

MINUTES FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD HELD AT THE MANDEVILLE SPORTS CLUB, 431 MANDEVILLE ROAD, SWANNANOA ON WEDNESDAY 6 AUGUST 2025 AT 6.30PM.

PRESENT

S Barkle (Chairperson), T Robson (Deputy Chairperson), M Brown, T Fulton, R Harpur, N Mealings, P Merrifield and M Wilson.

IN ATTENDANCE

G Cleary (General Manager Utilities and Roading), G Stephens (Design and Planning Team Leader), K Howat (Parks and Facilities Team Leader) and K Rabe (Governance Advisor).
Councillor B Cairns and Board Member K Barnett.

There were 17 members of the public present.

1. APOLOGIES

There were no apologies.

2. PUBLIC FORUM

2.1. Shirley Boys High School Students – Kane Arona and Jack Cockburn

K Arona and J Cockburn spoke to the letter sent to the Board in July 2025 (Refer to Item 8 of the agenda). Students had raised safety concerns regarding the Tram Road intersection. K Arona advised that he had spoken to the Council's Senior Transportation Engineer, S Binder, who had advised that the Council had funding set aside to build a roundabout at the intersection; however, to proceed, this would need a funding contribution from the New Zealand Transport Agency (NZTA).

K Arona noted that he also intended to send a letter to the Waimakariri Member of Parliament, the Hon. Matt Doocey, to request his support for the installation of the roundabout.

S Barkle thanked K Arona and J Cockburn for their interest and presentation, commending them on following through with an issue and directing their concerns in the right place. She noted that the Board has advocated for and is supportive of safety improvements at this intersection and others along Tram Road. S Barkle acknowledged sending a letter to Hon. Matt Doocey and to Waka Kotahi would be a well-directed next steps, as without funding support, the Council may not be able to proceed with the proposed roundabout.

2.2. Ohoka Residents Association – AJ Lowe

AJ Lowe, a representative of the Ohoka Residents Association, thanked the Board, especially S Barkle and T Robson, for their work in opposing Plan Change 31.

2.3. Ian Shrimpton – Weatherfield Lane

I Shrimpton raised his concern regarding the stockwater race on the border of his property. He noticed that the stockwater race was either dry or flooded, which caused challenges for neighbouring properties whose berms were periodically flooded.

S Barkle noted that the stock water race was managed by Waimakariri Irrigation Ltd (WIL). She explained that the excess flow could be when water had been ordered up stream and not fully utilised, causing more water downstream. The best place to contact would be WIL as they would likely know why variation in flow was happening. S Barkle would bring the issue up at the next Water Race Advisory meeting. G Cleary also offered to follow up on this matter on behalf of the resident.

2.4. **Valarie and Tim Parrott – Ashworths Road, Ohoka**

Concern was raised regarding the maintenance of drains on private property. V Parrott noted that there were several streams on private land, which the Council may not be aware of, which caused flooding due to inadequate maintenance of the drainage of minor streams.

G Cleary requested that the residents email him the details of the stream concerned and offered to follow up and liaise with residents on this matter. S Barkle commented that she was on the Ohoka Rural Drainage Advisory Group and would raise the matter with them as well.

2.5. **Lyn and John King – Redfern Lane, Swannanoa**

Concern was raised at the lack of information regarding Stage 1 of the Mandeville Resurgence Project.

G Cleary noted that the design work was currently underway, and funding for the project had been allocated in the 2025/26 financial year. Once the design work had been completed, the Council would be contacting residents with an update and a possible timeline for the work.

S Barkle expressed the Board's understanding of resident's situation and that the Board would continue to support and advocate for residents in this particular area to ensure some work is carried out.

2.6. **Mike Tyree**

M Tyree raised concerns regarding the process of the Proposed District Plan (PDP), noting that he and 21 other property owners had been advised when purchasing their properties that they would be able to subdivide after seven years. However, this was not the case according to the PDP. Residents had paid to have the area surveyed and had requested a change in the zoning.

