

Agenda

Oxford-Ohoka Community Board

Wednesday 5 July 2023

7pm

Council Chamber
215 High Street
Rangiora

Members:

Thomas Robson (Chairperson)

Sarah Barkle (Deputy Chairperson)

Mark Brown

Tim Fulton

Ray Harpur

Niki Mealings

Pete Merrifield

Michelle Wilson

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AGENDA FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD TO BE HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA ON WEDNESDAY 5 JULY 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 – 7 June 2023** 7-27
RECOMMENDATION
THAT the Oxford-Ohoka Community Board:
 - (a) **Confirms** the circulated Minutes of the Oxford-Ohoka Community Board meeting, held on 7 June 2023, as a true and accurate record.
 - 4.2. **Matters Arising**
5. **DEPUTATIONS AND PRESENTATIONS**

Nil.
6. **ADJOURNED BUSINESS**

Nil.
7. **REPORTS**
 - 7.1. **Road Naming – Neil Gary Grant – Scott Morrow (Rates Officer – Property Specialist)** 28-36
RECOMMENDATION
THAT the Oxford-Ohoka Community Board:
 - (a) **Receives** Report No. 230621092400.
 - (b) **Approves** one of the following proposed road names for the new private Right of Way as shown on the attached plan.

Springwater Terrace (Pvt) or

Rymore Terrace (Pvt)

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

7.2. **Oxford-Ohoka Community Board's 2023/24 Discretionary Grant Fund and 2023/24 General Landscaping Fund – Kay Rabe (Governance Advisor)**

37-47

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 230609084741.
- (b) **Notes** that the Board's General Landscaping Budget allocated by the Council for 2023/24 is \$13,680, with a carry forward for 2022/23 still to be determined due to outstanding invoices being processed.
- (c) **Notes** that the Board's Discretionary Grant Funding allocated by the Council for 2023/24 is \$6,120 and that an amount of \$39 was carried forward from the 2023/24 budget. Thereby bringing the Discretionary Grant Fund to a total of \$6,159 for this financial year.
- (d) **Adopts** the Board's 2023/24 Discretionary Grant Fund application criteria and Application Form (Trim No. 210603089866).
- (e) **Adopts** the Board's 2023/24 Discretionary Grant Accountability Form (Trim No. 210603089980).
- (f) **Adopts** the Financial Template for Informal Groups (Trim No: 23027095307).
- (g) **Approves** that Discretionary Grant Fund applications be considered at each meeting during the 2023/24 financial year (July 2023 to June 2024).

8. **CORRESPONDENCE**

8.1. **Letter of Support to International Dark Sky Association**

Trim Ref: 230608084226.

8.2. **Council Annual Plan Response**

Trim Ref: 220114003526.

RECOMMENDATION

48 - 49

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the letter of support to the International Dark Sky Association (Trim Ref: 230608084226).
- (b) **Receives** the Council Annual Plan Response Letter (Trim Ref: 220114003526).

9. **CHAIRPERSON'S REPORT**

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

50-51

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report (Trim. 230626094254) from the Oxford-Ohoka Community Board Chairperson.

10. **MATTERS FOR INFORMATION**

10.1. **Woodend-Sefton Community Board Meeting Minutes 12 June 2023.**

10.2. **Kaipoi-Tuahiwi Community Board Meeting Minutes 15 May 2023.**

10.3. **Enterprise North Canterbury Approved Statement of Intent Beginning 1 July 2023; Approved Enterprise North Canterbury Business Plan and Budget 2023/24; and Promotion of Waimakariri District Plan 23/24 – Report to Audit and Risk Committee 13 June 2023 – Circulates to all Boards.**

10.4. **Mandeville Resurgence and Channel Diversion Upgrade Project – Public Consultation – Report to Utilities and Roading Committee 20 June 2023 – Circulates to the Oxford-Ohoka Community Board.**

10.5. **July 2022 Flood Response Update – Report to Utilities and Roading Committee 20 June 2023 – Circulates to all Boards.**

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the information in Items.10.1 to 10.5.

Note:

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

11. **MEMBERS' INFORMATION EXCHANGE**

52-59

11.1. **Sarah Barkle** (Trim Ref: 230622093222)

11.2. **Pete Merrifield** (Trim Ref: 230622092940)

11.3. **Michelle Wilson** (Trim Ref: 230626094521)

11.4. **Tim Fulton** (Trim Ref: 230623094144)

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

12.1. Housing

<https://letstalk.waimakariri.govt.nz/housing>

Consultation closes Sunday 2 July 2023.

13. BOARD FUNDING UPDATE

13.1. Board Discretionary Grant

Balance as at 1 July 2023: \$6,159.

13.2. General Landscaping Fund

Balance as at 1 July 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, Wednesday 2 August 2023 at the Oxford Hall.

Workshop

- *Wolffs Road Bridge – Hannah-Rose Belworthy (Intermediate Landscape Architect – District Regeneration)*
- *Greenspace Information and Funding for the 2023/24 Financial Year – Ken Howat (Parks and Facilities Team Leader)*
- *Members Forum*
 - *Trail Signage – Tim Fulton*
 - *Queries Spreadsheet*

MINUTES FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD HELD IN THE A&P ROOM, OXFORD TOWN HALL, MAIN STREET, OXFORD ON WEDNESDAY 7 JUNE 2023 AT 7PM.

PRESENT

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

IN ATTENDANCE

G Cleary (General Manager Utilities and Roading), J McBride (Roading and Transport Manager), G Stephens (Design and Planning Team Leader), S Binder (Senior Transportation Engineer), A Mace-Cochrane (Transportation Engineer), K Rabe (Governance Advisor) and C Fowler-Jenkins (Governance Support Officer).

There were three members of the public present.

1. APOLOGIES

There were no apologies.

2. PUBLIC FORUM

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

3. CONFLICTS OF INTEREST

There were no conflicts declared.

4. CONFIRMATION OF MINUTES

4.1. Minutes of the Oxford-Ohoka Community Board – 3 May 2023

Moved: M Brown Seconded: N Mealings

THAT the Oxford-Ohoka Community Board:

- (a) **Confirms** the circulated Minutes of the Oxford-Ohoka Community Board meeting, held on 3 May 2023, as a true and accurate record.

CARRIED

4.2. Matters Arising

There were no matters arising.

5. DEPUTATIONS AND PRESENTATIONS

5.1. Oxford Dark Sky Initiative - Raul Elias-Drago

R Elias-Drago spoke to the Board noting that the Oxford Dark Sky Initiative's goal was to restore and preserve the Oxford night sky which was based on three pillars. Quality lighting policies that addressed light pollution such as glare, clutter, sky glow, light trespass through pointed lights, dimmed lights, shielding lights and several other tactics. This required community support through education and outreach. Better living by better lighting endorsed the belief that human health was improved by utilising light which did not affect the circadian rhythm, melatonin production, adrenaline, blood pressure and improved rest and stress levels. Light also effected animals many of who

needed the dark to feed, and reproduce. Darkness was also very closely tied to culture, identity, songs, dances and the Māori creation story was based on the stars.

An added bonus to achieving dark sky accreditation was the effect on the districts economy as it would bring more visitor traffic, both local and international with the potential for increasing jobs in the Oxford area and income to the whole district.

To achieve accreditation the Oxford Forest conservation area would be identified as an international dark sky park and would become the core area. The park had no electricity, fixtures, or lighting and therefore was an easy accreditation. This would allow the use of the Dark Sky logos for marketing and the publicity would build momentum, to achieve funding for the changes to be affected in the wider Oxford area. Community outreach, and education of the community would lead to the second step which would include the periphery area which would include Oxford township to become accredited. This second part of the accreditation was more relaxed and allowed time for money to be raised for the required changes to lighting.

N Mealings noted that a lot of people were interest in this initiative. She stated that she loved going to the observatory and knew that there was a lot of interest in the dark sky initiative. She enquired if this was the first time that this much progress had been made to gain accreditation and R Elias-Drago replied in the affirmative.

N Mealings noted that when the Board and Council discussed lighting options the dark sky option had been kept in mind. R Elias-Drago acknowledged that the lighting policy was the Council's responsibility, and the Group would be approaching the Council during the Long Term Plan process to consider lighting options that would enhance the chances of accreditation such as installing street lighting that complied with the requirements which included specific lighting colours, shading of lights and timing of lighting.

R Harpur supported the initiative and asked how much work would be required in Oxford township to reduce the light to a level which would allow decent astronomy activity. R Elias-Drago replied that from an astronomy perspective there were a few areas which include sports lighting which could be redirected downward and reducing the time for the field lights to operate. Street lighting could be lowed with the colour and frequency changed with some shading to the lights from above. R Harpur also asked if Oxford would be the only dark sky accreditation in Canterbury. R Elias-Drago replied that this would be the only one in Canterbury and could be developed into a dark sky trail which would start at Tekapo and finish at Kaikoura.

R Harpur asked if the Group was being supported the University of Canterbury and R Elias-Drago replied that representatives would attend the scheduled meeting 9 June 2023.

S Barkle asked what made Oxford a contender for this type of project. R Elias-Drago replied that Google Maps had software which enabled a reading of sky brightness and lighting pollution and the area around Oxford was already documented as having very dark sky with the ability to see the milky way with the naked eye. S Barkle asked if there was the possibility of an expanded area going forward. R Elias-Drago replied that achieving the core area was the first step and with the assistance of Enterprise North Canterbury would be applying for funding to expand the observatory.

T Fulton asked about farm light pollution and queried if there needed to be consultation with them to get their support. R Elias-Drago replied that with in the dark sky guidelines lighting for work was permitted, however there needed to be more information shared and education on better practices.

T Robson asked if the Group had spoken with the rugby club and A&P Association and R Elias-Drago replied that both groups had been supportive.

Moved: M Brown Seconded: N Mealings

THAT the Oxford-Ohoka Community Board:

- (a) **Writes** a letter of support to the Dark Sky Initiative.

CARRIED

6. ADJOURNED BUSINESS

Nil.

7. REPORTS

7.1. Approval to Consult on the 2023-2027 Waimakariri District Speed Management Plan (Oxford-Ohoka Ward Area) – S Binder (Senior Transportation Engineer) and A Mace-Cochrane (Transportation Engineer)

S Binder spoke to the report which sought the Board's recommendation to the Council to consult on the 2023-2027 Waimakariri District Speed Management Plan. He gave a brief overview of the Plan and reiterated that this report was only asking to go out to consultation.

N Mealings asked what the consequence would be if the Board did not approve the report going to consultation. S Binder explained that Council would still be required to prepare a speed management plan even if the Board did not support all the speed limits proposed. Once the plan went out for consultation the Board would be able to inform the Council of their opposition to certain of the limits via a submissions process.

N Mealings noted that Raddens Road and Jeffs Drain Road speed limits were proposed to drop from 100km/h to 60km/h whereas other similar roads in that area were proposed to lower to 80km/h and enquired what was the rationale behind those changes. A Mace-Cochrane explained that was to ensure consistency as Butchers Road was proposed to be reduced to 60km/h as well.

T Fulton noted that the Road to Zero advert had seven different groups exiting a car highlighting the different aspects of vehicle and road safety. The speed management plan only addressed one aspect of road safety, speed. He asked if there was an element reciprocal funding from Waka Kotahi for safety improvements if we adopted the proposed lower speeds. S Binder replied that there was no indication that in passing the plan the Council would gain further funding from Waka Kotahi. However, it would set the Council up for requesting additional funding for the infrastructure changes that could result from the implementation of the plan.

T Fulton asked if these proposed changes anticipated Council works particularly the Mandeville roundabout and the potential South Eyre roundabout. S Binder noted that the roundabouts were driven more by site specific safety concerns however they would have the effect of dropping the speeds across the corridor.

