MINUTES FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD
HELD IN THE OHOKA COMMUNITY HALL, MILL ROAD, OHOKA ON THURSDAY
8 MARCH 2018 AT 7.00PM.

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

IN ATTENDANCE
S Nichols (Governance Manager), C Brown (Community and Greenspace Manager),
Mayor D Ayers and E Stubbs (Minute Secretary).

Three members of the public were in attendance for the meeting.

The meeting adjourned for a workshop from 7.06pm to 7.54pm.

1  APOLOGIES
Moved W Doody  Seconded K Felstead
An apology was received and sustained from M Brown for absence.
CARRIED

2  CONFLICTS OF INTEREST
Nil.

3  CONFIRMATION OF MINUTES
3.1 Minutes of the Oxford-Ohoka Community Board –8 February 2018
Moved S Farrell  seconded T Robson

THAT the Oxford-Ohoka Community Board:
(a) Confirms the circulated minutes of the Oxford-Ohoka Community
Board meeting, held 8 February 2018, as a true and accurate record.
CARRIED

4  MATTERS ARISING
J Lynn sought an update on the ReadyMix Quarry Operation in Browns Road,
particularly in relation to consenting matters. S Nichols advised a memo would be
sent to the Board.

S Farrell referred to Item 7.3 of the February meeting, where Mandeville Sports Club
was approved $5000 subject to the provision of a cost breakdown to be approved by
the Greenspace Manager and the Chair, and asked if this had occurred. C Brown
advised that information had been received and discussed with the Chair.

S Farrell noted that at the previous meeting S Markham had advised that he would
update the Board on who was responsible for Christmas decorations. C Brown
advised that it was under his responsibility and that he could cover questions in the
workshop. S Nichols commented that the Board could consider decorations as part
of their LTP submission.

The meeting adjourned for a workshop from 7.06pm to 7.54pm.
5 **DEPUTATIONS AND PRESENTATIONS**

Nil.

6 **ADJOURNED BUSINESS**

Nil.

7 **REPORTS**

7.1 **Adoption of Community Board Standing Orders – E Cordwell (Governance Adviser)**

S Nichols spoke to the report, noting Standing Orders were required by legislation. She advised that 18 months ago Local Government New Zealand (LGNZ) had undertaken a review of Standing Orders as legislative changes meant Standing Orders were out of kilter with legislative requirements. She noted that the main changes had been to wording with an emphasis on plain English and an improved flow to the document. The general concept had not changed. A thorough assessment had been completed in-house and cross-referenced between the LGNZ and WDC Standing Orders. The Mayor, CE and Councillors had all been involved in the process. S Nichols noted that the Standing Orders for the Council and the proposed Community Board were the same except for the removal of several sections directly related to the Council. Council Standing Orders would also apply to all Committees and Hearing Panels.

S Nichols advised that the resultant Standing Orders were adopted by the Council at its December meeting. Two changes had been made.

- Page 17, Section 42 – Council had changed the maximum duration of a meeting to 10 hours. Six hours had been retained in the proposed Community Board Standing Orders.
- Page 29, Section 10.5 – to extend the time period for a Quorum to be present from 10 minutes to 15 minutes. This has been reflected in the Community Board Standing Orders.

In addition, Page 40, Section 19.11 was a new addition regarding the use of electronic devices. Devices could be used to access pertinent information relevant to the meeting however non-meeting related contact was not acceptable.

S Nichols noted that there would a training session/refresher on Standing Orders for elected members on the 21 March 2018.

S Farrell sought clarification on members speaking once to a motion with S Nichols advising that in the rules of debate members could ask as many questions as practical to ensure they had sufficient information to assist their decision making; it was after the motion had been moved and seconded that restrictions applied.

Moved W Doody    seconded J Lynn

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

(a) **Receives** report No. 180220017403.

(b) **Adopts** the Draft Waimakariri District Council Community Boards’ Standing Orders (Trim 180124006310) effective from 20 March 2018.

**CARRIED**
W Doody thanked the staff for their effort in producing the updated Standing Orders on behalf of the Community Board.

J Lynn noted that it was great to have consistency.

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

S Nichols spoke briefly to the report commenting that the event received many visitors.

W Doody noted that advertising in the Oxford Bulletin and the Observer was unlikely to total $500 and suggested that this should be acknowledged and that any remainder be used for promotional advertising in any other publication at the Trust’s discretion.