G Cleary, S Barkle and N Mealings explained the District Plan process; and understood the disappointment that some people, including himself, would feel with some of the decisions.

2.7. **Lindsey Eason – Clear View Lane, Swannanoa**

L Eason spoke to his tabled letter (Trim Ref: 25080714586), which raised concerns regarding the uncompleted drainage work carried out in Clear View Lane, Swannanoa.

G Cleary stated that he was unaware of any further work schedule for this area; however, he would follow up and advise the residents.

2.8. **Louise Rietveld – Mandeville Domain Shelterbelt Replacement**

L Rietveld raised various concerns regarding the Mandeville Domain Entrance Shelterbelt Replacement Plan, such as the topping of the hedge, the light spillage from the sports fields and the lack of irrigation for new plantings. These were addressed during the consideration of Item 7.1.

3. CONFLICTS OF INTEREST

Item 7.2 – T Robson declared a conflict of interest as he was a member of the Pearson Park Advisory Group.

4. CONFIRMATION OF MINUTES

4.1. Minutes of the Oxford-Ohoka Community Board Meeting – 4 June 2025

Moved: M Wilson

Seconded: P Merrifield

THAT the Oxford-Ohoka Community Board:

- (a) **Confirms** the circulated Minutes of the Oxford-Ohoka Community Board meeting, held on 2 July 2025, as a true and accurate record.

CARRIED

4.2. Matters Arising (From Minutes)

There were no matters arising.

5. DEPUTATIONS AND PRESENTATIONS

5.1. Brent Cairns – Food Forest

B Cairns tabled his draft design (Trim Ref: 250807145800) for the proposed Oxford Food Forest and requested the Board's support of this initiative. He explained that the horseshoe design around the food forest was intended to include traditional medical plants, which would act as a windbreak for the rest of the forest.

B Cairns noted that a new food forest had been established at Pines/Karaki Beach and had a very successful launch with the community getting involved. Northbrook Reserve in Rangiora was scheduled to launch soon.

In response to T Robson's query, B Cairns confirmed that the community would be involved, and currently, Jo Ealam was the driving force behind the initiative.

The Board requested that Council staff investigate location options and designs and bring a report on this matter back to the Board for a decision.

6. ADJOURNED BUSINESS

Nil.

The meeting adjourned for a workshop at 7.31pm and resumed at 8.08pm.

7. REPORTS

7.1. Mandeville Domain Entrance Shelterbelt Replacement Plan – G Stephens (Design and Planning Team Leader)

G Stephens presented the report, which sought approval to consult on the proposed Mandeville Domain Entrance Shelterbelt Replacement Plan. The large Old Man Pines had reached their end of life and were now becoming a risk both to members of the Mandeville Sports Club and the residents in the vicinity. The intention was to manage this in a two-phase approach with the removal of the trees and replanting with natives to form a shelterbelt. The current hedge would be topped to make it safer during wind events. Once the new plantings were established and had reached the desirable height, the current hedging could be removed and replanted to act as a screen to neighbouring properties if desired.

Regarding the light spillage from the sports fields, G Stephens explained that the trees had to be removed due to health and safety reasons; as such, the proposed removal of the trees did not fall under the auspices of the Board. If residents were concerned about light spillage, this should be dealt with via enforcement, who would test and work with the Club to adjust the lights if necessary.

G Stephens stressed that the Board was only requested to approve the Proposed Mandeville Domain Entrance Shelterbelt Replacement Plan, which included consultation regarding the type of replacement plantings required. He acknowledged the concern relating to irrigation of new plantings, advising that this would be the responsibility of the Club. However, the Council would continue to work with the Club to ensure that appropriate irrigation could be achieved.

T Fulton raised concerns about what planting could be sources for such an arid environment, noting that it would be challenging to source native trees that would grow to the required height.

R Harpur agreed with the comments made by T Fulton and suggested that staff work with the original arborist to get advice on the best plants for the area.

