

MINUTES FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD HELD IN THE A&P ROOM, OXFORD TOWN HALL, OXFORD, ON WEDNESDAY 8 JUNE 2022 AT 7PM.

PRESENT

D Nicholl (Chairperson), T Robson (Deputy Chairperson), S Barkle, W Doody, S Farrell, R Harpur and N Mealings.

IN ATTENDANCE

T Tierney (Manager Planning and Regulation), J McBride (Roading and Transport Manager), G Stephens (Greenspace Design and Planning Team Leader), T Kunkel (Governance Team Leader) and A Connor (Governance Support Officer).

Six members of the public attended the meeting.

1. APOLOGIES

Moved: T Robson

Seconded: R Harper

THAT an apology for absence be received and sustained from M Brown.

CARRIED

2. PUBLIC FORUM

2.1. Anemika Dion

A Dion expressed concern about Local Government New Zealand's (LGNZ) position on the proposed Three Waters reform. She felt that the LGNZ was not representing the community as it should and therefore requested the Board to convey the community's concern to the Council.

T Tierney explained that the Council had been very proactive about its opposition against the proposed reform and was currently part of the High Court action taking place against the Government regarding the ownership of assets. The Council was also a key player in Communities for Local Democracy.

A Dion acknowledged the Council's efforts to oppose the reform, however, she questioned why the Council was still a member of LGNZ when they were not adequately representing the Waimakariri district.

T Tierney advised that the matter would be brought to the Council's attention.

3. CONFLICTS OF INTEREST

Item 7.1 - As an Oxford Promotions Action Committee Inc member, S Farrell declared a conflict of interest.

Item 7.4 - S Barkle declared a conflict of interest in applications (i) and (ii) as a member of the Standardbred Stable to Stirrup Charitable Trust and applications (iii) and (i) as a parent of students in Swannanoa School. S Farrell declared a conflict of interest in application (vi) as a member of the Oxford Historical Records Society Inc and application (vii) as a member of the Oxford Promotions Action Committee Inc.

W Doody declared a conflict of interest in application (vii) as an Oxford Promotions Action Committee Inc. member.

R Harpur declared a conflict of interest in application (viii) as a grandparent to children in the Swannanoa Preschool.

4. CONFIRMATION OF MINUTES

4.1. Minutes of the Oxford-Ohoka Community Board – 4 May 2022

Moved: S Barkle

Seconded: S Farrell

THAT the Oxford-Ohoka Community Board:

- (a) **Confirms** the circulated Minutes of the Oxford-Ohoka Community Board meeting, held on 4 May 2022, as a true and accurate record.

CARRIED

4.2. Matters Arising

D Nicholl asked if there was an update on the additional information requested at the previous meeting about the Oxford Sewer Rates. T Kunkel noted that she had lodged a request for information with the 3 Waters Team, however, she was yet to receive feedback.

S Barkle questioned if the Board could submit on the Council's Walking and Cycling Network Plan, which was out for public consultation. T Kunkel confirmed that the Board was entitled to make a submission.

5. DEPUTATIONS AND PRESENTATIONS

Nil.

6. ADJOURNED BUSINESS

Nil.

7. REPORTS

7.1. Oxford Main Street Public Toilets Mural – G Stephens (Greenspace Design and Planning Team Leader)

G Stephens noted that this report had been a long time coming. The Waimakariri Public Arts Trust had endorsed the proposed design of the mural, and the final step in the process was for the Board to approve the design. The Greenspace Team and the Waimakariri Public Arts Trust both believed that the proposed design was in keeping with the aesthetics of the local area, as the proposed design depicted native flora and fauna. In addition, the Rūnanga had confirmed that they were satisfied that the design did not cross cultural-lines.

G Stephens confirmed that the artwork would be owned and maintained by the Oxford Promotions and Action Committee and Keep Oxford Beautiful. The mural would also be covered with an anti-graffiti top coat making any tagging easy to clean off.

