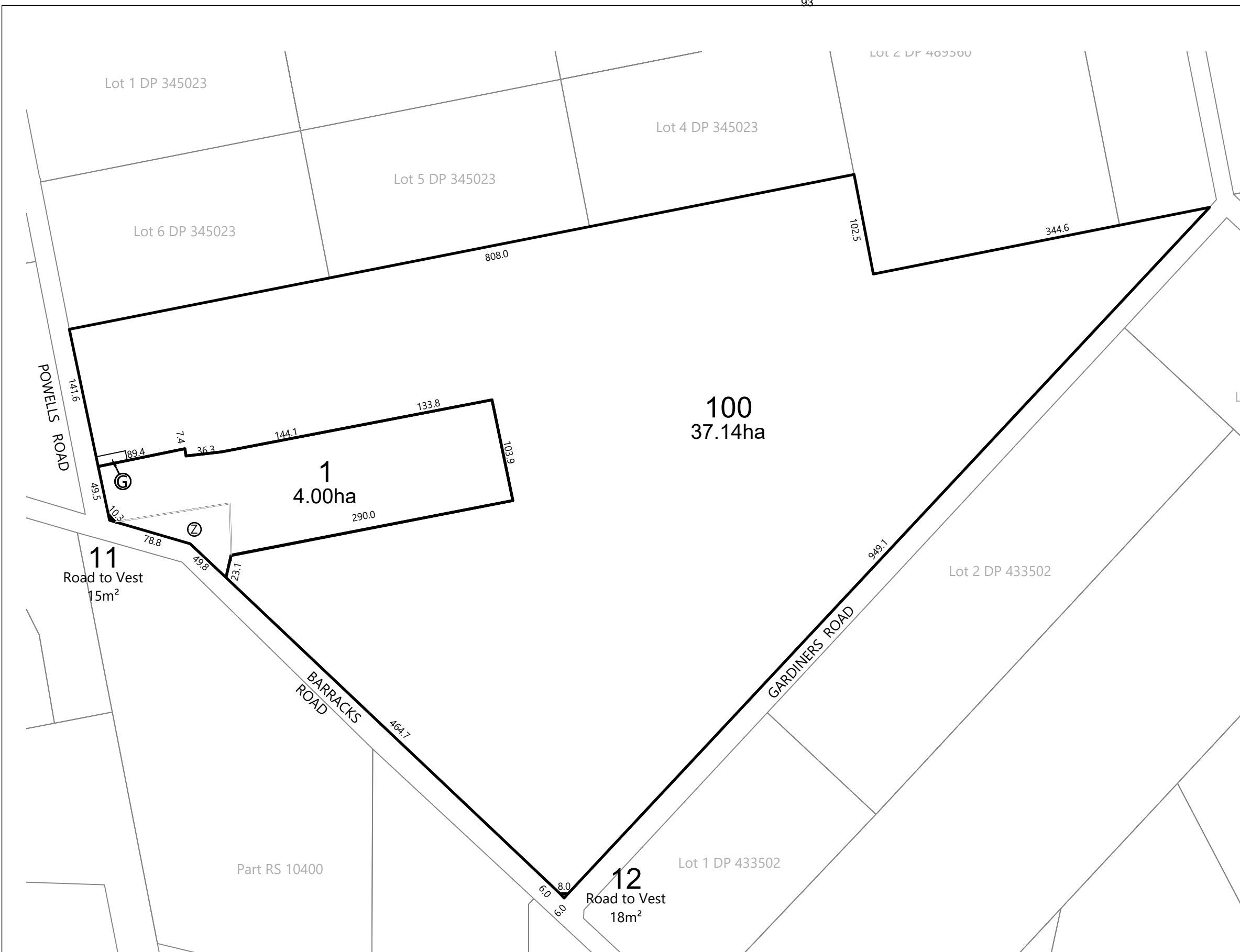
Final area of all lots to be no less than 4 ha

This proposal plan has been prepared for the purpose of obtaining subdivision and resource consents only

Memorandum of Easements			
PURPOSE	SHOWN	SERVIENT TENEMENT	DOMINANT TENEMENT
RIGHT OF WAY	G	Lot 100	Lot 1

Area Z IS to be subject to consent notice requiring soil testing.

STAGE 1



REVISION DETAILS	INT	DATE	SURVEYED	
1 STAGING PLAN	NC	18/9/20	DESIGNED	
2 ACCESS EASEMENT ADDED	NC	30/6/2023	DRAWN	DSK
			CHECKED	
			APPROVED	

2 POWELLS ROAD
OXFORD

WOODS.CO.NZ

J L HORN

POWELLS, BARRACKS & GARDINERS ROAD, OXFORD

SCHEME PLAN

STATUS	ISSUED FOR INFORMATION	REV
SCALE	1:4000 @ A3	2
COUNCIL		
DWG NO	P20-081-007-SC	



LOTS 2 & 101 BEING A SUBDIVISION OF LOT 100, STAGE 1

NOTES:-

- Areas and dimensions shown are subject to change on final survey
- Final area of all lots to be no less than 4 ha
- This proposal plan has been prepared for the purpose of obtaining subdivision and resource consents only

Existing Easements			
PURPOSE	SHOWN	SERVIENT TENEMENT	DOMINANT TENEMENT
RIGHT OF WAY	G	Lot 2	Lot 1

STAGE 2

REVISION DETAILS					INT	DATE	SURVEYED		2 POWELLS ROAD OXFORD	J L HORN	POWELLS, BARRACKS & GARDINERS ROAD, OXFORD	SCHEME PLAN	STATUS	ISSUED FOR INFORMATION	REV
1	STAGING PLAN	NC	18/9/20	DESIGNED				SCALE					1:4000 @ A3	2	
2	Access Easement added	NC	30/06/23	DRAWN	DSK			COUNCIL							
				CHECKED				DWG NO					P20-081-008-SC		
				APPROVED											
									WOODS.CO.NZ						



LOTS 9, 10 & 102 BEING A SUBDIVISION OF LOT 101, STAGE 2

NOTES:-

Areas and dimensions shown are subject to change on final survey

Final area of all lots to be no less than 4 ha

This proposal plan has been prepared for the purpose of obtaining subdivision and resource consents only

Memorandum of Easements			
PURPOSE	SHOWN	SERVIENT TENEMENT	DOMINANT TENEMENT
RIGHT OF WAY, RIGHT TO CONVEY WATER, ELECTRICITY AND TELECOMMUNICATIONS	E	Lot 102	Lots 9 & 10

Areas X and Y are to be subject to consent notice requiring soil testing.

STAGE 3



REVISION DETAILS	INT	DATE	SURVEYED	
1 STAGING PLAN	NC	18/9/20	DESIGNED	
2 Access Easement added	NC	30/06/23	DRAWN	DSK
			CHECKED	
			APPROVED	

2 POWELLS ROAD
OXFORD

WOODS.CO.NZ

J L HORN

POWELLS, BARRACKS & GARDINERS ROAD, OXFORD

SCHEME PLAN

STATUS	ISSUED FOR INFORMATION	REV
SCALE	1:4000 @ A3	2
COUNCIL		
DWG NO	P20-081-009-SC	



LOTS 3 - 8 BEING A SUBDIVISION OF LOT 102, STAGE 3

NOTES:-

Areas and dimensions shown are subject to change on final survey

Final area of all lots to be no less than 4 ha

This proposal plan has been prepared for the purpose of obtaining subdivision and resource consents only



Memorandum of Easements			
PURPOSE	SHOWN	SERVIENT TENEMENT	DOMINANT TENEMENT
RIGHT OF WAY, RIGHT TO CONVEY WATER, ELECTRICITY AND TELECOMMUNICATIONS	A & E	Lot 8	Lots 3 - 7
	B & F	Lot 3	Lots 4 - 8
	C	Lot 4	Lots 5 - 7
	D	Lot 5	Lots 6 & 7

Existing Easements			
PURPOSE	SHOWN	SERVIENT TENEMENT	DOMINANT TENEMENT
RIGHT OF WAY, RIGHT TO CONVEY WATER, ELECTRICITY AND TELECOMMUNICATIONS	E & F	Lots 8 & 3	Lots 9 & 10

STAGE 4

REVISION DETAILS					INT	DATE	SURVEYED		2 POWELLS ROAD OXFORD	J L HORN	POWELLS, BARRACKS & GARDINERS ROAD, OXFORD	STATUS	ISSUED FOR INFORMATION	REV
1	STAGING PLAN	NC	18/9/20	DESIGNED									SCALE	1:4000 @ A3
2	Access Easement added	NC	30/06/23	DRAWN	DSK				COUNCIL			DWG NO	P20-081-010-SC	
				CHECKED										
				APPROVED					WOODS.CO.NZ					

LINTON

LINTON SUBDIVISION

ASHLEY GORGE 5KM

POWELLS RD

OXFORD 1KM

LOT 2
4.00ha

LOT 3
4.56ha

LOT 4
4.05ha

LOT 5
4.01ha

LOT 6
4.07ha

EXISTING DWELLING

SHEARING SHEDS

LOT 1
4.00ha

LOT 7
4.05ha

GARDINERS RD

Lot 1, 2 Entry.