S Barkle enquired, with speed limits being reduced across the rural district how this would affect emergency services responding to a life and death situation. S Binder replied that this was part of an ongoing conversation the Council would need to have with FENZ, St Johns and the Police. There had been a divergence of opinions across all the stakeholders, however he believed that by reducing the number of serious accidents would reduce the need for emergency services as motor vehicle crashes tended to be the highest number of incidents that the three agencies were called to.

P Merrifield asked what happened to a 70km/h speed limit. S Binder could not answer the question however the setting of speed limits rule had allowed Council's to use a 70km/h speed limit if it was justified.

P Merrifield believed that it was short sighted to lower speed limits and then not enforce them. He queried what Council were doing about driver education. S Binder acknowledged that the Police were resource constrained however staff were in discussions with Waka Kotahi regarding safety camera enforcement.

M Wilson asked what the Council's plan was to get feedback from youth during the consultation and S Binder explained that staff were still working through the details of the consultation.

T Robson asked if Council would be holding drop in sessions during the consultation phase especially in the Oxford and Mandeville areas. He acknowledged that the speed limit changes were going to have the biggest effect on the Boards ward as it was predominantly a commuting ward, and believed the effect was going to be disproportionately onerous for its communities.

T Fulton thought it was really important to understand some of the dynamics of people for instance coming from Oxford, he went out to Tram Road every morning and saw the cars coming from Oxford and the lifestyle patterns and work patterns that people had. It was essential to their way of life in the way that they drove and commuted that they had that freedom to have that speed and open run to town. People went into town and were in by 7am and were home by 3:30pm to pick up their kids from school.

S Barkle asked if there was any scope for leaving one of those main roads at a higher speed and then reducing the other narrower smaller roads down so that there was at least one faster option. S Binder replied that was feedback staff could take on board, however this would cause other challenges by applying two different speed limits which would create the perception that one was the better route which would cause a substantial increase in traffic on some roads which caused problems for people entering and exiting the preferred routes.

Moved: M Brown Seconded: T Fulton

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 230421056268.
- (b) **Notes** that the Board will be submitting.

AND

THAT the Oxford-Ohoka Community Board recommends:

THAT the Council:

- (c) **Approves** consultation being undertaken on the Draft Waimakariri Speed Management Plan 2023-2027 (refer to Attachment i), which outlines proposed speed limit changes for implementation between 2023 and June 2027.
- (d) **Approves** the inclusion of the school speed limits, within the Board's ward area (listed in Table 1) being included within the Draft Waimakariri Speed Management Plan 2023-2027 (refer to Attachment i).

Table 1. Extents of school speed limits within the Board's ward area.

School name	Cat.	Proposed Speed Limit	Road Extents	Speed Limit Type
Oxford Area School	1	30 km/h	Bay Road (20 m north of Main Street to 600 m north of Main Street)	Permanent
			Showgate Drive (Bay Road to end of formed public road)	
			Dohrmans Road (Bay Road to end of formed public road)	
Ohoka School	1	30 km/h	Jacksons Road (Mill Road to 550 m south of Mill Road)	
Swannanoa School	2	60 km/h	Tram Road (355 m east of Two Chain Road to 195 m west of Tupelo Place)	
View Hill School	2	60 km/h	Island Road (500 m west of Rampaddock Road to 600 m east of Harmans Gorge Road)	
West Eyreton School	2	60 km/h	School Road (210 m north of North Eyre Road to 260 m south North Eyre Road)	
			North Eyre Road (140 m west of School Road to 340 m east of School Road)	

- (e) **Notes** that Council, as a Road Controlling Authority, must set safe speed limits outside of all schools by June 2027, with 40% of these needing to occur by June 2024, as required by the *Land Transport Rule: Setting of Speed Limits 2022*.
- (f) **Notes** that the proposed school zone extents are subject to change after consultation progresses with each school.
- (g) **Notes** that the permanent 60 km/h speed zone (outside of Swannanoa School) proposed on Tram Road is subject to the surrounding Tram Road area being reduced to 80 km/h;
- (h) **Approves** the inclusion of the following speed limits, within the Board's ward area listed in Table 2 – Table 11, within the Draft Waimakariri Speed Management Plan 2023-2027 (refer to Attachment i).
- i. Oxford town centre roads listed in Table 2,

Table 2. Proposed speed limits for the Oxford town centre.

Road Name and Extents	Existing speed limit (km/h)	Proposed speed limit (km/h)
Main Street – 93 Main Street to 23 Main Street	50	40
Coney Street – Main Street to end of formed road	50	40
Meyer Street – Main Street to end of formed road	50	40

Redwood Place – Main Street to end of formed road	50	40
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- ii. Mandeville area roads listed in Table 3,

Table 3. Proposed speed limits for the Mandeville area.

Road Name and Extents	Existing speed limit (km/h)	Proposed speed limit (km/h)
McHughs Road – No. 10 Road to 50 m south of Tram Road	100	60
Mandeville Road – McHughs Road to 70 m south of Ohoka Meadows Drive	100	60
Bradleys Road – 50 m north of Tram Road to 400 m north of Modena Place	100	60
Wards Road – Bradleys Road to 300 m north of Makybe Drive	100	60

- iii. North of Tram Road/Mandeville area roads listed in Table 4,

Table 4. Proposed speed limits for the north of Tram Road/Mandeville area.

Road Name and Extents	Existing speed limit (km/h)	Proposed speed limit (km/h)
Two Chain Road – Tram Road to Swannanoa Road	100	80
Pattersons Road – Two Chain Road to McRoberts Road	100	80
Clear View Lane – Pattersons Road to end of formed road	100	60
Mandalea Road – Pattersons Road to McRoberts Road	100	60
Cameo Drive – Mandalea Road to end of formed road	100	60
Tupelo Place – Tram Road to end of formed road	100	80
No. 10 Road – Pattersons Road to Tram Road	100	80
Wards Road – Pattersons Road to 50 m northwest of Makybe Drive	100	80
Dawsons Road – Pattersons Road to Wards Road	100	80
Ashworths Road – Dawsons Road to Mill Road (unsealed)	100	60

Road Name and Extents	Existing speed limit (km/h)	Proposed speed limit (km/h)
Aschens Road -Ashworths Road to end of formed road (unsealed)	100	60
McRoberts Road – Pattersons Road to Mill Road	100	80
McRoberts Road – Mill Road to Barkers Road (unsealed)	100	60
Barkers Road – McRoberts Road to Main Drain Road (unsealed)	100	60
Main Drain Road – Two Chain Road to Threlkelds Road (unsealed)	100	60
Ashworths Road – Mill Road to Plaskett Road	100	80
Bradleys Road – Main Drain Road to 20 m north of Hallfield Drive	100	60
Bradleys Road – Mill Road to 400 m north of Modena Place	100	80
Mill Road – McRoberts Road to 20 m west of Bradleys Road	100	80

- iv. North of Tram Road/Ohoka area roads listed in Table 5,

Table 5. Proposed speed limits for north of Tram Road/Ohoka areas.

Road Name and Extents	Existing speed limit (km/h)	Proposed speed limit (km/h)
Whites Road – 210 south of Mill Road to Tram Road	100	80
Jacksons Road – 770 m south of Mill Road to Tram Road	100	80
Raddens Road – Tram Road to Jeffs Drain Road	100	60
Jeffs Drain Road – Tram Road to Butchers Road	100	60
Christmas Road – Mill Road to Butchers Road	100	60
Butchers Road – Christmas Road to Ohoka Road	100	60
Gardiniers Road – Tram Road to end of formed road (unsealed)	100	60

- v. South of Tram Road/north of South Eyre Road/Mandeville area roads listed in Table 6,

Table 6. Proposed speed limits for the south of Tram Road/north of South Eyre Road/Mandeville areas.

Road Name and Extents	Existing speed limit (km/h)	Proposed speed limit (km/h)
Two Chain Road – Tram Road to North Eyre Road	100	80
North Eyre Road – Two Chain Road to Mandeville Road	100	80
No. 10 Road – Tram Road to South Eyre Road	100	80
West Denbie Lane – North Eyre Road to end of formed road	100	80
Logans Road – North Eyre Road to Mandeville Road	100	80
Mandeville Road – 70 m south of Ohoka Meadows Drive to South Eyre Road	100	80
Baileys Road – Mandeville Road to Whites Road	100	80
Whites Road – Baileys Road to Tram Road	100	80
Baileys Road – Whites Road to Edmunds Road (part unsealed)	100	60
Edmunds Road – Baileys Road to Tram Road	100	60
Chiltons Road – Baileys Road to Mandeville Road	100	60
Moffatts Road – Mandeville Road to South Eyre Road (unsealed)	100	60

- vi. South of Tram Road/north of South Eyre Road/Ohoka area roads listed in Table 7,

Table 7. Proposed speed limits for the south of Tram Road/north of South Eyre Road/Ohoka areas.

Road Name and Extents	Existing speed limit (km/h)	Proposed speed limit (km/h)
Woods Road – Tram Road to end of formed road	100	60
Burgesses Road – Tram Road to South Eyre Road (part unsealed) *KTCB Ward Boundary	100	60

- vii. South of South Eyre Road area roads listed in Table 8,

Table 8. Proposed speed limits for the south of South Eyre Road area.

Road Name and Extents	Existing speed limit (km/h)	Proposed speed limit (km/h)
Diversion Road – South Eyre Road to Harrs Road (unsealed)	100	60
Harrs Road – South Eyre Road to 1340 m south of South Eyre Road	100	80
Harrs Road – 1340 m south of South Eyre Road to end of formed road (unsealed)	100	60
Clothiers Road – South Eyre Road to end of formed road	100	80
Harpers Road – South Eyre Road to end of formed road *KTCB Ward Boundary	100	80

viii. South Eyre Road and Tram Road, as listed in Table 9,

Table 9. Proposed speed limits for South Eyre Road/Tram Road.

Road Name and Extents	Existing speed limit (km/h)	Proposed speed limit (km/h)
South Eyre Road – Tram Road to 50 m west of Diversion Road *KTCB Ward Boundary (partial extent)	100	80
Tram Road – 200 m west of South Eyre Road to 20 m west of Two Chain Road (excluding proposed Swannanoa permanent 60 km/h school zone)	100	80

ix. Oxford rural area roads listed in Table 10,

Table 10. Proposed speed limits for the Oxford rural area.

Road Name and Extents	Existing speed limit (km/h)	Proposed speed limit (km/h)
Weld Street – 400 m east of High Street to Powells Road	80	60
Barracks Road – Powells Road to 120 m east of Powells Road	80	60
Powells Road – Weld Street to Ashley Gorge Road	100	60

Sales Road – Ashley Gorge Road to 50 m east of Powells Road (unsealed)	100	60
Victoria Street – 400 m east of High Street to Powells Road	100	60
Mcjarrows Road – Powells Road to 650 m east of Powells Road	100	60
Plachatsh Lane – Powells Road to end of formed road	100	60

- x. Cust peri-urban roads listed in Table 11,

Table 11. Proposed speed limits for the Cust peri-urban area.

Road Name and Extents	Existing speed limit (km/h)	Proposed speed limit (km/h)
Cust Road – 1782 Cust Road to 85 m west of Tippings Road *RACB Ward Boundary (partial extent)	80	60
Tippings Road – Cust Road to 50 m north of Cust Road *RACB Ward Boundary	80	60

- xi. Intersection Speed Zones listed in Table 12,

Table 12. Proposed variable speed limits for Intersection Speed Zones.

