

Agenda

Oxford-Ohoka Community Board

Wednesday 6 August 2025

6.30pm

Mandeville Sports Club
431 Mandeville Road
Swannanoa

Members:

Sarah Barkle (Chairperson)
Thomas Robson (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 AT THE MANDEVILLE SPORTS CLUB, 431 MANDEVILLE ROAD, SWANNANOVA ON WEDNESDAY 6 AUGUST 2025 AT 6.30PM.

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

BUSINESS

PAGES

1. **APOLOGIES**

2. **PUBLIC FORUM**

3. **CONFLICTS OF INTEREST**

4. **CONFIRMATION OF MINUTES**

4.1. **Minutes of the Oxford-Ohoka Community Board Meeting – 2 July 2025**

8-17

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

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

4.2. **Matters Arising (From Minutes)**

5. **DEPUTATIONS AND PRESENTATIONS**

5.1. **Brent Cairns – Food Forest**

B Cairns will be in attendance to discuss Food Forests.

6. **ADJOURNED BUSINESS**

Nil.

7. **REPORTS**

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

18-28

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 250718132334.
- (b) **Approves** the Proposed Mandeville Domain Entrance Shelterbelt Replacement Plan (Trim:250721132924).
- (c) **Approves** the implementation of Stage 1 of the Proposed Mandeville Domain Entrance Shelterbelt Replacement Plan which includes the removal of the old man pines, replanting in native screening plants and the height reduction of the Arizonica hedge.
- (d) **Notes** that stage one removal of trees is estimated at \$35,000 to be funded from the existing Street, Reserve and Cemetery Tree Maintenance Contract (GL 10.533.100.2500) which is included in the Annual Plan/Long Term Plan.
- (e) **Notes** the tree replacement is estimated to cost \$30,000. At present there is not a line item for this replanting, and it should be put forward to the annual plan to have it planted in Spring 2026.
- (f) **Notes** that alternative to the above, the Oxford Ohoka Community Board may wish to utilise the existing capital tree planting budget (100303.000.5224). This has \$12,960 for the Oxford Ohoka Ward, so its use would mean no other planting can be done during the year across the Ward.
- (g) **Approves** a review period of five years from the time of planting before any decision is made regarding the implementation of Stage 2 and the removal of the Arizonica hedge. Once the native species are of an appropriate size, Staff will work with the neighbours and the MSCB to confirm this and approach the Board/Council for approval and budget to undertake Stage 2 if this is deemed necessary.
- (h) **Notes** that staff have engaged with the Mandeville Sports Club Board and adjoining landowners and they are supportive of this proposal.
- (i) **Notes** that if approved, staff will continue to work with the Mandeville Sports Club Board and adjoining landowners to keep them informed and up to date with the timeframes and logistics regarding these works.

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

29-35

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 250410063642.
- (b) **Approves** Council staff undertake consultation with user groups and residents to gather feedback on the proposed location for a community funded pump track at Pearson Park.
- (c) **Notes** that the Oxford-Ohoka Community Board has the delegation to allocate Pearson Park land for the purpose of a bike pump track, however Council will have to consider the acceptance of the asset as this has level of service and ongoing financial implications.
- (d) **Notes** that a subsequent report will be brought back to the Community Board, detailing the consultation results.
- (e) **Notes** that the Oxford-Ohoka Community Board has the delegation to allocate Pearson Park land for the purpose of a bike pump track, however Council will have to consider the acceptance of the asset as this has ongoing financial implications.
- (f) **Notes** Bike Oxfords preference is for Council to maintain, depreciate and renew the asset once it is built.
- (g) **Notes** that Council approval will be required to accept the proposed pump track as a gifted asset from Bike Oxford.
- (h) **Notes** that the proposal is supported by the Pearson Park Advisory Group.
- (i) **Notes** that exact location and size is yet to be determined and will be confirmed once the final design is completed.

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

36-48

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

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

OR

- (c) **Declines** the application from the Ohoka Netball Club.

8. **CORRESPONDENCE**

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

49

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the letter from Shirley Boys High School Students regarding Tram Road Safety Concerns (Trim: 250721132431).

9. **CHAIRPERSON'S REPORT**

9.1. **Chairperson's Report for July 2025**

The Chairperson will provide a verbal update.

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

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

10. **MATTERS FOR INFORMATION**

10.1. **Woodend-Sefton Community Board Meeting Minutes 14 July 2025.**

10.2. **Rangiora-Ashley Community Board Meeting Minutes 9 July 2025.**

10.3. **Kaiapoi-Tuahiwi Community Board Meeting Minutes 21 July 2025.**

10.4. **May 2025 Flood Event Response and Recovery – Expenditure and Funding Sources – Report to Council Meeting 1 July 2025 – Circulates to all Boards**

10.5. **Adoption of Alcohol Control Bylaw – Report to Council Meeting 1 July 2025 – Circulates to all Boards**

10.6. **Libraries Update to 3 July 2025 – Report to Community and Recreation Committee Meeting 15 July 2025 – Circulates to all Boards**

10.7. **Aquatics July Report – Report to Community and Recreation Committee Meeting 15 July 2025 – Circulates to all Boards**

10.8. **Youth Action Plan Early Engagement Update – Report to Community and Recreation Committee Meeting 15 July 2025 – Circulates to all Boards.**

10.9. **Approval to Install No-Stopping Restrictions on Flaxton Road at Camwell Park – Report to Utilities and Roading Committee Meeting 15 July 2025 – Circulates to Rangiora-Ashley and Kaiapoi-Tuahiwi Community Boards.**

10.10. **Project Update Under Infrastructure Resilience Fund 2024/25 and May 2025 Flood Recovery Progress Update – Report to Utilities and Roading Committee Meeting 15 July 2025 – Circulates to all Boards.**

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

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

Note:

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

11. **MEMBERS' INFORMATION EXCHANGE**

11.1. **Tim Fulton**

50

Trim: 250728138044.

11.2. **Pete Merrifield**

51

Trim: 250729138391.

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. **Canterbury Street Reserve Playspace Renewal**

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

Consultation Closes 6 August 2025.

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

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

Survey closes Sunday 10 August 2025.

13. **BOARD FUNDING UPDATE**

13.1. **Board Discretionary Grant**

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

13.2. **General Landscaping Fund**

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

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

Workshop

- *School Speed Zone Planning - Individual School Proposals – Peter Daly (Road Safety Coordinator) and Joanne McBride (Roading and Transport Manager) – 30 Minutes.*
- *Members Forum*

MINUTES FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD HELD AT THE OXFORD TOWN HALL, 34 MAIN STREET, OXFORD ON WEDNESDAY 2 JULY 2025 AT 6.30PM.

PRESENT

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

IN ATTENDANCE

G Cleary (General Manager Utilities and Roading), K Howat (Parks and Facilities Team Leader), S Binder (Senior Transportation Engineer), N Puthupparambil (Transportation Engineer), K Rabe (Governance Advisor) and C Fowler-Jenkins (Governance Support Officer).

1. APOLOGIES

Moved: T Robson Seconded: P Merrifield

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

CARRIED

2. PUBLIC FORUM

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

3. CONFLICTS OF INTEREST

Item 7.6 – T Robson declared a conflict of interest as he was a member of the Dark Sky Committee.

4. CONFIRMATION OF MINUTES

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

Moved: N Mealings Seconded: M Wilson

THAT the Oxford-Ohoka Community Board:

- (a) **Confirms** the circulated Minutes of the Oxford-Ohoka Community Board meeting, held on 4 June 2025, as a true and accurate record.

CARRIED

4.2. Matters Arising (From Minutes)

There were no matters arising.

5. DEPUTATIONS AND PRESENTATIONS

5.1. Dave McPherson – Pearson Park Advisory Group

D McPherson was not present and would be rescheduled for the August meeting.

6. ADJOURNED BUSINESS

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

K Rabe took the report as read.

T Robson noted that the Club had applied for funding on 3 July 2024 for money towards attending a New Zealand Junior Rugby Festival. He queried if that was the same event. N Mealings noted that the Club had applied to attend the event previously however for a different team.

T Fulton noted that the senior club and junior club were managed by two separate financial bodies. A lot of grant funders did not provide for uniforms or casual sporting non-playing attire. He enquired if the Board could specify the funding should be used for uniforms only. K Rabe agreed that Board could specify how the funds were to be spent.

Moved: N Mealings

Seconded: R Harpur

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 250526093031.
- (b) **Approves** a grant of \$500 to the Ohoka Rugby Club for playing uniforms.

CARRIED

T Robson and P Merrifield against

N Mealings commented that her son had attended the tournament on three occasions. The festival was a great development opportunity for kids, and it really contributed to lifelong participation in sport by giving those kids that confidence and experience. A number of kids that attended the festival still played rugby. Her son was now playing in the Colt's Team and a number of those in the team were kids that went to this tournament. The Club were actively fundraising for this.

R Harpur noted the fact that the Club attending and competing put North Canterbury on the map.

7. REPORTS

7.1. Request for Approval to Install a Stop Control at High Street / Church Street / Weld Street Intersection – S Binder (Senior Transportation Engineer) and N Puthupparambil (Transportation Engineer)

N Puthupparambil spoke to the report noting approval was sought for a stop control on High Street/Church Street intersection. He took the report as read.

T Robson noted at previous meetings the Board had discussed similar issues with other intersections in that area on Victoria Street and Powells Road. He asked if there was any thought to do a revision of that whole block. S Binder believed Powells Road/McJarrows Road had already been actioned. Staff would note the request and investigate further. S Binder noted that at a general level there were over 300 rural intersections across the district and a substantial number probably did not meet the guidance for give way versus stop controls. There was a lot of work underway to try and proactively address that situation however staff had not prioritised that over other activities. The Council had started ramping up the rural intersection crossroads safety programme.

Moved: N Mealings

Seconded: M Wilson

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 250616108139.
- (b) **Approves** the following intersection control changes pursuant to section 2 of the Land Transport Rule: Traffic Control Devices 2004, with effect from the date of installation of appropriate signage:

Item	Road to be Controlled	Road to Remain Uncontrolled	Type of Control to be Imposed	Type of Control to be Revoked
1	Church Street (West leg of intersection)	High Street	Stop	Give Way
2	Weld Street (East leg of intersection)	High Street	Stop	Give Way

- (c) **Circulates** this report to the Utilities and Roading Committee for information.

CARRIED

N Mealings commented staff had highlighted all the information the Board needed to know about this matter. Staff had received the service request which highlighted concerns regarding drivers failing to give way, and had inspected the intersection and seen that there was poor visibility for oncoming traffic.

7.2. **Main Street Oxford Proposed Parking Changes – S Binder (Senior Transportation Engineer)**

S Binder took the report as read. He reinforced that there was strong public comment on parking in Main Street and the consultation had focused on three questions which showed there was general opposition to all the restrictions proposed.

T Fulton asked what the rationale was behind the consultation. S Binder explained the Council had just finished the Parking Management Plans for the Rangiora Town Centre and Kaiapoi Town Centre. As part of the process of preparing those, staff reached out to the Woodend-Sefton and Oxford-Ohoka Community Boards to enquire if there were any parking concerns in the Oxford Town Centre and Woodend/Pegasus Town Centre. The Parking Management Plans were setting the process for the next 20 years, potentially expanding parking supply.