LOT 10
4.07ha

LOT 8
4.22ha

BARRACKS RD

LOT 9
4.07ha

EXISTING SHED

Linton Main Entrance.

TO RANGIORA/
CHRISTCHURCH 30MINS

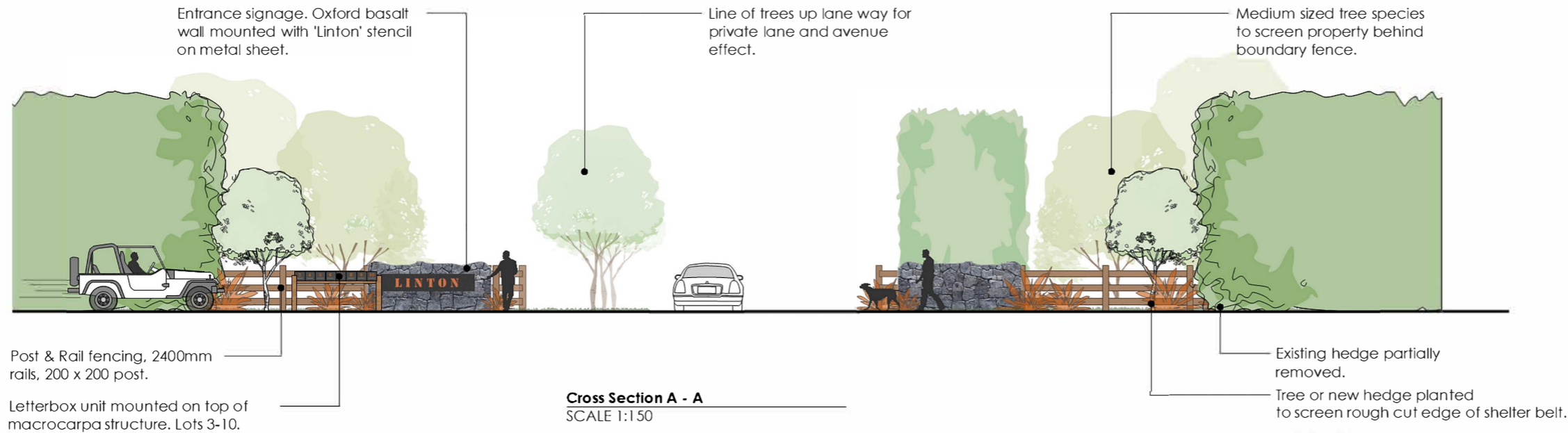
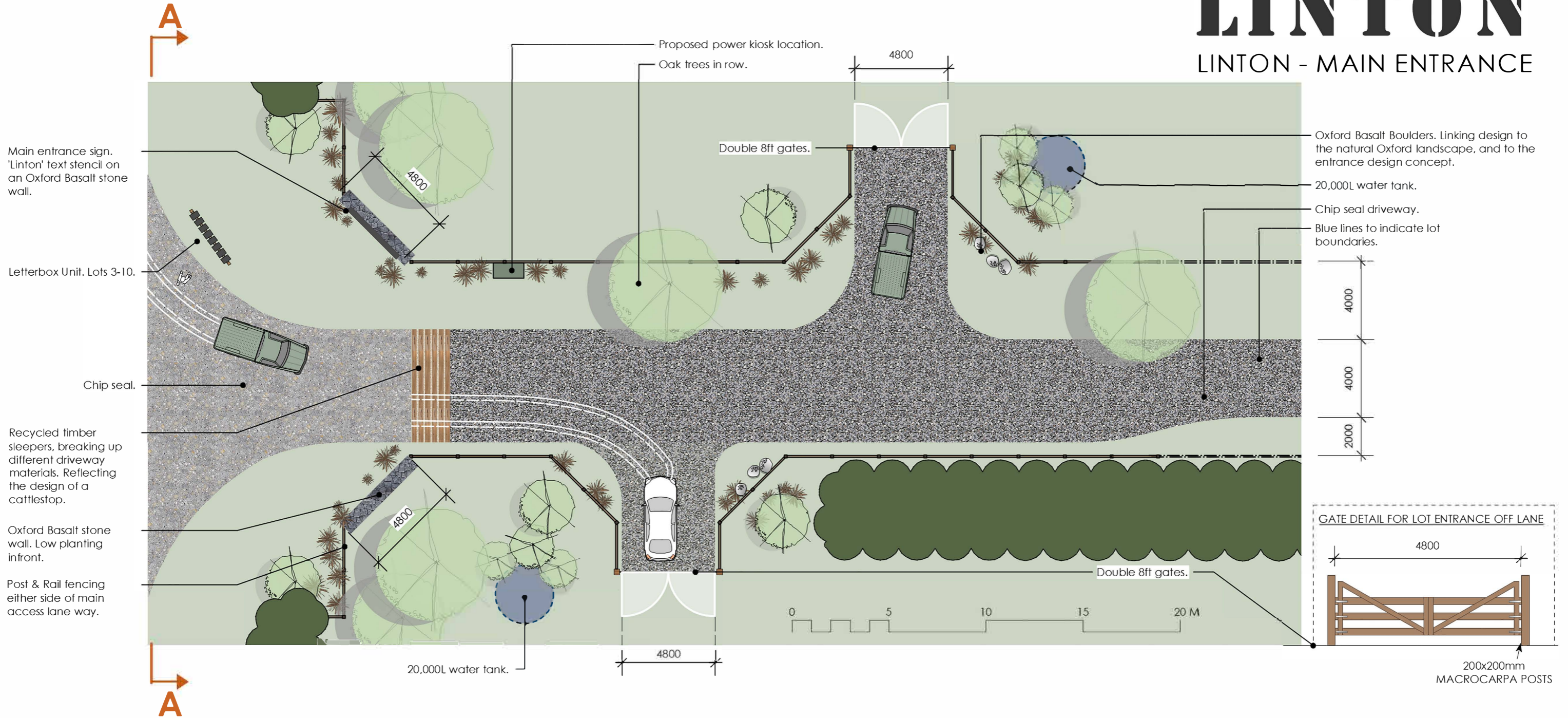
	STAGE ONE		FUTURE STAGES
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Areas and dimensions shown are subject to change on final survey.
Final area of all lots to be no less than 4 ha.