W Doody questioned whether the anti-graffiti coating would preserve the painting sufficiently. G Stephens responded that the coating would not protect the mural against extensive vandalism, such as the scrapping of the paint. However, the mural would be safeguarded against spray-painting.

W Doody further enquired if the anti-graffiti coating would assist the mural in retaining its colour. G Stephens was unsure if it would keep the mural from fading. He noted that the mural was on a south-facing wall, so it was not anticipated that there would be significant colour fading. The five-year review process was in place to deal with any required maintenance.

T Robson asked if the process of installing public art could be streamlined to ensure that people were not deterred from taking part in such projects. G Stephens acknowledged that this had been a drawn-out process. Therefore, the Greenspace Team looked at a strategy to refine this process.

T Robson suggested the five year review of the mural should be done in conjunction with Oxford Promotions and Action Committee and Keep Oxford Beautiful.

Moved: W Doody

Seconded: S Barkle

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 220526085770.
- (b) **Notes** that the selection process had been jointly led by the Oxford Promotions and Action Committee (OPAC) and Keep Oxford Beautiful.
- (c) **Notes** the proposed design had been approved by the Waimakariri Public Arts Trust.
- (d) **Notes** that the Mural would be externally funded by the Oxford Promotions and Action Committee.
- (e) **Approve** the proposed Mural Design to be located on the Oxford Main Street Public Toilet.
- (f) **Approves** a five year review cycle, in conjunction with Oxford Promotions and Action Committee (OPAC) and Keep Oxford Beautiful, for this mural as an opportunity to identify any ongoing maintenance/operational issues as well as formally review the state of the mural and whether a replacement or refresh is required.

CARRIED

W Doody thanked S Farrell for the hard work she did in conjunction with Oxford Promotions and Action Committee and Keep Oxford Beautiful to get the mural approved. She commented that this mural would be beautiful.

7.2. Approval to install two cattle stops on Carleton Road, between Harewood Road and Woodstock Road – S Maxwell (Roading Compliance Officer) and J McBride (Roading and Transport Manager)

J McBride explained that the owner of Carlton Dairies approached the Council and requested approval to install cattle stops on Carleton Road, between Harewood Road and Woodstock Road. There would be two stops on either side of the crossing with a sealed area in between for ease of maintenance. Currently, the location was a permitted crossing location, and the owner was

pulling electric tape across the road, marking the new cattle stops to improve visibility.

T Robson questioned if having asphalt thresholds on either side of the cattle stop was now standard. J McBride confirmed that this was a standard requirement as the graders were having trouble accessing the unsealed road to grade the section between the cattle stops.

T Robson noted that this section of Carlton Road was in poor condition and questioned if further work would be done to the road after the property owner had installed the cattle stops. J McBride was unsure, however, she would confirm if there were any works in the programme.

Moved: T Robson

Seconded: N Mealings

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 220526085607.
- (b) **Approves** the construction of two cattle stops and associated fences on Carleton Road at the location shown on the attached diagram (Trim no. 220526085662) for the purpose of enabling the efficient movement of livestock across Carleton Road while at the same time keeping the road safe and accessible for road users.
- (c) **Approves** the attached Draft Licence to Occupy Agreement (Trim no. 220526085664).
- (d) **Notes** that all costs associated with the construction, maintenance and removal of the cattle stops, fences, gates and sealing of the road and up to and between the stops would be met by the property owner.
- (e) **Notes** that the property owner would be required to remove the cattle stops, fences and gates if and when they cease dairy farming operations or if they change their method of operation that did not require the regular movement of cows across Carleton Road.
- (f) **Circulates** this report to the Utilities and Roothing Committee for information.

CARRIED

T Robson commented that this was a busy cattle crossing and commended the property owner for showing the initiative of installing cattle stops.

7.3. Proposed Roothing Capital Works Programme for 2022/23 – J McBride (Roothing and Transport Manager)

J McBride explained the proposed programme was a general budget allocation in the Council's Ten Year Plan (LTP), for areas such as curb and channel renewals, footpath renewals, new footpaths, bus shelters and minor safety. The rooothing network was managed as a total network across the whole district and as such projects were prioritised district wide.