Moved J Lynn seconded T Robson

THAT the Oxford-Ohoka Community Board:

(a) Receives report No. 180220017473.

(b) Approves a grant of $500 to Waimakariri Arts Trust - Kaiapoi Art Expo towards the running costs of the Kaiapoi Art Expo and Schools’ Art Expo to be spent on promotional advertising in the Oxford Observer and Oxford Bulletin, with any residual funds to be used for promotional advertising in any other publication at the Waimakariri Arts Trust’s discretion.

CARRIED

J Lynn noted the attendance from the wider community.

J Ensor commented he had been impressed with the event the previous year.

8 CORRESPONDENCE

W Doody advised that the pest control traps had caught 38 possums in three weeks.

T Robson, on behalf of the Community Board and Ashley Gorge Advisory Group (AGAG), thanked J Ensor his assistance to the AGAG including providing shingle for the tracks.

Moved W Doody seconded J Lynn

THAT the Oxford-Ohoka Community Board:

(a) Receives the letter of thanks from the Ashley Gorge Advisory Group for assistance with their pest control programme (Trim 180221018495).

CARRIED

9 CHAIRPERSON’S REPORT

D Nicholl advised that he had attended the Ohoka Rural Drainage Committee meeting rather than the Oxford Rural Drainage Committee as recorded. He commented that he believed the submission to Environment Canterbury regarding the Canterbury Landscapes resource consent had been very effective.
Chairperson’s Report for February 2018
Moved W Doody  seconded J Lynn
THAT the Oxford-Ohoka Community Board:
(a) Receives report No 180227020456 with alteration.

CARRIED

10 MATTERS FOR INFORMATION
10.1 Woodend-Sefton Community Board meeting minutes – 12 February 2018 (Trim No. 180208012087).
10.2 Rangiora-Ashley Community Board meeting minutes – 14 February 2018 (Trim No. 180208012097).
10.3 Youth Council meeting minutes – 28 November 2017 (Trim No. 180115002480)
10.6 Herbicide, Glyphosate use for Waimakariri District Council weed control operations Report to Council 30 January 2018 (Trim No. 180111001840).
10.7 Additional Business and Centres Unit Resource Report to Council 30 January 2018 (Trim No. 180109001129)
10.8 Community Facilities Provision Report to Council 30 January 2018 (Trim No. 171026115830)
10.9 China Sister City Visit to Enshi & Establishment of an Advisory Group Report to Council 7 February 2018 (Trim No. 180117003619)
10.10 Capital Projects Report for the period ended 31 December 2017 Report to Audit and Risk Committee 13 February 2018 (Trim No. 180117003619)
10.11 Library Update Report to Community and Recreation Committee 13 February 2018 (Trim No. 180201010087)

Moved J Ensor  seconded S Farrell
THAT the Oxford-Ohoka Community Board receives the information in items 10.1-10.11.

CARRIED

S Farrell noted the negativity expressed by some members of the public to the Enshi visit. She suggested that the Council consider taking a representative of a travel agency with them on the visit in order to look at tourism opportunities for private New Zealanders going to China. K Felstead advised that Enterprise North Canterbury had attended the last trip and would be attending again and commented he could raise the travel agent suggestion.

W Doody advised that she had withdrawn from the visit for family reasons. S Nichols advised that the Mayor, Councilor Felstead and Councilor Barnett would travel to Enshi in mid-May.
MEMBERS’ INFORMATION EXCHANGE

11.1 J Ensor

- Advised he had repaired a large water leak at Mandeville Sports Centre.
- Attended the All Boards Briefing and that it had been very informative.

11.2 J Lynn

- Gatekeepers Lodge was progressing steadily. Fulton Hogan had been contracted for the move, which was scheduled for 18/19 April.
- Presented with D Nicholl at the Ecan resource consent hearing against Canterbury Landscape Supplies (CLS). He commented that the independent planner engaged by the Board had been beneficial to the cause.

11.3 S Farrell

- Attended the CLS consent hearing and believed the Community Board had been well represented.
- Attended Pearson Park Advisory Group meeting and expressed disappointment at the lack of answers to questions. C Brown advised he was following up on matters raised.
- Had received complaints about speeds on Main Street and interest in potential for 40km/hr zones in urban areas in the future. She had spoken to K Graham (Road Safety Co-ordinator) regarding moving the flashing 40km/hr sign, however that would be at a cost of $2-3000.