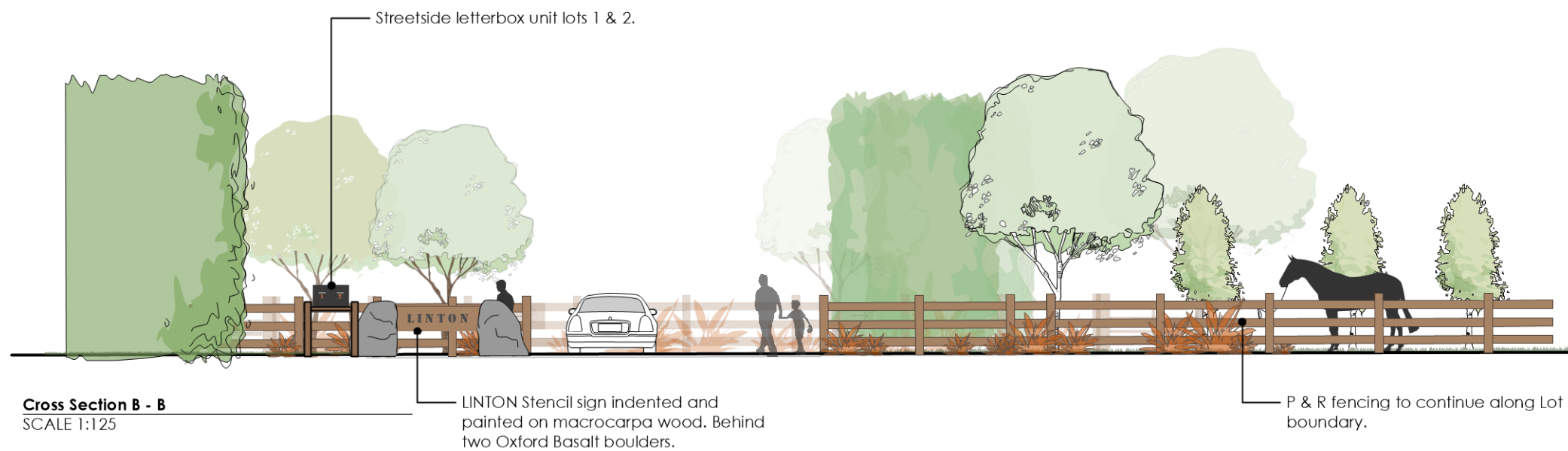
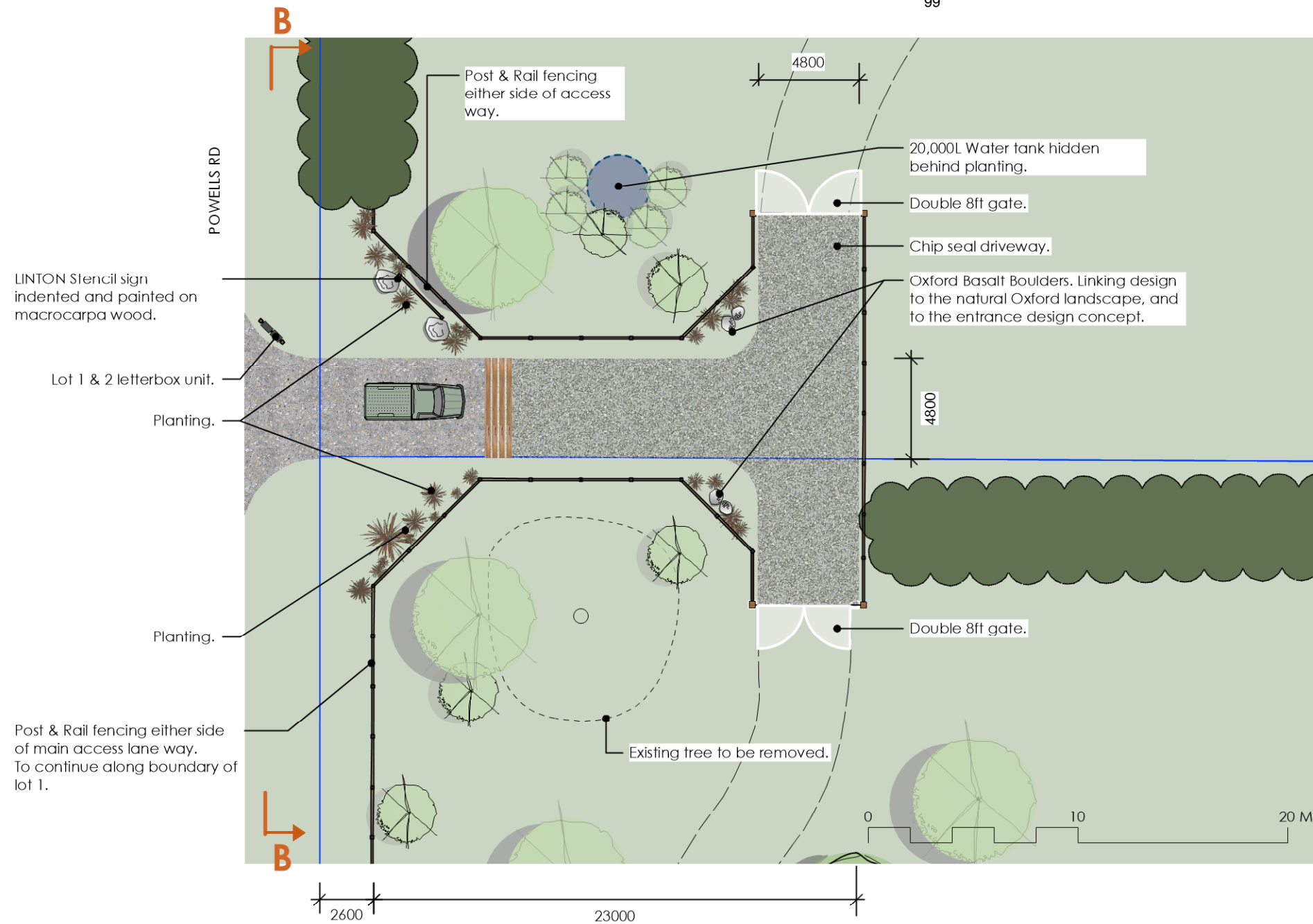
LINTON

LINTON - MAIN ENTRANCE



LINTON

LINTON - LOT 1 & 2 ENTRANCE



Naming Policy

1. Introduction

This policy describes how the Council allocates names to new roads, streets, parks, reserves and Council owned assets.

2. Purpose

The purpose of the policy is to provide Council staff and the public with information about how the Council manages the naming and renaming of its various assets and facilities within its boundaries.

3. Scope

3.1. The scope of the policy covers naming procedures and criteria for the following types of infrastructure within the district:

- Naming of roads and streets
- Naming of parks and reserves
- Naming of Council assets, including open spaces, facilities, swimming pools, and Council owned buildings and properties (excluding utilities).

3.2. When undertaking its processes to name Council owned or managed infrastructure or assets, the policy includes Council's obligations under the Treaty of Waitangi and recognises the importance of the Memorandum of Understanding with our Treaty partner, Te Ngāi Tūāhuriri Rūnanga.

4. Policy objectives

4.1. The overall policy objective is to ensure roads, streets, parks, reserves and Council assets or facilities naming procedures reflect local identity.

4.2. The policy provides direction to the public or Council staff about how to apply for approval to name, rename or dedicate Council property, buildings, or park elements.

4.3. The policy will provide clarity and consistency in the naming of all Council assets.

5. Policy statement

5.1. Overview approach

When naming all roads, streets, parks, reserves and facilities, the Council and its representatives will seek to work with Te Ngāi Tūāhuriri Rūnanga to select suitable options, which:

- Tell the story of Waimakariri and reflect the district's natural and cultural heritage
- Do not cause confusion with existing names in the Waimakariri District or neighbouring districts
- Pay homage to the historical significance of particular locations

- Acknowledge the cultural significance of the area to Te Ngāi Tūāhuriri
- Reflect local flora, fauna, and topographical features of the district.

6. Naming of roads and streets

- 6.1. The Council's four Community Boards have the delegated authority for the naming of new streets and roads and altering existing street names within their respective wards.
- 6.2. Re-naming of existing streets and roads will only be undertaken if the Council considers the change will result in a clear benefit to the community.
- 6.3. Where a street is named for the first time, or a street name is altered, then the District Land Registrar, the Chief Surveyor, Fire and Emergency New Zealand, Chorus, MainPower, valuation service provider, NZ Police, Civil Defense, and the Canterbury Regional Council shall be informed of the new name or change.
- 6.4. Where an existing street is extended, the street extension will be the same name as that of the existing street.
- 6.5. All new private roads in the Waimakariri District shall be named in consultation with the applicant, and at the applicant's expense, and relevant road signs shall be suitably annotated "Private Road" as per the Engineering Code of Practice.
- 6.6. All private roads that are to be named are to have a minimum of four lots with access from the private road.
- 6.7. **Council's 'List of Approved but Unallocated Road Names':**
- 6.7.1. The list of unallocated potential road names for the Waimakariri District is maintained by the Governance Department. Names approved for addition to the List of Approved but Unallocated Road Names will remain there until they are either allocated to a road or removed as the result of a review of the list.
- 6.7.2. From time to time a road name may no longer need to be used as two or more roads may be joined into one road, or a road may be permanently closed. In both cases, the road name(s) may be put back on the list for potential reallocation, usually for a new or renamed road in the same general area.
- 6.7.3. The review of the list will be undertaken every six years in line with the approach set out in clause 5.1 above.
- 6.8. **Naming of Streets in New Subdivisions:**
- The rights of the subdivision developer to promote preferred road names for the subdivision will be taken into consideration, but the decision regarding road names will be made by the Community Boards by applying the clauses of this policy.
- 6.9. **Road Type:**
- The road type should be one that most accurately reflects the type of roadway that is being named. Selection of Road Name from AS/NZS 4819:2011 should be used where appropriate, however, this list is not exclusive – refer to AS/NZS 4819:2011 (see Appendix 1).