Road Name and Extents	Existing speed limit (km/h)	Proposed speed limit (km/h)
Ashley Gorge Road (German Road intersection) – 150 m east of the German Road intersection to 150 m west of the German Road intersection	100	60 (VSL)
Oxford Road (Tram Road intersection) – 150 m east of the Tram Road intersection to 150 m west of the Tram Road intersection	100	60 (VSL)
Tram Road (Two Chain Road intersection) – 150 m east of the Two Chain Road intersection to 150 m west of the Two Chain Road intersection	100	60 (VSL)
Tram Road (Earlys Road intersection) – 150 m east of the Earlys Road intersection to 150 m west of the Earlys Road intersection	100	60 (VSL)

- (i) **Notes** that staff received a petition from residents on Powells Road, McJarrows Road, and Victoria Street (refer to Attachment ii for detail) to reduce the speed limit to 60 km/h. Staff have assessed the area and

put forward several proposed speed limit changes in order to ensure consistency of speed limits in the area.

- (j) **Notes** that the Oxford town centre speed limits cannot be decided on until September 2023, when a year passes following the last time these were discussed at the Council (as per the *Local Government Act 2002*); however, under guidance from governance, it is deemed acceptable to consider these for consultation.
- (k) **Notes** that Intersection Speed Zones (ISZ) operate on the major road through an intersection and only turn on when a vehicle approaches on the side road.
- (l) **Notes** that in order to meet requirements regarding minimum length of a road for a speed limit, the removal of any of the proposals from the above tables will require staff to investigate the impact on proposals in the surrounding area and bring an updated report to the Council.
- (m) **Notes** that the proposed speed limits are framed around a regional approach, which has been agreed by staff across Canterbury RCAs and as listed below, which has alignment with the Road to Zero Strategy and the *Land Transport Rule: Setting of Speed limits 2022* guidelines.
- 80 km/h on rural sealed roads.
 - 60 km/h on rural unsealed roads.
 - 40 km/h in urban and settlement areas.
 - 30 km/h around schools, where not deemed Category Two school.
- (n) **Notes** that while this approach is in line with national strategy, it has also been adapted to the local context, and is intended to provide consistency of speed limits, both within the district and on neighbouring Canterbury Council roads.
- (o) **Notes** that Draft Waimakariri Speed Management Plan 2023-2027 also proposes changes to speed limits in the following areas:
- i. North-eastern rural portion of the district (i.e., Sefton/Ashley).
 - ii. South-eastern rural portion of the district (i.e., Swannanoa/Mandeville/Fernside).
 - iii. Rangiora town centre.
 - iv. Kaiapoi town centre.
 - v. Oxford town centre.
 - vi. Sefton urban area.
 - vii. Ashley urban area.
 - viii. Urban roads in Woodend, Pegasus, and Ravenswood.
 - ix. Peri-urban roads in Waikuku and Waikuku Beach.
 - x. All school zones.
 - xi. Roads which have been overlooked in previous speed limit reviews or have been requested by the relevant Community Board.
- (p) **Notes** that following Consultation on the Speed Management Plan, it is recommended that the full Council hold hearings for any submitters who wish to be heard.
- (q) **Notes** that the regional speed management principles included within Attachment i have been developed at a regional level and will be consulted upon as part of the Regional Speed Management Plan.

LOST

A division was called:

Against (4): S Barkle, R Harpur, P Merrifield and M Wilson.
 For (3): T Robson, M Brown, and T Fulton.
 N Mealings abstained.

4/3

It was agreed that the Board meeting should be adjourned at 8:13pm to enable the Board to have a workshop regarding Item 7.1.

Moved: T Robson Seconded: S Barkle

THAT the Oxford-Ohoka Community Board:

- (a) **Agrees** to adjourn the Board meeting to enable the Board to hold a workshop on Item 7.1.

CARRIED

Moved: T Robson Seconded: M Brown

THAT the Oxford-Ohoka Community Board:

- (a) **Agrees** that the Board meeting be reconvened.

CARRIED

The Board meeting reconvened at 8:28pm.

Moved: M Brown Seconded: T Fulton

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 230421056268.

CARRIED

7.2. Proposed Roding Capital Works Programme for 2023/24 – J McBride (Roding and Transport Manager)

J McBride spoke to the report which sought approval for the roding capital works programme. She reminded the Board that this was the capital works programme that the Board had workshopped at its March 2023 meeting. The feedback from the workshop had been included and listed under item 4.1 of the report. She noted that lighting would be worked through considering the dark sky initiative and staff had also included the Park Avenue footpath which would be listed under footpath maintenance rather than footpath renewal. Assessment of German Road would be carried out on to determine whether it was wide enough to incorporate a centre line.

Moved: R Harpur Seconded: M Wilson

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 230322040088.

AND

THAT the Oxford-Ohoka Community Board recommends:

THAT the Utilities & Roding Committee:

- (b) **Approves** the attached 2023/24 Proposed Roding Capital Works Programme (TRIM No. 230306030136).
 (c) **Authorises** the Roding & Transport Manager to make minor changes to this programme as a result of consultation or technical issues that

may arise during the detailed planning phase, provided the approved budgets and levels of service are met, and the changes included in Quarterly Financial reporting.

- (d) **Endorses** the indicative Roading Programme for the 2024/25, 2025/26 and 2026/27 years.

CARRIED

J McBride provided the Board with an update on the Waimakariri Gorge Bridge. She explained that there were a lot of issues with movement on the deck between the timber boards on the bridge and the deck had a lot of deterioration over a short space of time. Staff were working closely with Selwyn District Council and Beca who were the structural engineers involved on options for deck replacement. As part of the Annual Plan process staff had asked Council for additional budget for WDC's share of funding. As the bridge was a boundary bridge, it was 50% owned by Selwyn District Council. Staff were also in the process of working with Waka Kotahi and in the hope of achieving the replacement within the next twelve months.

N Mealings asked how it came to be that the Council did not have control over either of the Waimakariri bridges. J McBride replied that traditionally the maintenance of the bridges had fallen to the authority that was on the southern side of the river.

7.3. **Oxford Ohoka General Landscaping Budget – G Stephens (Design and Planning Team Leader)**

G Stephens took the report as read and highlighted the one additional item added since the workshop on this topic which was the request for funding for the FlagTrax. In regard to the Oxford FlagTrax there had been some confusion on who was responsible for the maintenance of the FlagTrax after they had been installed. He noted that there was currently a targeted rate for Rangiora and Kaiapoi to maintain and put up the seasonal flags during the year. Oxford had never had a targeted rate however there was a period of time when Council had put flags up however with changes to the health and safety regulations around working at height this became uneconomical and FlagTrax had been installed as the most efficient option. There was miscommunication between Oxford Promotions Action Committee on the management and maintenance of the system into the future. Currently there was no budget for replacements or maintenance.

P Merrifield noted with the macrocarpa seat at \$3,500 it was quite expensive. G Stephens replied that the cost included installation. As to the cost of the bench this was the average price for a sturdy and hardwearing item that would have a long lifespan. The Board had previously worked with the Oxford Menz Shed however the overall price had not been much cheaper, however it did mean that the money went back into the local community.

N Mealings noted with the two locations for the seat, staff did not that there were some existing benches that residents had installed. She asked if staff had spoken with anyone that lived in the areas proposed. G Stephens noted that staff had not consulted specifically with any residents, the intent was once the Board approved the location staff would engage with the affected parties and if they were not supportive staff would come back to the Board. N Mealings suggested that no decision be made on the location of the seats and volunteered to speak with the community for its preferred location.

T Robson noted in terms of the Ashley Gorge walking track, the intention was to have it as a wheelchair accessible walking track.

Moved: N Mealings Seconded: M Wilson

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 230526077176.
- (b) **Notes** the Board currently has \$13,733 available to allocate to general landscape projects within the Oxford Ohoka ward from the Boards General Landscaping Budget (PJ 101052.000.5224).
- (c) **Approves** the allocation of \$3,500 towards a grant for the Ashley Gorge Advisory Group towards the costs of upgrading the Williams Flat Track.

CARRIED

Moved: R Harpur Seconded: S Barkle

THAT the Oxford-Ohoka Community Board:

- (d) **Approves** the allocation of \$3,500 towards a seat within the Ohoka Stream Walkway. The location to be approved at a later date.
- (e) **Notes** N Mealings and staff would consult with the adjoining landowners to determine the exact location and orientation of the seat in the Ohoka Stream Walkway.

CARRIED

P Merrifield abstained

Moved: T Fulton Seconded: M Brown

THAT the Oxford-Ohoka Community Board:

- (f) **Approves** the allocation of \$5,150 towards historic signs within West Eyreton including the previously allocated \$1,850 from the Oak Reserve West Eyreton project noting that this would mean that a seat would need to await future budget allocation.
- (g) **Approves** Greenspace staff working with a sub-group consisting of Councillor Tim Fulton, Board member Mark Brown and Community Member Bernard Kingsbury to finalise the exact location and style of these signs.

CARRIED

Moved: T Fulton Seconded: M Brown

THAT the Oxford-Ohoka Community Board:

- (h) **Approves** the allocation of \$1,500 towards the purchase of two new FlagTrax for Oxford.
- (i) **Notes** that Greenspace staff would work with Oxford Promotions Action Committee to identify potential budget opportunities to cover the remaining installation costs and to create an ongoing Memorandum of Understanding as to the running of these flags and who is responsible for the costs associated with this.
- (j) **Notes** that leaves the Board \$83 remaining in the Oxford Ohoka Community Boards General Landscaping Budget.
- (k) **Approves** \$83 being allocated to contingency for the above projects to be used as required should any of these projects come in over budget at time of implementation.
- (l) **Notes** this would complete the allocation of the available budget within the Oxford Ohoka Community Boards General Landscaping Budget for the 22/23 financial year.

CARRIED

7.4. **Member for Representation Review Working Party – S Nichols (Governance Manager)**

K Rabe took the report as read.

M Brown noted that he was on the Working Party last term. The meetings were about where the future for Local Government was headed. There was a growing population and if the current four Community Boards would be sufficient.

K Rabe noted that numbers of voters would significantly increase with the voting age probably being lowered to sixteen which could affect the ward boundaries.

Moved: R Harpur Seconded: M Wilson

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 230516070962.
- (b) **Appoints** Board member P Merrifield (non-Councillor) to the Representation Review Working Party.
- (c) **Notes** that one member (non-Councillor) from each of the Rangiora-Ashley, Kaiapoi-Tuahiwi, Woodend-Sefton and Oxford-Ohoka Community Boards would be appointed by their respective Boards to be members of the Representation Review Working Party.
- (d) **Notes** Councillors Goldsworthy, Mealings and Redmond had been appointed by the Council, alongside the Mayor to the membership of the Representation Review Working Party.
- (e) **Notes** the initial work of the group was to determine with further clarity the need to undertake a full Representation Review prior to the 2025 Local Body elections, and report back to the Council prior to December 2023.
- (f) **Notes** the working party meetings would most likely be held on Thursday mornings, on a regular basis once membership is fully established.

CARRIED

7.5. **Update of Standing Orders – T Kunkel (Governance Team Leader)**

K Rabe took the report as read.

Moved: M Brown Seconded: P Merrifield

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 230525076202.
- (b) **Adopts** the updated Community Board June 2023 (Trim 230524076131), effective from 8 June 2023.

CARRIED

8. **CORRESPONDENCE**

Nil.

9. **CHAIRPERSON'S REPORT**

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

T Robson thanked the Board members for their attendance at the public meeting which he believed went well.

Moved: N Mealings Seconded: P Merrifield

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report (Trim. 230529077880) from the Oxford-Ohoka Community Board Chairperson.

CARRIED

N Mealings thanked T Robson for organising the public meeting and noted that he had done an exceptional job and presented the information well.