Moved: T Robson

Seconded: T Fulton

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 250613107551.
- (b) **Approves** retaining the status quo parking restrictions without any change.
- (c) **Notes** that consultation on two new parking restriction changes was undertaken in March / April 2025 – outside Pearson Park and outside the diner and boutique. Putting P60 time restrictions on existing unrestricted parking was opposed by 75-76% of respondents, while maintaining the existing P30 restrictions were opposed by 61% of respondents.

CARRIED

T Robson commented that the Board were supporting the feedback received however, it was a shame for some of the residents of Ringwood who had expressed not being able to get parks outside their homes. He believed the Board had made the right decision.

T Fulton accepted that Main Street parking had general areas of concern. He did feel there were other areas off Main Street that had not been captured. The results were pretty comprehensive, and he was happy to support the motion.

7.3. **West Eyreton Scout Group Storage Shed – K Howat (Parks and Facilities Team Leader)**

K Howat took the report as read.

There were no questions from members.

Moved: T Robson Seconded: T Fulton

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 250609103631.
- (b) **Approves** the installation of a 3m x 3m shed behind the West Eyreton Community Hall located at 2 Earlys Road to be used for storage of equipment for the West Eyreton Scout Group.
- (c) **Notes** all costs associated with this proposal would be met by the scout group including purchase, fabrication, installation, insurance and ongoing management, plus removal if required.
- (d) **Notes** that any security measures for the storage shed is the responsibility of the West Eyreton Scout Group and Council takes no responsibility for the shed or its contents.
- (e) **Notes** that the West Eyreton Scout Group are responsible for insuring items placed or stored within the shed and Council is not obligated to cover the cost of any damage.
- (f) **Notes** that the West Eyreton Community Hall Management Committee support the placement of the storage shed at the location.
- (g) **Notes** that no accelerants, flammable substances, or hazardous goods will be stored within the shed.

CARRIED

7.4. **General Landscaping Project – Ecological Enhancement between Tram Road and Wards Road – K Howat (Parks and Facilities Team Leader)**

K Howat spoke to the report noting the Board currently had \$3,083 left in its 2024/25 general landscaping budget which excluded what was allocated for the 2025/26 year. The project was to enhance the informal walkway that ran between Wards Road and Tram Road. A local couple who had volunteered to lead the initiative had approached S Barkle. Swannanoa School had indicated that they were keen to be involved in assisting with planting.

In response to T Fulton's query regarding the proposed roundabout K Howat stated the project would not affect the proposed work.

S Barkle noted the report said that Swannanoa School would be donating some plants, however there was no confirmation of that occurring.

S Barkle asked if \$3,000 would be enough for the project. K Howat explained the original planting plan was quoted at \$9,000, however that was without any voluntary input and had been from a contractor. It was estimated the area would need approximately 730 plants at \$4 per plant which totalled \$2,920 with another \$1,000 for plant guards. There could be the possibility of getting some funding from the biodiversity fund. It could be done in stages as plants were available.

N Mealings enquired if the school and community were unable to propagate those seedlings, did staff have a supplier in mind as she was aware of a local supplier that would be happy to help. S Barkle noted that the couple involved in initiating the project were in contact with that supplier.

R Harpur asked if it was the same couple who had done the landscaping around the storage pond on Wards Road. K Howat replied that it was.

Moved: N Mealings

Seconded: M Wilson

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 250609103202.
- (b) **Approves** the allocation of up to \$3,000 for the purchase of plants to support the community led enhancement project of the informal walkway located between Wards Road and Tram Road.
- (c) **Notes** that all funds will be managed by Council staff including plant purchases.
- (d) **Notes** that the Board currently has \$3,083 available to allocate to general landscape projects within the Oxford Ohoka ward from the Boards General Landscaping Budget (PJ 101052.000.5223).
- (e) **Notes** that majority of the required plants will be donated by Swannanoa School and local residents.
- (f) **Notes** that the Council's Biodiversity Team will provide oversight and input into the selection of plant species to ensure that all plantings are ecologically appropriate and contribute positively to the enhancement of local biodiversity.

CARRIED

N Mealings was happy to move the motion as it allowed for community involvement. She commented this was a great project to tidy up what used to be a very messy five road intersection which was also very dangerous. Twenty years ago, the intersection was changed to what it was now to make it safer, however the area was left languishing, and it was time something was done to tidy it up.

M Wilson noted it was a good idea to look where people were already going and what they were using. A lot of the youth already used the track, so it was great to see that it was being recognised. It was great to see community wanting to get involved including the Swannanoa School.

7.5. Oxford-Ohoka Community Board's 2025/2026 Discretionary Grant Fund and 2025/26 General Landscaping Budget – K Rabe (Governance Advisor)

K Rabe spoke to the report noting it was an annual report the Board received at the beginning of each financial year setting out its General Landscaping Budget and Discretionary Grant Budget. She noted that as the Community Boards had undertaken a significant review of the Discretionary Grant Funding criteria in late 2024, staff would not be reviewing the criteria again until after the elections and the new Board was elected.

Moved: T Robson

Seconded: P Merrifield

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 250617109641.
- (b) **Notes** that the Board's General Landscaping Budget allocated by the Council for 2025/26 is \$14,330, with a carry forward from the 2024/25 financial year to be reported back in August.
- (c) **Notes** that the Board's Discretionary Grant Funding allocated by the Council for 2025/26 is \$6,470, with a carry forward from the 2024/25 financial year of \$152, bringing the total to \$6,622.

- (d) **Approves** the Board's 2025/26 Discretionary Grant Fund Application Criteria and Application Form which is unchanged (Trim No. 210603089866).
- (e) **Approves** the Board's 2025/26 Discretionary Grant Accountability Form which is unchanged (Trim No. 210603089980).
- (f) **Approves** that Discretionary Grant Fund applications be considered at each meeting during the 2025/26 financial year (July 2025 to June 2026).

CARRIED

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

K Rabe spoke to the report noting the Oxford Dark Sky Group were seeking funding towards the cost of a second light meter.

N Mealings noted the report said that the application partially complied with the Boards policy. She asked if travel costs were able to be covered. K Rabe stated that was why it partially complied. The criteria did not say that the Board did not cover travel costs but generally Boards did not.

Moved: M Wilson Seconded: T Fulton

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 250526092955.
- (b) **Approves** a grant of \$381 to the Oxford Dark Sky Group towards the purchase of a second light metre.

CARRIED

8. **CORRESPONDENCE**

Nil.

9. **CHAIRPERSON'S REPORT**

9.1. **Chairperson's Report for June 2025**

- Wolffs Road Bridge Meeting – discussed the details of becoming an official society which would require a bank account being set up.
- Met with a group of Council staff, Councillors and community members to discuss the resurgence issues in that area. Valuable meeting hearing various opinions, there was a lot of local knowledge about channels.
- Water Race Advisory Group Meeting – There would be an All Drainage Group meeting in August 2025.
- Watched the Proposed District Plan Council meeting – interesting to see the information about the medium density and how it would pan out in the future.
- All Boards Briefing.
- The Board had to revoke the use of Andrew Schultz for the Woodstock Quarries and Ohoka Development. The Board were not moving away from representing the community however the cost involved in having a lawyer do admin type things was starting to cost the ratepayer without little benefit.

Moved: N Mealings

Seconded: R Harpur

THAT the Oxford-Ohoka Community Board:

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

CARRIED

10. **MATTERS FOR INFORMATION**

- 10.1. Woodend-Sefton Community Board Meeting Minutes 9 June 2025.
- 10.2. Rangiora-Ashley Community Board Meeting Minutes 11 June 2025.
- 10.3. Kaiapoi-Tuahiwi Community Board Meeting Minutes 16 June 2025.
- 10.4. Bylaw Programme Update June 2025 – Report to Council Meeting 3 June 2025 – Circulates to all Boards
- 10.5. Stock Movement Bylaw 2020 Review – Report to Council Meeting 3 June 2025 – Circulates to all Boards
- 10.6. Section 155 Report for Review of Signage Bylaw 2019 – Report to Council Meeting 3 June 2025 – Circulates to all Boards.
- 10.7. Health, Safety and Wellbeing Report April 2025 to Current – Report to Council Meeting 3 June 2025 – Circulates to all Boards.
- 10.8. 190 High Street Bin Storage Issues and Options – Report to Utilities and Roding Committee Meeting 17 June 2025 – Circulates to all Boards.
- 10.9. Infrastructure Resilience Fun Proposed Projects for 2025/26 and Work Plan Following the May 2025 Flood Event – Report to Utilities and Roding Committee Meeting 17 June 2025 – Circulates to all Boards.
- 10.10. Adoption of the Annual Plan 2025/2026 – Report to Council Meeting 17 June 2025 – Circulates to all Boards.

Moved: S Barkle

Seconded: T Robson

THAT the Oxford-Ohoka Community Board:

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

CARRIED

11. **MEMBERS' INFORMATION EXCHANGE**

N Mealings

- Violence Free North Canterbury Quiz Night Fundraiser – Great turnout at the Rangiora RSA to fundraise for the important work Violence Free North Canterbury did in the community.
- Attended WasteMINZ Conference – there were many interesting and inspiring projects and initiatives on show, however of special interest to the Board was the Ministry for the Environment had published a baseline report on Construction and Demolition waste, which made up 70% of all waste disposed of at levied (class 1-4) facilities, of that, 80% was soil or rubble. Valuable soil resources were being lost to landfill. This contributed to landfill overuse, emissions, and high project costs. The Minister said managing surplus soils was a long-standing challenge, with no national rules or clear guidance on how to reuse them, so to address this, the Ministry for the Environment were supporting a WasteMINZ proposal to fund a national soils management framework which was timely for the Board. In addition to a better approach to remediating contaminated sites, six

priority waste priorities for the ministry at present were farm plastics, tires, synthetic refrigerants, a plastic packaging stewardship scheme, e-waste (including batteries).

- Sat in on the National Community Boards Zoom.
- Social Services Waimakariri Hui – Meeting of local social services providers to share information and issues to better serve the community. An older person's housing report showed that publicly funded services were becoming more limited, making it increasingly important for people to plan for old age and choose to live closer to services.
- Utilities and Roading Committee Meeting.
- Council Meeting Adoption of Annual Plan – Average rates rise across the district was 4.98%, which was in line with the Long Term Plan forecast.
- Rural Waste Workshop – Attended a workshop at the Mandeville Sports Centre held by the Waimakariri Landcare Trust with presentations from Environment Canterbury and AgRecovery and attended by several local farmers. Really interesting with some useful ideas.
- Community Wellbeing North Canterbury Volunteers Event – Celebrated the Community Wellbeing North Canterbury Trust's amazing helpers for Volunteer Week.
- Canterbury Biodiversity Champions Meeting – Currently working through the revitalisation of the Canterbury Biodiversity Strategy and related issues.
- Community Wellbeing North Canterbury Trust Board Meeting who farewelled longstanding Board member B Davey as he retired from the Board after seven years of valuable contribution to the Trust.
- Council Workshop.
- Waimakariri Youth Council Meeting – WaiYouth were planning a school holidays cooking class at the John Knox Centre on 22 July 2025. There was a new Run Club planned at Dudley Park for youth after school called the 'Dudley Dashers'. The Inclusive Sports Festival would be held on Friday 4 July 10am to 1pm at Mainpower Stadium.
- Attended the Community Emergency Hub Launch at West Eyreton School.
- Attended the Rewiring Aotearoa Event at the Rangiora RSA.
- Ohoka Rugby Colts Semi Final at the Mandeville Sports Centre – the passing of local identity and life member G Armstrong was acknowledged.
- Council Meeting – From the May 2025 flood event 181 service requests had been received, all collated, triaged and categorised into 49 investigations and 80 maintenance tasks were identified to be responded to. Works were underway for a bigger outlet to the Cust Main Drain from Bradleys Road to alleviate some of the pressure onflow through to affected Threlkelds Road properties.
- The Proposed District Plan was adopted by the Council on 24 June 2025.