7. Naming of parks and reserves

- 7.1. The Council's four Community Boards have the delegated authority for the naming of parks and reserves within their respective wards.
- 7.2. The Community Boards shall take the following factors into consideration when approving names for parks and reserves:
- It is desirable for small neighbourhood reserves to be named after the main street they are located on to enable them to be easily located

- Names of rural neighbourhood reserves with community catchments should have some relationship to the community they are located within to enable them to be located and to signify their connection to the community
- Reserves should only be named after the person/family subdividing the land if the chosen name fits into one of the categories listed under clause 5.1.

8. Naming of Council assets

8.1. Naming where there is no sponsorship:

- 8.1.1. Where there is no sponsorship, the decision on naming will be made by the relevant committee of Council according to the current delegations.
- 8.1.2. Selection of a name will be made in accordance with clause 5.1.

8.2. Naming where there is sponsorship:

- 8.2.1. The final decision for naming of corporate assets will rest with the Council, including naming opportunities as a result of gifts or sponsorships.
- 8.2.2. Where the naming opportunity is as a result of sponsorship or gift, the following factors must be considered alongside Clause 5.1 above:
 - The significance of the contribution made relative to the construction and operating costs of the item being named
 - The cost of establishing the naming option
 - A sunset clause associated with the length of time that the name will be used. Naming agreements may be renewed if the appropriate gift or sponsorship is received
 - The degree of exclusivity requested by the sponsor and the corresponding restrictions regarding advertising or use of competitors' brands
 - Names of tobacco companies or alcohol companies and products will not be used.
- 8.2.3. Applications for naming rights from major donors shall be submitted in writing to the Chief Executive for consideration of the Council. The written request shall include the following:
 - Biographical information if named after an individual or organisation
 - Documentation providing the detail of the terms and quantum of payment being proposed and the consideration required from the Council
 - The Chief Executive will report to relevant committee of Council which may make a recommendation to Council, to be considered in committee.
- 8.2.4. Existing names will not be changed without consideration of the historical significance of the existing name, the impact on the individual or organisation previously named and the cost and impact of changing existing signage, rebuilding community recognition, and updating records. Each application will be considered on a case-by-case basis.

9. Responsibilities

- 9.1. The naming of roads and streets will be administered by the Roading and Transport Unit of the Council.
- 9.2. The naming of parks and reserves or other Council assets or facilities will be administered by the Community and Recreation Department of Council.

10. Questions

- 10.1. Any questions regarding the naming of roads and streets should be directed to the Roading and Transport Manager in the first instance.
- 10.2. Any questions regarding the naming of parks or reserves or other Council assets should be directed to the Community and Recreation Manager in the first instance.

11. Relevant documents and legislation

- AS/NZS 4819:2011 Geographic Information – Rural and Urban addressing (for naming of roads and streets)
- Local Government Act 1974 S317 - S319 (j) naming of roads and streets
- Parks and Recreation, Recreation and Reserves Management, Reserve Naming (QS-R015) (for naming parks and reserves)
- Reserves Act 1977 s16(10) (for naming roads and reserves)
- Memorandum of Understanding with Te Ngāi Tūāhuriri Rūnanga.

12. Effective date

2 May 2023

13. Review date

2 May 2029

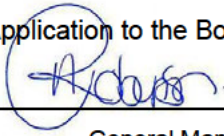
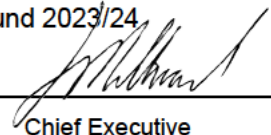
14. Policy owned by

General Manager, Strategy, Engagement and Economic Development

15. Approval

Adopted by Waimakariri District Council on 2 May 2023

Ancall	Alfred Ancall was one of the first to see the ‘magnificent bush and birds’ as it was in 1856 and lived here for 63 years. Alfred Ancall carted timber from Oxford to Kaiapoi and Saltwater Creek as a lad of 14 years. He also managed Plaskett Mill and was also a butcher in the early days of Oxford.
Crowe	Thomas Crowe arrived in Oxford in 1860 and commenced dairy farming. Followed that occupation till he was 80 years old (41 years)
Dell	Signed the Women's Suffrage Petition in Ohoka
Ffitch	Henry Ffitch served on the Oxford Road Board for four years and was Chairman of the Kiri Kiri School Committee for 5 years
Frahm	Is a name associated with the area for many years. A Creek was named Frahm's Creek in the early 1860's, still runs through Rowes property to Main Drain
Gainsford	Mrs R H Gainsford was the first President on the Women's Christian Temperance Union which was formed on 11September 1911. Robert Henry Gainsford was Clerk, Surveyor, and Treasurer of the Oxford Road Board, appointed in 1901
Hitchcox	Signed the Women's Suffrage Petition in Ohoka
Humphries	Signed the Women's Suffrage Petition in Ohoka
Kenrick	Harry Kenrick was the first Chairman of Oxford Road Board. He started up a commercial sawmill with steam-driven saws. The first timber built house was Mr Kenricks
Malland	Signed the Women's Suffrage Petition in Ohoka
Mann	Mrs J Mann died in 1914 and was the first woman to arrive at the Oxford settlement in 1860. We still have Jeanette (Mann) Wells living in Oxford on the same block of land that her family owned many years ago
McCormack	James McCormack was the treasurer and collector to the Waimakariri-Ashley Supply Board, joined the Board in 1895
Pachnatz	F Pachnatz lived in Oxford and was a solder in 1896. He is also named in the Oxford – the First 100 years as a Platelayer Marcia Patchnatz gave many hours of service to the library in Oxford from 1947-1949 and again from 1957-1991
Rees	Mr Howard Rees came to Oxford about 1860, built his house and surgery and dispensary on Main Street, West Oxford. Was Registrar of Births, Marriages and Deaths for Oxford in 1867.
Sides	Signed the Women's Suffrage Petition in Ohoka
Skurr	Janice Skurr was Mayor of Waimakariri District Council from 1942-1946.
Stevenson	Rev N.J Stevenson first produced the Bulletin from 1942-1946
Stoppes	Agnes Stoppes Formed the Ohoka Women's Institute
Walls	Collin Atholwood Stewart Walls, [1902-1992] purchased land and a bake house on Mill Road Ohoka in 1923, when he was 21 years of age. From there he baked bread and did some deliveries with his motorcycle and side car. In 1927 he built a new brick bake house which still stands today. Many of Colin's descendants still live in Ohoka and the wider North Canterbury area
Volkman	Surgeon-Sergeant
Zimmerman	Mr and Mrs Zimmerman, produced the Bulletin from 1946 to 1960.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** GOV-26-10-06 / 231031173788**REPORT TO:** OXFORD-OHOKA COMMUNITY BOARD**DATE OF MEETING:** 6 December 2023**AUTHOR(S):** Kay Rabe, Governance Advisor**SUBJECT:** Application to the Board's Discretionary Grant Fund 2023/24**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)
General Manager
Chief Executive**1. SUMMARY**

The purpose of this report is to consider two applications for funding received from:

Name of Organisation	Purpose	Amount requested
Ohoka Rugby Club	Towards the replacement of assorted weights	\$500
Clarkville Playcentre	Towards a replacement printer/copier	\$469
Total		\$969

Attachments:

- i. An application from Ohoka Rugby Club (Trim Ref: 231027171635).
- ii. An application from Clarkville Playcentre (Trim Ref: 231030172484).
- iii. Spreadsheet showing the previous two years' grants.
- iv. Board funding criteria 2022/23 (Trim: 210603089866).

2. RECOMMENDATION**THAT** the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 231031173788.
- (b) **Approves** a grant of \$..... to the Ohoka Rugby Club towards the replacement of gym equipment.
OR
- (c) **Declines** the application from the Ohoka Rugby Club.
- (d) **Approves** a grant of \$..... to the Clarkville Playcentre towards a replacement printer/copier.
OR
- (e) **Declines** the application from the Clarkville Playcentre.