10. **MATTERS FOR INFORMATION**

- 10.1. Rangiora-Ashley Community Board Meeting Minutes 8 May 2023.
- 10.2. Woodend-Sefton Community Board Meeting Minutes 10 May 2023.
- 10.3. Kaiapoi-Tuahiwi Community Board Meeting Minutes 15 April 2023.
- 10.4. Spraying and Chemical Usage - Waterways and Roding Spraying Information – Report to Water Zone Committee meeting 6 March 2023 – Circulates to all Boards.
- 10.5. Waimakariri District Council Bylaw and Policy Review Programme– Report to Council meeting 2 May 2023 – Circulates to all Boards.
- 10.6. Three Waters Transition: Scope of Property Transfer– Report to Council meeting 2 May 2023 – Circulates to all Boards.
- 10.7. Voting Method and Representation Review for 2025 Election – Report to Council meeting 2 May 2023 – Circulates to all Boards.
- 10.8. Health, Safety and Wellbeing Report April 2023 – Report to Council meeting 2 May 2023 Circulates to all Boards.
- 10.9. Update of Standing Orders for Council, Cttees, Sub-Cttees Joint Cttees and Hearings– Report to Council Extraordinary meeting 16 May 2023 – Circulates to all Boards.
- 10.10. Aquatics May Update – Report to Community and Recreation Committee meeting 23 May 2023 – Circulates to all Boards.
- 10.11. Libraries update to May 11, 2023– Report to Community and Recreation Committee meeting 23 May 2023 – Circulates to all Boards.
- 10.12. Water Quality and Compliance Annual Report 2021-22 – Report to Utilities and Roding Committee meeting 23 May 2023 – Circulates to all Boards.
- 10.13. On-Demand UV Disinfection headworks site configurations – Report to Utilities and Roding Committee meeting 23 May 2023 – Circulates to all Boards.
- 10.14. Health, Safety and Wellbeing Report – May 2023 – Report to Council meeting 6 June 2023 – Circulates to all Boards.
- 10.15. Submission: Electric Vehicle Charging Infrastructure Strategy– Report to Council meeting 6 June 2023 – Circulates to all Boards.
- 10.16. Customer Satisfaction Survey 2022– Report to Council meeting 6 June 2023 – Circulates to all Boards.

10.17. Establishment of a Promotions Associations Review Working Group – Report to Council meeting 6 June 2023 – Circulates to all Boards.

10.18. Draft Road Reserve Management Policy – Report to Council meeting 6 June 2023 – Circulates to all Boards.

Moved: M Brown Seconded: M Wilson

THAT the Oxford-Ohoka Community Board:

(a) **Receives** the information in Items.10.1 to 10.18.

CARRIED

11. **MEMBERS' INFORMATION EXCHANGE**

S Barkle

- New information on the Woodstock Quarries Resource Consent application was up on Environment Canterbury's website, under a new tab. There had been a delay with three of the joint witness statements. The process was still aiming to be held the same hearing date.

T Fulton

- In May 2023 there was a noticeable spike in enquiries into the conditions of sealed roads in the western half of the district. (From approximately Two Chain Road and a lot down North Eyre Road). Most of enquiries had been lodged via service requests.
- It seemed that secondary roads such as North Eyre Road and Two Chain road, had an increase of heavy contracting trucks, logging trucks, cartage trucks which was putting pressure on roads. Most of these roads were not built with the width required for these vehicle and people were having to pull over to allow them to pass. There were booms of spraying contractors going along these roads. It was really intimidating for some people.

M Brown

- Spent time reading through the various Council minutes. Consultation on the Housing Policy was coming up which would be important as there was social housing in Oxford. The Council had approved a Promotions Association Working Group which could potentially affect the Oxford Promotions Action Committee. There was also the Draft Road Reserve Management Plan which talked about Rural Seal Extension Policy, Private Funding of Seal Extension Policy, Formation of Unformed Roads Policy, Road Reserves Fencing and Grazing Policy, Stock Underpasses Policy, Vehicle Crossings, Entranceway and Driveway Surfacing Materials Policy. The draft policy had also been extended to include other roading functions including Roadside berms, unformed legal roads, road corridor usage including storage, utilities, work zone traffic management, road surfacing.
- Reviewed the Customer Services report to Council. There was 95% overall satisfaction for the Oxford Library. 93% satisfaction for the Oxford Transfer Station, its location and disposal. The most dissatisfied areas were the opening hours of the Oxford Transfer Station which was only Friday afternoons and Sundays. Overall dissatisfaction for the Oxford Community Pool with 42%. 28% of people were unsatisfied with unsealed rural roads. 27% unsatisfied with sealed rural roads and 21% unsatisfied with small settlement roads. People were wanting better maintenance for sealed roads, a greater range of books at the library, covering for the pool and better maintenance of drainage ditches.

- He noted from the Oxford Promotions Action Committee (OPAC) meeting the Lions had attended and they had a new president. There was a proposal that the Lions may look at major fundraising project to cover the Oxford pool.

M Wilson

- Attended the National Council of Woman – Network of Elected Woman. Great night.
- Wasted Symposium: Ageing and Addiction Seminar – the question that was being asked of our older people really mattered and needed to be normalised.

R Harpur

- Meeting in Mandeville for the drainage problems at Millfield. Councillors Williams and Redmond attended along with Council staff. He thought it was a very productive meeting, they were going to attend an Ohoka Rural Drainage Advisory Group Meeting.

S Barkle noted that they did not attend it was only brought up when she mentioned it and the feeling was that it was nothing to do with that group.

- Attended All Boards Briefing – difficulty some clubs were having filling all necessary requirements for funding applications.
- Attended Grey Power meeting.
 - Falling membership discussed and reasons why were given. Currently 556 members down from 700+ pre covid. Grey Power representatives were looking at having meetings in Oxford to cater for elderly in the region.
 - St Georges Hospital had a new cancer machine.
 - New buildings at the Hillmorton Hospital and Waipapa.
 - Demolition of St Margarets had started.
 - Big discussion around the “Haere Mai” sign at Burwood. A number of members thought that there should be an English translation whereas some find the comment racist.
 - Members met with the Mayor recently regarding e-scooters on the main street of Rangiora. Grey Power were to write to school principals to make them aware of the scooter problem. They were not wanting the same rules applied to mobility scooters.
 - Guest speakers from HOPE organisation talked about the services they offer including OP Shop, Community gardening, Counselling, Food bank and Support and Advocacy.

M Brown noted that he was the Boards representative for the Oxford Rural Drainage Advisory Group, and they only talked about drains that were on a targeted rate, that was all they were interested in.

P Merrifield

- Noticed on public forums that people had been complaining about Tram Road and the sealing and how their 4WDs and cars were disappearing off the road. He admitted that some of the patches were not very good but thought they had gone a bit overboard with their complaints. He asked when they graded roads why they put the shingle back in the holes, but it was not compacted.

G Cleary replied that they could carry out work directly on the potholes, where the potholes were very bad the contractors did compact the fill. Council had been considering the use of a tow behind roller when grading.

Hurunui had been doing that with some success, staff had some discussions, and it was likely in the future that they would look at that.

N Mealings

- Rachel Thorntons farewell morning tea.
- Council Draft Annual Plan 2023/24 Hearings – Council heard presentations of submitters to the Annual Plan.
- Attended Elected Members Woman’s event hosted by the National Council of Woman – Networking function and discussion on how to encourage more woman to run for office.
- Council Workshop – topics discussed included standing orders review and development of a Regional Destination Management Plan.
- Integrated Transport Strategy Forum – This was the second stakeholder working group session following on from the work done in the first one, feedback from which would be used to underpin a new draft strategy to go out for public consultation in August / September 2023.
- Property Portfolio Working Group meeting.
- Whakawhanake Kainga Committee meeting – Greater Christchurch Spatial Plan draft for consultation – principle of putting development of scale next to passenger transport scale.
- Propose District Plan Hearings – Hearings had commenced. Four days hearing submissions on streams 1 and 2.
- Extraordinary Council meeting – Officially appointed Jeff Millward as CEO to the Waimakariri District Council.
- Mandeville Sports Club Board meeting – Dog signage, eastern boundary community tree planting day planned for June / July 2023, leisure track.
- Drainage and Stockwater Woking Party – new working group to examine whether the current structures were fit for purpose.
- Presentation to University of Canterbury Politics Class – Presented to first year political science students regarding challenge of balancing climate change issues and growth.
- Utilities and Roding Chairperson briefing.
- Utilities and Roding Committee meeting – as minuted.
- Community and Recreation Committee meeting - Waimakariri District Council had gained access to the Mayor’s Taskforce for Jobs programme on a six month pilot to place twelve young people aged 16-24, or older with disability or other barriers to employment into work; Waimakariri District Council second nationally in applications to Creative Communities; Libraries have new craft packs available which were very popular.
- Mandeville Sports Club all Clubs meeting – conveyed information as per above (Trust Board meeting) See www.mandevillesports.co.nz for more detail. Rugby – successful club day, Tri Trust Rugby second game held. Summer/winter sport transition.
- Natural Environment Strategy Working Group meeting – Working through a development of a Natural Environment Strategy for Waimakariri District Council owned properties.
- Public Meeting regarding Quarry / Landfill Resource Consent application – the Board held a public meeting at the Oxford Town Hall to update the community on the status of proceedings and to answer procedural questions on the Woodstock Quarry / Landfill application.

- Annual Plan Deliberations – Originally proposed as 14.4% (unacceptably high), work programmes were reviewed for savings, resulting in a 5.97% projection, which after deliberations, Council settled on a 6.24% rise as it was decided to fully fund the \$220k road maintenance shortfall according to the wishes of most respondents. (The rise still sat below the current 6.7% inflation rate and previous 7.2% inflation rate at time of budget drafting). Other news of interest: Wilson Drive pipe upgrade project included in 23/24 year, and The Oaks Dog Park was budgeted in current year for development. West Eyreton Oaks Reserve and pit master plan still to be confirmed pending understanding of pit status under reforms.
- Waimakariri Youth Council meeting – held in Oxford Town Hall in June 2023. New members were settling in well.
- Portfolio catchup.
- All Boards Briefing – Presentations from Waimakariri Youth Council and Citizens Advise Bureau, with presentations from Council staff regarding Next Steps website and Discretionary Grant Fund.
- Ohoka Mandeville Rural Drainage Advisory Group meeting – A drop in was planned at the Mandeville Sports Centre for 10 July 2023 to discuss potential plans for Mandeville groundwater resurgence channel – need a staged approach. Strong group desire to being works forward.
- Council meeting – as minuted.

12. **CONSULTATION PROJECTS**

There are no current consultation projects.

13. **BOARD FUNDING UPDATE**

13.1. **Board Discretionary Grant**

Balance as at 31 May 2023: \$39.

13.2. **General Landscaping Fund**

Balance as at 31 May 2023: \$13,090.

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 is scheduled for 7pm, Wednesday 5 July 2023 in the Council Chamber, 215 High Street, Rangiora.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 9.50pm.

CONFIRMED

Chairperson

Date

Workshop

- *Members Forum*

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: RDG-26/ GOV-26-10-06/ 230621092400

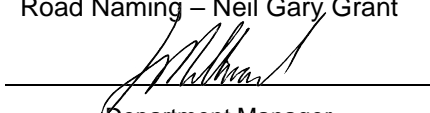
REPORT TO: OXFORD – OHOKA COMMUNITY BOARD


DATE OF MEETING: 5 July 2023

AUTHOR(S): Scott Morrow Rates Officer – Property Specialist

SUBJECT: Road Naming – Neil Gary Grant

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


Department Manager


ppChief 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 residential subdivision in Springbank
- 1.2. The land being developed is Lot 2 DP 66260 which is known as 1037 Oxford Road and will be subdivided into approximately 6 new lots.

Attachments:

- I. Plan of the subdivision showing the new road to be named. (Trim 230621092373)
- 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. 230621092400
- (b) **Approves** one of the following proposed road names for the new private Right of Way as shown on the attached plan.

Springwater Terrace (Pvt) or
Rymore Terrace (Pvt)
- (c) **Notes:** That the Community Board may replace any proposed name with a name of its choice.