N Mealings raised concerns that currently there was no waterpipe in the area where the new plantings would be planted. G Stephens assured her that the Council would assist the Club to achieve the desired outcome to ensure the plantings had adequate water.

M Brown asked if the stumps of the trees would be ground out, and G Stephens replied that the Council usually did not grind stumps, which was a costly procedure. Replacement trees would be planted between the stumps. To make the project as cost-effective as possible, the timber would be sold, and any remaining debris would be chipped and used in gardens and reserves throughout the district.

T Fulton queried what would happen if the new trees did not reach the required height to block the lights, and G Stephens replied that the Council could not retain dangerous trees to block lights for neighbours.

Moved: T Robson

Seconded: M Brown

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 250718132334.
- (b) **Approves** the Proposed Mandeville Domain Entrance Shelterbelt Replacement Plan (Trim:250721132924).
- (c) **Approves** the implementation of Stage 1 of the Proposed Mandeville Domain Entrance Shelterbelt Replacement Plan, which includes the removal of the old man pines, replanting with native screening plants and the height reduction of the Arizona hedge.
- (d) **Notes** that stage one removal of trees is estimated at \$35,000 to be funded from the existing Street, Reserve and Cemetery Tree Maintenance Contract (GL 10.533.100.2500), which is included in the Annual Plan/Long Term Plan.
- (e) **Notes that** the tree replacement is estimated to cost \$30,000. At present, there is not a line item for this replanting, and it should be put forward to the annual plan to have it planted in Spring 2026.

- (f) **Notes** that, as an alternative to the above, the Oxford Ohoka Community Board may wish to utilise the existing capital tree planting budget (100303.000.5224). This has \$12,960 for the Oxford Ohoka Ward, so its use would mean no other planting can be done during the year across the Ward.
- (g) **Approves** a review period of five years from the time of planting before any decision is made regarding the implementation of Stage 2 and the removal of the Arizonica hedge. Once the native species are of an appropriate size, Staff will work with the neighbours and the MSCB to confirm this and approach the Board/Council for approval and budget to undertake Stage 2 if this is deemed necessary.
- (h) **Notes** that staff have engaged with the Mandeville Sports Club Board and adjoining landowners, and they are supportive of this proposal.
- (i) **Notes** that if approved, staff will continue to work with the Mandeville Sports Club Board and adjoining landowners to keep them informed and up to date with the timeframes and logistics regarding these works.

CARRIED

7.2. **Pearson Park Pump Track Consultation – K Howat (Parks and Facilities Team Leader)**

Having previously declared a Conflict of Interest; T Robson sat back from the table and took no part in the discussion or decision on this item.

K Howat presented the report, which sought approval to undertake consultation on the location for the proposed pump track in Pearson Park in Oxford. This was a community initiative funded by Bike Oxford and the community to provide a formalised high-end asphalt pump track.

S Barkle questioned whether the informal dirt bike track was still an option, and K Howat confirmed that it was. However, this was a separate matter and would be reported on if it came to fruition.

P Merrifield sought clarification on recommendations (c) and (e), which looked to be similar. K Howat agreed that it was a duplication and requested that recommendation (e) be removed.

S Barkle stated that the Farmers Market operated at the park which may impact on the area being considered and also noted that this was the vehicle access for the Gym. S Barkle also expressed concern regarding the practicality of dealing with two such similar requests concurrently and the public perception and understanding regarding these two initiatives. She believed that a full explanation should go out with the consultation which explained the difference between the two proposals.

M Brown noted that the Farmers Market had a formalised lease on an area of Pearson Park and queried if this had been taken into consideration. K Howat stated he was unsure of how much of the park the lease covered, however would confirm prior to consultation.

Moved: T Fulton

Seconded: N Mealings

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 250410063642.
- (b) **Approves** that Council staff undertake consultation with user groups and residents to gather feedback on the proposed location for a community-funded pump track at Pearson Park.