M Wilson

- Violence Free North Canterbury Network Quiz Night – Great community event. Statistics and stories shared demonstrated the significant impact family violence had on the community.
- Camp Quality 40th anniversary at Living Springs – 40 years of providing camps for children with cancer. Had been attended by some children and their siblings from Waimakariri over the years.
- Waimakariri Health Advisory Group Meeting – Nicki Carter and Mary Sparrow presented their work into older persons services. There was a lack of funding and services across the board. 'Aging in Place' was not well supported. There were concerns with Domiciliary care. Education was needed so people could plan for old age and chose to live close to services. People would need to pay for help, there was no silver bullet. All funded antenatal education had been withdrawn in Waimakariri.
- All Boards Briefing – District Plan update.

R Harpur

- Waimakariri Access Group Meeting.
 - Inclusive Sports Day would be held on Friday 4 July 2025 from 10am to 12pm. This would cover a wide range of sports including wheelchair basketball and

boccia. Two Paralympians, Zack Lappin and Evan Clulee, were involved in organising the even along with Council staff.

- There would be a Disability Forum at Rangiora High School on 30 August 2025 at 1:30pm. A number of guest speakers would be in attendance with the focus being on transitioning from school to the workforce.
- The Hapai Card was discussed with the Waimakariri Libraries now accredited. This was a discount card which could be used by caregivers as well. There were a large number of businesses featured on the Hapai website offering benefits to card holders.
- The Council's Community Development Strategy for 2025-2035 was discussed. The four main points were: A safe and healthy community, welcome and inclusion, informed and empowered, and engaged and connected. Access Group members were encouraged to make a submission on the Council's Let's Talk website.
- The mobility parking currently under construction beside the Rangiora Town Hall was discussed. Questions were raised around the current location of the nearby bus stops which were to be looked at.
- Other issues raised were cutdowns at kerbs to allow better wheelchair access. The cutdown outside the Town Hall was to remain.
- The bus stop in Charles Street Kaiapoi was to be relocated.
- The mobility park near Paris for the Weekend in Kaiapoi was discussed.
- A request was made for a mobility park in Oxford outside the Oxford Pharmacy.
- There was a complaint made about car stops at Rangiora New World. Could these be removed and replaced with kerbing.
- There was a request made to install a pedestrian crossing on Oxford Road near Charles Upham Drive. The Council informed them that it would need to be approved and at least 50 people crossing the road per hour would be the criteria.
- Attended the All Boards Briefing.

T Fulton

- North Canterbury Neighborhood Support Meeting.
- Canterbury Water Management Zone Committee Briefing – Mayoral Forum proposals. There was disappointment at the initial proposal to combine governance of Waimakariri with part of Selwyn and Christchurch, based on Freshwater Management Units. Mayoral Forum advised the current proposal was not acceptable to Waimakariri.
- Council Briefing.
- Canterbury Water Management Zone Committee Mayoral Forum Online Hui.
- Ohoka Mandeville Drainage Group meeting at Des Lines' for resurgence channel consultation – A good discussion about possible additions to Stage One works and possibilities for Stage Two.
- Attended Oxford Art Gallery exhibition launch and shared kai.
- Met with Tim and Val Parrott in Ohoka regarding roading issues.
- Landmarks meeting.
- Council Workshop.
- Proposed District Plan Adopted by the Council.
- All Boards Briefing.
- Hikurangi Subduction AF8 public meeting in Kaiapoi.
- Council Meeting.
- The Council adopted the Annual Plan 2025/26 – There was unanimous support for the report and budget, excepting one abstention.
- Joined Mayor Gordon at a drop-in session in Ohoka – keen interest on the Carter Group/RIL plan for Ohoka.
- Wolffs Road footbridge meeting.
- Responded to complaint about West Eyreton motorbike riders.

T Robson

- Pearson Park Advisory Group Meeting – stage roof was discussed, a report would be coming to the Board on the matter. They approved some path upgrades and moving a seat. They heard an application from the Mens Shed to extend the pétanque course.
- All Boards Briefing.

12. CONSULTATION PROJECTS

Nil.

13. BOARD FUNDING UPDATE**13.1. Board Discretionary Grant**

Balance as at 1 July 2025: \$6,622.

13.2. General Landscaping Fund

Balance as at 1 July 2025: \$14,330, carry forward to be calculated.

The Board noted the funding update.

14. MEDIA ITEMS

Items identified to be shared on the Board's webpage.

15. QUESTIONS UNDER STANDING ORDERS

Nil.

16. URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil.

NEXT MEETING

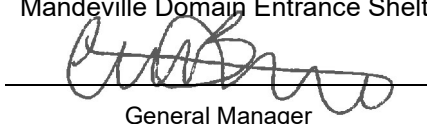
The next meeting of the Oxford-Ohoka Community Board is scheduled for 6.30pm, Wednesday 6 August 2025 at the Mandeville Sports Club.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 8.16PM.

CONFIRMED

Chairperson

Date

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** CPR-04-21-09/250718132334**REPORT TO:** OXFORD OHOKA COMMUNITY BOARD**DATE OF MEETING:** 6 August 2025**AUTHOR(S):** Grant Stephens – Design and Planning Team Leader**SUBJECT:** Mandeville Domain Entrance Shelterbelt Replacement Plan**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)
General Manager
Chief Executive**1. SUMMARY**

- 1.1. The purpose of this report is to present a replacement program for the shelter belt on the northern side of the Mandeville Domain entrance. This was originally requested by the neighbouring properties who began working with Mandeville Sports Club (MSC). The resolution being sought was cost prohibitive for MSC and the specialist nature of the tree work sits best with Council and its contractors. The neighbours have raised concerns with the current planting regarding safety including reported instances of criminal activity and a feeling that the stand itself is not safe. They have expressed concern that these trees on the boundary are impacting on grass and other assets within their properties.
- 1.2. The shelter belt consists of healthy *Arizonica* conifers and aging “old man pine” trees which are causing damage to nearby private properties and are nearing the end of their viable lifespan. Following expert advice from Council’s arborist, staff developed a staged removal and replacement plan. Stage one would remove the older pines and reduce the hedge in height. This would maintain shelter while native plantings are established in their place. Once the new vegetation is mature, Stage two could see the hedge removed and replaced, creating a natural buffer and windbreak. The plan also includes a future pathway along the boundary to improve access and would be dependent on community interest and funding.
- 1.3. The estimated cost of Stage one is \$35,000 excluding any infrastructure repair costs and would be funded through the Street, Reserve & Cemetery Tree Maintenance Contract. Following tree removal, the area would be replanted in natives at a cost of approx. \$30,000 using the Capital tree planting budget and supplemented by the Natural Values of Reserves Portfolio and Natural Transition Planting budget. All budgets are included in the Annual Plan/Long Term Plan and this could be done in autumn and spring in 2026, splitting costs across two financial years. This negotiation has been ongoing for a number of years and work has previously been planned to be completed this financial year. This is reflective of the state of the current tree stand and the desire to have native planting put in its place.
- 1.4. While the costs of this project were deemed prohibitive for MSCB and are planned to be Council funded, Staff are working with the contractor, neighbours and MSCB to identify opportunities for reducing these costs. This includes a number of options including utilising the club’s resources to prepare, plant and maintain the native replanting areas.
- 1.5. This proposal has been discussed with the MSCB and neighbouring landowners with mostly positive feedback received. Staff are seeking approval to implement Stage one with three options presented: 1) Do nothing (not recommended due to continued maintenance and safety concerns), 2) Approve Stage 1 only (the preferred option as it addresses current issues and maintains shelter and biodiversity), or 3) Approve the entire plan (not recommended due to risks of removing vital shelter at once and uncertainty around the maturity of native plantings).

- 1.6. There is an expectation that this project would interest the community as this would change the entrance landscape to the Domain. The removal of the mature trees to be replaced with natives changes the rural outlook of what has been in place for some decades. The staged approach allows for flexibility, and the future consideration of Stage 2 will depend on the success of native planting and ongoing community interest.

Attachments:

- i. Proposed Mandeville Domain Entrance Shelterbelt Replacement Plan
(Trim: 250721132924)

2. **RECOMMENDATION**

THAT the Oxford Ohoka Community Board:

- (a) **Receives** Report No. 250718132334.
- (b) **Approves** the Proposed Mandeville Domain Entrance Shelterbelt Replacement Plan (Trim:250721132924).
- (c) **Approves** the implementation of Stage 1 of the Proposed Mandeville Domain Entrance Shelterbelt Replacement Plan which includes the removal of the old man pines, replanting in native screening plants and the height reduction of the Arizonica hedge.
- (d) **Notes** that stage one removal of trees is estimated at \$35,000 to be funded from the existing Street, Reserve and Cemetery Tree Maintenance Contract (GL 10.533.100.2500) which is included in the Annual Plan/Long Term Plan.
- (e) **Notes** the tree replacement is estimated to cost \$30,000. At present there is not a line item for this replanting, and it should be put forward to the annual plan to have it planted in Spring 2026.
- (f) **Notes** that alternative to the above, the Oxford Ohoka Community Board may wish to utilise the existing capital tree planting budget (100303.000.5224). This has \$12,960 for the Oxford Ohoka Ward, so its use would mean no other planting can be done during the year across the Ward.
- (g) **Approves** a review period of five years from the time of planting before any decision is made regarding the implementation of Stage 2 and the removal of the Arizonica hedge. Once the native species are of an appropriate size, Staff will work with the neighbours and the MSCB to confirm this and approach the Board/Council for approval and budget to undertake Stage 2 if this is deemed necessary.
- (h) **Notes** that staff have engaged with the Mandeville Sports Club Board and adjoining landowners and they are supportive of this proposal.
- (i) **Notes** that if approved, staff will continue to work with the Mandeville Sports Club Board and adjoining landowners to keep them informed and up to date with the timeframes and logistics regarding these works.

3. **BACKGROUND**

- 3.1. Located on the northern boundary of Mandeville Domain is a line of established pine trees as shown in the image below. Alongside these pine trees running parallel to the south is an established Arizonica hedge which are younger but still quite established. Staff have identified that the pine trees are creating ongoing maintenance issues for the adjoining neighbours to the North and are difficult to maintain due to their size and location. There have therefore been requests for some or all of these trees to be removed. The neighbouring properties have also expressed concerns around privacy and security as people entering the domain can look through the trees into their property and at times have utilised this space to gain unauthorised access into private property. This has led to one of those neighbours installing a permanent paling fence along this boundary.