3. BACKGROUND

- 3.1 The developer, Neil Grant is undertaking a rural subdivision of approximately 6 new lots on 1037 Oxford Road, Springbank.
- 3.2 There is only one road to be named which is for a private Right of Way that will service the new lots.

4. ISSUES AND OPTIONS

- 4.1. The developer has provided two possible road name options to be considered to for the private Right of Way as part of the development. These names were not taken from the list of pre-approved road names.
- 4.2. The names provided by the developer are said to have some connection to the area. The name Spingwater comes from the old Springbank homestead and the bank or terrace with many springs in the area. The name Rymore is the name of the farm in which the Grant family came from in the Highlands of Scotland and is also the name given to the block of land being developed.
- 4.3. 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 6 lots that have access from the right of way.
- 4.4. The road type of 'Terrace' fits within the policy as it refers to a roadway on a hilly area that is mainly flat.
- 4.5. The names proposed by the developer are not the same to any existing road name in the District. There is currently a Springbank Road in Cust, however, the proposed name of Springwater is thought to be distinctive enough as not to cause confusion.
- 4.6. 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.

- 4.7. 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 blades 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)

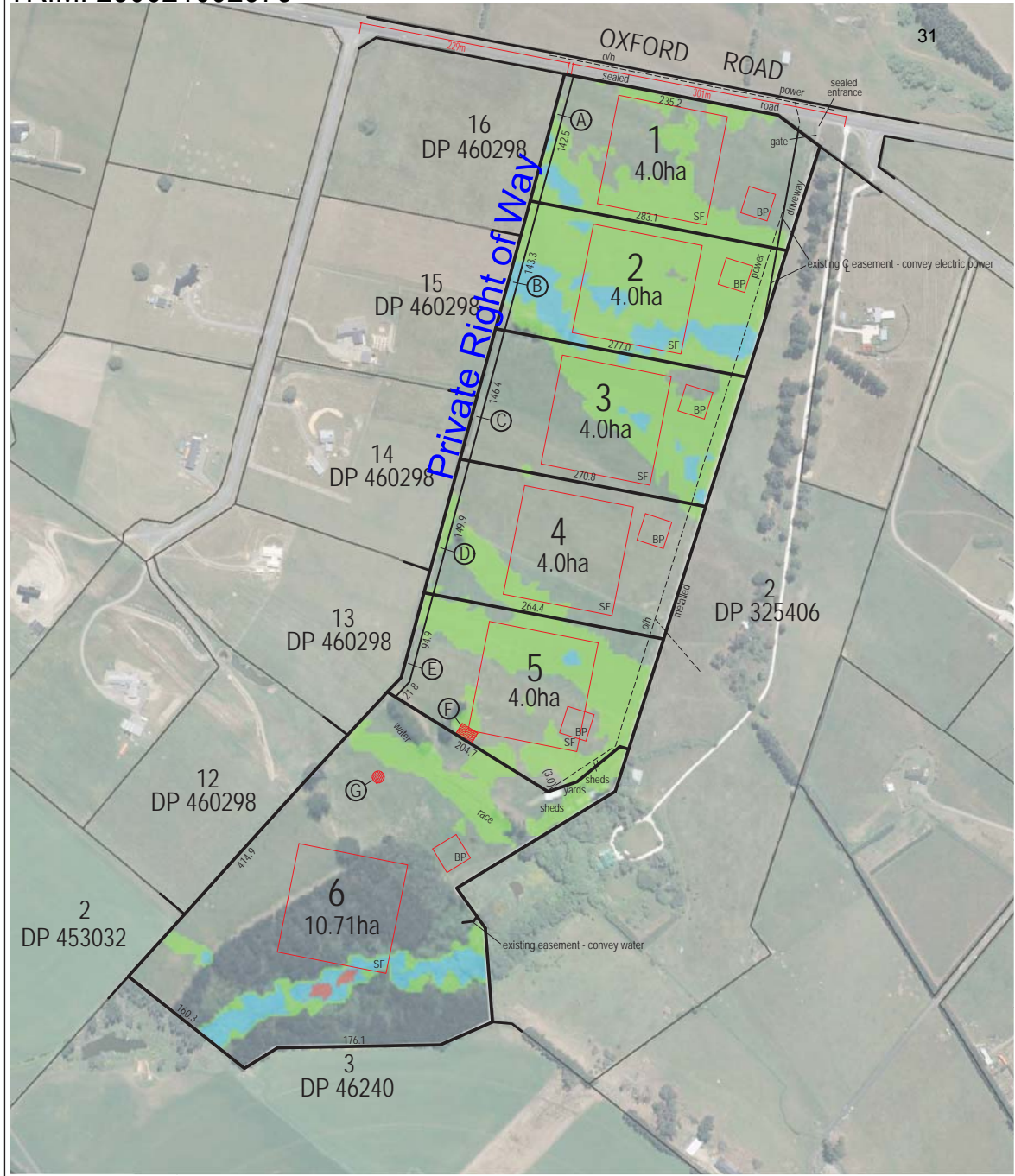
The Council shall have power in respect of roads to: name and to alter the name of any road and to place on any building or erection on or abutting on any road a plate bearing the name of the road.

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**

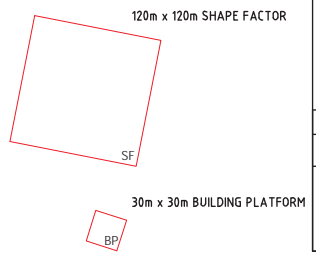
The Oxford – Ohoka Community Board has the delegated power on behalf of the council to approve the naming of new roads.



WAIMAKARIRI DISTRICT COUNCIL
- APPROVED APPLICATION -
RC215343
APPROVED by Authorised Officer
Wendy Harris 13/09/2021

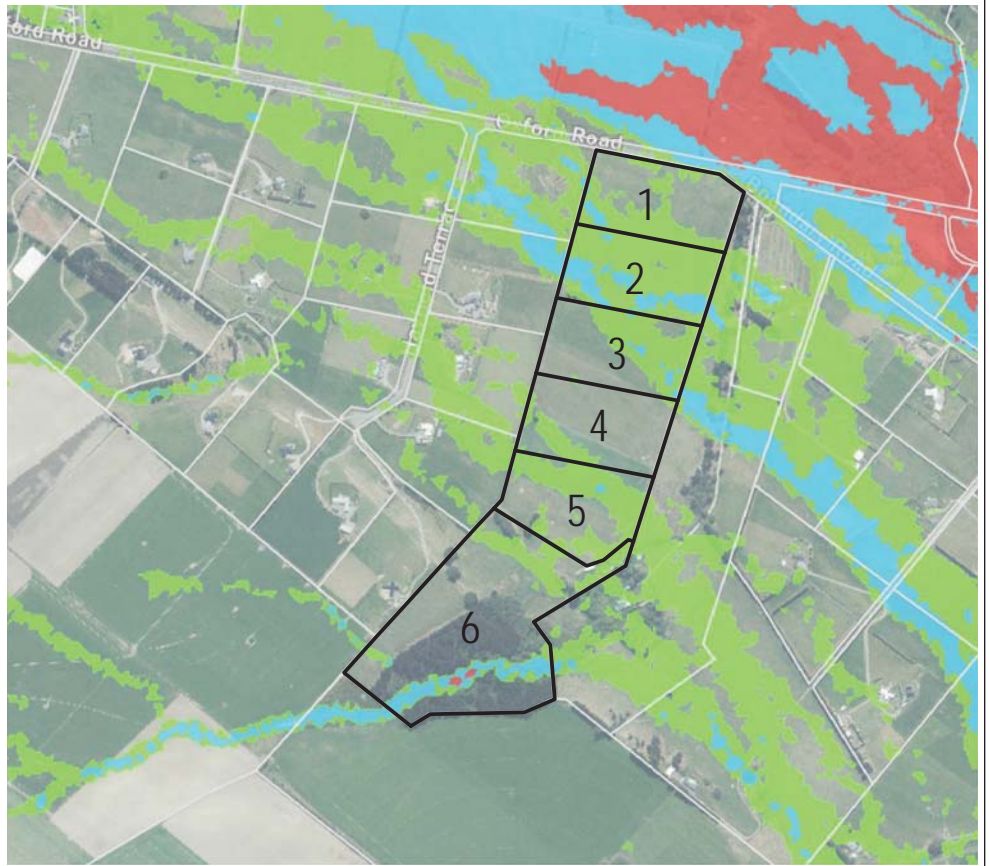


LEGEND



- NOTES:**
1. THIS SURVEY HAS NOT INCLUDED SITE MARKING OF THE BOUNDARY POSITIONS UNLESS OTHERWISE INDICATED.
 2. NO UNDERGROUND SERVICE INFORMATION IS SHOWN ON THIS PLAN. THE LOCATION OF ANY SUCH SERVICES SHOULD BE CONFIRMED WITH THE RELEVANT LOCAL AUTHORITY OR UTILITY SERVICE PROVIDER.
 3. SCHEME PLAN ONLY, AREAS ARE APPROXIMATE & SUBJECT TO FINAL SURVEY.
 4. AREAS 'F' & 'G' ARE SUBJECT TO POSSIBLE CONTAMINATION.

MEMORANDUM OF EASEMENTS			
Nature	Servient Tenement		Dominant Tenement
	Lot No.	Shown	
Right of Way & all services	1	A	2-6
	2	B	3-6
	3	C	4-6
	4	D	5 & 6
	5	E	6



4 Meadow Street, PO Box 5558, Papanui, Christchurch
 P 03 352 5599 AMBERLEY 03 314 9200
 F 03 352 5527 ASHBURTON 03 307 7021
 TOLL FREE 0508 787 887 DARFIELD 03 318 8151

REV	DATE	REVISION DETAILS	
E	13/08/21	FOR SUBDIVISION CONSENT	A CAIN
D	10/08/21	FOR SUBDIVISION CONSENT	A CAIN
C	30/06/21	FOR SUBDIVISION CONSENT	A CAIN
B	22/04/21	FOR SUBDIVISION CONSENT	A CAIN
A	24/02/21	FOR SUBDIVISION CONSENT	SRS

DRAFTED SRS	VERIFIED
APPROVED	
DATE	

PROJECT	
NEIL GRANT - 1037 OXFORD ROAD, FERNSIDE	
TITLE	
PROPOSED SUBDIVISION OF LOT 2 DP 66260	
RT CB38D/1203	SHEET 1 OF 1

INFORMATION ONLY	
PROJECT NO 14917	
SCALE 1 : 5000 (A3)	SIZE A3
DRAWING NO SC-01	REV E

POLICY

Roads and Streets

NAMING OF ROADS AND STREETS (INCLUDING PRIVATE ROADS) POLICY

1 Introduction

The Waimakariri District Council is responsible for naming (and renaming) roads within its boundaries. Roads are named to reflect the identity of the local area and to ensure ease of identification for the Council, the public and key public and private services such as emergency, postal and courier services.

2 Policy Context

This policy applies where proposed roads and other vehicular accesses are being created either through subdivision development or the formation of existing unformed legal roads and to the naming of existing unnamed roads/vehicular accesses both public and private. This policy should form part of any subdivision design and approval process reference material.

3 Policy Objective

This policy specifies Council's requirements for the naming of roads and vehicle accesses throughout the District to provide a consistent and comprehensive approach to naming of roads in the District.

The Waimakariri District Council is responsible for the naming of roads by the *Local Government Act 1974* section 319(j).

4 Policy Statement

- 4.1 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.
- 4.2 Re-naming of streets and roads will only be undertaken if the Council considers the change will result in a clear benefit to the community.
- 4.3 Where a street is named for the first time or a street name is altered then the District Land Registrar, the Chief Surveyor, NZ Fire Service, Telecom, MainPower, valuation service provider, NZ Police, Civil Defence, and the Canterbury Regional Council shall be informed of the new name or change.
- 4.4 Where an existing street is extended, the street extension will be the same name as that of the existing street.
- 4.5 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*".