3. **BACKGROUND**

- 3.1 The **Ohoka Rugby Club** is seeking funding to replace an assortment of weights stolen from its gym.
- 3.2 The **Clarkville Playcentre** is seeking funding to replace its printer/copier.
- 3.3 The current balance of the Oxford-Ohoka Community Board's Discretionary Grant Fund for 2023/24 is \$2,745.

4. **ISSUES AND OPTIONS**

Ohoka Rugby Club (the Club)

- 4.1 The Club was established in 1927 and is a unique mix of urban and rural families. This quality underpins a strong community rugby-focused culture within the Club. The Club is fully committed to rugby and the sport's positive impact on the community. The Club, situated at the Mandeville Sports Club, is one of the fastest-growing clubs in Canterbury. The Club's activities and involvement positively impact approximately 500 families and significantly contribute to community wellbeing.
- 4.2 Earlier this year, the Club's gym was broken into, and assorted weights, which club members had donated over the years, were stolen. The Club is requesting funding to replace some of the stolen weights, which benefit not only the players who use the gym for training but also the community who attend classes taught by the senior players.
- 4.3 This is the first time the Club has sought funding from the Board and has determined that the replacement weights will be purchased even if this application is unsuccessful. However, the replacements may take longer as funding becomes available. Currently, no other fundraising has been initiated due to the proximity of the holiday season.

Clarkville Playcentre (the Centre)

- 4.4 The Centre is unlike other early childhood education (ECE) organisations, as both children and their parents/caregivers attend. The curiosity and creativity of the Centre's tamariki are nurtured in a way that allows them to learn about themselves and their world. The Centre currently supports 55 children and their families, mainly from the Oxford-Ohoka and Kaiapoi-Tuahiwi communities, and the Centre is located on the boundary of the two board areas.
- 4.5 The Centre is requesting funding for a new printer/copier as their current printer has broken down. This has impacted learning resources, arts and crafts activities and the learning stories for the Tamariki and a new printer is, therefore, vital for the Centre, not to mention the need for staff/parents to print off relevant information and activities for the children.
- 4.6 The Centre falls under the Playcentre Aotearoa umbrella, which supports licensing and the Education Review Office (ERO) requirements. However, most operational expenses are funded through fundraising. Therefore, if this application is unsuccessful, the Centre will need to increase its fundraising efforts to enable the purchase of a printer, which would cause a significant delay.
- 4.7 In the last five years, the Oxford-Ohoka Board has allocated the following funding to the Centre, and all Accountability Forms have been received:

Date	Project	Amount
February 2020	Towards the purchase tools for carpentry area	\$312
March 2021	Towards sand for sandpit and sandpit toys	\$210
April 2022	Towards replacement bikes and scooters	\$376
February 2023	Towards first aid courses	\$500
Total:		\$1,398

- 4.8 Also, it should be noted that the Kaiapoi-Tuahiwi Community Board has also granted the following funding in the last five years:

Date	Project	Amount
November 2021	Towards a mud kitchen and ground cover	Declined
March 2022	Towards a mud kitchen	Declined
August 2022	Towards fruit trees and vegetable plants	\$250
February 2023	Towards first aid courses	\$500
Total		\$750

- 4.9 Grants are generally limited up to \$750 with a maximum of \$1,000 in any financial year (July to June), however, a group may apply twice a year, providing it is for different projects. The Board may consider granting more than \$1,000 in exceptional circumstances provided that detailed reasons for exceeding the present limit are provided.

- 4.10 The Board may approve or decline grants per the grant guidelines.

4.11 **Implications for Community Wellbeing:**

There are social and cultural implications on community wellbeing by the issues and options that are the subject matter of this report, which affect all sectors of society.

- 4.12 The Management Team has reviewed this report.

5. **COMMUNITY VIEWS**

5.1 **Mana whenua**

Taking into consideration the provisions of the Memorandum of Understanding between Te Ngāi Tūāhuriri Rūnanga and the Council, Te Ngāi Tūāhuriri hapū may be affected by or have an interest in the subject matter of this report.

5.2 **Groups and Organisations**

No other groups and organisations other than those which applied are likely to be affected by or to have an interest in the subject matter of this report.

5.3 **Wider Community**

The wider community are likely to be affected by or interested in the report's subject as the Ohoka Rugby Club offers physical and/or mental wellbeing to the community and offer opportunities for people. The children of the Clarkeville Playcentre would benefit by improved learning abilities which would also affect the wellbeing of their extended families.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1 **Financial Implications**

6.1.1 The 2023/24 Annual Plan includes budget provision for the Oxford-Ohoka Community Board to approve grants to community groups up to a total of \$6,159 for this financial year.

6.1.2 The current balance of the Oxford-Ohoka Community Board's Discretionary Grant Fund for 2023/24 is \$2,745, and if all the applications in this report are approved, the balance would be \$1,776.

6.1.3 The application criteria specify that grants are customarily limited to \$750 per application with a maximum of \$1,000 in any one financial year (July to June). However, a group may apply twice in a financial, providing the applications are for different projects. Where applicable, GST values are calculated and added to appropriately registered groups if decided benefits exceed Board resolved values.

6.2 **Sustainability and Climate Change Impacts**

The recommendations in this report do have sustainability and/or climate change impacts.

6.3 Risk Management

There are no risks arising from the adoption/implementation of the recommendations in this report.

6.4 Health and Safety

All health and safety-related issues will fall under the auspices of the groups and organisations that applied for funding.

7. CONTEXT**7.1 Consistency with Policy**

These matters are not matters of significance in terms of the Council's Significance and Engagement Policy.

7.2 Authorising Legislation

Not applicable.

7.3 Consistency with Community Outcomes

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

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

7.4 Authorising Delegations

Community Boards have delegated authority to approve Discretionary Grant Funding.

Groups applying for Board Discretionary Grants 2023/2024

Name of group: Ohoka rugby club

Address: [REDACTED]

Contact person within organisation: [REDACTED]

Position within organisation: vice president

Contact phone number: [REDACTED] Email: [REDACTED]

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

Earlier this year we had our gym broken into and assorted weights were stolen these had been donated by previous families and its a real shame to lose them. So the club would like to be able to replace them. \$500 would go along way to replacing what we lost.

What is the timeframe of the project/event date? asap

Overall cost of project: \$500 Amount requested: \$500

How many people will directly benefit from this project? 100

Who are 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/people benefiting by community area:

Oxford-Ohoka 70% Rangiora-Ashley 10% Woodend-Sefton 10% Kaiapoi-Tuahiwi 10%

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?

[REDACTED]

What are the direct benefit(s) to the participants?

We have a couple of senior rugby players that take classes for free for older people within the community for strenghning purposes. Also all the rugby teams use the gym throughout the year its a well used facility thats free for all registered players for the club. We are really looking to improve and replace what we have had stolen.

What is the benefit(s) to your organisation?

Helps players from all the clubs demographics get fit and active.

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

The gym is a place for people to enjoy the use of what we have available its a great asset to have for the club and its wider player base including our new tri rugby team that we added to the club in 2023.

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 to, or intend to apply to for funding this project and the amount applied for, including applications to other Community Boards.

none

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
- 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: A signature is not required if you submit this form electronically. By entering your name in the signature box you are giving your authority to this application.

Signed: _____

Date: 28/11/23

Balance Sheet

Ohoka Rugby Football Club Inc.