- (c) **Notes** that the Oxford-Ohoka Community Board has the delegation to allocate Pearson Park land for a bike pump track; however, Council will have to consider the acceptance of the asset as this has a level of service and ongoing financial implications.
- (d) **Notes** that a subsequent report will be brought back to the Community Board, detailing the consultation results.
- (e) **Notes** Bike Oxfords preference is for Council to maintain, depreciate and renew the asset once it is built.
- (f) **Notes** that Council approval will be required to accept the proposed pump track as a gifted asset from Bike Oxford.
- (g) **Notes** that the Pearson Park Advisory Group supports the proposal.
- (h) **Notes** that the exact location and size of the proposed community-funded pump track are yet to be determined and will be confirmed once the final design is completed.

CARRIED

7.3. **Application to the Oxford-Ohoka Community Board's 2025/26 Discretionary Grant Fund – K Rabe (Governance Advisor)**

K Rabe took the report as read, noting that it was common for sports groups to seek funding for the purchase of uniforms and equipment.

S Barkle raised the concern about the limited amount of funding available and the increase in requests for the maximum funding. She believed that the new Board would need to review the criteria to either tighten the requirements or to change the maximum allocated at one time.

Moved: T Fulton

Seconded: N Mealing

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 250707122837.
- (b) **Approves** a grant of \$500 to the Ohoka Netball Club to purchase new uniforms for the players.

CARRIED

8. CORRESPONDENCE

8.1. **Letter from Shirley Boys High School Students regarding Tram Road Safety Concerns**

The following correspondence was tabled:

- Memo regarding a complaint on unruly dogs (Trim 250730139538)
- Letter from Lindsay Eason regarding flooding issues in Clear View Lane (Trim 250807145786).

Moved: T Robson

Seconded: M Brown

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the correspondence.

CARRIED

9. CHAIRPERSON'S REPORT

9.1. Chairperson's Report for July 2025

- 16 July – Wolffs Bridge Committee Meeting.
Attending a meeting where they looked at the draft Memorandum of Understanding and made a few minor changes. Looked at some more fundraising ideas. Awaiting bank accounts and incorporated society status.
- 23 July – Meeting with Mayor and Chairs.
Catch up on what other Community Boards discussed, and end-of-term dinner rather than Christmas dinner this year.
- Attended All Boards Session.
- 25 July – Meeting about Woodstock Quarry (WQL).
Met with some people regarding WQL to ascertain if their expertise could be used as part of our evidence.
- 29 July – Proposed District Plan Drop-in in Oxford.
Attended the Oxford PDP drop-in to assist with public concerns.
- 30 July – Wolffs Road Bridge meeting with Council Staff.
Completed the final draft of the MOU. Discussed health and safety documents and the different territorial authorities in the area.
- Other:
 - New Zealand Police – possible restructure. It had been announced that there may be some restructuring of the policing system. This could potentially leave outlying rural communities under-resourced with longer wait times for police during emergencies, as they would be travelling from further afield – although the New Zealand Police do not believe this would be the case. This was something that the Board were likely to need to advocate on. At this stage, the New Zealand Police was undergoing internal conversations; it was then expected that public consultation would occur. Mayor Gordon was going to organise a letter on behalf of all of the major stakeholders in the rural sector to allow them to voice their concerns. The hope was that these might be considered during decision-making times.
 - Woodstock Quarry Ltd- We have engaged some witnesses and a planner to assist with the Board's case. We have received the two councils' evidence and were now formulating the Boards. Submissions were to be lodged by Friday 15 August 2025.
 - Resurgence: These channels were still running reasonably high.

Moved: S Barkle

Seconded: M Wilson

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the verbal report from the Oxford-Ohoka Community Board Chairperson.