All private roads that are to be named, are to have a minimum of four lots with access from the private road.
- 4.6 A new street or road shall not be named the same or similar to a street or road already in existence in the District.
- 4.7 Council's 'List of Approved but Unallocated Road Names'

The list of unallocated potential road names for the Waimakariri District is maintained by Customer Services. Names approved for addition to the List of Approved but Unallocated

POLICY

Roads and Streets

NAMING OF ROADS AND STREETS (INCLUDING PRIVATE ROADS) POLICY

Road Names will remain there until they are either allocated to a road or removed as the result of a review of the list.

From time to time a road name may no longer need to be used as two or more roads may be jointed into one road or a road may be permanently closed. In both of these 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.

The list of Approved but Unallocated Road Names will be reviewed by the Community Boards every six years.

4.8 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.

4.9 Approval Criteria and Weighting

The following factors shall be taken into account when selecting street, road or private road names in the Waimakariri District:

- (a) The proposed name has local historical, cultural, environmental or geographical significance - e.g. Torlesse, Boys, Ashley, Cam.
- (b) Maori names of local significance chosen in conjunction with local iwi representatives to ensure appropriateness of meaning and correct spelling.
- (c) Significant and well known or previously well known names of farms, properties or run holdings – e.g. Coldstream, Carleton.
- (d) Names of local residents who have achieved prominence in their chosen fields such as arts, sport, commerce, science, politics, local government, military, etc (e.g. Kippenberger, Kirk), or who have been long term residents.

POLICY

Roads and Streets

NAMING OF ROADS AND STREETS (INCLUDING PRIVATE ROADS) POLICY

4.10 Road Type

The road type should be one that most accurately reflects the type of roadway that is being named. The list below should be used where appropriate, however, this list is not exclusive – refer to AS/NZS 4819:2011.

*Road Type	Abbreviation	Description	Open ended	Cul-de-sac	Pedestrian only
Alley	Aly	Usually narrow roadway in a city or town.	√	√	
Arcade	Arc	Covered walkway with shops along the sides.			√
Avenue	Ave	Broad roadway, usually planted on each side with trees.	√		
Boulevard	Blvd	Wide roadway, well paved, usually ornamented with trees and grass plots.	√		
Circle	Cir	Roadway that generally forms a circle; or a short enclosed roadway bounded by a circle.		√	
Close	Cl	Short enclosed roadway.		√	
Court	Crt	Short enclosed roadway, usually surrounded by buildings.		√	
Crescent	Cres	Crescent shaped roadway, especially where both ends join the same thoroughfare.	√		
Drive	Dr	Wide main roadway without many cross-streets	√		
Esplanade	Esp	Level roadway along the seaside, lake, or a river.	√		
Glade	Gld	Roadway usually in a valley of trees.	√	√	
Green	Grn	Roadway often leading to a grassed public recreation area		√	
Grove	Grv	Roadway that features a group of trees standing together.		√	
Highway	Hwy	Main thoroughfare between major destinations.	√		
Lane	Lane	Narrow roadway between walls, buildings or a narrow country roadway.	√	√	√
Loop	Loop	Roadway that diverges from and rejoins the main thoroughfare.	√		
Mall	Mall	Wide walkway, usually with shops along the sides.			√
Mews	Mews	Roadway in a group of houses.		√	
Parade	Pde	Public roadway or promenade that has good pedestrian facilities along the side.	√		
Place	Pl	Short, sometimes narrow, enclosed roadway.		√	
Promenade	Prom	Wide, flat walkway, usually along the water's edge.			√
Quay	Qy	Roadway alongside or projecting into water.	√	√	
Rise	Rise	Roadway going to a higher place or position.	√	√	
Road	Rd	Open roadway primarily for vehicles.	√		
Square	Sq	Roadway which generally forms a square shape, or an area of roadway bounded by four sides.	√	√	
Steps	Stps	Walkway consisting mainly of steps.			√
Street	St	Public roadway in an urban area, especially where paved and with footpaths and buildings along one or both sides.	√		
Terrace	Tce	Roadway on a hilly area that is mainly flat.	√	√	

POLICY

Roads and Streets

NAMING OF ROADS AND STREETS (INCLUDING PRIVATE ROADS) POLICY

Road Type Cont...	Abbreviation	Description	Open ended	Cul-de-sac	Pedestrian only
Track	Trk	Walkway in natural setting.			√
Walk	Walk	Thoroughfare for pedestrians.			√
Way	Way	Short enclosed roadway.		√	√
Wharf	Whrf	A roadway on a wharf or pier.	√	√	√

**AS/NZS 4819:2011 Appendix B, Road Types – New Zealand*

5 Links to other policies and community outcomes

This policy should be read in conjunction with:

- 5.1 *Local Government Act 1974 s319(j).*
- 5.2 AS/NZS 4819:2011 Geographic information – Rural and urban addressing.
- 5.3 Community Outcome:

There are wide ranging opportunities for people to contribute to the decision-making by public organisations that affects our District.

- *Public organisations make information about their plans and activities readily available*
- *Public organisations make every effort to accommodate the views of people who contribute to consultations*

- 5.4 Waimakariri District Council, District Plan, Chapter 38, Road Names.

6 Adopted by and date

This Policy was approved by the Council's Resource Management and Regulation Committee and subsequently adopted by the Council on 2 April 2013.

7 Review

Review every six years or sooner on request.

OOCB	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 to Saltwater Creek as a lad of 14 years. He also managed Plaskett Mill and was also a butcher in the early days of Oxford.
OOCB	Crowe	Thomas Crowe arrived in Oxford in 1860 and commenced dairy farming. Followed that occupation till he was 80 years old (41 years)
OOCB	Dell	Signed the Women's Suffrage Petition in Ohoka
OOCB	Ffitch	Henry Ffitch served on the Oxford Road Board for four years and was Chairman of the Kiri Kiri School Committee for 5 years
OOCB	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
OOCB	Gainsford	Mrs R H Gainsford was the first President on the Women's Christian Temperance Union which was formed on 11 September 1911. Robert Henry Gainsford was Clerk, Surveyor, and Treasurer of the Oxford Road Board, appointed in 1901
OOCB	Hitchcox	Signed the Women's Suffrage Petition in Ohoka
OOCB	Humphries	Signed the Women's Suffrage Petition in Ohoka
OOCB	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
OOCB	Malland	Signed the Women's Suffrage Petition in Ohoka
OOCB	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
OOCB	McCormack	James McCormack was the treasurer and collector to the Waimakariri-Ashley Supply Board, joined the Board in 1895
OOCB	Pachnatz	F Pachnatz lived in Oxford and was a soldier 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
OOCB	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.
OOCB	Sides	Signed the Women's Suffrage Petition in Ohoka
OOCB	Skurr	Janice Skurr was Mayor of Waimakariri District Council from 1942-1946.
OOCB	Stevenson	Rev N J Stevenson first produced the Bulletin from 1942-1946
OOCB	Stopps	Agnes Stopps Formed the Ohoka Women's Institute
OOCB	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
OOCB	Volkmann	Surgeon-Sergeant
OOCB	Zimmerman	Mr and Mrs Zimmerman, produced the Bulletin from 1946 to 1960.

No name the same, but sounds similar to Reeves

(Also on RACB List)

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: GOV-26-10-06 / 230609084741

REPORT TO: OXFORD-OHOKA COMMUNITY BOARD

DATE OF MEETING: 5 July 2023


AUTHOR(S): Kay Rabe - Governance Advisor

SUBJECT: Oxford-Ohoka Community Board's 2023/24 Discretionary Grant Fund and 2023/24 General Landscaping Fund

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



 General Manager



 ppChief Executive

1. SUMMARY

- 1.1 This report provides information regarding the Oxford-Ohoka Community Board's (the Board) 2023/24 General Landscaping Budget and the 2023/4 Discretionary Grant Fund.
- 1.2 This report also requests the Board consider for approval the Discretionary Grant Criteria, as included in the Application Form, and the Accountability Form for the 2023/24 financial year.

Attachments:

- i. Draft Oxford-Ohoka Community Board's 2022/23 Discretionary Grant Application Criteria and Application Form (Trim No. 210603089866).
- ii. Draft Oxford-Ohoka Community Board's 2022/23 Discretionary Grant Accountability Form (Trim No. 210603089980).
- iii. Draft Financial Template for Informal Groups (Trim Ref: 230627095307).

2. RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 230609084741.
- (b) **Notes** that the Board's General Landscaping Budget allocated by the Council for 2023/24 is \$13,680, with a carry forward for 2022/23 still to be determined due to outstanding invoices being processed.
- (c) **Notes** that the Board's Discretionary Grant Funding allocated by the Council for 2023/24 is \$6,120 and that an amount of \$39 was carried forward from the 2023/24 budget. Thereby bringing the Discretionary Grant Fund to a total of \$6,159 for this financial year.
- (d) **Adopts** the Board's 2023/24 Discretionary Grant Fund application criteria and Application Form (Trim No. 210603089866).
- (e) **Adopts** the Board's 2023/24 Discretionary Grant Accountability Form (Trim No. 210603089980).
- (f) **Adopts** the Financial Template for Informal Groups (Trim No: 23027095307).
- (g) **Approves** that Discretionary Grant Fund applications be considered at each meeting during the 2023/24 financial year (July 2023 to June 2024).

3. **BACKGROUND**

- 3.1 The Council allocates a General Landscaping Budget to each Community Board to be expended on appropriate projects and initiatives in each Board's community area and the Council's Greenspace Team. This fund is not a contestable fund.
- 3.2 The Discretionary Grant Fund is a contestable fund enabling community groups and organisations meeting the relevant criteria to seek funding for various events, initiatives and projects.

4 **ISSUES AND OPTIONS**

- 4.1 The ***General Landscaping Fund's*** 2023/24 financial year allocation approved by the Council for the Oxford-Ohoka Community Board is \$13,680. However, the amount to be carried forward from the 2023/24 financial year is still to be determined as outstanding invoices are still being paid and will be submitted to the Board for confirmation at the August 2023 meeting.
- 4.2 An initial workshop will be scheduled for August 2023 for the Board and the Council's Community Greenspace Manager to identify a range of potential projects for funding during the 2023/24 financial year, or the Board may choose to allow the incoming Board to determine projects for the new term. If the Board decides to allocate all or part of the 2023/24 Landscaping Fund, a report seeking the Board's formal approval for funding will then be presented to the November 2023 Board meeting.
- 4.3 The ***2023/24 Discretionary Grant Fund*** approved by the Council for the Board is \$6,120. An unspent amount of \$39 was carried forward from the 2022/23 financial year, thereby bringing the Discretionary Grant Fund to a total of \$6,159 for this financial year.
- 4.4 Not all eligible groups may be aware of the fund, so it is anticipated that Community Board members will continue to be pro-active in this regard through networking and community groups they interact with. It is recommended that the Board regularly review the remaining balance of the fund to ensure that it is on track to be spent.
- 4.5 Staff will periodically advertise the Discretionary Grant through the Community Notice Board page in the Northern Outlook and Chatter. In addition, application forms are available on the Council website, from Service Centres or by contacting the Governance Support Team.
- 4.6 Various workshops were held to review the Discretionary Grant Fund applications, criteria and accountability during May and June 2023. Feedback was sought on the following aspects:
- Amount of maximum grant allowable
 - Ability for groups to access all four community boards for funding
 - Whether small, informal groups should be encouraged to apply
 - Requirements for financial records and the scope of what would be appropriate
 - Requirement for more formal accountability in the form of proof of purchase
 - Request for photos of events/ item purchased
 - Request for permission to put photos on Board's websites.
- 4.7 As a result of the feedback received from the Boards Draft Application and Accountability forms are presented to the Board for approval for the 2023/24 financial year.
- 4.8 **Implications on Wellbeing**
There are no significant implications on community wellbeing by the issues and options that are the subject matter of this report.
- 4.9 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 are not likely to be affected by or have an interest in the subject matter of this report. However, they may wish to apply for funding for events and projects.