As at 31 August 2023

31 AUG 2023

Assets

Bank

ORC Cheque	4,823.63
ORC Reserved Funds	42,020.55
ORC Savings	35,268.36
Total Bank	82,112.54

Current Assets

Accounts Receivable	11,810.00
Inventory	(0.02)
Inventory Adjustment	6,929.10
Total Current Assets	18,739.08

Fixed Assets

Accumulated depreciation - Fixtures & fittings	(11,138.46)
Accumulated depreciation - P&E	(19,298.40)
Fixtures & fittings	17,757.27
Motor vehicles	6,195.65
Plant & equipment	74,955.34
Total Fixed Assets	68,471.40

Total Assets 169,323.02

Liabilities

Current Liabilities

Accounts Payable	6,412.98
GST	(9,369.08)
Rounding	4.05
Total Current Liabilities	(2,952.05)

Non-current Liabilities

Funds held for future touring teams	1,081.34
Funds held on behalf of Under 12 2020	2,250.00
Total Non-current Liabilities	3,331.34

Total Liabilities 379.29

Net Assets 168,943.73

Equity

Current Year Earnings	9,405.32
Retained Earnings	159,538.41
Total Equity	168,943.73

Profit and Loss

	2023
Repairs & maintenance	16,633.56
Social functions	150.00
Stationary	209.56
Subscriptions	989.88
Team expenses	2,151.13
Travel expenses	3,000.00
Total Operating Expenses	137,949.52
Net Profit	9,405.32

Profit and Loss

Ohoka Rugby Football Club Inc.
For the year ended 31 August 2023

2023

Trading Income

Auction night	8,522.08
Donations	720.00
Gate Takings	12,305.55
Grants	20,750.00
Ground Hire	200.00
Interest income	2,034.93
Other income	3,372.00
Quiz Night	2,138.53
Registrations	1,843.51
Sausage sizzle	360.53
Sponsorship	49,756.53
Subscriptions - Junior	24,072.98
Subscriptions - Other	1,686.96
Subscriptions - Senior	16,391.20
Total Trading Income	144,154.80

Gross Profit **144,154.80**

Other Income

Prize Giving Night	3,200.04
Total Other Income	3,200.04

Operating Expenses

Accountancy	2,099.20
Advertising	4,799.89
Affiliation fees - MSC	9,441.30
Affiliation fees - NCRSU	2,617.50
Bank fees	10.26
Cleaning	1,984.40
Coaching expenses	4,680.00
Commission	625.16
Contractors	5,874.43
First aid	4,478.01
Food	24,931.00
Gear & equipment - Gym	192.52
Gear & equipment - Training	9,095.00
Gear & equipment - Uniforms	35,652.70
Gifts	88.70
Hire charges	1,468.00
Hospitality	1,650.09
Other expenses	174.78
Prize giving	4,952.45



121 Heaton Street
Merivale
Christchurch
027 335 3161

Date: 10/27/2023
Club: Ohoka RFC
Attention: Q271023

Dear: Ohoka RFC

Your request for a quote is as listed below

For:

	Quantity	Cost each	Totals
Set of weighted Bags 5 kg /10kg/15kg.	1	\$ 515.00	\$ 515.00
			\$ 515.00
		Plus GST	\$ 77.25
			<u>\$ 592.25</u>

Awaiting your instructions to proceed with order.

Yours sincerely

Maree Rae
Edinburgh Enterprises Ltd



115

L and A Apparel
PO Box 22-257
10 Moncur Place
Addington
Christchurch 8024

Ph: 03 366 5850
Fax 03 366 5609

Bank Account: ANZ
06 0901 0686660 00

GST No. 120-156-055

QUOTE CONFIRMATION

Charge To: 30007
Ohoka Rugby Club Mandeville

Ship To: Mandeville Sports Centre
North Canterbury

Quote Date: 26/10/2023

Account #	30007
Reference	

Our Ref #	168678
Sales Rep	Chris England

QTY	CODE	DESCRIPTION	INSTRUCTIONS	PRICE	AMOUNT
Set of weighted Bags 5 kg /10kg/15kg/20kg/25kg/30kg					
1	Misc	Misc	Not Specified 1/N/A	\$510.00	\$510.00
				SUBTOTAL	\$510.00
				DEPOSIT	
				FREIGHT	
				GST (15%)	\$76.50
				TOTAL	\$586.50

COMMENTS:


IMPORTANT

- * All quoted product excludes freight, GST and monograms unless otherwise specified
- * Please note: Cash sales require a 50% deposit with the balance payable on collection. Please request an account application form should you wish to open an account.
- * Quotes are valid for 6 weeks from Quote Date
- * Please take time to look over the above order checking details are accurate - Monogram placement and on which garment. Mock up artwork of garments on order is available on request. If in doubt on anything - PLEASE CONTACT US IMMEDIATELY so we can clarify.
- * SIZING: If purchasing a new garment please ensure a sample is tried on. Sizing can vary depending on brand and fit. We will not be held accountable for any incorrectly ordered sizes if a sample as been supplied for sizing purposes. Due to the nature of monogramming garments are non-exchangable so it is better to be safe than sorry.


Groups applying for Board Discretionary Grants 2023/2024 ¹¹⁶

Name of group: Clarkville Playcentre

Address: 

Contact person within organisation: 

Position within organisation: CO-ordinator

Contact phone number: 

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

Clarkville playcentre is requesting funding for a new printer. Currently we dont have a printer on site as it broke. Having a printer on site is important for printing learning resources, arts and crafts activities and learning stories for our Tamariki.

What is the timeframe of the project/event date? _____

Overall cost of project: \$468.99 Amount requested: \$468.99

How many people will directly benefit from this project? _____

Who are 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/people benefiting by community area:

Oxford-Ohoka 65% Rangiora-Ashley 15% Woodend-Sefton 5% Kaiapoi-Tuahiwi 15%

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?

What are the direct benefit(s) to the participants?

Learning resources,
Learning Stories for Tamariki books which is a
requirement for Ministry of Education
Arts, Craft activities

What is the benefit(s) to your organisation?

117

Printing Fundraising information.
Printing pamphlets = brochures for Advertising

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: Playcentre Aotearoa

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

We are one of 400 Playcentres.

What other fundraising has your group undertaken towards this project/event? List any other organisations you have applied to, or intend to apply to for funding this project and the amount applied for, including applications to other Community Boards.

We have a large raffle going at the moment but this is for running costs.

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:

Kaitapei - Tuahiwi Board	First Aid	28/02/23	\$387
Ohoka - Oxford Board	First Aid	28/02/23	\$500

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

Supporting costs/quotes

Other supporting information

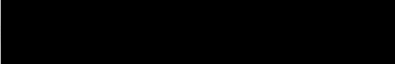
I am authorised to sign on behalf of the group/organisation making this application.

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: A signature is not required if you submit this form electronically. By entering your name in the signature box you are giving your authority to this application.

Signed: 

Date: 24/10/2023

It has been a tough year for Clarkville playcentre. Whilst we celebrated our 50 year anniversary we also lost a lot of families due to the cost of living crisis and many needing to go back to work to support their families. We are now in recovery and working hard to gain new families in which we are doing so. Having a printer to create new activities and learning for new and old families and have an environment that has a lot to offer is important to our growth in centre. We are currently relying on families to do printing from home, with the cost of ink and time out of playcentre hours we dont feel this is fair and as a result we haven't been printing as much as we could be.

Having a playcentre in the area is so important to young families navigating parenthood. It is such a supportive network and village to be apart of when you are wanting a place to take your child to learn but also be along side them. You get adult conversation and you dont feel so alone which is great for mental wellbeing at a time you can often feel alone. For the children it is belonging, socialising, learning, playing and so much more. Clarkville playcentre has been in this community for 50 years and we hope to continue for another 50 years with the support of those around us we can make that happen.

Balance Sheet

Clarkville Playcentre As at 30 September 2023

30 SEP 2023

Assets

Bank

Simple Saver	3,170.55
Westpac 00	1,155.51
Total Bank	4,326.06

Current Assets

Accounts Receivable	360.00
Total Current Assets	360.00

Fixed Assets

Furniture & Fittings	16,084.45
Less Accumulated Depreciation on Furniture & Fittings	(5,454.62)
Total Fixed Assets	10,629.83

Total Assets 15,315.89

Liabilities

Current Liabilities

Accounts Payable	(49.27)
GST	(13.90)
Suspense	(161.87)
Total Current Liabilities	(225.04)

Total Liabilities (225.04)

Net Assets 15,540.93

Equity

Current Year Earnings	(1,354.10)
Retained Earnings	16,895.03
Total Equity	15,540.93

Profit and Loss

Clarkville Playcentre

For the period 30 September 2023 to 30 September 2023

30 SEP-30 SEP 2023

Trading Income

Interest Income 7.09

Total Trading Income 7.09

Gross Profit

7.09

Net Profit

7.09

Brother DCPL3551CDW Colour Multifunction Printer Print - Copy - Scan - Wi-Fi

\$150.00 Cashback [Valid 01/10/23 - 31/10/23, NZ Only]

Brand: **Brother** MPN: DCPL3551CDW Part #: PTRBRT4330215



PB Tech price:

\$407.82

Excluding GST

PB Tech price:

\$468.99

Including GST

Date Created: 07:21, 17-10-2023

Product URL: https://www.pbttech.co.nz/product/PTRBRT4330215/Brother-DCPL3551CDW-Colour-Multifunction-Printer-P?fbclid=IwAR0CiLKIf1ASSUWPkD8JJpIDm0_w8jRE--h2hixfWIK4A-ORSu7bVIX4EX8

Branch	New Stock	On Display
Albany	4	×
Glenfield	2	×
Queen Street	4	×
Auckland Uni	0	×

10/17/23, 7:22 AM

Buy the Brother DCPL3551CDW Colour Multifunction Printer Print - Copy - Scan -... (DCPL3551CDW) online - PBTech.co.nz

Branch	New Stock	On Display
Newmarket	2	×
Penrose	2	×
Henderson (Express)	0	×
St Lukes	2	×
Manukau	2	×
Hamilton	2	×
Tauranga	4	×
New Plymouth	4	×
Palmerston North	0	×
Petone	4	×
Wellington	2	×
Head Office	3	×
Hornby	0	×
Christchurch Central	2	×

Features

(\$150.00 Cashback [Valid 01/10/23 - 31/10/23, NZ Only])

(\$150.00 Cashback [Valid 01/10/23 - 31/10/23, NZ Only])

DCPL3551CDW Colour laser all in one

Flexible working was never easier with the DCPL3551CDW - share with others on wired/wireless network interfaces or wirelessly print from your mobile device. Optional high yield toner to help lower running costs, while the Automatic Document Feeder (ADF) allows unattended scanning, copying of multi-page documents quickly and easily for improved productivity.

- Print (+2 sided), scan, copy
- Wireless & USB 2.0 connectivity

Scan to PDF / Email Application	Yes
Document Viewer	PaperPort
OCR Software	Text Bridge
Auto Document Feed Capacity	50 sheets
Paper Tray/Multi Purpose Tray	250 sheets
Paper Weights	Paper Tray 60 - 163 gsm ADF 60 - 105 gsm Duplex 60 - 163 gsm
LCD Screen (mm)	16 characters, 2 lines
Pictbridge Enabled	No
Ink page yields are calculated at 5% coverage of an A4 sheet for all machines.	TN233BK 1,400 pages TN233 C,M,Y 1,300 pages TN237BK 3,000 pages TN237 C,M,Y 2,300 pages DR233CL 18,000 pages
Inbox Consumables	1,000 pages
iPrint&scan /AirPrint Compatible	Yes
Google Cloud compatible	Yes

Date Created: 07:21, 17-10-2023

Product URL: https://www.pbttech.co.nz/product/PTRBRT4330215/Brother-DCPL3551CDW-Colour-Multifunction-Printer-P?fbclid=IwAR0CiLKIf1ASSUWPkD8JJpIDmO_w8jRE--h2hlxfWIK4A-0RSu7bVIX4EX8

- Colour & Mono
- Print Speed up to 18ppm

Designed with efficiency in mind

This robust desktop device is easy to use and simple to set up. With a large in-box toner giving you up to 1,000 pages straight from the box, your new machine is ready to use straight away. Combine this with automatic 2-sided print and quick print options from both your phone and tablet, this machine gives you the peace of mind required when running a business.

Easy to set up, easy to use

This reliable desktop device is ready to use straight from the box, supported by the 1,000 pages in-box toner, and easy to connect wireless network. Combine this with quick print options from both your phone and tablet, and the 50 sheet ADF for scanning and copying, this machine is ready to support.

Save time and money

These desktop devices are fast, reliable and great value. The built-in 250 sheet paper capacity allows you to keep working longer without having to replenish the paper tray. By using the high yield supplies, you won't have to spend time changing your toner as often, as well as achieving a competitive cost per page for both colour and mono. By boosting productivity, and reducing any down time, your office can run more smoothly.

Don't add to the office noise

You don't need any additional noise to distract you in the office. The DCP-L3551CDW has been engineered to print up to 18 pages per minute at under 47dB - quieter than your daily office conversation.

Redeem your Brother Cashback (If applicable)

To redeem any Brother cashback that may be applicable to your printer purchase (cash back offers and valid dates are shown in the product title) click [here](#)

Specifications

Print Speed (max. ppm)	Up to 18ppm Black & white and Colour
Print Resolution (max. dpi)	2,400 x 600
Interface(s)	USB 2.0/Network/Wireless
Windows OS	Windows 7 onwards
Mac OS	10.11.6 onwards
Colour or B/W Copying	Colour/Black & white
Copy Resolution (max. dpi)	600 x 600
Reduction/Enlargement	25% - 400%
Colour or B/W Scanning	A4 Colour / B&W Flatbed
Optical Resolution (dpi)	1,200 x 2,400

Oxford-Ohoka Community Board		2021/22 \$5,820 + Carryover \$3,000 = \$8,820				\$ 8,820.00
1-Jul	Oxford Arts Trust	Shelving, furniture	\$500	\$500	\$	8,320.00
1-Jul	West Eyreton Primary School	New books and lego	\$456	\$456	\$	7,864.00
1-Jul	Swannanoa Volunteer fire brigade	Junior crew uniforms	\$722	\$500	\$	7,364.00
1-Jul	Swannanoa Volunteer fire brigade	Cost of holding open day	\$539	\$500	\$	6,864.00
4-Aug	Nil					
9-Sep	Meeting Cancelled					
6-Oct	Nil					
3-Nov	Life Education Trust	Delivery of the Healthy Harold Programme	\$500	\$500	\$	6,364.00
3-Nov	Mandeville Sports Club	Purchase of a Life Members Board	\$477	\$477	\$	5,887.00
3-Nov	Eyreton Pony Club	Towards the building of horse yards	\$500	\$500	\$	5,387.00
9-Dec	Oxford Community Trust	Purchase gazebos for Christmas Wonderland	\$600	\$500	\$	4,887.00
2-Feb	Nil					
2-Mar	Oxford Arts Trust	Purchase an air purifier	\$500	\$500	\$	4,387.00
6-Apr	Clarkville Playcentre	Purchase bikes and scooters	\$376	\$376	\$	4,011.00
1-Jun	Standardbred Stable to Stirrup Charitable Trust	Ground membership renewal	\$400	\$400.00	\$	3,611.00
1-Jun	Cancelled Tasman Young Farmers	Community Ball	\$500			
1-Jun	Standardbred Stable to Stirrup	uniforms	\$500	\$500.00	\$	3,111.00
1-Jun	Swannanoa Home and School	kappa haka uniforms	\$500	\$500.00	\$	2,611.00
1-Jun	Swannanoa Home and School	football tshirts	\$500	\$500.00	\$	2,111.00
1-Jun	Oxford Historical Records Soc	securing medal display cabinets	\$697	\$697.00	\$	1,414.00
1-Jun	Oxford Promotions Action Com	Te Papa Matariki Activity Book	\$404	\$404.00	\$	1,010.00
1-Jun	Swannanoa Preschool	storage for nursery	\$461.00	\$461.00	\$	549.00

			2022/23 \$5,990 + Carryover \$ = \$			\$5,990 + \$549 = 6539
Jul	Swannanoa Volunteer fire brigade	Purchase a BBQ	\$999	\$500	\$	6,039.00
Jul	Waimakariri Dog Training Club Inc.	Towards the cost of purchasing a new BBQ.	\$500	\$500	\$	5,539.00
Jul	Oxford Senior Citizens Club	Towards the cost of hiring transport during the year.	\$500	\$500	\$	5,039.00
Jul	Declined Tasman Young Farmers Region	Towards the cost of hosting a Hauora Health and Wellbeing Event	\$500	Declined		
Aug	Oxford Football Club	Towards the cost of uniforms for junior teams	\$500	\$500	\$	4,539.00
Sep	Oxford Arts Trust	Sensor Flood Lights for Oxford Gallery	\$500	\$500	\$	4,039.00
Sep	Oxford IFG Adventure	Towards running ICONZ for girls programme	\$500	\$500	\$	3,539.00
Sep	Canterbury Endurance & Trail Riding Club	Towards hosting an endurance and trail riding event	\$500	\$500	\$	3,039.00
Dec	West Eyreton School	Towards purchase of bark for junior play area	\$500	Declined	\$	3,039.00
Feb	Tasman Young Farmers	Towards hosting the Young Farmers Tournament	\$500	Declined as no financial info supplied	\$	3,039.00
15-Feb	Clarkville Playcentre	First Aid Courses	\$387	\$500	\$	2,539.00
15-Feb	Waimakariri Dog Training Club Inc.	Purchase of gazebos	\$500	\$500	\$	2,039.00
6-Apr	Waimakariri Kennel Association Inc	Repainting the Club rooms	\$500	\$500	\$	1,539.00
1-May	North Canterbury Adventure Club Home School Club	Sporting Equipment	\$900	Declined		
1-May	Oxford Football Club	Footballs	\$500	\$500	\$	1,039.00
1-May	Oxford Community Garden	gravel	\$200	Declined		
1-May	West Eyerton School	Literacy kits	\$500	\$	500.00	\$ 539.00
1-May	Oxford Promotions Action Committee	Advertising Matar ki Winter Lights Festival	\$ 500.00	\$	500.00	\$ 39.00