Image 1: Location of Northern Boundary Entrance Shelter Belt

- 3.2. After meeting with the neighbours regarding their concerns, the MSCB handed this over to us to continue working with these adjoining landowners for an outcome. The resolution being sought was cost prohibitive for Mandeville and the specialist nature of the tree work sat best with Council and its contractors. There was also specialist advice required around ground conditions as well as drainage for the adjoining properties. It was therefore deemed that this best sat with Council to resolve. However, while the cost of removing and replanting couldn't be covered by the MSC, the replacement planting would then form part of the Mandeville Sports Club's responsibility under the lease agreement it has with Council as can be seen in the plan for ongoing irrigation during establishment.
- 3.3. Staff have been working with the adjoining landowners and the Mandeville Sports Club who manage Mandeville Domain, to identify a suitable outcome for this area. As part of this, staff created a concept plan for this area of trees at the entrance way which would see as staged progression from the existing shelter belt through to a lower native shelter belt which would have less operational issues over time. Staff are seeking approval of this concept plan from the Board and approval to implement this on site as budget progresses.
- 3.4. (Attachment i) which could be implemented in two stages. The first stage would be that the pine trees to the north are removed and replaced with native plantings. As shown in the concept plan, these natives would be a mixture of different native species ranging in height and would create a visual and physical buffer between the properties. In time as they got established, this would also serve as a wind break to winds coming from the North although this could take some time. Stage two would be implemented when the native buffer is established and at a point sufficient to provide wind protection to the Domain and would see the Arizonica hedge removed and replaced with a mixture of additional planting and also a pathway leading up this boundary for pedestrian access into the reserve.
- 3.5. Staff have had initial conversations with both adjoining owners around the plan and have engaged with the Mandeville Sports Club Board to seek feedback on the potential proposal discussed below.

4. ISSUES AND OPTIONS

- 4.1. The large shelterbelt on the northern side of the entrance road into Mandeville Domain is made up of a mixture of two species of trees. Located closest to the road are a stand of healthy Arizonica conifers running the length of the drive. Behind these and at points interspersed is a line of old man pine trees which are now getting to a size where they are hard to maintain and are impacting negatively on the private properties to the north of the domain. This includes root damage to lawns and privately owned storm water systems.

- 4.2. Staff met on site with Council's Arbourist Asplundh and were advised that the large, "old man pine" trees are likely coming to the end of their useful life. Given the location and proximity to the neighbouring properties, Asplundh agree that it would be wise to remove these and plant a smaller species more suited to the environment. The images below show the Arizonica hedge interspersed with Old Man Pines.



Images 2 and 3: Line of Arizonica hedge and old man pines.

- 4.3. These larger trees do however currently provide significant protection to the surrounding trees and shelter them from the pre-vailing wind forming part of the shelter/screening protection for the wider reserve. Asplundh therefore advised that if these old man pines were to be removed as recommended, the most sensible approach from a H&S perspective would be to height reduce the remaining trees (Arizonica hedge) which are newly exposed to the wind. These trees have not had the opportunity to build reactionary strength and exposing them to strong winds at their current height may cause them to uproot or even snap mid-way up the trunk. Staff have been advised therefore that with this height reduction, they could be retained as a 7-8m tall hedge until the plantings behind mature which would minimise the risk of failure while maintaining shelter for the reserve and neighbouring properties.
- 4.4. While topping trees is not best practice, and comes with an element of risk and ongoing maintenance costs, the only other alternative would be to remove them fully which would have significant negative impacts on the shelter and protection of the wider reserve as well as the adjoining landowners and is therefore not recommended.

Proposed Mandeville Domain Entrance Shelterbelt Replacement Plan

- 4.5. Greenspace Staff therefore developed a concept plan showing this staged removal and potential replacement planting before meeting to discuss the proposal with the two affected landowners as well as the Mandeville Sports Club.
- 4.6. The Mandeville Domain Entrance Shelterbelt Replacement Plan (Attachment i) shows how the northern section of the shelter belt which consists of the larger 'old man pines' could be removed while leaving the lines of younger Arizonica hedge standing alongside the entrance road to the domain (though reduced in height). This would leave space for this area to be planted out in native species while retaining the shelter for the domain in the interim. Once this native planting is established and at an appropriate height.
- 4.7. Stage two could happen in the future once the native planting has become established and should the need or sufficient interest arise to do so. This would see the Arizonica hedge removed and replaced with additional native planting. As shown in the concept plan, these natives would be a mixture of different species ranging in height and would create a visual and physical buffer between the properties. In time as establish, this would also serve as a wind break to winds coming from the North although this could take some time.

- 4.8. Also shown in the plan is a pathway leading up this boundary for pedestrian access into the reserve. This would provide better pedestrian access into the reserve in the future and link into the existing cycle path along Mandeville Road. This has been shown on the plan as a potential opportunity which removing these trees could allow in the future should budget become available and there be interest from Council and Community Board members. However, people currently walk through these trees and it is anticipated that this will continue informally until such point where a formal path may be created.
- 4.9. Staff are aware that there is work being undertaken to support the Mandeville Sports Club to create a concept development plan for the wider Mandeville Domain. The proposed tree replacement in this report is outside of the scope of this plan however the MSCB are aware of and in support of this proposal (as referenced below) and any changes approved by the Community Board can be identified within this plan once it is complete.
- 4.10. The ground conditions at Mandeville Domain can be challenging to grow plants due to wind exposure and dry free draining soils. Without adequate water, there is a risk that the new planting will not thrive. The species chosen are hardy and native to this area so once established should thrive but that some form of irrigation would lead to the best outcomes in getting them established. It is Council staff's expectation that ongoing irrigation of the new planting will be undertaken by the Mandeville Sports Club Grounds Keeper. Council staff have provided support to facilitate this process, which would ordinarily fall within the Club's responsibilities, but the ongoing management of this planting would sit with the club

Current Engagement

- 4.11. Staff have had initial conversations with both adjoining owners around the plan and have engaged with the Mandeville Sports Club to seek their feedback on the potential proposal.
- 4.12. Neighbour A provided the following feedback;
 - 4.12.1. That they support the removal on the first half of the trees that boarder with their property (1-2 rows), plus the big pine trees and replanting with natives, as per the provided plan. Their preference was that the two rows of trees bordering the Mandeville Sports Grounds (MSG) drive will remain and saw this as critical to provide wind protection and light wash mitigation from the MSG on their property.

Staff Response: As noted above, this would be the intention of staff and is shown in the staged approach to the plan.
 - 4.12.2. They would like to see the addition of a middle layer of higher grown native trees to help filter more of the light wash from the MSG and provide more of a break for the SW and NW winds that prevail in the area.

Staff Response: Staff have included a number of higher growing native tree species into the species list however note that these will take considerable time to get to a height comparable to the existing species.
 - 4.12.3. They had concerns around the feasibility of getting the plants to grow and noted that this would likely require some form of watering of irrigation system.

Staff Response: The species chosen naturally occur and should thrive in this area. Due to the dry summers and harsh growing conditions in Mandeville, irrigation will be required through the establishment period especially through the first summer or two. As noted above, it is the expectation of Staff that irrigation of these plants during establishment will be undertaken by the Mandeville Sports Club Grounds Keeper.
 - 4.12.4. Before work is done to remove the younger Arizonica hedge in Stage 2, they would like to see that the natives have grown sufficiently to help with breaking wind and light etc. Their preference would be that there would be a review of the plants at five years to determine the suitability of undertaking Stage 2 before this work is confirmed and undertaken.

Staff Response: Staff agree that it is important to ensure that the native trees are well established and providing the functions of a shelter belt before they are removed. Staff would work with the neighbours and MSC to determine at what point this is appropriate should there be interest in undertaking stage two in the future. Staff also note that with lowering the Arizonica hedge, it is possible that the need for their removal becomes obsolete in time and Stage 2 may be deemed no longer necessary.

- 4.12.5. They discussed previously raised security concerns and their desire to build a boundary fence along part of their boundary as soon as possible, but after the tree removal, given the risk of damage. They would therefore like to see this process proceed as quickly as possible, so they can secure their property.

Staff Response: Should the Board approve the removal of the trees, there is budget available for this work and it could be tendered and carried out within the first quarter of this year with the planting then undertaken in the autumn planting season.

- 4.13. Neighbour B noted the following feedback;

- 4.13.1. That they strongly support the removal on the first half of the trees that boarder with their property and are creating damage (1-2 rows) and noted the two gum trees their end would also need to be removed as part of this. They were not concerned regarding the roadside Arizonica hedge which are not impacting their property and replanting with natives, as per the provided plan.

Staff Response: As noted above, this would be the intention of staff and is shown in the proposed plan – including the gum trees.

- 4.13.2. They expressed concern regarding traffic through during planting noting that people currently walk up the centre of the trees and may choose to utilise the cleared section as easier walking

Staff Response: There is potential that people will utilise this space to walk while the plants get established. Should this be an issue or cause damage to the plants, staff could look to include signage at that point or some form of barrier to prevent access.

- 4.13.3. They discussed previously raised security concerns and ongoing damage to their property and storm water systems from the trees and their desire that this progress as soon as possible to enable them to carry out remedial works on their property.

Staff Response: Should the Board approve the removal of the trees, there is budget available for this work and it could be tendered and carried out within the first quarter of this financial year with the planting then undertaken in the spring planting season.

- 4.14. Staff then provided the plan to the Mandeville Sports Club Board for their feedback. They noted that in principle they had no issues with the plan but had the following feedback/questions;

- 4.14.1. Will there be a gap maintained between the proposed tree plantings and boundary fence to allow for boundary maintenance (eg weed control) and also allow for any branch pruning to prevent branches hanging over the boundary fences?

Staff response: Staff are concerned that a large gap could create higher maintenance needs such as ongoing mowing. Rather, the native shrubs closest to the fence will be of a size which shouldn't impact the boundary or require significant pruning. Taller trees will be located further from the boundary.

- 4.14.2. There is a line of young claret ash trees along the driveway that require protection from the wind which the Arizonica hedge would provide if they were to remain.

Staff response: The proposal is to retain the Arizonica hedge at this point (noting these would need to be topped in height due to increased pressure from wind). These would protect both the claret ash as well as the native plantings until established. Once the native species are of an appropriate size, Staff would work with the neighbours and the MSCB to identify if the remaining hedge needs removal. However, with ongoing maintenance, this may also not be required in the future.

- 4.14.3. It would be good to take advantage of the space and look to use the walking / bike track within the corridor itself (more of a nature walk) rather than along the edge of the road – you will most likely get walkers and bikers switching midway. Appreciate we need to ensure open space lines through here for safety as well.

Staff Response: While a walking track is shown on the plan, this is not budgeted and is an indication of potential future provision. Should budget become available, this could be installed between the native planting and the Arizonica hedge. However, as part of the function of this screening planting is for privacy of the residents, Staff wouldn't recommend a pathway close to this boundary which would also be difficult to manage with sight lines. This would be better located closer to the road edge but can still meander through the area and not be hard up against this edge.

Options

- 4.15. Based on the above feedback, Staff believe that there is overall support from the MSCB and two adjoining landowners for the proposed plan and are seeking approval from the Board to implement Stage 1 of this plan. The Board have three options to consider;

Option 1: Do nothing.