In response to questions, J McBride advised that curb and channel renewals, as well as footpath renewals, undergo a biannual condition rating which assisted in setting the programme meaning only poor condition curb, channels and footpaths were being replaced. Waka Kotahi did not fund the new footpath programme, however, it had been previously prioritised.

S Barkle asked if the Walking and Cycling Network Plan was part of this programme. J McBride clarified that the walking and cycling projects within minor safety projects were only minimal and low-cost interventions. The Walking and Cycling Network Plan had a separate budget.

N Mealings sought clarity on the budget for the Oxford lighting deficiencies. J McBride advised that when the street lighting in Oxford was converted to LED, it was found that the long-distance between streetlights caused inadequate lighting. Therefore, the funding would be used to try and alleviate this problem.

N Mealings questioned the annual \$25,000 budget for Main Street Oxford Signage. She also asked where the funding to be carried over for Main Street Oxford pedestrian crossings stemmed from. J McBride clarified that the funding for signage would only be allocated for the first year and was therefore not an annual budget. She further noted that the carry-over funding was for upgrading three pedestrian crossings, however, the projects would not commence until the speed limit changes were finalised.

S Barkle noted that in the Walking and Cycling Network Plan, there was a proposed footpath in the Mandeville Village and enquired if this footpath had been taken into consideration when looking at the Mandeville Road improvements. J McBride confirmed that the information contained in the Walking and Cycling Network Plan would be taken into consideration before any roading work commenced in the district.

N Mealings asked what the Mandeville Road Improvements at Village entailed. J McBride responded that it would be mostly curb and channel improvements as well as organising and formalising the parking on Mandeville Road.

S Farrell noted that many roads in the area had deteriorated, and she did not believe that "the standard of our District's roads was keeping pace with increasing traffic numbers", as stated in the report. J McBride commented that that statement was a community outcome and was what the Council was striving to achieve.

T Robson commented that there were many locations in Oxford where the footpaths were damaged, such as the entrance to Pearson Park. He questioned the process of determining which footpaths needed to be renewed. J McBride advised that footpath renewals were undertaken when a whole section required replacement. Footpath maintenance referred to more minor repairs and was a separate budget not covered in the Roothing Capital Works Programme.

Moved: W Doody

Seconded: S Farrell

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 220526086495.
- (b) **Notes** that feedback could be provided on the Draft Programme to the Roothing and Transport Manager at the Board meeting.

CARRIED

W Doody acknowledged that there had been some problems with implementing the Capital Works Programme as the Council had been short-staffed. However, she thanked the staff for the work that had been achieved during this challenging time.

T Robson admitted that the programme seemed to cover the district's infrastructure well. However, he believed that the Harewood Road section from Burnt Hill Road to the Oxford Hospital should be included in the new footpaths programme.

7.4. **Application to the Oxford-Ohoka Community Board's Discretionary Grant Fund 2021/22– T Kunkel (Governance Team Leader)**

It was agreed that the applications would be considered separately due to various members' declared conflicts of interest.

S Barkle noted that the Trust trained and rehomed Standardbred racehorses when they retired from harness racing. These horses did not fetch much money at resale, and the Trust struggled to secure funding from the New Zealand Racing Board. The Trust used the Eyreton Pony Club for most of their training and as a venue for their training videos.

S Farrell sought clarity on to whom the Trust paid the membership fee. T Kunkel confirmed that a family membership of \$400 per annum was paid to the Eyreton Pony Club.

Moved: W Doody

Seconded: N Mealings

THAT the Oxford-Ohoka Community Board:

(a) **Receives** report No. 220428064617.

(b) **Approves** a grant of \$400 to the Standardbred Stable to Stirrup Charitable Trust towards its membership renewal with the Eyreton Pony Club.