		2023/24 \$6,120 + Carryover \$ 39 = \$6,159				\$ 6,159.00
2-Aug	Oxford Land Search and Rescue	Radio handset, protective case and charger	\$540	\$540	\$	5,619.00
2-Aug	Coastguard North Canterbury	towards upgrading the swift water rescue vessel	\$500	\$500	\$	5,119.00
2-Aug	Mandeville Bowling Club	purchase of office credenza	\$404	\$404	\$	4,715.00
6-Sep	Waimakariri Dog Club	Purchase of two measuring wheels	\$500	\$500	\$	4,215.00
6-Sep	Oxford Dark Sky Group	purchase light metre	\$500	\$500	\$	3,715.00
6-Sep	West Eyreton Friends of the school	shade sail	\$1,000	Lie on the table		
6-Sep	Waimakariri Access Group	Towards running an Inclusive Sports Event	\$500	\$500	\$	3,215.00
6-Sep	Standardbred Stable to Stirrup Charitable Trust	Towards monogrammed patches for clothing and horse gear	\$470	\$470	\$	2,745.00
6-Dec	Ohoka Rugby Club	Towards replacement weights	\$500			
6-Dec	Clarkville Playcentre	Towards a replacement printer/copier	\$469			

Oxford-Ohoka
Community Board
10.139.100.2410

GOVERNANCE

Oxford-Ohoka Community Board

Discretionary Grant Application

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 considers a number of factors in its 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 community-based project groups, non-profit community organisations, registered charities or incorporated societies. Council funding is publicly accountable therefore the Board needs to demonstrate to the community where funding is going and what it is being spent on. Staff cannot process your application without financial information.

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 where 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:	Examples (but not limited to) of what the Board can fund:
* Wages	✓ New equipment/materials
* Debt servicing	✓ Toys/educational aids
* Payment for volunteers (including arrangements in kind eg petrol vouchers)	✓ Sporting equipment
* Stock or capital market investment	✓ Safety equipment
* Gambling or prize money	✓ Costs associated with events
* Funding of individuals (only non-profit organisations)	✓ Community training
* 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	

Criteria for application

- The Board supports 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).
- Applications will only be accepted from community-based project groups, not for profit organisations, registered charities or incorporated societies.
- Applications from Funding Committees and/or similar community-based groups associated with schools will be considered provided there is proof that the activity is not funded by the Ministry of Education. However, schools themselves are not considered non-profit community-based organisations.
- Grant funding will not be allocated for events/projects that have already occurred i.e retrospectively.
- The grant funding is limited to projects primarily within the Board area or benefiting the residents of the ward.
- Grants are generally limited up to \$750 with a maximum of \$1,000 in any financial year (July to June), but the group can apply twice a year, providing it is for different projects. The Board will consider granting more than \$750 in exceptional circumstances provided that detailed reasons for exceeding the present limit are provided.
- The application should clearly state the purpose for which the money is to be used.
- The applicant should submit relevant financial information to prove they can deliver the project. Applications will only be processed once the financial information is received. The Community Board reserves the right to request additional financial information on any application if deemed necessary.
- Organisations that are predominately funded by Central Government must provide supporting evidence that the requested grant will not be spent on projects that should be funded by Central Government.
- 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, including information on applications to other Community Boards.
- Grant applications will be considered every month by the Oxford-Ohoka Community Board. Applications are recommended to be received three weeks prior to Board meeting dates so they can be processed in time.
- An Accountability Form must be provided to the Council within 20 working days after the event, completion of the project or when the funds were spent outlining how the funds were applied. Relevant proof of purchase such as receipts, banks statements or invoices must be included with the Accountability Form and photos of the event or purchase is encouraged.
- Where possible Boards request permission to utilise these photos on its Facebook page, the Council website or other social media, to encourage other community groups' participation.
- In the event that funds are not spent on the project or activity applied for within 12 months of the date of the event/project, the recipient will be required to return the grant funding to the Council.
- If the activity/event for which funds have been granted does not take place or if the group does not provide the information to enable the grant to be paid within six months of approval of the grant being notified, then in both cases the application will be regarded as closed and funds released for reallocation by the Board.
- No new application will be accepted until the Board receives the Accountability Form and relevant documentation for previous funding granted.

What happens now?

Return your completed application form (with financial records and any supporting information which you believe is relevant to this application) by posting to Private Bag 1005, Rangiora 7440, New Zealand, or hand delivering to your local Service Centre, or emailing to: IM@wmk.govt.nz

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's 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.

OXFORD-OHOKA COMMUNITY BOARD

MEMBERS INFORMATION EXCHANGE

For the month of November 2023

Members Name: Thomas Robson

MEMBER'S DIARY		DISCUSSION POINTS
<i>Date</i>	<i>Events members have attended</i>	<i>Community Feedback/Issues Raised</i>
6/11/23	Speed management plan drop in session	Thanks to Council staff for organising this evening, it would have been good to see a few more attendees especially as it was an after hours event which is much appreciated by those of us with full time jobs
14/11/23	Youth Development Grant Committee meeting	We awarded two grants to deserving applicants – this will be discussed at the next meeting
21/11/23	Community Trust Meeting	Plans for the Christmas parade were discussed as well as usual business
23/11/23	Pump track community meeting	We discussed the possible installation of a bike track for the local youth behind the JC's car park The meeting was well attended with lots of local support
25/11/23	Meeting with the Lions re the Wings and Wheels event	A productive meeting covering last years issues and things to improve on
26/11/23	Ashlely Gorge BBQ opening	A well attended event thanks to the Ashely Gorge Advisory Group for hosting
27/11/23	Pearson Park Advisory Board Meeting	We will be discussing the Bike pump track, the stage concept plan, security cameras in the Oval, lighting issues, squash club parking concerns

The boiled water notices have been a concern for many residents, I have received lots of feedback from people concerned about whether filters are affective at removing the need to boil water. People are also confused about what areas of Oxford were affected, and a water bottle filling area was requested. This is an upsetting situation for residents so proactive communication is desirable.

OXFORD-OHOKA COMMUNITY BOARD**MEMBERS INFORMATION EXCHANGE***For the month of November 2023*

Members Name: Tim Fulton

MEMBER'S DIARY		DISCUSSION POINTS
<i>Date</i>	<i>Events members have attended</i>	<i>Community Feedback/Issues Raised</i>
2.11	NC Neighbourhood Support	
4.11	Waimakariri Water Zone committee	
7.11	Council meeting/workshop	
7.11	NC Neighbourhood Support AGM	
8.11	Oxford Ohoka Community Board, Ohoka	
7.11	Lees Valley visit	Discussion with residents on fire safety /roading and emergency management including communications
14.11	Audit & Risk Committee/workshop and briefing	
14.11	Workshop and Briefing	
19.11	Oxford Lions Big Day Out	A fine sunny day for the event, which was rescheduled after the windy weekend a few weeks earlier
20.11	Family Violence Breakfast, Oxford	Jeremy Eparaima spoke about his journey from family violence victim to perpetrator and now educator
21.11	Utilities and Roothing/workshop	
24.11	ECan natural resources plan consultation	A useful way to share a variety of views on natural resources management and inform ECan's policy and plans
27.11	Waimakariri water zone biodiversity working group	
27.11	Oxford Health and Fitness Centre meeting	
28.11	Mandeville Resurgence Workshop/workshops	

Upcoming Community Events:

- Late Night Shopping Oxford 7 December
- Oxford Area School prizegiving Year 7-11 11 December
- West Eyreton School prizegiving 13 December
- Oxford Santa Parade 17 December