- 4.16. The Board could choose to leave the status quo and not remove any trees. This option would not address the ongoing issues created by the trees on the neighbouring properties or the issues related to these trees reaching the end of their useful life and posing a potential health and safety risk due to this. In this scenario, the trees would revert back to Mandeville Sports Club to look after. Staff therefore do not recommend this option.

Option 2: Approve the Mandeville Domain Entrance Shelterbelt Replacement Plan and implementation of Stage 1 of this plan.

- 4.17. This is the recommended option as it addresses the ongoing issues on both the reserve and the neighbouring properties while retaining ongoing shelter from the prevailing winds and increasing native biodiversity within the reserve. This option is also supported by the main parties impacted by the plan (MSCB and Neighbours) and as noted in the financial section below, there is current budget to undertake this work.
- 4.18. Staff note that this option would only see the removal of the trees in Stage 1 as it is proposed that Stage 2 will only be considered in the future if the native replanting is funded and the plants are established and should there still be interest from the community, Board and Council for this.

Option 3: Approve the implementation of the whole Mandeville Domain Entrance Shelterbelt Replacement Plan at once

- 4.19. This would see the plan approved in its entirety with both stages 1 and 2 confirmed as well as the potential future pathway. As noted above, Staff do not recommend the full removal of the shelter belt at the same time as this will have significant negative impacts on the reserve due to the removal of vital shelter. This is also not recommended or wanted by the neighbouring landowners or MSCB.

- 4.20. It is also important to note that it is unclear exactly when the proposed native planting will be established to a point where it would suitably provide this function. While the shelter provided by the existing Arizonica hedge will help these plants establish quicker, this could still take some time. It is possible that in time with topping of this hedge, that the need for it's removal becomes obsolete and Stage 2 may be deemed no longer necessary. It is therefore recommended that once the native species are of an appropriate size, Staff would work with the neighbours and the MSCB to identify if the Arizonica hedge need removal and approach the Board/Council for approval and budget to do so at that point.

Implications for Community Wellbeing

There are implications on community wellbeing by the issues and options that are the subject matter of this report. The existing pines proposed to be removed are not only creating issues for the two adjoining neighbours but have reached the end of their useful life and posing a potential ongoing health and safety risk due to this. Their removal and replacement with natives not only reduces these risks to the wellbeing of the community but has positive future impacts due to increased biodiversity and creating an opportunity for a future pathway which will increase safety and accessibility for to pedestrians.

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

5. COMMUNITY VIEWS

5.1. Mana whenua

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

5.2. Groups and Organisations

There are groups and organisations likely to be affected by, or to have an interest in the subject matter of this report. The main group staff are aware of is the Mandeville Sports Club Board who have given their support for the proposal as noted above.

5.3. Wider Community

The wider community is likely to be affected by, or to have an interest in the subject matter of this report. While staff have consulted the MSCB and the two adjoining landowners who will be affected, staff have not consulted the wider community. This is because the majority of the work proposed in Stage 1 is operational with the removal of trees which are past their useful age. On the whole, with the retention of the Arizonica hedge, the visual appearance of the entrance to the reserve will remain largely unchanged. Staff therefore do not believe that there is sufficient change to warrant wider consultation on this matter. In the future, should Stage 2 be considered which would include the removal of the remaining hedge and potential pathway alignment, staff believe further consultation at that point could be advisable.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

Proactive intervention, including coordinated tree removal and infrastructure repair, represents a more fiscally responsible approach that mitigates long-term costs and supports sustainable asset management. The cost to implement the Stage 1 tree removal is approximately \$35,000 excluding any infrastructure repair costs. This work would be carried out under the existing Street, Reserve & Cemetery Tree Maintenance Contract (GL 10.533.100.2500) which is included in the Annual Plan/Long Term Plan (AP/LTP).

Once the trees are removed, the area (approx. 2000m²) would need to be replanted in natives. The cost of this is approx. \$30,000 however this could be reduced through community planting days with MSCB support. This could be funded through the existing capital tree planting budget (GL 100304.000.5224 Oxford Ohoka tree replacement) which is included in the AP/LTP. The current replacement budget for the Oxford Ohoka Ward is \$12,960 in the current financial year with CPI adjustments each year, so using it would mean no further planting or greatly reduce planting in the ward. It is instead recommended that the replanting is submitted to the annual plan as a stand alone project.

The Natural Environment Strategy has funding which could be used to support replanting through its Natural Values of Reserves Portfolio 102465.280.2543 (\$15,000 per annum). There is also a fund for transitional planting, the emphasis being on transition from non-native to native planting under Natural Transition Planting 102471.000.5223 (\$10,000 per annum).

The initial outlay costs of the removal and replanting were deemed cost prohibitive for MSC and neighbours felt that the trees need to be removed and should be done so at Councils expense. Staff are working with both the contractor, landowners and MSCB to continue to identify opportunities for reducing these costs as much as possible. This includes the potential use of different machinery which could be more efficient for the felling, selling any available timber to offset costs, the potential to fell onto the adjoining land and reducing costs of planting by utilising the club's resources to prepare, plant and maintain the native replanting areas.

6.2. Sustainability and Climate Change Impacts

The recommendations in this report do have sustainability and/or climate change impacts. The old man pine trees are becoming a risk and are past their useful life. They are having a negative impact on the neighbouring property assets including their stormwater management systems. This reduces resilience of these properties to large storm events and as they age, due to their size they become a risk of their own during such events.

The proposal includes replacing these trees with a large area of native planting which in time will provide its own form of shelter belt. This native planting will have a positive impact on the natural ecosystem and provides another small habitat to enable the migration and movement of native flora and fauna across the Canterbury plains.

6.3. Risk Management

There are risks arising from the adoption/implementation of the recommendations in this report.

There is a risk that if these old man pines are removed as recommended, the remaining trees which have not had the opportunity to build reactionary strength will be exposed to strong winds at their current height. This may cause them to uproot or even snap mid-way up the trunk. Staff have been advised therefore that the most sensible approach from a H&S perspective would be to height reduce the remaining trees (Arizonica hedge) which are newly exposed to the wind. With this height reduction, they could be retained as a 7-8m tall hedge until the plantings behind mature which would minimise the risk of failure while maintaining shelter for the reserve and neighbouring properties.

While it has been established that the trees are causing damage to private property and that removal is the most practical option, the decision to approve removal carries broader implications that require consideration. This may establish a precedent for others in the area experiencing similar issues, therefore decisions need to be consistent and guided by clear criteria and policy. In this case, the trees have reached the end of their useful life, are providing little functional or amenity value and are becoming a risk of their own due to their age and size.

Failure to address the private property impacts resulting from tree root intrusion carries risk for Council. These include escalating maintenance costs, reputational risk and community dissatisfaction.

There is also a risk that once planted, the new native planting will fail due to inadequate water or nutrients. As noted above, the species chosen are hardy and native to this area and it is Council staff's expectation that ongoing irrigation of the new planting will be undertaken by the Mandeville Sports Club Grounds Keeper.

6.3 Health and Safety

There are health and safety risks arising from the recommendations in this report. The implementation of Stage 1 requires work to be undertaken within a Council reserve and in particular felling and planting of trees which includes the use of tools and machinery. If approved, staff would require an approved Site specific Safety Plan and Sitewise approved contractors.

7. CONTEXT

7.1. Consistency with Policy

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

7.2. Authorising Legislation

Reserves Act 1977

Waimakariri District Council Street and Reserves Tree Policy Section 4.3

"As trees age past maturity, they begin to deteriorate. Eventually they reach a point where they need to be removed because either they can no longer be maintained in a safe and healthy state, or they have died."

"Where a Council owned street tree is removed for any reason a replacement tree may be planted. The replacement will be planted on, or as near as practicable, to the site of the removed tree as determined by Green Space staff in consultation with adjacent residents."

"Where mature trees in streets and reserves are nearing the end of their expected life a replacement tree may be planted in a nearby position prior to the removal of the mature tree (having regard to location, and any relevant planting or reserve management plan). This allows for the replacement tree to sufficiently establish prior to removal of the mature tree."

As there is no space for planting prior to removal, this plan allows for a staged removal where half are removed and replanted. Once they have sufficiently established, the other half could be removed when and if necessary.

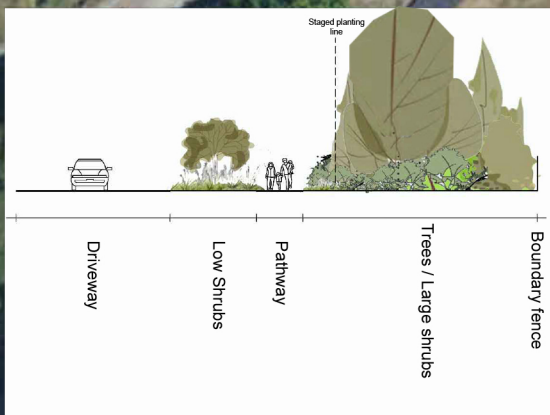
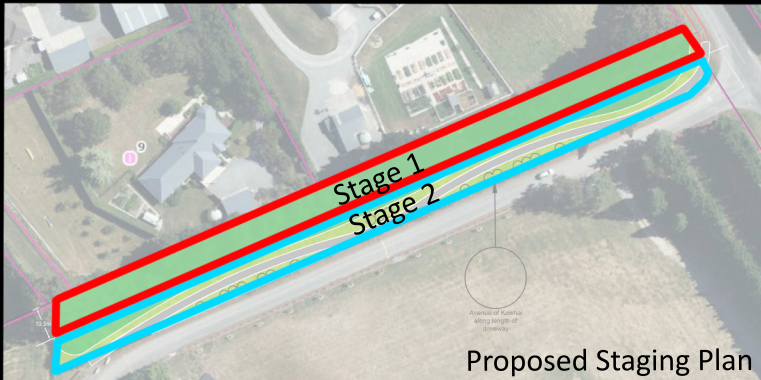
7.3. Consistency with Community Outcomes












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

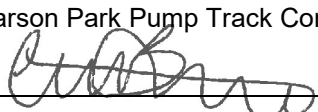
- There is a healthy sustainable environment for all.
- There are wide-ranging opportunities for people to contribute to the decision making that affects our District.
- There is a safe environment for all.