CARRIED

S Barkle abstained

N Mealings commented it was a local organisation supporting a local club and that \$400 for a family membership seemed outstanding value.

Moved: S Farrell

Seconded: T Robson

(c) **Approves** a grant of \$500 to the Standardbred Stable to Stirrup Charitable Trust towards the cost of uniforms for the trainers and riders.

CARRIED

Against: W Doody
S Barkle abstained

Moved: T Robson

Seconded: N Mealings

(d) **Approves** a grant of \$500 to the Swannanoa Home and School Committee towards the cost of Kapa Haka uniforms for students.

(e) **Approves** a grant of \$500 to the Swannanoa Home and School Committee towards the cost of purchasing football t-shirts for Twilight Football teams.

CARRIED

S Barkle abstained

N Mealings commented that Covid had made the past two years difficult for schools to raise additional funding and that Swannanoa School had not been able to hold their primary fundraiser.

In response to a question from R Harpur, T Kunkel confirmed that the Tasman Young Farmers had only applied to the Oxford-Ohoka Community Board for funding.

Moved: W Doody

Seconded: S Barkle

- (f) **Approves** a grant of \$500 to the Tasman Young Farmers towards the cost of hosting a Community Ball.

CARRIED

Against: T Robson, S Farrell and R Harpur

T Robson commented that he did not support the motion because he believed it did not meet the Discretionary Grant criteria as the ball would be held outside the Board's area and would not primarily benefit residents of the ward.

S Farrell and R Harpur agreed with T Robson, and they, therefore, also did not support the motion. S Farrell felt that not many people from the Board's area would be attending the ball.

S Barkle noted that the Oxford-Ohoka Ward included a large rural community, including many young farmers. In the past, the Board had supported other events that were not held in its geographical area but would directly benefit its residents. She believed the ball would be an excellent opportunity to support the mental health of young farmers in the Board's area.

W Doody was sure that many young farmers from the Oxford-Ohoka ward would attend the ball. She noted that this had been a challenging time for the rural community, and several young farmers struggled with stress and mental health, and the ball would be a fantastic way to support them.

Moved: W Doody

Seconded: N Mealings

- (g) **Approves** a grant of \$697 to the Oxford Historical Records Society Inc. towards securing the medal cabinets in the Oxford Museum.

CARRIED

S Farrell abstained

S Barkle questioned what the book actually entailed and if it would be distributed to everyone. T Kunkel explained that it was an activities book with puzzles and games that would be handed out to everyone at the Matariki event. It was envisaged that the book would be a fun way to assist people in understanding some of the Māori language and culture.

Moved: N Mealings

Seconded: W Doody

- (h) **Approves** a grant of \$404 to the Oxford Promotions Action Committee Inc. towards the cost of producing a Te Papa Matariki Activity Book.

CARRIED

W Doody and S Farrell abstained

N Mealings noted that this would be the first celebration of Matariki as a public holiday, and it was exciting to see the community planning something special for it.

W Doody was pleased that the event would be hosted despite the Covid still being common in the community.

Moved: T Robson

Seconded: N Mealings

- (i) **Approves** a grant of \$461 to the Swannanoa Preschool towards the cost of providing storage for their new nursery.

CARRIED

R Harpur abstained

8. CORRESPONDENCE

8.1. Thank you card from Clarkville Playcentre (Trim 220531092305)

8.2. Memo on the Waimakariri Economic Development Strategy Review (Trim 220524083775)

The Council's Business and Centres Advisor, V Thompson, had requested the Oxford-Ohoka Community Board to appoint a representative to attend the Waimakariri Economic Development Strategy Workshops.

Moved: T Robson

Seconded: D Nicholl

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the card for the Clarkville Playcentre (Trim 220428064556).
- (b) **Receives** the memo on the Waimakariri Economic Development Strategy Review (Trim 220524083775) and elects R Harpur to represent the Board at the Waimakariri Economic Development Strategy Workshops.