J Lynn asked if there had been any comments regarding the removal of the carparks and S Farrell advised she had not received any negative comments.

11.4 T Robson

- Attended Youth Council meeting where he had stepped down as co-chair. Arabella Jarman had taken on the role.
- Attended AGAG meeting and noted that the Heritage Pavilion was in its final stage of design.
- Attended All Boards Briefing and found it informative.
- Attended Pearson Park Advisory Group meeting, which had been a challenging meeting with issues raised.
- Was receiving complaints regarding the standard of roading in the area. Highlighted the repairs outside the Police Station, and Oxford Road.
- Attended Oxford Rural No1 Scheme meeting and suggested that it would be useful for the Board to understand delays and challenges with the scheme.

11.5 K Felstead

- Judge John Brandts-Giesen had been presented with his Community Service Award.
- Report on Dudley Drain Regeneration and request to bring $176,000 into this year’s budget approved.
- The Rangiora-Woodend Cycleway had been formally named the Rangiora-Woodend Path.
- Approved the speed limit change on Lees Road and Barkers Road, Kaiapoi to 50km/hr.
- Renewed District Promotions contract with Enterprise North Canterbury.
- Received this Board’s re-classification of the Woodstock Road Reserve.

With regard to the Rural No.1 Scheme, K Felstead advised that the Council had taken the priority approach to water schemes looking at the
main centres and then working down. The single contamination result was unfortunate in the light of the Havelock North incident and advice had been to retain the boil water notice. While they had drilled a well with good flow now, there had been previous attempts, which had failed and slowed the process. The new well is currently going through a consent process with Ecan.

11.6 **W Doody**

- Tabled her Councillor’s Report for March 2018 (Trim 180312025816). Which included information on
  - Multi Use Sports Facility
  - Oxford Swimming Pool
  - Stepping Up digital literacy training
  - Oxford Cenotaph
  - Pearson Park Oval
  - Violence Free North Canterbury
  - West Eyreton Backup well
  - Passchendaele Memorial Path opening.

12 **CONSULTATION PROJECTS**

Moved S Farrell seconded T Robson

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

(a) **Receives** the submission of the Oxford-Ohoka Community Board in the matter of Resource Consent Applications CRC175344 and CRC175345 by Canterbury Landscape Supplies (Trim 180226019936).

**CARRIED**

K Felstead asked if D Nicholl and J Lynn had a Section 42A report for that area which would set out all the background. D Nicholl advised that it had been referred to in the submission. They had presented a summary version at the hearing. S Nichols advised the Section 42A report would be circulated.

Staff advised matters were still being worked through regarding CLS application through the Council. K Felstead commented that he believed there should have been a joint hearing and S Nichols advised that had been raised by the applicants at the hearing. ECan had argued that there were enough matters to consider on the Ecan side.

13 **REGENERATION PROJECTS**

13.1 **Town Centre, Oxford**

Updates on the Oxford Town Centre projects are emailed regularly to Board members. These updates can be located using the link below:


14 **BOARD FUNDING UPDATE**

14.1 **Board Discretionary Grant**

Balance as at 8 March 2018: $3,276.19

14.2 **General Landscaping Fund**

Balance as at 8 March 2018 $10,790.
It was noted that C Brown would bring a report on the items discussed in the workshop to the April meeting.

K Felstead referred to the General Landscaping Fund ‘wish list’ exceeding the $10,790 in budget and asked if funds remaining in the Discretionary Grant could be transferred. S Nichols advised that in April-May, if there were funds left over then it could be allocated to another group providing they met criteria, or the Board could look back to allocations during the year.

15 **MEDIA ITEMS**

The promotion around the LTP was discussed. It was noted the Council would have a presence at the Oxford A&P show with the Community Board members attending and assisting.

16 **QUESTIONS UNDER STANDING ORDERS**

17 **URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 8.57pm.

CONFIRMED

__________________________________________
Chairperson

__________________________________________
Date

**Workshop – 7.06pm – 7.54pm.**

1. **General Landscaping Fund Workshop:** C Brown (Community and Greenspace Manager)
   - A number of potential General Landscaping projects raised.
   - Report requested on Gatekeepers Lodge and Swannanoa Cricket Club.
   - Report requested on possible future options for Christmas Decorations, picnic furniture adjacent to Mandeville Commercial area, and Oaks Reserve.
   - General Community and Greenspace update and questions