7.4. Authorising Delegations

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



Trees / Large shrubs				Low Shrubs		
						
Lowland ribbonwood <i>Plagianthus regius</i>	Olearia species	Kohuhu/Mapou <i>Pittosporum tenuifolium</i>	Griselinia <i>Griselinia littoralis</i>	Flax <i>Phormium Cookianum</i> 'Emerald green'	Chionochloa flavicans Dwarf Toe Toe	
						
Kowhai <i>Sophora microphylla</i>	Kanuka <i>Kunzea ericoides</i>	Mingimingi <i>Coprosma propinqua</i>	Pokaka <i>Elaeocarpus hookerianus</i>		Wind Grass <i>Anemathele lessoniana</i>	

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** GOV-26-10-06 / 250410063642**REPORT TO:** OXFORD-OHOKA COMMUNITY BOARD**DATE OF MEETING:** 6 August 2025**AUTHOR(S):** Ken Howat, Parks and Facilities Team Leader**SUBJECT:** Pearson Park Pump Track Consultation**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)

 General Manager


 Chief Executive
1. SUMMARY

- 1.1. The purpose of this report is to seek approval for staff to undertake consultation on the proposed pump track at Pearson Park. The project is intended to be a community funded asset with Council assuming responsibility for maintenance upon installation.
- 1.2. The pump track is being proposed by Bike Oxford which is a group of local bike enthusiasts formed in July 2024 in response to the need for a permanent bike play area in the community.
- 1.3. This initiative aims to provide a safe, inclusive and accessible, year-round recreational facility for the community that would be used by all wheel types which includes bikes, scooters, skateboards and wheelchairs.
- 1.4. A pump track is a purpose-built looped circuit designed for continuous riding and would complement the existing skate park and other youth focussed facilities. The track features banked corners and different sized mounds that allows riders to generate speed and momentum without pedalling. Pump tracks have become popular during the last decade in New Zealand. They are utilised differently to a traditional BMX track and have greater links with riders building skills that can transfer into use of mountain bike trails.
- 1.5. When properly installed and regularly maintained, an asphalt pump track is expected to have a lifespan of 20 – 25 years. After this period, full or partial resurfacing may be required at an estimated cost of \$80 - \$120 per square metre. The proposed track is anticipated to cover an area of up to 1,200 square metres.
- 1.6. Once installed, the track will require regular upkeep to ensure safety, usability, and longevity. Based on similar facilities and industry guidance, the anticipated annual maintenance cost is estimated at \$3,000 to \$5,000, depending on the final design and usage levels.
- 1.7. Regular maintenance of the pump track would be supported through a dedicated budget line item within Council's operational budgets. This approach allows for clearer financial planning and accountability, ensuring that maintenance activities are appropriately resourced and not absorbed into broader parks maintenance schedules. Additionally, depreciation would be accounted for to reflect the long-term asset management strategy, supporting future renewal planning and sustainable lifecycle funding.
- 1.8. Given the relatively low annual maintenance cost and long asset life, the short-term impact on rates is expected to be minimal. However, future asset management planning will be required to accommodate end-of-life resurfacing costs within the Long-Term Plan cycle.

- 1.9. To assess community support and identify any concerns regarding the proposed pump track, Council staff will undertake a targeted consultation process which will include mailbox drop to local residents, direct engagement with Pearson Park user groups and local community organisations and online engagement through Councils Let's Talk platform.
- 1.10. Staff have considered if the asset and area should be leased to the club. As the club wants this to be a general asset used by the wider community and not only its members, meaning a lease is not being pursued. This does bring with it the need for the asset to be gifted to Council with its operation and eventual renewal.
- 1.11. Community consultation was first carried out in May 2024 by the Oxford Community Trust with students from Oxford Area School which resulted in 95 responses with 88% of students in favour of a bike track. Bike Oxford surveyed the Oxford Farmers Market with 30 responses with 96% in favour of the proposal. Noting that this community consultation was not site specific and was initiated in response to multiple anecdotal requests for a dedicated bike play area for young people.
- 1.12. All project costs would be met by Bike Oxford who will commence fundraising once final Council approval is confirmed. The estimated cost of the pump track is up to \$250,000 which would potentially reduce subject to confirming local support for goods and services.
- 1.13. Bike Oxford anticipate it will take up to two years to raise the necessary funds for the construction and installation of the pump track, noting that budget is not included in the Annual Plan/Long Term Plan.
- 1.14. The project represents increased levels of service with the installation of the proposed pump track.
- 1.15. Bike Oxford is in the process of registering as an incorporated society for the purposes of raising and holding funds for the project.
- 1.16. The proposed location for the pump track is open space adjacent to the skate park, basketball half court and playground area. The exact placement would depend on the area needed which has yet to be determined, noting that no alternative uses are currently planned for this area.



Picture A: Proposed Location of Pump Track

2. **RECOMMENDATION**

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 250410063642.
- (b) **Approves** Council staff undertake consultation with user groups and residents to gather feedback on the proposed location for a community funded pump track at Pearson Park.
- (c) **Notes** that the Oxford-Ohoka Community Board has the delegation to allocate Pearson Park land for the purpose of a bike pump track, however Council will have to consider the acceptance of the asset as this has level of service and ongoing financial implications.
- (d) **Notes** that a subsequent report will be brought back to the Community Board, detailing the consultation results.
- (e) **Notes** that the Oxford-Ohoka Community Board has the delegation to allocate Pearson Park land for the purpose of a bike pump track, however Council will have to consider the acceptance of the asset as this has ongoing financial implications.
- (f) **Notes** Bike Oxfords preference is for Council to maintain, depreciate and renew the asset once it is built.
- (g) **Notes** that Council approval will be required to accept the proposed pump track as a gifted asset from Bike Oxford.
- (h) **Notes** that the proposal is supported by the Pearson Park Advisory Group.
- (i) **Notes** that exact location and size is yet to be determined and will be confirmed once the final design is completed.

3. **BACKGROUND**

- 3.1. Pearson Park is the recreation hub for the Oxford community. In 2015, following community consultation, the Pearson Park Concept Plan was developed with the aim of providing some structure for the various development proposals identified in the consultation.
- 3.2. The Pearson Park Concept Plan 2015 has since been implemented and included installation of a stage on the former bowling green, basketball half court, skate area , playground, pétanque court, additional seating, community garden, sealing of the market car park and additional amenity planting and landscaping.
- 3.3. Bike Oxford first proposed the pump track in May 2024 and gave a presentation to the Pearson Park Advisory Group and in December 2024 they gave a deputation to the Community Board.
- 3.4. The proposed pump track integrates the youth-oriented facilities already established at Pearson Park following the implementation of the concept plan, complementing these amenities and centralising youth activities within one area of the park. While the original concept plan did not include a pump track, this has emerged as a recent idea identified through the May 2024 Oxford Community Trust and Bike Oxford community consultation.
- 3.5. The preliminary survey conducted by Bike Oxford in collaboration with the Oxford Community Trust was designed to collect community feedback regarding the potential development of a pump track in Oxford. This survey was not limited to a specific site and was initiated in response to multiple anecdotal requests for a dedicated bike play area for young people.
- 3.6. Within the Waimakariri District, dirt pump tracks are situated in Rangiora, Ravenswood, Ohoka, Woodend, and two locations in Kaiapoi. These tracks are clay based with compacted lime chip surface, catering mainly to mountain bikes and BMX bikes. Additionally, Crossley Avenue Reserve features a small asphalt pump track, installed by the developer two years ago, which accommodates all wheel types and suitable for younger primary-aged children.

4. **ISSUES AND OPTIONS**

- 4.1. Bike Oxford has presented an option to staff for consideration of installing a pump track at Pearson Park in Oxford. The preference of the group is for an asphalt pump track that is open for general public use. This option is to gift the asset to Council so it can be added into budgets for operation as well as depreciation and renewal.
- 4.2. Asphalt pump tracks require regular upkeep to ensure safety, usability, and longevity. A typical maintenance schedule would include the following;
 - **Routine Inspections:** Regular visual inspections to identify surface wear, cracking, drainage issues, and any hazards. These inspections help detect early signs of deterioration and prevent costly repairs.
 - **Surface Repairs:** Prompt sealing of minor cracks and patching of worn areas to prevent water ingress and further damage.
 - **Debris Removal:** Regular sweeping or blowing to remove leaves, gravel, and other debris that may pose safety risks or accelerate surface wear.
 - **Vegetation Control:** Trimming and removal of encroaching vegetation around the track edges to maintain visibility and prevent root damage to the asphalt.
 - **Drainage Maintenance:** Clearing of nearby drains and ensuring water runoff systems are functioning properly to avoid pooling and erosion.

- **Graffiti and Vandalism Response:** Occasional cleaning or repainting in response to graffiti or minor vandalism.
 - **Safety Marking Maintenance:** Repainting of any faded safety lines or instructional signage on the track surface.
 - **User Education and Signage Updates:** Periodic updates to signage to promote safe use and reinforce helmet and protective gear requirements.
- 4.3. Following the consultation conducted by the Oxford Community Trust and Bike Oxford, the former gravel pit adjacent to the Oxford Museum was identified as the preferred location for the new track. The proposed development was to proceed in two stages:

Stage One: Establishment of an informal bike track by importing soil, which would be shaped into mounds and jumps by the riders themselves.

Stage Two: Installation of a high-end sealed pump track, contingent upon achieving the fundraising target.

- 4.4. Further investigation into the feasibility of using this area has identified the gravel pit has been reconfigured into a stormwater management area which provides stormwater disposal and flood attenuation. The installation of a pump track would impact on this function and potentially have significant, ongoing maintenance issues for a pump track and therefore this area is suitable.
- 4.5. **Option 1.** Approve staff to undertake consultation with user groups and residents to gather feedback on the proposed community funded pump track at Pearson Park.

Staff recommend this option due to the initial community feedback on the need for a dedicated bike play area in Oxford and the proposed location would integrate all youth-oriented facilities within one area of the park. The Waimakariri District does not have a large-scale sealed pump track which allows year-round use and caters for all wheel types. The nearest dirt pump track to Oxford is in Rangiora.

- 4.6. **Option 2.** Decline the recommendations in this report.

This would halt the project and prevent the development of a recreation asset within the Oxford community and wider Waimakariri District. The preliminary survey which was initiated in response to multiple anecdotal requests for a bike track, shows local demand for a dedicated bike play area.

- 4.7. **Option 3.** Approve the location for a pump track now.

Noting that preliminary consultation has occurred with support, however that consultation was not site specific. Staff would not recommend this option.

Implications for Community Wellbeing

There are implications on community wellbeing by the issues and options that are the subject matter of this report. Pump tracks encourage physical activity, promoting health and fitness amongst all user groups and can be a stepping stone to mountain biking leading to ongoing affiliation to the sport. Pump tracks are inclusive and accessible to everyone regardless of age and skill level and provide opportunities for people to gather, interact and build relationships. This initiative would strengthen community bonds as residents collaborate to fundraise, fostering a sense of ownership and community pride.

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

5. **COMMUNITY VIEWS**

5.1. **Mana whenua**

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

5.2. **Groups and Organisations**

There are groups and organisations likely to be affected by, or to have an interest in the subject matter of this report. Community consultation has identified a need for a dedicated bike play area, noting that Bike Oxford was formed in response to this need. Pump tracks offer a constructive outlet for young people, helping to reduce antisocial behaviour and encouraging physical activity and social interaction.

5.3. **Wider Community**

The wider community is likely to be affected by, or to have an interest in the subject matter of this report. Pump tracks can attract visitors from outside the district contributing to local tourism and economic benefits. In addition to casual local and regional use, organised events can promote the facility, attract more people to bike sport and generate more visitor numbers to the district. Events enable local community involvement and demonstrate that using pump tracks is a fun and healthy activity. Pump tracks also offer valuable opportunities for rider education, promoting safe riding. Additionally, they can stimulate interest in related activities, such as cycle maintenance workshops, further enhancing community engagement and skill development.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

There are financial implications of the decisions sought by this report. Should the proposed pump track gain approval and be installed at Pearson Park, Council would then be responsible for ongoing maintenance and eventual full or partial resurfacing.

Based on similar facilities and industry guidance, the anticipated annual maintenance cost is estimated at \$3,000 to \$5,000, depending on the final design and usage levels. With proper installation and consistent maintenance, an asphalt pump track is expected to have a lifespan of 20 – 25 years after which time partial or full resurfacing maybe required at approximately \$80 - \$120 per square metre. Noting that the anticipated size of the proposed track is up to 1200m².