CARRIED

9. CHAIRPERSON'S REPORT

9.1. Chair's Diary for May 2022

- Attended the Community Board Chairpersons and Deputy Chairpersons' meeting with the Mayor.
- Attended a public excluded Council Briefing on proposed Plan Change 31.
- Attended a meeting with the Mayor and the Ohoka Residents Association about proposed Plan Change 31

Moved: T Robson

Seconded: S Barkle

THAT the Oxford-Ohoka Community Board:

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

CARRIED

10. MATTERS FOR INFORMATION

10.1. Rangiora-Ashley Community Board Meeting Minutes 11 May 2022

10.2. Woodend-Sefton Community Board Meeting Minutes 9 May 2022

10.3. Kaiapoi-Tuahiwi Community Board Meeting Minutes 16 May 2022

- 10.4. Roading Service Requests and Flood Budget – Report to Council Meeting 3 May 2022 – Circulates to all Boards.
- 10.5. Health Safety and Wellbeing Report May 2022 – Report to Council Meeting 3 May 2022 – Circulates to all Boards.
- 10.6. May 2021, December 2021 and February 2022 Flood Events – Service Requests Update – Report to Utilities and Roding Committee Meeting 17 May 2022 – Circulates to all Boards.
- 10.7. Zone Implementation Programme Addendum Capital Works Programme – 2022/23 – Report to Land and Water Committee Meeting 17 May 2022 – Circulates to all Boards.
- 10.8. Water Supply Utilities and Roding Staff Submission to Draft Annual Plan – Report to Council 24 May 2022 – Circulates to all Boards.
- 10.9. Drainage – Utilities and Roding Department Staff Submission to the Draft Annual Plan – Report to Council 24 May 2022 – Circulates to all Boards.
- 10.10. Wastewater – Utilities and Roding Department Staff Submission to the Draft 2022-23 Annual Plan– Report to Council 24 May 2022 – Circulates to all Boards.
- 10.11. Roding Staff Submission May 2022 - Request changes to the Roding Capital Works Budget– Report to Council 24 May 2022 – Circulates to all Boards.
- 10.12. Notification of Private Plan Change 31 – Rolleston Industrial Developments Ltd– Report to Council 31 May 2022 – Circulates to all Boards.
- 10.13. Library Update to May 6th, 2022 – Report to Community and Recreation Committee 31 May 2022 – Circulates to all Boards.

Moved: S Farrell

Seconded: T Robson

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the information in Items.10.1 to 10.13.

CARRIED

11. MEMBERS' INFORMATION EXCHANGE

S Barkle

- Attended the All Boards Briefing.
- The Waimakariri Health Advisory Group meeting was cancelled, and the next meeting would be held in August 2022.
- The concrete slabs had been installed at the Mandeville Village Reserve, and the picnic tables were secured to them.
- Walking and Cycling Network Plan was out for consultation, and she encouraged the Board members to make submissions. She also recommended that the Board should make a submission.
- She questioned if it was possible for the Board to be updated on the proposed Plan Change 31 (Ohoka).

R Harpur

- Attended Ohoka Drainage Advisory Group – It had been an extraordinary wet summer resulting in the group being over budget.
- Attended All Boards Briefing.
- Attended Grey Power North Canterbury Meeting. The Hurunui District was hosting online banking seminars for the elderly, and he believed that the Waimakariri should look into holding something similar. Oxford Hospital would be reopening this month.

- Attended Mandeville Sports Centre meeting - Looked at working with a sponsor on a Sponsorship Plan with naming rights for the sports centre. Looked at constructing a separate building to use as a Club House.

S Farrell

- Attended the Annual General meeting and another meeting for the Oxford Historical Society. The society had received a letter from Te Papa stating they would be able to receive up to \$25,000 funding for a project.
- Attended the All Boards Briefing.
- Submitted numerous Snap Send and Solves requests concerning leaves blocking drains in Oxford.
- Had not received any complaints about the lowered speed limits implemented around Oxford.