5.2 Groups and Organisations

Community groups and organisations are likely to be affected by or be interested in the subject matter of this report, as the Board's Discretionary Grant fund could assist them in achieving community-based programmes during the current financial year.

5.3 Wider Community

The wider community is not likely to be affected by or be interested in this report's subject matter. However, it should be noted that the funding allocated to community groups and for beautification of the wards will increase the general feeling of wellbeing within the Board's community.

6 OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1 Financial Implications

There are financial implications of the decisions sought by this report. The Council has approved an allocation of \$13,680 to the Board's General Landscaping Fund for the 2023/24 financial year. The amount to be carried forward from the 2022/23 financial year will be determined once the outstanding invoices have been processed.

The Annual Plan for 2023/24 includes budget provision for the Oxford-Ohoka Community Board to approve grants to community groups up to \$6,120. An amount of \$39 was carried forward from the 2022/23 financial year, bringing the Discretionary Grant Fund to a total of \$6,159 for this financial year.

The application criteria specify that grants are generally limited to \$750 with a maximum of \$1,000 in any financial year (July to June), even though a group can apply up to twice a year, providing it is 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 not 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

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

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

The Community Boards have delegated authority for both funds.

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. This is one of the reasons the Board requires a copy of your relevant financial information. Staff cannot process your application without financial records.

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.
- Allocations 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 to \$750 with a maximum of \$1,000 in any financial year (July to June), but the group can apply up to twice in that 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 is 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 funding.
- Where possible, or feasible, 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 for processing.
- 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 utilize these photos on its website to encourage other community groups' participation.
- In the event that funds are not spent on the project within the financial year, or activity applied for, 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 not be accepted until the Council 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.

Groups applying for Board Discretionary Grants ⁴³ 2023/2024

Name of group: _____

Address: _____

Contact person within organisation: _____

Position within organisation: _____

Contact phone number: _____ Email: _____

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

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

Overall cost of project: _____ Amount requested: _____

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 _____% Rangiora-Ashley _____% Woodend-Sefton _____% Kaiapoi-Tuahiwi _____%

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?

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: _____

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

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: If submitting your application electronically, entering your name in the signature box below will be accepted as your signature:

Signed: _____ Date: _____

OXFORD-OHOKA COMMUNITY BOARD

Oxford-Ohoka Community Board

**Accountability Form for 2023/2024
Discretionary Grant Recipients**

For funding provided during the period July 2023 – June 2024

This form is to tell the Board what you spent the money on.

The purpose of the accountability form is to provide transparency in relation to public funds granted to community groups to provide the Board with feedback on the event/project and its impact in the community.

Please complete when the project is completed and return within three months after the event or completion of the project. You must return this form in order to be eligible for future funding. The Board would also appreciate any photos, where practically possible, of the event/project and permission to utilize the photos on its website. The information provided will be used in a report to the Board that will be publicly available.

Name of group: _____

Date: _____ Amount allocated: \$ _____

Purpose for grant: _____

Please give details of how money was spent including receipts or bank statement as proof of purchase:

\$ _____

\$ _____

\$ _____

Give a brief outline on benefits that have been achieved with these funds including the number of people who attended or were assisted. Please include photographs, where possible:

(Use additional pages if necessary)

Permission to use photos on Board’s website: Yes No

Continued over page

Two authorised signatories to complete the details below⁴⁶

Date: _____

Date: _____

First contact name: _____

Second contact: _____

Signature: _____

Signature: _____

Position: _____

Position: _____

Phone: _____

Phone: _____

Email: _____

Email: _____

Address: _____

Address: _____

Return to:

Governance Team

Waimakariri District Council

Private Bag 1005

Rangiora 7440

OR

IM@wmk.govt.nz

DRAFT

Organisations Name

Start and end date of the grant term goes here

This date should be for the next 12 months or your financial year

This spreadsheet will automatically calculate totals and balances

Funding request

Add grant details here

Budgeted amount

Amount requested

--	--

Other income received

List all expected and confirmed income towards your operating costs

Budgeted amount

TOTAL INCOME

\$0.00

EXPENDITURE

List all confirmed and expected operating expenses

Budgeted amount

Amount budgeted

TOTAL EXPENDITURE

\$0.00

Operational Surplus/Deficit

Oxford-Ohoka Community Board

34 Main Street, Oxford
Private Bag 1005

Our Reference: GOV-26-10-04 / 230608084226

7 June 2023

To whom it may concern

Dark Sky Sanctuary over Oxford, New Zealand

I am writing, on behalf of the Oxford-Ohoka Community Board (the Board), in support of the Oxford Forest Conservation Area becoming accredited as an International Dark Sky Park, and subsequently having the wider Oxford area as an International Dark Sky Reserve with the park serving as the 'core' and Oxford Township and other areas making up the 'periphery'.

The Board supports this initiative as it promotes the Oxford area as a destination for local and overseas tourists. It is anticipated that the influx of tourists will result in positive social and economic growth in the area. It should be noted that Oxford Township will be one of many areas to benefit from visitors who are also likely to visit other towns and places of interest within the Waimakariri District, thereby positioning the District on the tourism radar.

Additional benefits would include increased education for both tourists and locals on the historical and cultural importance of the night skies in New Zealand. The local fauna, flora and residents will also benefit from the better living experience due to the utilisation of more directed and warmer coloured lighting to address glare, light clutter, and light trespass. This more efficient use of energy will furthermore result in savings across the District.

The Board is excited to be a part of this initiative and looks forward to working with the Oxford Dark Sky Group, the Council and other stakeholders to achieve this outcome.

The Board therefore commends the Oxford Dark Sky Group for their enthusiasm, drive and dedication and has no hesitation in assisting with the success of this project by writing in support of this application.

Kind regards



Thomas Robson

Chairperson
Oxford-Ohoka Community Board

Waimakariri District Council

215 High Street
Private Bag 1005
Rangiora 7440, New Zealand
Phone 0800 965 468

Our Ref: LTC-03-19-02/220114003526

12 June 2023

Dear Mr Robson,

Waimakariri District Council Adopts Annual Plan

Thank you for taking the time to submit on the Council's Annual Plan.

This Annual Plan took place during a time of many challenges such as Covid-19 recovery, supply chain issues, rising energy costs and inflationary pressure.

The Council had a goal of keeping rates increases at a minimum while still providing the high-quality services and infrastructure the District requires. Specifically, we were seeking feedback on and additional funding for:

- New regulations that mean Council must test water supplies more regularly and bring forward planned upgrades to remain chlorine free
- Immediate improvements needed to the stormwater network following flooding from extreme weather events
- Inflation of roading material is disproportionately inflating and more funding was needed to make sure local roads remain at a high standard.

The community supported the proposed increase to our budget for the above topics and the Council adopted the Annual Plan on 20 June 2023 with a rates increase of 6.24% - which is slightly higher than the proposed 5.97%.

Central Government funding, through Waka Kotahi's contribution is capped and does not take account of inflation. This puts pressure on the Council to contribute the difference and the addition of the \$220k to the budget took the total average rate up to 6.24%.

Most respondents to the Annual Plan also requested Council fully fund the gap.

Road maintenance is high on the priority list for residents and the Council wants to ensure it keeps up and meets those expectations. Council has also recently employed staff to undertake independent reviews to ensure that all roading work is meeting the quality and specification required in the terms of the contract.

However, our rates increase still sits significantly lower than the inflation rate of 6.7% (formerly 7.2% at the time the Annual Plan was drafted). It also means our District has had one of the lowest rates increases in the country.

Council deliberated over 61 submissions made to the Draft Annual Plan before agreeing on the changes.

If you made a submission outside of the engagement topics a follow up letter will come to you in the coming months addressing any specific points you made.

Until then, if you'd like to read a full copy of the Annual Plan you can find these at the Rangiora, Kaiapoi and Oxford service centres and libraries and on the Waimakariri District Council website.

Once again, thank you for your interest and contribution to the development of our District. If you have any further questions or comments, please feel free to get in touch.

Yours sincerely



Dan Gordon
MAYOR

OXFORD-OHOKA COMMUNITY BOARD

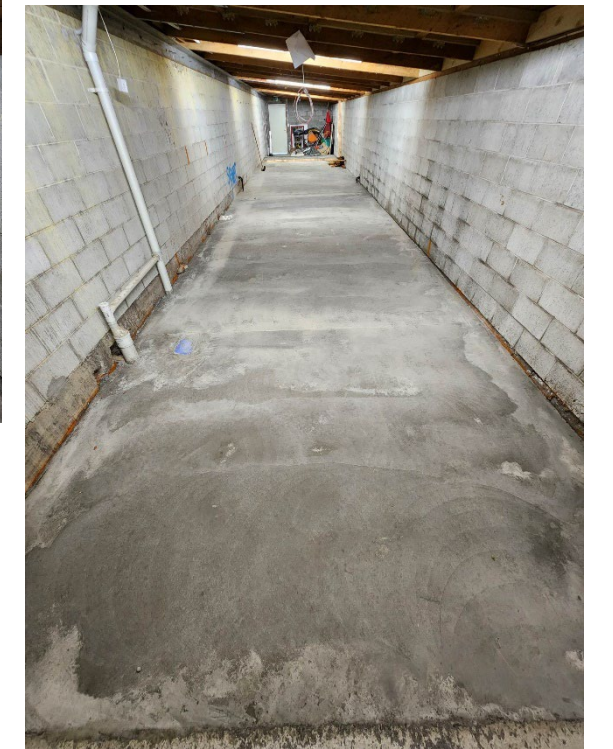
MEMBERS INFORMATION EXCHANGE

For the month of June 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>
9/6	Oxford dark sky stakeholders meeting	This meeting followed on from last months deputation, there was a great turn out of local stake holders and a thorough discussion of the pros and cons, with some concerns from Oxford Soccer and Oxford Ag around the cost of compliance if the Council decide to enforce strict dark sky requirements.
13/6	Attended a Council briefing on lineside road upgrade options	Thanks to Mayor Dan for inviting us along to this briefing which was interesting and generated good discussion – Hopefully NZTA and Council staff take on board comments about the importance of Fernside Road as a route for the Western part of the District.
13/6	Woodstock quarries update with Andrew	A general update to gauge concerns before the video call later in the week with Commissioners.
12/6	Ashley Gorge advisory group meeting	The Group was pleased to hear that the Board had provided funding to upgrade tracks in the Reserve – work will begin when the ground dries out. Police support for the Camp Manager was raised again and hopefully we can arrange a meeting with Police to sort this issue, the Group has also been working on clearing vegetation around the pavilion. See pictures below.
20/6	Oxford Community Trust meeting	I was unable to attend due to being unwell.
9/6	West Eyreton small bore shooting club	I attended another working Bee where we finished the block wall. Since then the club has finished the shooting traps and held their first club night on Monday 19 June – see pictures below of club upgrades
15/6	Online conference re Woodstock quarries consent	The panel was concerned about the ability of everyone to have time to process the latest information but they were loathed to move

		<p>the hearing date again but suggested that submitters might be heard as a block in the second week.</p>
	<p>Facebook page update</p>	<p>Page performance over the last 28 days as of the 24/6/23 – page reach 3,300, page interactions 144, new followers 23, posts 9.</p>



OXFORD-OHOKA COMMUNITY BOARD

Members Information Exchange

For the month of June 2023

Name: Sarah Barkle

MEMBERS' DIARY		DISCUSSION POINTS
<i>Date</i>	<i>Events members have attended</i>	<i>Community Feedback/Issues Raised</i>
1 June	All Boards Briefing	
2 June	Ohoka drainage meeting	<ul style="list-style-type: none"> - Mandeville resurgence options to go to consultation. Public drop-in session 10th July at Mandeville Sports Club 2.30-7pm. - Council looking at re-mapping and identifying all the drains in the district.
6 June	Agenda meeting	<ul style="list-style-type: none"> - Meeting with Thomas, Gerard and Kay.
13 June	Woodstock landfill meeting	<ul style="list-style-type: none"> - Catch up on issues that needed to be brought to meeting with commissioners. - Concerned about the availability of information and time to read/submit on this. Also concerned about some people unsure how to request to speak to submission. - Outcomes – Applicant needed to supply information by 12 June which they did. Submitters will be given time slots in the second week of hearings to give them more time to get through information. We published information about how to request to speak to submissions at hearing and have passed this on to anyone we can.
15 June	Swannanoa school production	<ul style="list-style-type: none"> - Attended Swannanoa School production, first they have been able to have in 5 years. Such a brilliant show based on families in the district and how they came to be in Swannanoa. Great amount of history involved. Teachers did a brilliant job and students were absolute stars.
20 June	Speed meeting	<ul style="list-style-type: none"> - Meeting with Mayor, Councillors and staff to discuss options for the speed limit reduction consultation.
21 June	ECan Field Trip	<ul style="list-style-type: none"> - Farmers field trip for mahinga kai – ki uta ki tai. - Field trip to inform about the importance of waterway health so food can be gathered from the source.

		<ul style="list-style-type: none"> - Explaining the various stages and their significance from the mountains to the sea. - Excellent field trip, very informative and great to see some good practices in fresh water farm management. - Need to look at more sustainable drain maintenance so it does not disturb habitats. - Planting to help slope stability and provide food, shelter to the stream life. - Keeping cattle out and looking at urban impacts – storm water entering waterways.
	Still to attend before next Board meeting:	
26 June	All Boards briefing	To be informed on the speed management consultation and impact of future for local government report.
28 June	Water race meeting	
	Woodstock landfill catch ups and preparation for hearing on 7 th July.	

OXFORD-OHOKA COMMUNITY BOARD

MEMBERS INFORMATION EXCHANGE

For the month of June 2023

Members Name: Pete Merrifield

MEMBER'S DIARY		DISCUSSION POINTS
Date	Events members have attended	Community Feedback/Issues Raised
1-06	All Boards briefing.	
7-06	O-OCB meeting Oxford	
9-06	Oxford Museum - monthly.	
12-06	Met with Peter Gill	
14-06	Rangiora - Ashley C.B.	Observing.
19-06	Kaiapi - Tuahiwi C.B.	Observing

Other:

OXFORD-OHOKA COMMUNITY BOARD

MEMBERS INFORMATION EXCHANGE

For the month of June/July 2022

Members Name: Michelle Wilson

MEMBER'S DIARY		DISCUSSION POINTS
<i>Date</i>	<i>Events members have attended</i>	<i>Community Feedback/Issues Raised</i>
8/06/23	Oxford Networking Meeting	As minuted.
15/06/23	LGNZ	Introduced to Committee members. Simon Britten represents our Zone. Simon is also Co-Chair. Goals include stronger partnership, recognising being on Community Boards is valuable, career path, valued voice.

Other:

Meetings for WHAG & Alcohol & Drug Harm Prevention Steering group both postponed until next week.

Plan to attend Oxford Matariki Winter Lights Festival & Kaiapoi Art Expo

OXFORD-OHOKA COMMUNITY BOARD
MEMBERS INFORMATION EXCHANGE

For the month of June 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>
8 June	Community Networking Forum, Oxford	See attached notes.
9 June	North Canterbury Community Support, Kaiapoi	
12.June	Waimakariri Water Zone Committee, Rangiora	Review of Action Plan, budget and Rakahuri Ashley Revival Strategy
12 June	Visit Cust farmer re willow and weed control issues – river and drainage	
13 June	Audit and Risk Committee, Rangiora	
14 June	Facilities and Consents Fee Waiver Subcommittee - via Teams	
15 June	Attended Clare Williams tangi, Tuahiwi Marae as a council/zone committee representative.	
16 June	OPAC meeting, Oxford	
16 June	District Plan and Regulation portfolio holder briefing - Teams	
20 June	Utilities and Roothing, Rangiora	
20 June	Workshop with the council on speed management.	
20 June	Adoption of Annual Plan.	
21 June	Farmer mahinga kai field trip – Oxford to Kaiapoi	An excellent event. More events like this in other parts of the district would be welcome.
22 June	Road Reserve Management Policy meeting, Rangiora.	

Other:

Following up heritage/recreation trail signage with WDC staff. Aiming ultimately for directional signage pointing from Kaiapoi to Oxford along the route of the old Eyreton branch railway line.

COMMUNITY NETWORKING FORUM NOTES

Sharon Grant: Budgeting Services North Canterbury

Based in Rangiora, covering Waimakariri and Hurunui. Very busy at the moment but manageable, no waitlist. Very complex cases, huge stress and depression etc.

Marilyn Davison: Citizens Advice Bureau North Canterbury

Free confidential independent advice and information about your rights and services available in the community. Volunteers are trained to listen and to research. New free legal advice which will complement the legal clinic. Have fortnightly legal clinic with six 10-minute appointments. New law clinic is a partnership with Community Law Canterbury, held on Mondays 9am-2pm (45-minute appointments) and will be a drop-in clinic or by appointments. There are some topics that these do not cover.

New supplementary Health Transport: Ages 65+ who may have mobility challenges that cannot be catered for with the Health Shuttle or the appointment times are outside of the Health Shuttle hours 9am-3pm.

Carolyn Boswell: Waimakariri District Council Community Team

Migrants and Cultural Inclusion portfolio. New English Language classes are starting mid-July. Intermediate classes meet at the Rangiora Town Hall on Saturdays, during term time: Beginners classes 1:1 with Hannah Mason. Conversation classes once a week, great for gaining confidence. Have received resources for early readers that schools are no longer needed, have a lot of resources now. If there are people in the Oxford community interested in English Language lessons or have a need for these –happy to organise lessons in Oxford. Have been accepted as a Welcoming Communities will receive funding and more capacity in this area.

Tim Fulton: Councillor Oxford Ohoka Community Board

Observation about the Quenette Dairy Vape store signage and how it is being promoted with a large tick on the front door. New regulations do not cover marketing.

Discussing how to connect people from Oxford to Rangiora to use recreation areas etc and to go to Christchurch. Awareness raising of services that are already available in Oxford to the community. Emily advised that Oxford Community Trust have two or three North Canterbury minivans at all times and a medical transport vehicle. Friday nights the youth group visit Christchurch and there is a Shoppers bus on Tuesday visiting Rangiora or Northlands, and if someone wanted to go elsewhere let OCT know.

Michelle Wilson: Oxford Ohoka Community Board

Work in education across 18 schools and a member of the Drug and Alcohol Steering group. Attended a symposium about addiction of older adults, a silent epidemic and needing to be asking questions to older adults to normalise talking about it. 3 Trim: 230615088440.

Sector wide collaboration around how we get people access to support, with limited support and resourcing but working together can make it more possible to get support in a timely way. Trend: seeing in schools anecdotally an increase in behaviour issues, unsure of why, if it is post covid or kids being out of school and back again out of a routine being less settled. Vaping law changes is progress, but it would be great to see further change.

Niki Mealings: Councillor Oxford Ohoka Community Board

Alcohol Drug Harm Prevention Steering group: recruiting people, sharing information, find gaps and network. Emma Woods doing a great job at digging into what have we got and what do we want etc. New vaping regulatory framework: Thank you and congratulations to everybody. It doesn't go far enough, would like to see limiting vape shops like cigarettes. New regulations coming that will cover vaping. Mayor's Taskforce For Jobs programme: Helping young people (ages 16-24) into employment, six month pilot for 12 young people or anyone that has disabilities or barriers into employment. The Housing Policy

has been signed off and will go to consultation, unsure of the date. Developing an Integrated Transport Strategy for the district.

Martin Pugh: Waimakariri District Council Community Team

Mobile Community Hub: Grant from DIA to purchase a van to be used for communities in need and in crises to connect eg: Civil Defence emergencies, environmental disasters, sudden losses, community groups and community events etc. This came out of covid alongside the Next Steps website providing information to communities when in need, to connect and having a central point for gathering when needed. Hope to be ready in early 2024. Suggested having Next Steps branding on the vehicle.

Multicultural Cooking Classes: Tickets selling quickly, classes will be held in Kaiapoi.

<https://events.humanitix.com/tours/2023-glow-multicultural-cooking-class-series>.

Alison Lewis: Comcare Trust Peer Support worker

Mental health and addiction service for 18 years and above. Fully mobile, do home visits and people can self-refer. Please refer on if you know of someone. Have Community Support workers (needs GP referral), Active Links - activities and groups with a gold coin donation.

Emily Neate: Comcare Trust Peer Support worker

Peer Support workers have lived experience. Do workshops and can tap into young adults groups. Quiet at the moment, unsure why. Can support clients on a case-by-case time frame they need. Anna Raines is no longer with Comcare.

Nicki Carter: Social Services Waimakariri & Community Wellbeing North Canterbury Trust

Next Steps website: Has been launched, please let people know. Will get promotional fridge magnets and will distribute around all of the services to give to clients.

Emergency and Transitional Housing: Working with Tessa on this. A comprehensive report about our needs in the district is in draft form, about to go to MHUD to state our need for emergency and transitional housing. Have talked to all of the sectors in the community about what they are seeing with their clients with housing.

In talks with Kainga Ora to increase the working relationship. No emergency and transitional housing in Waimakariri except two camp groups at Lehman's Road and Pine Acres. Great work happening in Pines Acres. New Kainga Ora houses being built. Wanting our portion of the funding that goes to Christchurch.

Trend: Emily advised that there is a rise in domestic violence with housing shortage and a lot of mums that are homeless because of the domestic violence.

Food Secure: Working on the strategic direction and support in Hurunui. Community Wellbeing North Canterbury: Connector service contract will be extended to 30 September. Still have the discretionary fund.

Ronel Stephens: Community Wellbeing North Canterbury Trust

Contract has been extended and will finish at the end of September. Discretionary fund available if you know of anyone who needs support that has been affected by covid/barrier contact Ronel. Not sure the fund will be available from the end of September 2023. Kathy works in Hurunui, Marlina in Kaiapoi and Ronel covers everywhere.

Emily Chapman: Oxford Community Trust

New youth worker Nicky Stagg. U Drive programme is going really well, have new mentors. Julia and Jo are in Auckland - Drive for Change programme, going really well. Focused on Volunteer Week, have 60 volunteers in different areas of Oxford Community Trust, buying volunteers vouchers for movies. The Trust has been busy, have been using BSNC, the foodbank and medical transport service is really busy, trips into Rangiora or Christchurch for clients and some days have four drivers going into town. The volunteers are fantastic.

Gabrielle O'Connell: Cancer Society North Canterbury

Emma Westwood- Davies will be taking over the Oxford Case Load from Gabrielle. She is looking forward to meeting you at the next network meeting. Emma has been working for the North Cant. Cancer Society for almost two years and has previously worked in the Oxford community in a vaccinator role for Covid.

Just to recap on our services for Oxford patients, carers, and families. Most of our face-to-face work is undertaken in the home and we do have access to space at the Oxford Hospital, as required.

The Oxford Volunteer Support Group organised by Ans Fonteyn continue to provide drives for people completing cancer treatment in Christchurch. They also run the monthly coffee group at Café 151 on the third Wed of the month and provide some extra support such as visits, grocery or petrol vouchers, and baking to families, as requested.