Given the relatively low annual maintenance cost and long asset life, the short-term impact on rates is expected to be minimal. However, future asset management planning will be required to accommodate end-of-life resurfacing costs within the Long-Term Plan cycle.

Should the Board approve the location for a pump track following consultation, a report would be prepared for Council to consider additional operational maintenance and depreciation funding.

This budget is not included in the Annual Plan/Long Term Plan.

6.2. **Sustainability and Climate Change Impacts**

The recommendations in this report do have sustainability and/or climate change impacts. At present for local people wanting to access bike play they have to travel to other locations. Having an asset that community people would use also offers potential for further engagement in the local business area and other services.

6.3. **Risk Management**

There are risks arising from the adoption/implementation of the recommendations in this report. Consultation on the proposed pump track may raise public expectations noting that the installation of the pump track, subject to final Council approval, is contingent on Bike Oxford raising the funds and meeting all installation costs.

6.4. **Health and Safety**

There are health and safety risks arising from the adoption/implementation of the recommendations in this report. Should the proposed pump track gain Council approval, construction would be carried out by specialist contractors following required health and safety procedures and track users would be encouraged to use safety equipment such as helmets and elbow and knee pads.

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

Reserves Act

7.3. **Consistency with Community Outcomes**

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

Environmental:

i. Our communities are able to access and enjoy natural areas and public spaces.
Social:

ii. Public spaces are diverse, respond to changing demographics and meet local needs for leisure and recreation.

iii. People are able to enjoy meaningful relationships with others in their families, whanau, communities, iwi and workplaces.

7.4. **Authorising Delegations**

The Oxford Ohoka Community Board has delegated authority to approve the recommendations of this report.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** GOV-26-10-06 / 250707122837**REPORT TO:** OXFORD-OHOKA COMMUNITY BOARD**DATE OF MEETING:** 6 August 2025**AUTHOR(S):** Kay Rabe, Governance Advisor**SUBJECT:** Application to the Oxford-Ohoka Community Board's 2025/26 Discretionary Grant Fund**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)
General Manager
Chief Executive**1. SUMMARY**

1.1 The purpose of this report is to consider an application for funding received from:

Name of Organisation	Purpose	Amount requested	Does the application comply with the Discretionary Grant Fund Criteria
Ohoka Netball Club	Towards the purchase of uniforms	\$750 to \$1,000	The application complies with the criteria.
Total		\$1,000	

Attachments:

- i. An application from the Ohoka Netball Club (Trim Ref: 250703121232).
- ii. A spreadsheet showing the grants for the previous two years.
- iii. Board funding criteria 2025/26 (Trim: 210603089866).

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

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

3. BACKGROUND

- 3.1 The **Ohoka Netball Club** is seeking funding to purchase new uniforms for their players.
- 3.2 The current balance of the Oxford-Ohoka Community Board's 2025/26 Discretionary Grant Fund is \$5,874.

4. **ISSUES AND OPTIONS**

Ohoka Netball Club (the Club)

4.1 Information provided by the Club:

- 4.1.1 The Club is one of the largest netball clubs in North Canterbury and has been active for more than 60 years. The Club caters to all ages and abilities, consistently having between 10 and 15 teams competing, from Premier 1 through to all Future Fern years. Pathways are offered for those interested in becoming umpires, as well as aiding coaches and players seeking development and additional support. The Club is located at the Mandeville Sports Ground, where team training is held, and competition games are played at the North Canterbury Netball Centre at Dudley Park and MainPower Stadium.
- 4.1.2 The Club are requesting between \$750 and \$1,000 to purchase new uniforms for its years three to eight players. Currently, the Club is using existing uniforms which do not fit. The original supplier of the uniforms is no longer in business; however, a new supplier has been found who will reproduce uniforms in the same pattern and style.
- 4.1.3 As the uniforms will belong to the Club, they can be used for several seasons over several different teams. The direct benefits to players include raising morale and self-esteem while playing competitive netball. If players are comfortable and feel good, they are more likely to play with confidence. Additionally, well-tailored uniforms will help the Club attract more players and continue to grow its junior section, which in turn benefits the senior membership. The benefit for the Oxford-Ohoka Ward could be the Club's success having an influence on the number of families moving into the feeder school (Swannanoa, Ohoka, Fernside and Clarkville), which would have economic benefits for the district as a whole.
- 4.1.4 The uniforms are expected to cost approximately \$2,128; however, the Club intends to pay for the balance of the cost with the profits of its fundraising initiatives. Fundraising included a quiz hosted in June 2025 at the Mandeville Club. If this application is unsuccessful, no uniforms will be purchased, as the Club is unable to provide sufficient funds to purchase all the required uniforms. This may lead to frustrated parents and children who may choose to play netball elsewhere.

4.2 Council Evaluation:

- 4.2.1 The application complies with the Board's Discretionary Grant Application Criteria, as it is from a non-profit organisation and the project will primarily benefit players from the Oxford Ohoka Ward. Staff believe the reason for the variable amount is that the Club is looking for the maximum allowable for the year, being aware that \$1,000 is the maximum for the year, however acknowledging that the maximum per application is \$750.
- 4.2.2 However, the Board has indicated it would only allocate a maximum of \$750 per application and if the Board decides to allocate more than \$750 to the Club, it should justify the exceptional circumstances and provide detailed reasons for exceeding the present limit.
- 4.2.3 This is the first time the Club has applied for funding from the Board.

4.3 The Board may approve or decline grants as per the grant guidelines.

4.4 **Implications for Community Wellbeing:**

There are social and cultural implications for community wellbeing arising from the issues and options addressed in this report, as sports enhance social and leadership skills, commitment, and determination, while also generally improving mental, physical and social well-being.

4.5 The Management Team has reviewed this report.

5. **COMMUNITY VIEWS**

5.1 **Mana Whenua**

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

5.2 **Groups and Organisations**

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

5.3 **Wider Community**

The wider community will likely be interested in the report's subject, as sports encourage social interaction, which improves mental health, contributes to community wellbeing and reduces isolation in the disability community.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1 **Financial Implications**

6.1.1 The 2025/26 Annual Plan included a budget provision of \$6,470 for the Board to approve grants to community groups during the 2025/26 financial year (July 2025 to June 2026). Funds of \$152 were carried over from the Board's 2024/25 Discretionary Grant Fund, bringing the current balance of the Oxford-Ohoka Community Board's 2025/26 Discretionary Grant to \$6,622.

6.1.2 The current balance of the Board's 2025/26 Discretionary Grant Fund is \$5,874. If the application is funded, the balance will be between \$5,124 and \$4,874 (depending on amount granted) for the remaining 2025/26 financial year.

6.1.3 The application criteria specify that grants are customarily limited to \$750 per application, with a maximum of \$1,000 per financial year. However, groups can apply twice a year, provided the applications are for different projects. Where applicable, GST values are calculated and added to the appropriately registered groups if the decided benefits exceed the Board-resolved values.

6.2 **Sustainability and Climate Change Impacts**

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

6.3 **Risk Management**

There are no risks associated with the adoption and implementation of the recommendations in this report.

6.4 **Health and Safety**

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

7. **CONTEXT**

7.1 **Consistency with Policy**

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

7.2 **Authorising Legislation**

Not applicable.

7.3 **Consistency with Community Outcomes**

People are friendly and caring, creating a strong sense of community in our District. There are wide-ranging opportunities for people of different ages and cultures to participate in community life and recreational activities.

7.4 **Authorising Delegations**

Community Boards have delegated authority to approve Discretionary Grant Funding.

What happens now?

39

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. This information is required within 10 days of the Board decision.
- On receipt of this information payment will be processed to your organisation's bank account.

Groups applying for Board Discretionary Grants 2024/2025

Name of group: _____

Address: _____

Contact person within organisation: _____

Position within organisation: _____

Contact phone number: _____ Email: _____

Describe your project or event and what the grant funding will specifically be used for. *(Use additional pages if needed)*

What is the timeframe of the project/event? _____

Overall cost of project/event: _____ Amount requested: _____

How many people will directly benefit from this project? _____

Who are the people benefiting from this project? *(You can tick more than one box)*

<input type="checkbox"/> People with disabilities (mental or physical)	<input type="checkbox"/> Cultural/ethnic minorities	<input type="checkbox"/> District
<input type="checkbox"/> Preschool	<input type="checkbox"/> School/youth	<input type="checkbox"/> Adults
<input type="checkbox"/> Older adults	<input type="checkbox"/> Whole community/ward	

Provide estimated percentage of participants/people benefiting by community area:

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

Other (please specify): _____

What are the direct benefit(s) to the participants? 40

What is the benefit(s) to your organisation?

What are the benefits, economic or otherwise, 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 to, or intend to apply to for funding this project and the amount applied for.

What other Council funding sources have you applied to, or intend to apply to for funding this project and the amount applied for i.e other Community Boards, Annual or Long Term Plan, Community Grants and Enterprise North Canterbury.

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:

If this application is declined, will this event/project still ⁴¹occur? Yes No

If No, what are the consequences to the community/organisation?

Enclosed Financial Information (*compulsory – your application cannot be processed without financial statements*)
Bank Statement (*Bank Statements will remain confidential*)
Supporting costs, quotes or event budgets
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 an Accountability Report.

I accept that information provided in this application may be used in an official Council report available to the public.

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

Signed:  _____ Date: _____

KNOCKOUT SPORTSWEAR

(A Product of LB Apparel Limited)

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Tauranga 3112
New Zealand
Ph +64 7 571 8648
E-Mail office@knockout.co.nz

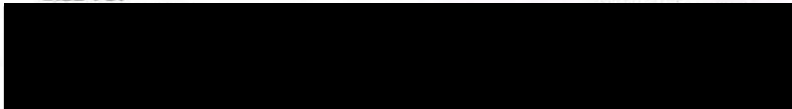


GST Tax ID 139 220 519

QUOTE No 62352156

BILL TO:

SHIP TO:



SALESPERSON	ORDER #	SHIP VIA	TERMS	QUOTE DATE	PAGE
Melissa Mikara	Netball dresses	Aramex	Prepaid	9/06/2025	1

QTY	STYLE No	DESCRIPTION	PRICE	UNIT	DISC %	TOTAL	GST
20	706	KO Sublimated Netball Dress w/Racer Back	\$85.00	each		\$1,700.00	\$15
20	Nmbs	Numbers per digit transfer	\$5.00	each		\$100.00	\$15
Delivery time is 5-6 weeks from receipt of your order confirmation & deposit. 50% deposit or full payment required before order goes into production. Balance is required prior to despatch of goods. Quote is valid for 90 days from date shown on quote				Subtotal		\$1,800.00	
				Shipping & Handling		\$50.00	\$15
				GST 15%		\$277.50	
				Total		\$2,127.50	
				Less Paid To Date		\$0.00	
Thank you for your business				Total Amount		\$2,127.50	