T Robson

- He was approached by the Men's Shed to discuss a proposal for a container to be placed at the end of their building for extra storage. The Council's Community Facilities Team Leader, A Coker, had been appointed as a representative for Pearson Park.
- Ashley Gorge Reserve Advisory Group meeting was cancelled.
- Attended the Community Board Chairpersons and Deputy Chairpersons' meeting with the Mayor.
- Acknowledge the passing of Chris Greengrass, and he was pleased to see that she was presented with the Queen's Service Medal for services to the community. He also noted that the New Zealand Order of Merit was awarded to former Mayor David Ayers for services to local government and the community.

W Doody

- Attended the Road Safety meeting where they spoke with CORDE regarding the foliage on the bank from Glentui to the Ashley Gorge Bridge. Staff were working on signage to encourage visitors to park in the reserve.
- Commended staff at the Aquatic Facilities for working hard to keep the doors open despite Covid.
- The Community Team was working with Waghorn Builders and North Canterbury Rural Support to promote men's mental health. They had been planning for an expert in trauma, mental health and suicide, Lance Burdett, to speak to local tradespeople and framers about mental health.
- The new Speed Limit Rule 2022 had been introduced, which would provide more opportunities for Road Controlling Authorities to set lower speed limits than previously.
- Main Street Oxford had been discussed with Waka Kotahi staff, including possible consideration of a lower speed limit without the need for investment infrastructure.
- The Council had been granted a subsidy to build a public toilet at the West Oxford Reserve.

N Mealings

- Attended LGNZ 5/6 Zone Conference, where attendees were provided updates on all the various reforms.
- Attended a meeting with the Engagement and Planning Manager from Spark to discuss the connectivity issues at the Mandeville Sports Club.

- Attended a meeting with members of the Water Zone Committee, the New Zealand Landcare Trust and ECan and discussed better ways to reach people with lifestyle blocks and their environmental impact.
- Attended the Land and Water Committee meeting, where an application to the Biodiversity Fund was approved for fencing to protect part of a wetland in Loburn.
- Acknowledge the passing of Dame Aroha Reriti-Crofts.
- Attended the Annual Plan Deliberations meeting. All levels of service were unchanged as adopted in the 2021/31 Long Term Plan. She noted that the Council had the lowest rate increase in Canterbury and the seventh-lowest in the country.
- Attended the Community Service Awards, where four of the 11 awards presented were to members of the Oxford community.
- The Youth Council bid farewell to Ellie Tizzard as Co-Chair and would be electing a new Co-Chair next month.

12. CONSULTATION PROJECTS

12.1. Walking and Cycling Network Plan

<https://letstalk.waimakariri.govt.nz/walking-and-cycling-network-plan>
 Consultation closes on Thursday 30 June 2022.

The Board noted the consultation project.

13. BOARD FUNDING UPDATE

13.1. Board Discretionary Grant

Balance as at 31 May 2022: \$4,011.

13.2. General Landscaping Fund

Balance as at 31 May 2022: \$300.

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

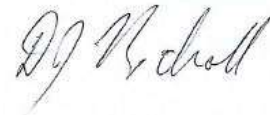
The next meeting of the Oxford-Ohoka Community Board would be held at the Oxford Town Hall on Wednesday 6 July 2022 at 7pm.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 8.42pm.

Workshop (8.42pm to 9.10pm)

- *Members Forum*
 - *It was agreed that the Board would attend a joint End-of-term function hosted by the Mayor.*
 - *It was agreed that a tree should be planted in either The Oaks Reserve, Oxford or the Oaks Reserve, West Eyreton, to celebrate Her Majesty Queen Elizabeth II's Platinum Jubilee. The Greenspace Team would be requested to advise on the best option.*
 - *It was agreed that the Board would make a submission on the Council's Walking and Cycling Network Plan.*
 - *It was agreed that a message of well-wishes should be send to Gerard Cleary.*

CONFIRMED



Chairperson

6 July 2022

Date