CARRIED

10. MATTERS FOR INFORMATION

- 10.1. Woodend-Sefton Community Board Meeting Minutes 14 July 2025.
- 10.2. Rangiora-Ashley Community Board Meeting Minutes 9 July 2025.
- 10.3. Kaiapoi-Tuahiwi Community Board Meeting Minutes 21 July 2025.
- 10.4. May 2025 Flood Event Response and Recovery – Expenditure and Funding Sources – Report to Council Meeting 1 July 2025 – Circulates to all Boards
- 10.5. Adoption of Alcohol Control Bylaw – Report to Council Meeting 1 July 2025 – Circulates to all Boards
- 10.6. Libraries Update to 3 July 2025 – Report to Community and Recreation Committee Meeting 15 July 2025 – Circulates to all Boards
- 10.7. Aquatics July Report – Report to Community and Recreation Committee Meeting 15 July 2025 – Circulates to all Boards
- 10.8. Youth Action Plan Early Engagement Update – Report to Community and Recreation Committee Meeting 15 July 2025 – Circulates to all Boards.
- 10.9. Approval to Install No-Stopping Restrictions on Flaxton Road at Camwell Park – Report to Utilities and Roding Committee Meeting 15 July 2025 – Circulates to Rangiora-Ashley and Kaiapoi-Tuahiwi Community Boards.
- 10.10. Project Update Under Infrastructure Resilience Fund 2024/25 and May 2025 Flood Recovery Progress Update – Report to Utilities and Roding Committee Meeting 15 July 2025 – Circulates to all Boards.

Moved: P Merrifield

Seconded: T Fulton

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the information in Items 10.1 to 10.10.

CARRIED

11. MEMBERS' INFORMATION EXCHANGE

11.1. Tim Fulton

- Attended:
 - North Canterbury Neighbourhood Support meeting.
 - National Freshwater Policy Reform – DairyNZ webinar.
 - Council Briefing.
 - Tender Opening – Springbank Mill community meeting in Cust.
 - Community Networking meeting in Kaiapoi.
 - Tim Kenneth site visit – roadside verge issues, Ashley Gorge Road.
 - Dan's Mayoral drop-in – Swannanoa.
- Tony Banks site visit – roadside sign issues, Butchers Road in Ohoka.
- Utilities and Roding, Community and Recreation Committee meetings and briefing.
- Local Government New Zealand (LGNZ)
- District Plan public drop-in Rangiora.

- Oxford Promotion Association Committee (OPAC) – Special meeting, constitutional changes, Oxford Council workshop.
- Tender opening, All Boards, Rangiora District Plan public drop-in, Kaiapoi.
- Oxford Health and Fitness Centre Trust Meeting, Oxford.
- District Plan public drop-in, Oxford.
- Wolffs Bridge meeting Rangiora.

11.2. **Pete Merrifield**

- Oxford-Ohoka Community Board meeting.
- Utilities and Roading Committee meeting.
- Wolffs Road Footbridge meeting - Still working through setup and liaising with Council.
- Oxford Museum Committee meeting – It was becoming frustrating trying to assist the Committee organise a storage unit on site. He had contacted the Mayor, but so far no response
- All Boards Session - Speed zone update for around schools. Policy on Board presentations to Hearings, there is now a \$40,000 fund! Election 2025 update
- Grey Power meeting
- Working on Museum storage option.

11.3. **Michelle Wilson**

- Kaiapoi Art Expo – Great event as always, celebrating local artists. High standard of school entries.
- Ohoka Residents' Association – Unable to attend due to the changed date and a meeting clash. AGM would be on 10 September 2025.
- All Boards Session – speed zones outside schools and pre-election information.
- Alcohol and Drug Harm Prevention Steering Group – Discussion re Local Alcohol Policy Submission, Youth Survey results, Stronger Communities event well attended and regular Community Forums to gather feedback.

11.4. **Ray Harpur**

- Discussions with Oxford Pharmacy were ongoing, and parking nearby was still an issue.
- Waimakariri District Council were undertaking a review of carparking in 2026. Council had requested feedback. Waimakariri Accessibility Group (WAG) were aware that many improvements could be made, including:
 - More car parking in the Blake Street carpark.
 - More mobility parks in Rangiora.
 - Improvements to existing mobility parks.
 - More spaces needed around bus stops.
- The Youth Council requested that a Community Board member attend their meetings in the new term.
- The question was raised around the painting of red 50k signage on the road entrance to Oxford.
- Inclusive Sports Day was the best so far, with around 65 attendees. A free BBQ was held with donations from New World and Woolworths.

- Waimakariri Access Group AGM 15 August at 10:30am in Council chambers. It was noted:
 - No. 1 bus route stopped at Wrights Road in South Kaiapoi. The northbound stop was right beside a ditch just north of the Challenge Petrol Station. Could this be changed.
 - ECAN had just signed off on a new bus service from Waimak to West Melton and Darfield.
 - Nowhere to park or charge electric wheelchairs at the libraries.
- Concern at the dropping of #G services from October, as many devices (including pacemakers) rely on this service.
- All Boards Session – Attended, election protocols discussed, and School speed zones were outlined.

11.5 **Niki Mealings**

- Property Portfolio Working Group meeting.
- Inclusive Sports Festival – another awesome event with its largest turnout to date. All attendees had a great day.
- Biodiversity Portfolio projects update
- Attended drop-in at Mandeville Sports Club.
- Council Briefing / Workshop
- Attended Drop-in at West Eyreton – drop-in session with the Mayor held at West Eyreton Hall.
- Attended Drop-in at Swannanoa - drop-in session with the Mayor held at Swannanoa Hall.
- Kaiapoi Art Expo – attended opening night – was a great success.
- Utilities and Roading Committee meeting.
- Community and Recreation Committee meeting
- Attended Local Government New Zealand (LGNZ) conference
- Mandeville Sports Club and Board meeting – attended the All Clubs meeting and the board meeting following it. Mandeville Sports Club concept plan was under development and discussion about the trees.
- Canterbury CC Champions meeting
- District Plan Drop-in – attended the Drop-in session at Rangiora.
- Oxford Promotion Association Committee AGM and general meeting.
- Council workshop.
- Ohoka Residents Association meeting
- Alcohol and Drug Harm Prevention meeting
- All Boards Session
- Community Wellbeing North Canterbury Trust board meeting
- District Plan Drop-in at Oxford
- Waimakariri Youth Council meeting – youth features Expo to be held on 12 August from 4 to 8 pm at MainPower Stadium.
- Meeting with year 13 Rangiora High School students – Had a panel discussion with students about their various social action policy impact projects.
- Ohoka Bush working Bee – took part in the usual monthly working bee held every first Sunday of the month at the Ohoka Domain. Come and join us.
- Council meeting
- Arohatia Te Awa meeting – last meeting of the triennium.

11.6 **Thomas Robson**

- Ashley Gorge Advisory Group meeting – discussed the pavilion.
- Met with the New Zealand Police to discuss the proposed changes to police services.

11.7 **Mark Brown**

- Retail jingle promoted and resulted in an increase in Oxford retail.
- Rural Drainage Group meeting.
- District Plan drop-in – disappointing numbers.

12. **CONSULTATION PROJECTS**

12.1. **Canterbury Street Reserve Playspace Renewal**

<https://letstalk.waimakariri.govt.nz/canterbury-street-reserve-playspace-renewal>

Consultation Closed on 6 August 2025.

12.2. **Waimakariri Play and Public Spaces Survey**

<https://letstalk.waimakariri.govt.nz/waimakariri-play-public-spaces-survey>

Survey closed on 10 August 2025.

The Board noted the consultation projects.

13. **BOARD FUNDING UPDATE**

13.1. **Board Discretionary Grant**

Balance as at 31 July 2025: \$5,874.

13.2. **General Landscaping Fund**

Balance as at 31 July 2025: \$14,330, carry forward to be calculated.

The Board noted the funding update

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 was scheduled for 6.30pm, Wednesday 3 September 2025 at the Ohoka Community Hall.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 9.17PM.

CONFIRMED

Chairperson

Date

Workshop

(7.31pm to 8.08pm)

- *School Speed Zone Planning - Individual School Proposals – Peter Daly (Road Safety Coordinator) and Joanne McBride (Roading and Transport Manager) – (See Trim Ref: 250811147492)*