Profit and Loss

Ohoka Netball Club Incorporated

For the year ended 30 September 2024

Account	2024	2023
Trading Income		
Donations	1,700.00	0.00
Fundraising Income	3,020.88	4,993.80
Hoodie Revenue	2,336.00	1,760.00
Interest Income	652.08	566.37
Member Subscriptions	0.00	21,203.00
Other Revenue	650.00	400.00
Photograph Revenue	23.00	0.00
Subs - FF Yrs 3/4	4,080.00	0.00
Subs - FF Yrs 5/6	3,500.00	0.00
Subs - FF Yrs 7/8	3,665.00	0.00
Subs - Premier Grade	2,600.00	0.00
Subs - Team 2	3,080.00	0.00
Subs - Teams 3 & 4	4,650.00	0.00
Trial Fee - Premier Grade	550.00	0.00
Total Trading Income	30,506.96	28,923.17
Gross Profit	30,506.96	28,923.17
Operating Expenses		
Accounting & Audit Fees	385.08	418.50
Awards for Volunteers	363.70	357.00
Balls and Equipment	0.00	6,135.29
Fundraising Expenses	1,417.44	1,985.94
General Expenses	269.22	0.00
Hoodie Payments	2,162.01	2,456.99
Indoor Training - Hall Hire	2,736.75	0.00
Insurance	1,166.76	0.00
NCNC Late Fees	40.00	260.00
NCNC Subscriptions	14,500.00	12,064.00
NCNC Tournament Fee	320.00	450.00
NCNC Umpiring	252.00	(185.00)
NCNC Venue and Time Slot Fee	450.00	400.00
Photograph Expense	1,908.00	1,152.00
Prize Giving Expenses	1,500.00	1,744.00
Registration Refund	100.00	1,070.04
Rent (Mandeville)	2,785.00	2,235.00
Trophy, Medals Engraving and Repair	1,562.80	598.60
Umpire payments	180.00	0.00
Uniforms	0.00	3,375.25
Total Operating Expenses	32,098.76	34,517.61
Net Profit	(1,591.80)	(5,594.44)

Balance Sheet

Ohoka Netball Club Incorporated

As at 30 September 2024

Account	30 Sept 2024	30 Sept 2023
Assets		
Bank		
Westpac Cheque Account	870.32	959.30
Westpac Fundraising Account	1,853.59	3,928.27
Westpac Savings Account	9,155.10	8,508.24
Total Bank	11,879.01	13,395.81
Current Assets		
Accounts Receivable	0.00	75.00
Total Current Assets	0.00	75.00
Total Assets	11,879.01	13,470.81
Net Assets	11,879.01	13,470.81
Equity		
Current Year Earnings	(1,591.80)	(5,594.44)
Retained Earnings	13,470.81	19,065.25
Total Equity	11,879.01	13,470.81

Spreadsheet Showing Oxford-Ohoka Community Board Discretionary Grant for the 2025/26 Financial Year

	Meeting considered	Group	Project	Accountability Received	Amount Requested	Amount Granted	Running Balance
		Carried forward 2024/25 = 285	2025/26 \$6,470				\$ 6,755.00
	2-Jul	Ohoka Rugby Club Year 6	Playing uniforms		\$750	\$ 500.00	\$6,255
	2-Jul	Oxford Dark Sky	Purchase of Dark Sky Measure & traveling costs		\$713	\$381	\$5,874
	6-Aug	Ohoka Netball Club	Towards the purchase of uniforms		\$750		
	3-Sept	West Eyreton Friends of the School Committee	towards High-visibility safety vests		\$500		

Spreadsheet Showing Oxford-Ohoka Community Board Discretionary Grant for the 2024/25 Financial Year

	Meeting considered	Group	Project	Accountability Received	Amount Requested	Amount Granted	Running Balance
Oxford-Ohoka Community Board 10.139.100.2410			2024/25 \$6,330				\$ 6,330.00
	3-Jul	Ohoka School Aims Games Basketball Team	towards costs to travel to Turanga for the Games	27-Aug-24	\$1,000	\$ 300.00	\$6,030
	3-Jul	Oxford Museum/Oxford Historical Records Society	Towards duple sided teardrop flag	18-Sept-24	\$398	\$398	\$5,632
	3-Jul	Ohoka Rugby Club Under 11	towards attending the NZ Junior Rugby Festival	16-Dec-24	\$1,000	\$500	\$5,132
	3-Jul	View Hill School	Towards hosting a Dark Sky event	9-Jul-25	\$700	\$500	\$4,632
	7-Aug	Oxford Football Club	Purchase of field marking paint	24-Jan-25	\$1,000	\$500	\$4,132
	7-Aug	Oxford Community Trust	towards catering costs for	event cancelled, funds returned	\$750	\$500	\$4,132
	4-Sept	Lees Valley House Holders	towards the purchase of two AEDs	18-Dec-24	\$3,724	\$500	\$3,632
	2-Oct	North Canterbury Inclusive Sports Festival	Host the festival at Mainpower	Funds not claimed	\$500	\$150	\$3,482
	2-Oct	Oxford Alpine Taekwondo	Towards safety gear for members	22-Apr-25	\$750	\$250	\$3,232
	7-Nov	Oxford 24-7 Youth Work	Tag Archery	20-Dec-24	\$750	\$750	\$2,482
	4-Dec	Swannanoa Home and School	Picnic Tables	26-Feb-25	\$750	\$380	\$2,102
	5-Feb	Silverstream Reserve Volunteer Group and Down by the River	Donation for Musicians		\$750	Declined	\$2,102
	5-Mar	Swannanoa Cricket Club	Plantings	not going	\$1,000		
	2-Apr	Oxford Alpine Taekwondo	Hosting 2025 TUNZ South Island Taekwondo Tournament		\$1,000	\$500	\$1,602
	2-Apr	Oxford Dementia Support Group	Hall hire and advertising		\$980	\$500	\$1,102
	7-May	Oxford Pony Club	NZPCA Conference	27.06.2025 only used \$467	\$640	\$600	\$502
	7-May	Ohoka Rugby Club Year 6	Playing uniforms	laid on table for 2025/26	\$750		
	7-May	Waimakariri Dog Training Club	towards competition ribbons		\$500	\$ 500.00	\$2
		Inclusive sports				\$ 150.00	\$152
		oxford pony club				\$133.00	\$285.00

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. 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.

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 a project summary that includes costs, and shows the areas where funds will be spent, fund raising the group has undertaken towards the project, and other sources of funding that have been accessed. Please note that your application will not be processed if the required financial information is not provided. The Board reserve the right to request additional information.

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	

- The Board supports a wide range of community activities. However, an 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).
- The Board will consider grant applications every month. Applications must be received at least four weeks before Board meeting dates to be processed on time.
- Applications will only be accepted from community-based project groups, not-for-profit organisations, registered charities or incorporated societies. No application from an individual which benefits only one person will be accepted.
- Applications from Funding Committees and/or similar community-based groups associated with schools will be considered only if significant community benefit has been shown and proof is provided that the Ministry of Education does not fund the activity. 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). However, a group may apply twice a year, provided it is for different projects. The Board will only consider granting more than \$750 in exceptional circumstances and will provide detailed reasons for exceeding the present limit.
- The application should clearly state the purpose for which the funds will be used. It should be noted that the board will not fund ongoing or annual operating expenditure associated with the administration or running of the applicant's club organisation or club.
- Organisations predominately funded by the Central Government must provide supporting evidence that the requested grant will not be spent on projects that the Central Government should/do fund.
- The applicant should submit relevant financial information to prove they can deliver the project. Financial information should include a balance sheet/profit and loss and, at least, a bank statement to enable the Board to make an informed decision.
- Applicants must declare any other funding sources for the proposed project for which funding is being sought, especially Council community grants, other Community Boards grants, and Enterprise North Canterbury funding.
- If the group does not provide the information to enable the grant to be paid within three months of approval of the grant being notified, the application will be regarded as closed, and funds will be released for reallocation by the Board.
- If funds are not spent on the specific project applied for within six months of the date of the event/project, the recipient will be required to return the funding to the Council.
- The Council must receive an Accountability Form 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, bank statements, or invoices, must accompany the Accountability Form, and photos of the event or purchase are encouraged.
- Where possible, Boards request permission to use these photos on their Facebook page, the Council website, or other social media to encourage other community groups' participation.
- No new application will be accepted until the Board receives the Accountability Form and relevant documentation for previous funding granted.

Kia Ora Sarah,

We are a group of Year 13 high school students from Shirley Boys' High School, and we are writing to express our concern about the safety of the Tram Road intersection. Over the last five years, there have been several crashes in this area, many being serious and even a couple fatal incidents. This is a clear sign that something urgently needs to change to protect our community.

Tram Road is a high-speed and high traffic road. The intersection in question is large and often difficult to navigate, especially during busy times like in the morning on the way to school or work and coming home during rush hour. We believe that installing a roundabout at this intersection would be a practical and effective way to slow down traffic, reduce crash risk, and make it safer for all road users to enter and exit the intersection.

To support this cause, we are raising awareness by walking around the neighbourhoods of Mandeville and Ohoka giving out flyers to the residents of the area by door knocking and expressing our concerns. We are also planning to add a Facebook post to the residents page to gain extra awareness to the people who may use the intersection but not live close by.

We would love to chat further on this issue and hope to have your support on this cause.

Kind regards,

Milan, Kane and jack

OXFORD-OHOKA COMMUNITY BOARD

MEMBERS INFORMATION EXCHANGE

For the month of _____ August _____ 2025

Members Name: ____Tim Fulton_____

MEMBER'S DIARY		DISCUSSION POINTS
<i>Date</i>	<i>Events members have attended</i>	<i>Community Feedback/Issues Raised</i>
3.7.	North Canterbury Neighbourhood Support meeting	
7.7	National Freshwater Policy Reform – DairyNZ webinar	
8.7	Council briefing	
9.7	Tender Opening Springbank Mill community meeting, Cust	
10.7	Community Networking meeting, Kaiapoi	
11.7	Tim Kenneth site visit – Roadside verge issues Ashley Gorge Rd	
11.7	Dan Mayoral drop in – Swannanoa	
14.7	Tony Banks site visit – roadside sign issues, Butchers Rd Ohoka	
15.7	U&R, C&R and briefing	
16.7	LGNZ, national conference ChCh	
17.7	LGNZ	
21.7	District Plan public drop in, Rga	
	OPAC Special Meeting, Constitutional changes, Oxford	
	Council workshop	
22.7	Tender Opening, All Boards, Rga	
	District Plan public drop in, Kaiapoi	
23.7	Oxford Health and Fitness Centre Trust Meeting, Oxford	
28.7	District Plan public drop in, Oxford	
28.7	Wolffs Bridge Meeting, (WRFSl), Rga	

OXFORD-OHOKA COMMUNITY BOARD

MEMBERS INFORMATION EXCHANGE

For the month of July 2025

Members Name: Pete Merrifield

MEMBER'S DIARY		DISCUSSION POINTS
<i>Date</i>	<i>Events members have attended</i>	<i>Community Feedback/Issues Raised</i>
July 2	Oxford-Ohoka Board Meeting	
July 15	Utilities and Roading Meeting	
July 16	Wolff's Road Footbridge Meeting	Still working through setup and liaising with Council.
July 19	Oxford Museum Committee Meeting	It's becoming frustrating trying to help the Committee organise a storage unit on site. I have contacted the mayor but so far no response.
July 23	All Boards Meeting	Speed zone update for around schools. Policy on Board presentations to Hearings, there is now a \$40,000 fund! Election 2025 update.
August 5	Grey power	

Other: