Oxford-Ohoka Community Board

Agenda

Thursday 5 October 2017

7.00pm

West Eyreton Hall
2 Earlys Road
West Eyreton

Members:
Doug Nicholl (Chair)
Mark Brown (Deputy Chair)
Wendy Doody
James Ensor
Shirley Farrell
Kevin Felstead
John Lynn
Thomas Robson
Board Members
OXFORD-OHOKA COMMUNITY BOARD

AGENDA FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD TO BE HELD IN THE WEST EYRETON HALL, 2 EARLYS ROAD, WEST EYRETON ON THURSDAY 5 OCTOBER 2017 AT 7PM.

Karyn Ward
Community Board Advocate

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

BUSINESS

1 APOLOGIES

2 CONFLICTS OF INTEREST

3 CONFIRMATION OF MINUTES
   3.1 Minutes of the Oxford-Ohoka Community Board – 7 September 2017

RECOMMENDATION
   (a) THAT the Oxford-Ohoka Community Board:

   Confirms the circulated minutes of the Oxford-Ohoka Community Board meeting, held 7 September 2017, as a true and accurate record.

4 MATTERS ARISING

5 DEPUTATIONS AND PRESENTATIONS
   5.1 Kirstyn Barnett, Chair, and Yolande Lawrence, Secretary, representing the Cust Community Network, will speak to the Board regarding their group and their Rural Recycling project survey.

   5.2 Emma Gillard, Oxford business owner, will speak to the Board regarding Oxford commercial area car parking, and Report Item 7.1.
6 ADJOURNED BUSINESS

6.1 Oxford Public Toilet Mural – Chris Brown (Community Green Space Manager)

This report lay on the table from the 3 August 2017 meeting.

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:
(a) Receives report No 170713072891.
(b) Notes that during the May 2016 Oxford Eyre Ward Advisory Board meeting a resolution was passed deferring making a decision on a proposed mural being installed on the Oxford Town Centre Toilets until the Art in Public Places Policy was operational.
(c) Notes that the Art in Public Places Policy if approved would require the establishment of a Trust to manage requests for public art and this will be considered by Council during the Long Term Plan process.
(d) Continues to defer making a decision on the proposed mural for the Oxford Public Toilets until the Arts in Public Places Policy is operational.

7 REPORTS

7.1 Approval to remove 3 x all day parking spaces – Oxford Town Centre – Ken Stevenson (Roading Manager) and Kathy Graham (Journey Planner/Road Safety Co-ordinator)

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:
(a) Receives report No. 170719074874.
AND
Recommends to the Council that it:
(b) Adopts the attached Amended Second Schedule – Parking Restrictions to the Parking Bylaw 2007 (Doc 170719075025).
(c) Notes that the proposed amendment to the Second Schedule of the Parking Bylaw is for the removal of three parking spaces and the installation of no stopping restrictions in Main Street, Oxford, outside of the Fresh Choice Supermarket to improve sight visibility for the supermarket entranceway and the pedestrian crossing.
(d) Notes there has been a request from members of the community for consideration of time-restricted parking in some areas of Oxford Main Street and staff will be investigating this option.
7.2 Tram Road Speed Limit Review – Bill Rice (Senior Transport Engineer) and Chris Sexton (Intern Engineer)

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

(a) Receives report No. 170913099302.

(b) Approves consultation being carried out on the proposal to change speed limit on Tram Road to 80km/h, as outlined in the attached plan (TRIM 170914099898).

(c) Notes that consultation on this proposal will be carried out between 6 October to 20 October 2017.

(d) Notes that the Board will be updated at the end of the consultation process.

(e) Notes that any submissions on the proposal will be taken into account before the change is presented to the Council on 7 November 2017 for consideration.

7.3 Eyreton Domain Draft Master Plan – Grant Stephens (Green Space Community Engagement Officer)

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

(a) Receives report No 170919101092.

(b) Notes that staff have undertaken initial consultation with the community through a feedback flyer (attachment ii), and following approval from the Oxford-Ohoka Community Board, used the results of this feedback to guide the design of the Draft Master Plan for Eyreton Domain (included as attachment i).

(c) Notes that staff have sent a letter (attachment iii) to those who provided feedback advising them that a master plan would be created with two separate spaces, one for equestrian and one for neighbourhood park type activities, and informing them of the process going forward.

(d) Notes that the current estimated cost to implement the proposed master plan is $145,000.

(e) Supports staff submitting the Eyreton Domain Draft Master Plan to Council for funding consideration as part of the 2018 - 2028 Long Term Plan (Trim No. 170919101074).

(f) Notes that if funding is approved, the plan would be subject to a process of further public consultation before a more detailed concept plan was prepared. This would then be presented back to the Oxford-Ohoka Community Board for approval prior to being implemented.
7.4 **Ohoka Domain Draft Master Plan – Grant Stephens (Green Space Community Engagement Officer)**

*RECOMMENDATION*

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

(a) **Receives** report No: 170921102179.

(b) **Notes** that staff have undertaken initial consultation with the community through a feedback flyer (attachment ii) and two ‘drop in’ stations and used the results of this feedback to guide the design of the Draft Master Plan for Ohoka Domain, included as attachment i.

(c) **Notes** that the current estimated cost to implement the proposed master plan is $275,000.

(d) **Approves** staff undertaking public consultation on the Ohoka Domain Draft Master Plan and presenting the results of this consultation and any changes made to the next Board Meeting, to seek support in submitting the Ohoka Domain Draft Master Plan to Council for funding consideration as part of the 2018 - 2028 Long Term Plan.

7.5 **Classification of Reserve 2953 – Monese Ball (Property Officer)**

*RECOMMENDATION*

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

(a) **Receives** report 170919101431; with plan 170926103871;

(b) **Supports** the reclassification of Reserve 2953 to a Utility Reserve;

(c) **Approves** a report being submitted to Council to obtain approval under Delegated Authority and subsequent to the advertising and subject to there being no objections to the proposal, the Minister be asked to gazette the classification.


*RECOMMENDATION*

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

(a) **Receives** report No. 170920101797.

(b) **Approves** Board member .................. to represent the Oxford-Ohoka Community Board on the Draft Public Domain Policy Review Reference Group.
7.7 **Appointee request from Swannanoa Cricket Club Domain Development Group – Karyn Ward (Community Board Advocate)**

**RECOMMENDATION**

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

(a) ** Receives** report No. 170922102675.

(b) **Approves** the appointment of Board Member ................. as a Board representative and liaison person, to the Swannanoa Cricket Club Domain Development Group.

7.8 **Applications for Oxford-Ohoka Community Board Discretionary Grant 2017-2018– Karyn Ward (Community Board Advocate)**

**RECOMMENDATION**

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

(a) ** Receives** report No. 170920101664.

(b) **Approves** a grant of $__________ to Oxford Communities Families Trust (Oxford ICONZ) towards the costs of paint-balling supplies.

**OR**

(c) **Declines** the application from Oxford ICONZ.

(d) **Approves** a grant of $__________ to Oxford Night Patrol Group towards the costs of reflective magnetic signs to identify patrollers using private vehicles.

**OR**

(e) **Declines** the application from Oxford Night Patrol Group.

(f) **Approves** a grant of $__________ to Oxford Community Men’s Shed Trust towards the costs of Spring into Oxford event.

**OR**

(g) **Declines** the application from Oxford Community Men’s Shed Trust.

7.9 **LGNZ Young Elected Members Retreat – Karyn Ward (Community Board Advocate)**

**RECOMMENDATION**

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

(a) ** Receives** report No. 170925102999.

(b) **Approves** Board Member, Thomas Robson, to attend the LGNZ Young Elected Members Retreat, 9 to 11 November 2017 being held in the Selwyn District.

(c) **Notes** that any member attending a conference is requested to write a report on the Retreat, sharing ideas and knowledge gained, and the report is included in the Board’s December 2017 agenda.
7.10 **Ratification of the Oxford-Ohoka Community Board’s Submission to the Waimakariri District Council regarding the Draft Waimakariri Accessibility Strategy: “Towards an Inclusive Environment” – Edwina Cordwell (Governance Adviser)**

126-128

**RECOMMENDATION**

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

(a) **Receives** report No. 170830094004.

(b) **Ratifies** the Board’s Submission to the Waimakariri District Council regarding the Draft Waimakariri Accessibility Strategy: “Towards an Inclusive Environment” (Trim 170830093927).

8 **CORRESPONDENCE**

129-138

**RECOMMENDATION**

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

(a) **Receives** the letter regarding Decisions by Council on the Draft Annual Plan 2017/18 (Trim No. 170703068122).

9 **CHAIRPERSON’S REPORT**

9.1 **Chairperson’s Report for September 2017**

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**RECOMMENDATION**

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

(a) **Receives** report No 170829093224.

10 **MATTERS FOR INFORMATION**

10.1 **Woodend Sefton Community Board meeting minutes – 14 August 2017** (Trim No. 170822090257)

10.2 **Kaiapoi Tuahiwi Community Board meeting minutes – 21 August 2017** (Trim No. 170818089346)

10.3 **Capital Projects Report for the period ended 30 June 2017** – Report to Audit and Risk Committee 19 September 2017 (Trim No. 17090609337)

10.4 **Changes to Kaiapoi (West) Speed Limits** – Report to Council 5 September 2017 (Trim No. 170822090290)

10.5 **West Eyreton and Summerhill Backup Source Options** – Report to Council 5 September 2017 (Trim No. 170627066208)

**RECOMMENDATION**

**THAT** the Oxford-Ohoka Community Board receives the information in items 10.1-10.5
11 MEMBERS' INFORMATION EXCHANGE

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.

12 CONSULTATION PROJECTS

12.1 District Plan Review
Consultation closes 5pm, 27 October 2017.

http://www.waimakariri.govt.nz/your-council/council-documents/district-
plan/district-plan-review

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:
(a) Resolves that they wish to submit on the District Plan Review
Consultation.

12.2 Canterbury Landscape Supplies Ltd.
Consultation closes 5pm, 26 October 2017.

https://www.ecan.govt.nz/do-it-online/resource-consents/notifications-and-
submissions/notified-consents/canterbury-landscape-supplies-limited/

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:
(a) Resolves that they will submit on the ECan consent applications in
relation to Canterbury Landscape Supplies Ltd, Diversion Road
operation.

OR

(b) Resolves not to submit on the ECan consent applications in relation to
Canterbury Landscape Supplies Ltd, Diversion Road operation.

AND

(c) Notes that any elected member may choose to submit on this matter
as a private individual.

13 REGENERATION PROJECTS

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

http://www.waimakariri.govt.nz/your-council/district-development/oxford-
town-centre
13.2 **New Arterial Road, Kaiapoi**

Regular updates on the progress of the new Arterial Road will be posted on the Council’s website. There are also links to intersection layout plans for each of the new intersections. The updates can be located using the link below:


14 **BOARD FUNDING UPDATE**

14.1 **Board Discretionary Grant**

Balance as at 5 October 2017: $4,900

15 **MEDIA ITEMS**

16 **QUESTIONS UNDER STANDING ORDERS**

17 **URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

**NEXT MEETING**

The next meeting of the Oxford-Ohoka Community Board is scheduled for Thursday 9 November 2017 commencing at 7.00pm, at Oxford Town Hall.

**Workshop**

1. **Members’ Forum**
MINUTES FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD HELD IN THE MANDEVILLE SPORTS CLUB, 431 MANDEVILLE ROAD, OHOKA ON THURSDAY 7 SEPTEMBER 2017 AT 7PM.

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

IN ATTENDANCE
S Markham (Manager, Strategy and Engagement), G Cleary (Manager, Utilities & Roading), C Roxburgh (Water Asset Manager), B Rice (Senior Transport Engineer), K Simpson (3Waters Manager), O Davies (Drainage Asset Manager), K Graham (Journey Planner/Road Safety Coordinator), C Brown (Community Green Space Manager), V Caseley (Plan Implementation Manager), S Nichols (Governance Manager), E Stubbs (Minutes Secretary) and D Ayers (Mayor).

55 members of the public were in attendance for a portion of the meeting.

1 APOLOGIES
Nil.

2 CONFLICTS OF INTEREST
Nil.

3 CONFIRMATION OF MINUTES
3.1 Minutes of the Oxford-Ohoka Community Board – 3 August 2017
Moved J Ensor seconded M Brown
(a) THAT the Oxford-Ohoka Community Board:
 Confirms the circulated minutes of the Oxford-Ohoka Community Board meeting, held 3 August 2017, as a true and accurate record.

CARRIED

4 MATTERS ARISING
It was noted the adjourned report on the mural for the Oxford toilets would be reconsidered at the October meeting.

5 DEPUTATIONS AND PRESENTATIONS
5.1 Public Forum
Noel Fraser from the Eyreton Residents Association spoke about a composting operation by Canterbury Landscape Limited on Diversion Road. Issues raised included a terrible smell, truck noise including night-time deliveries, lack of resource consent, risk to water due to its location on the Eyre River catchment, health risks including legionnaire’s disease and the stress it was causing residents. V Caseley responded acknowledging the valid concerns raised. A WDC land use consent had been applied for with the application received 27 July. Further information had been sought 1 August,
which had been received 29 August and was currently being worked through. Additional consents had been sought through ECan for discharge to water and discharge to air. These were on hold awaiting further information. ECan had issued an abatement notice which had been appealed by the company.

V Caseley advised staff had spoken to the company regarding night time deliveries and had received assurance that would stop. Enforcement officers had been on site last week and the company had received a notice to fix a toilet. V Caseley advised a copy of the resource consent application could be supplied to N Fraser.

S Farrell queried how the company could continue without a resource consent and V Caseley advised that the Company had not believed they would require a consent however after a site inspection by the Council they had been persuaded to apply for a consent. Once a resource consent had been applied for enforcement activity could not be undertaken unless there were serious health or environmental issues. WDC could not give a valid abatement notice on stockpiling.

Rosetta from the Eyreton Residents Association commented that in the past the Council had stopped partially treated sewerage on the same ground due to risks to the waterway. V Caseley noted that during processing of the consent historical information was taken into account.

It was advised that trucks were still accessing the site at night. V Caseley thanked people for the information and said that matter would be followed up.

J Lynn enquired on the process if information was not received on time. V Caseley replied that the applicant could ask for another extension. It was likely a call on the notification status of the application would be before the end of September.

The requirement for consultation was queried. V Caseley advised there was no requirement on the applicant to consult. Consultation would depend on the notification status and the Council did take into account the effects on residents.

A concerned resident listed the type of waste composted including chicken litter, filter liquid and treated sewerage waste.

Richard Jackson raised concerns around flooding. In 2014 water had missed his home by 3 metres. The neighbour’s bridge had acted like a dam. K Simpson said the Council were aware of capacity issues. The work at Braeburn Estate was helping divert water from Mandeville Park Drive. Council were also looking at management of the undercurrents in the area. A diversion down No.10 Road was being considered in the Long Term Plan (LTP) for 2025. The diversion needed more thought and public consultation. In 2014 event was a 50-year event and the groundwater level had been high prior to the event. R Jackson was concerned about the dirty stockwater races and had photos to show the Council.

A resident raised concern that the issues in Wetherfield Lane were occurring in any rain event. K Simpson advised that Wetherfield Lane was listed on the works programme. Residents expressed concern that 2025 was too far away for a fix for No.10 Road. Asphalt and roading was deteriorating.

D Nicholl asked why stockwater races were used as drainage. K Simpson advised that surface water could not be discharged into the races, but the races naturally picked up surface water. During heavy rain events the water race system was actively managed at Browns Rock so no water was taken out of the Waimakariri to go into the race system.
Kay Dear raised concerns regarding flooding at Mandeville. K Simpson confirmed that he had viewed the flooding at her property and surrounding areas during the 2014 event. K Dear advised that a neighbour’s bridge acted as a bottle neck and believed the diameter of the bridge under Mandeville Park Road was too small. K Simpson advised that the works at Braeburn Estate would assist. If the pipe diameter was increased then it was a challenge to upsize every pipe downstream. Due to their nature, water race pipes got smaller as they went downstream and the required approach was to manage flow upstream.

Ian Shrimpton of Wetherfield Lane raised flooding concerns. He did not accept that Council could apportion blame to the stockwater race. He noted culverts on Peacock Lane had had no maintenance. He was concerned that the Diversion Road works had been pushed out to 2025.

G Cleary addressed the forum. He acknowledged speaking to many residents during 2014. Consideration had been given to using emergency powers for the Diversion Road works but there had been strong opposition from members of the public regarding the downstream impacts. G Cleary advised that $4 million had been spent on immediate works following the 2014 event; a large proportion was in Mandeville. $20 million would be spent over a 10 year period, however the Council did not have unlimited financial resources.

Tom McBrearty advised that flooding this year had been worse than 2014 for his property. Since the rain of couple weeks ago he had been up in an aircraft taking photos and mapping the area. It was noticed that a water race had been diverted around a paddock. T McBrearty believed there needed to be a whole overview solution rather than fixing one problem which appeared to create an issue somewhere else.

The felling of trees in a reserve area between Tram and McHughs Road was raised. C Brown advised that the felling operation was not complete. The reserve was previously a forestry reserve with interesting trees interspersed; acknowledging the area had not been actively maintained. With the development adjacent it was timely to gain access to develop and use the space. Trees not performing well were removed, weeds were removed and the next stage was to level, topsoil and grass. In the future there would be a small park style fence and path. Currently the roading team were working around safety issues for access.

Graham Tisnall of Ohoka Meadows queried whether felled trees would be cleaned up on the Mandeville side. C Brown advised that they could not control felling outside of Council reserves however he would investigate the matter.

A resident thanked the Board for their assistance in getting the sealing on North Eyre Road completed.

5.2 Ohoka Domain Advisory Group

Representatives of the Ohoka Domain Advisory Group provided an update on the Ohoka Homestead Gatekeepers Lodge project. A Bonifant advised that they were seeking support for the project of moving the Ohoka Homestead Gatekeeper’s Lodge to the Ohoka Domain and making it into a museum due to its strong historical significance. The lodge was an 1870’s Category 2 wooden building that had been gifted. The exterior of the building was in good condition and the interior required some work. A Bonifant expressed gratitude
Currently the community had no communal place to house artefacts. Residents and the school were prepared to share their artefacts with the museum. It was envisaged there would be a similar arrangement to the Amberley and Rangi ora Cobb cottages where access to the inside of the building could be made by arrangement. It was believed there would be interest from visitors at the Ohoka Farmers Market.

The work would be completed in stages. Stage 1 was transportation, which involved foundations, and navigation of two bridges and power lines. The estimated cost was $25,000. Stage 2 was a lock up shell, replacement of broken window frames and new cladding on the north west corner following the guidelines from an expert’s detailed restoration report. Stage 3 was making the inside suitable for use inside including power light and heating.

Sponsorship for the work had been sought from Daniel Smith Ltd, Mainpower and the Council. Pub Charity had approved $25,000 for transportation of the lodge. Mainpower had provided verbal approval. It was advised that any funding request from the Council for the project would need to be considered through the Long Term Plan process that occurs in March 2018.

The Chair also advised that the Ohoka Domain Plan was currently at the concept stage, with an expect report next month to the Board to consider matters for consultation. Furthermore J Lynn as a member to the Ohoka Domain Advisory Group would keep the group updated.

The Chair thanked the group for their informative presentation.

6 ADJOURNED BUSINESS

6.1 Application for Oxford-Ohoka Community Board Discretionary Grant 2017-2018 – E Cordwell (Governance Adviser)

S Nichols noted that there had been an application to the Board in August regarding Welcome Bags. It was a Social Inclusion Initiatives Group project under the YouMeWeUs umbrella. A memo from staff had been circulated to the Board to help answer questions the Board raised the previous month. Since the last Board meeting a similar application before the Rangiora-Ashley Community Board had been declined and another application was before the Woodend-Sefton Community Board had been left to lie on the table, pending further information.

D Nicholl commented that he had clarified that the bags distributed in Ohoka were from the Social Inclusion Initiatives Group.

Moved S Farrell seconded T Robson

THAT the Oxford-Ohoka Community Board:

(a) Receives report No. 170720075877.
(b) Declines the application from Social Inclusion Initiatives Group.

CARRIED

J Lynn commented he was still struggling with the application as it was not clear where they would get all the funding required.

S Farrell advised she had never heard of the Welcome Bags, and her enquiries at the Oxford Service Centre and Oxford School confirmed no knowledge of the concept, although the Pastor at the Baptist Church was
aware of the bags. There was already information distributed to newcomers from the Oxford Service Centre.

W Doody commented that the bags were actively distributed around the Cust area. A lot of information went into the bags and children from the Cust School decorated the bags. She was not aware of their distribution in Oxford.

T Robson commented that the bags did not appear to be actively distributed and as younger people would not go into the Service Centre they would not receive one in that way.

7 REPORTS

7.1 Summary of Discretionary Grant Accountability 1 January 2017 to 30 June 2017 – E Cordwell, (Governance Adviser)

S Nichols spoke briefly to the report noting that it was to update the Board and that staff would continue to work with groups appropriately to receive paperwork in a timely manner.

Moved W Doody seconded J Lynn

THAT the Oxford-Ohoka Community Board:

(a) Receives report No 170825091888.

(b) Circulates a copy of this report to all of the Community Boards.

CARRIED

8 CORRESPONDENCE

Nil.

9 CHAIRPERSON'S REPORT

9.1 Chairperson's Report for August 2017

Moved M Brown seconded J Lynn

THAT the Oxford-Ohoka Community Board:

(a) Receives report No 170829093224.

CARRIED

10 MATTERS FOR INFORMATION

10.1 Rangiora-Ashley Community Board meeting minutes – 9 August 2017

(Trim No. 170713072971)

10.2 Annual Report: Dog Control 2016/2017 – Malcolm Johnston, (Environmental Services Manager) – Report to Planning and Regulation Committee meeting 15 August 2017 (Trim No. 170710071156)

10.3 Changes to Mandeville Speed Limits – Ken Stevenson (Roading Manager), B Rice (Senior Transport Engineer), and H Davies (Roading Projects Engineer – Report to Council 1 August 2017 (Trim No. 170713072773)

10.5 Poyntzs Road Source Upgrade – Request to Consult Community Regarding Proposed Pipe to Connect to West Eyreton – Report to Council 5 September 2017 (Trim No. 170816088611)

Moved M Brown seconded J Lynn

THAT the Oxford-Ohoka Community Board receives the information in items 10.1-10.5.

CARRIED

11 MEMBERS’ INFORMATION EXCHANGE

11.1 M Brown

- Attended Swannanoa Cricket Club meeting; he had made the club aware of the Board grants. A further support request for the clubrooms would eventually come to the Board. M Brown had volunteered to be a Board member representative for the Swannanoa Cricket Club and S Nichols advised a formal report could be presented to the October meeting.
- Viewed the West Eyreton Domain planting. The tennis clubrooms were in need of repair and C Brown was to look at the maintenance programme.

11.2 S Farrell

- Commented on the flooding issues raised at the public forum.
- Advised that Oxford may lose KiwiBank, currently based at the Supermarket.

11.3 T Robson

- Attended General Election candidates meeting organised by the Youth Council. There was a good turnout with relevant questions.
- Attended Pearson Park meeting. There were concerns around maintenance of the water race which he had raised the issue at the Drainage Advisory Group.
- Viewed the Gatekeepers Lodge.
- Attended Ashley Gorge Advisory Group meeting.

11.4 J Ensor

- Attended Waste Management consultation drop-in sessions and hearings. There had been over 3,000 submissions.
- Attended Mandeville Sports Club Board Meeting, noted letter tabled from Western Riding, Pony Club, archery and rodeo groups requesting more toilets.
- Viewed the Gatekeepers Lodge.
- Attended Swannanoa AGM, had been actively involved in planting of the area in the past. Commented on the flooding issues raised at the public forum and requested urgency on addressing the issues.

11.5 J Lynn

- Presented the Oxford-Ohoka submission to ECan regarding the motorway bridge.
- Attended two Neighbourhood Support meetings and had met with the new Chairperson.
- Gatekeepers Lodge – fantastic that $25,000 funding had been received. Staff had advised that the Gatekeepers Lodge proposal could be added to
the material for the Ohoka Domain Concept Plan which would go to public consultation.

11.6 **K Felstead**

**Council**

- Acknowledgement of the passing of Councillor Peter Allen and Kaiapoi stalwart John Shivers.
- Presentation by Mark Inglis of Hurunui Trails Trust regarding the Heartland Trail from Picton to Christchurch. The Waimakariri walk and cycle ways would link in.
- Compass FM sought funding support for the radio station.
- Presentation of Kaiapoi High School regarding Indoor Court facility.
- National Land Transport Programme information would come to the Board.
- Feature Street Lighting Rangiora Town Centre would take place before Christmas.
- Poyntz Road Source upgrade, first stage connecting Poyntz Road to West Eyreton, there were two options and approval had been given to speak to property owners to determine the most popular option.
- Appointment of Councillor D Gordon to the Rural Primary Health Organisation.
- Sinking of the West Eyreton backup well had been approved and the local water advisory group had been consulted.
- Funding approved for the Bramleys Road well to supply Tuahiwi which was an important well as a secondary source.
- The Cones Road speed limit report was lying on the table pending further information to Council.

11.7 **W Doody**

- Encouraged members to attend the Oxford Area School Road Safety Education day Wednesday 13 September.
- Options for Oxford Museum, entrance with canopy $171,000, entrance without $72,000.
- Opening of the new Oxford Library/Service Centre.
- Noted the Birch Hill interpretation panel was marvellous.
- Reviewing a booklet for migrants and newcomers to the area and had applied for funding from Creative Communities.
- Suicide Prevention Group meeting.
- Viewed Swannanoa Cricket Ground and can see common-sense in shifting the pavilion.
- The Waste Management and Minimisation Consultation process had been a mammoth task.

12 **CONSULTATION PROJECTS**

12.1 **Accessibility Strategy**

Consultation closed 5pm, 8 September 2017.

S Nichols advised that the submission on the Accessibility Strategy had been circulated, feedback incorporated and would be submitted on 8 September 2017.

13 **REGENERATION PROJECTS**

13.1 **Town Centre, Oxford**

Updates on the Oxford Town Centre projects are located using the link below:

13.2 **New Arterial Road, Kaiapoi**

Regular updates on the progress of the new Arterial Road will be posted on the Council’s website. There are also links to intersection layout plans for each of the new intersections and these updates can be accessed using the link below:


S Markham advised there would be a workshop the following meeting in relation to the Oxford Town Centre.

14 **BOARD FUNDING UPDATE**

14.1 **Board Discretionary Grant**

Balance as at 7 September 2017: $4,900.

Members would continue to encourage groups to make applications to the grant.

Clarification had been requested on the Landscape Budget.

15 **MEDIA ITEMS**

Nil.

16 **QUESTIONS UNDER STANDING ORDERS**

Nil.

17 **URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

Nil.

**NEXT MEETING**

The next meeting of the Oxford-Ohoka Community Board is scheduled for Thursday 5 October 2017 commencing at 7.00pm, at the West Eyreton Hall.

**THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 8.58PM.**

CONFIRMED

__________________________
Chairperson

__________________________
Date
FILE NO and TRIM NO: CPR-04-08-01 / 170713072891
REPORT TO: Oxford Ohoka Community Board
DATE OF MEETING: 3 August 2017
FROM: Chris Brown, Community Green Space Manager
SUBJECT: Oxford Public Toilet Mural

1. SUMMARY

1.1. The purpose of this report is to seek a decision from the Board regarding the installation of a mural onto the Oxford Town Centre Public Toilets.

1.2. The Board at its May 2016 meeting deferred making a decision regarding the installation of a mural (included in this report as attachment i) onto the Oxford Town Centre Public Toilets until the Arts in Public Places Policy was operational. The Policy requires that a Trust is established and this process is going to be considered by Council as part of the Long Term Plan.

1.3. Staff have been contacted by members of Keep Oxford Beautiful concerned about the time between the trust potentially being set up and the original report being considered by the Board. They have requested that the Board reconsider the matter.

Attachments:
   i. Proposed Keep Oxford Beautiful Mural TRIM 160219013623

2. RECOMMENDATION

THAT the Oxford Ohoka Community Board:

(a) Receives report No 170713072891.

(b) Notes that during the May 2016 Oxford Eyre Ward Advisory Board meeting a resolution was passed deferring making a decision on a proposed mural being installed on the Oxford Town Centre Toilets until the Art in Public Places Policy was operational.

(c) Notes that the Art in Public Places Policy if approved would require the establishment of a Trust to manage requests for public art and this will be considered by Council during the Long Term Plan process.

(d) Continues to defer making a decision on the proposed mural for the Oxford Public Toilets until the Arts in Public Places Policy is operational.
3. **ISSUES AND OPTIONS**

3.1. The public toilets in Oxford, located outside the service centre and library, were refurbished in early 2016. This included repainting the exterior which removed the existing ‘chicken’ mural.

3.2. In June 2014 one of the agreed actions from a workshop held with the Oxford Eyre Ward Advisory Board was for staff to organise a refurbishment of the Oxford public toilets, including a repaint of the exterior of the building. At the workshop it was agreed that the existing mural would not be reinstated by Council but the opportunity would remain for the community to apply to Creative Communities for funding to undertake a mural in the future.

3.3. The Keep Oxford Beautiful Committee subsequently prepared a proposed design for a mural and this is included as Attachment i. The proposed mural shows a row of multi-coloured trees with the message ‘Keep Oxford Beautiful’. The Committee advises that the mural recognises trees as an essential part of the Oxford area foothills. The Committee also suggests that trees are also an important component of the Keep Oxford Beautiful enhancement of the township. The colours are intended to represent a rainbow and are also consistent with the Keep New Zealand beautiful logo. The Committee advises that the message on the mural ‘Keep Oxford Beautiful’ is not only identifying who the group is but is also an important statement for Oxford.

3.4. The Keep Oxford Beautiful Committee advised staff in May 2016 that the proposed mural would be applied by artist Wongi Wilson, who has painted various murals including those on the wall at the Challenge service station and the ANZAC mural in Cust.

3.5. In May 2016 a report was presented to the Oxford Eyre Ward Advisory Board who resolved to defer making a decision on the installation of the mural until after the Art in Public Places Policy which was being developed by Council was operational. One of the outcomes of the policy is the establishment of a Trust who would be responsible for managing requests for public art including murals in public spaces. It is planned that the establishment of the trust is something which will be considered by the Council as part of the Long Term Plan process.

3.6. Council staff have been contacted by members of Keep Oxford Beautiful who are concerned at the amount of time between the original report being presented to the Board and the potential establishment of the Trust and have asked staff to prepare a report requesting the approval for the mural be reconsidered.

3.7. Staff believe there are three options that the Board could consider.

3.8. Option One – Approve the mural being painted now.

3.8.1. Staff do not recommend this option for the following reasons:

- The area surrounding the Oxford Town Centre Toilet will be significantly changed from when the original mural design was created. The service centre library building and the surrounding landscaping will all be new and more modern. Due to this significant change staff would recommend that if this option was pursued that public consultation was undertaken to determine whether the wider public have a desire to install the mural in the new modern setting.
- Staff have had little success painting murals at this time of year and if this option was approved then there would still likely be a delay until the temperature increases to ensure the mural adheres to the toilet.
• The current toilet wall is in good condition. The mural is not being painted to clean up a toilet which is in bad condition or covered in graffiti so therefore waiting until the Council considerers the formation of a trust to manage requests for public art is not considered to have significant negative impact.

3.9. Option 2 – Decline the request to have the mural installed on the Oxford Town Centre Toilets.

3.9.1. Staff do not recommend this option for the following reasons:

• Staff believe that while the toilets are currently presented in a clean and tidy way there is opportunity to enhance them by painting a mural which will be something visitors to Oxford and locals will enjoy.
• Some members of the community have identified a desire to have a mural painted on the toilets to replace the chicken mural

3.10. Option 3 – Continue to defer making a decision on the mural until the Art in Public Places Policy has become operational which includes the formation of a trust which will be considered as part of the Long Term Plan Process.

3.10.1. Staff recommend this option for the following reasons:

• While the mural will be something which is enjoyed by locals and visitors alike it is not something which is likely to attract people to Oxford. This is important to mention, as the opportunity cost of not having the mural installed is not significant. This is further compounded by the fact that the current toilets have been recently painted so are in a presentable state.
• Staff believe that a Trust of suitably qualified people will be well placed to make decisions about the type of mural that is being proposed. The Trust will be able to determine whether the proposed mural is appropriate for the toilet and the surrounding environment.
• Other than a single request from a member of Keep Oxford Beautiful, staff have had no other requests to fast track the mural.

3.11. The Management Team/CE has reviewed this report and supports the recommendations.

4. COMMUNITY VIEWS

4.1. When the original mural was designed, Keep Oxford Beautiful placed a picture of the mural on the public toilets advising the community of the design.

4.2. With the changes to the service centre and library building staff believe that should the Board choose to approve the current mural design being installed now, before a trust is established, public consultation should be undertaken.

5. FINANCIAL IMPLICATIONS AND RISKS

5.1. Keep Oxford Beautiful have approached Council offering (via an artist) to paint a mural on the Oxford public toilets. No financial contribution has been sought by the Group or offered by Council.

5.2. As no community views on the proposed mural have been sought by Council there is a risk that it may not be supported by some of the community. As art is highly subjective this is not uncommon. For this reason Staff believe that the proposed mural should be subject to the Art in Public Places Policy.
6. CONTEXT

6.1. Policy

6.2. The Art in Public Places Policy was presented to Council in August of 2016. The Council resolved to request that the incoming Council consider the formation of the Waimakariri Public Art Advisory Trust as a charitable trust and a Council controlled organisation. It is anticipated that Council will consider the formation of the Trust as part of the upcoming Long Term Plan.

6.3. The proposed mural on the Oxford public toilets is the type of activity that staff consider would be covered by the proposed Arts in Public Places Policy. Staff believe that considering the proposed mural under the policy would potentially result in better outcomes for the project and the community.

6.4. This matter is not a matter of significance in terms of the Council’s Significance Policy.

6.5. Legislation

The Toilet sits within Pearson Park. There is currently a Pearson Park Concept Plan that has been adopted by the Oxford Eyre Ward Advisory Board. The painting of a Mural is not inconsistent with the concept plan.

6.6. Community Outcomes

6.7. The following Community Outcomes are considered relevant:

- The community’s cultures, arts and heritage are conserved and celebrated
- Different cultures are acknowledged and respected.
- There are wide ranging opportunities to participate in arts and cultural activities.
WAIMAKARIRI DISTRICT COUNCIL

REPORT

FILE NO and TRIM NO: BYL-15/170719074874

REPORT TO: Oxford-Ohoka Community Board

DATE OF MEETING: 5 October 2017

FROM: Ken Stevenson, Roading Manager
Kathy Graham, Journey Planner/Road Safety Co-ordinator

SUBJECT: Approval to remove 3 x all day parking spaces – Oxford Town Centre

1. SUMMARY

1.1. The purpose of this report is to request the Board recommends to Council that it make amendments to the Second Schedule of the Parking Bylaw 2007 as follows:

- To remove 3 x all-day parking zones outside Fresh Choice Supermarket, Main Street, Oxford, and replace with ‘no parking’ restrictions

1.2. This follows the workshop with the Board on 22 June which looked at a number of Main Street traffic issues and consideration of parking and visibility in the vicinity of the supermarket.

1.3. The proposal was subsequently discussed with Emma Gillard, owner of “Emma's at Oxford” on Main Street, and she expressed concern about the loss of parking by removal of the three carparks. Ms Gillard also questioned if consideration could be given to setting time limits on some parking spaces in the Main Street as she believes local employees often park there all day, removing the ability for customers to utilise the parking spaces.

1.4. Also the Oxford Promotions Action Committee recently wrote to the Council requesting the possibility of time restricted parking. This is currently being investigated and the results will be reported to the Board in the near future.

Attachments:

i. Aerial Plan showing recommended parking changes (Doc 170719074951)
ii. Photo showing recommended parking changes (Doc 170719074954)
iii. Photo showing recommended parking changes (Doc 170719074956)
iv. Proposed Amended Second Schedule – Parking Restrictions to the Parking Bylaw 2007 (Doc 170719075025)
v. Letter from Oxford Promotions Action Committee regarding time restricted parking (Doc 170913099016)

2. RECOMMENDATION

THAT the Oxford-Ohoka Community Board recommends to Council that it:

(a) Receives report No. 170719074874
(b) **Adopts** the attached Amended Second Schedule – Parking Restrictions to the Parking Bylaw 2007 (Doc 170719075025)

(c) **Notes** that the proposed amendment to the Second Schedule of the Parking Bylaw is for the removal of three parking spaces and the installation of no stopping restrictions in Main Street, Oxford, outside of the Fresh Choice Supermarket to improve sight visibility for the supermarket entranceway and the pedestrian crossing.

(d) **Notes** there has been a request from members of the community for consideration of time-restricted parking in some areas of Oxford Main Street and staff will be investigating this option.

3. **ISSUES AND OPTIONS**

3.1. The Community Board have received feedback from members of the Oxford community regarding concerns over speed in the Main Street of Oxford and feedback that drivers often don’t stop for pedestrians on the pedestrian crossings;

3.2. Several community members have also raised concerns around visibility and the proximity of the supermarket driveway to the pedestrian crossing situated outside Fresh Choice supermarket.

3.3. Discussions with the previous Community Board had determined this was the most suitable location for this pedestrian crossing, taking into account the proximity of the shops and people’s desire lines when crossing the road.

3.4. A petition requesting a 40km/h speed for Main Street, Oxford with 286 signatures was received by the Road Safety Co-ordinating Committee on 12 April 2017.

3.5. Speed surveys were carried out in Main Street, Oxford in May 2017 in three locations with proximity to the three pedestrian crossings. The average speeds ranged from 42.4km/h to 48.7km/h. Speed in the area of the pedestrian crossing by Fresh Choice showed an average of 42.66km/h and an 85 percentile of 48.62km/h.

3.6. These speed surveys showed that speeds are generally low and there is no need for speed management intervention such as changes to speed limits.

3.7. A workshop with the Oxford-Ohoka Community Board in June raised the possibility of removing three car parking spaces from outside Fresh Choice on the northern side of the road to improve visibility for both pedestrians on the crossing and vehicles entering and exiting the Fresh Choice carpark.

3.8. This report seeks the Boards formal approval to remove the three parking spaces.

3.9. The Management Team has reviewed this report and supports the recommendations.

4. **COMMUNITY VIEWS**

4.1. A number of members of the community have raised concerns about speed and vehicles not stopping for pedestrians on the pedestrian crossings in Main Street, Oxford.

4.2. Community members also provided feedback that they believed visibility of the pedestrian crossing by Fresh Choice carpark was compromised when vehicles were parked in the spaces between the Fresh choice driveways, particularly if they were high or 4WD vehicles.
4.3. A number of community members suggested removal of the car parking spaces outside Fresh Choice on the northern side of the road would improve visibility in the area both for the pedestrian crossing and vehicles exiting the carpark.

4.4. The owners of Fresh Choice supermarket support the removal of the car park spaces referred to.

4.5. Fresh Choice supermarket provides a number of off-street parking spaces directly outside the supermarket.

4.6. Emma Gillard, owner of “Emma’s at Oxford”, has expressed concern about the loss of parking by removal of the three carparks. While agreeing that safety is important she is concerned there will be an impact on businesses and relayed her previous experience with a downturn in business when she had to move to the Jaycee Rooms while her building underwent strengthening and expansion work.

4.7. Ms Gillard questioned if consideration could be given to setting time limits on some parking spaces in the Main Street as she believe local employees often parked there all day, removing the ability for customers to utilise the parking spaces.

4.8. A letter has recently been received from the Oxford Promotions Action Committee requesting staff investigate parking restrictions in the Main Street, particularly from opposite the Oxford Butchery and extending down to the Oxford Village Motels on both sides of the street.

4.9. The Council Walking & Cycling Strategy 2017-2022 priorities include:
   - Working towards safe and convenient walking & cycling within and around smaller settlements and rural areas;
   - Supporting programmes that improve safety for motorists, pedestrians and cyclists;
   - Ensuring walking routes are usable for people with restricted mobility

5. **FINANCIAL IMPLICATIONS AND RISKS**

5.1. The cost of implementing the bylaw amendments is minor and would cover aspects such as signage and road markings. There is budget available in the Roading budget to fund this work.

6. **CONTEXT**

6.1. **Policy**

This is not a matter of significance in terms of the Council’s Significance Policy.

The Council can amend the Second Schedule of the Parking Bylaw 2007 by resolution

6.2. **Legislation**

6.2.1. The Parking Bylaw was drafted under powers in the Local Government Act 1974 (section 684) and the Transport Act 1962 (section 72 (1)(k)). Amendments are similarly authorised. These matters are unchanged by the Local Government Act 2002.

“Transport Act 1962

72. *Bylaws as to the use of roads—*

Subject . . . to the provisions of this Act or of any other enactment in respect of any of the matters referred to in this subsection, any Minister of the Crown in respect of any roads under his control, or any local authority in respect of any
roads under its control, may from time to time make bylaws for any of the following purposes:

[(k) Prohibiting or restricting, subject to the erection of the prescribed signs, the stopping, standing, or parking of vehicles on any road; limiting the stopping, standing, or parking of vehicles on any road to vehicles of any specified class or description; limiting the period of time that vehicles may park on any part of the road where parking is limited to such vehicles; and providing that a vehicle used for the time being for any specified purpose shall be deemed for the purposes of the bylaw to be of such class or description as is specified in the bylaw, notwithstanding that the vehicle may belong to any other class or description for any other purpose:]

6.2.2. The Parking Bylaw clause 4 permits the Council, by resolution, to amend parking restrictions.

“4 The Council may from time to time by resolution impose parking standing or stopping restrictions on any road or other area controlled by the Council…”

6.2.3. The Board, under delegation S-DM 1042, has specific jurisdiction for:

“Approving traffic control and constraint measures on streets, including parking”

6.3. Community Outcomes

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

There is a safe environment for all

Transport is accessible, convenient, reliable, affordable and sustainable
Remove three parking spaces shown occupied by the three vehicles below as indicated by the arrows.
Three parking spaces to be removed in areas currently occupied by vehicles as shown by arrows.
# Proposed Parking Changes for Council Consideration

<table>
<thead>
<tr>
<th>No.</th>
<th>Location</th>
<th>Description</th>
<th>Direction</th>
<th>Restrictions</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>123</td>
<td>Oxford Bay Rd</td>
<td>from 55m North of northern entrance to school to 24m South of that entrance</td>
<td>East</td>
<td>Bus Stop 8.20am to 9.30am, 2.30pm to 3.20pm school days</td>
<td>Existing</td>
</tr>
<tr>
<td>124</td>
<td>Oxford Bay Rd</td>
<td>for 20m outside middle entrance to school</td>
<td>East</td>
<td>No Parking 8.20am to 9.30am, 2.30pm to 3.20pm school days</td>
<td>Existing</td>
</tr>
<tr>
<td>125</td>
<td>Oxford Bay Rd</td>
<td>From no parking area outside middle entrance to school to no parking area outside southern entrance to school</td>
<td>East</td>
<td>Loading Zone, 5 minutes 8.20am to 9.30am, 1.45pm to 3.20pm school days</td>
<td>Requested by school. Times different from usual to allow for junior school pupils.</td>
</tr>
<tr>
<td>126</td>
<td>Oxford Bay Rd</td>
<td>for 40m outside southern entrance to school</td>
<td>both</td>
<td>No Parking 8.20am to 9.30am, 2.30pm to 3.20pm school days</td>
<td>Existing</td>
</tr>
<tr>
<td>127</td>
<td>Oxford Burnett St</td>
<td>North boundary of &quot;Fire Station Reserve&quot; to South side of Town Hall entrance.</td>
<td>East</td>
<td>No Parking</td>
<td>Existing</td>
</tr>
<tr>
<td>127a</td>
<td>Oxford Main St</td>
<td>Queenette Dairy to Redwood Place</td>
<td>East</td>
<td>P30</td>
<td>September 2007</td>
</tr>
<tr>
<td>127b</td>
<td>Oxford Main Street</td>
<td>From 6m west of the western entrance to the Fresh Choice Supermarket to the pedestrian crossing</td>
<td>North</td>
<td>No Parking</td>
<td>September 2017</td>
</tr>
<tr>
<td>128</td>
<td>Woodend Main North Road</td>
<td>Opposite Woodend Rd to Parsonage Rd</td>
<td>East</td>
<td>No Parking</td>
<td>Existing</td>
</tr>
<tr>
<td>129</td>
<td>Woodend Main North Road</td>
<td>from Woodend Beach Rd North for 140m</td>
<td>East</td>
<td>No Parking Except areas where other restrictions apply as detailed below.</td>
<td>Existing</td>
</tr>
</tbody>
</table>
26 August 2017

Roading Department
Waimakariri District Council
Private Bag 1005
RANGIORA

Dear Sir/Madam

PARKING RESTRICTIONS OXFORD MAIN STREET

At our August meeting I have been asked to write to you concerning parking restrictions in the Main Street Oxford, particularly from opposite Oxford Butchery and extending down to the Oxford Village Motels on both sides of the street.

Cars are parking in this area all day, while their owners get picked up by other transport. Some business owners and staff are parking their vehicles during their entire hours of operation. This makes less on street parking spaces available to shoppers and visitors who wish to park for a short time.

We believe that there is ample off street car parking in the JC Car Park, Rata Street car park and Oxford Farmers Market during the week for vehicles to park for longer periods than 30 or 60 minutes.

There are a number of parking restrictions from Burnett Street to Village Foods and Meyer Place. We would like you to consider carrying out a parking review of the area and if possible extend the area that there are time limits so that it is consistent. Thus more street parking spaces will become available during the day.

Hoping you can look favourably at this request.

Yours sincerely

Shirley Farrell
Secretary/Treasurer
Oxford Promotions and Action Committee Inc
1. **SUMMARY**

1.1. The purpose of this report is to seek the Board’s support to consult on a proposal to change the speed limit on Tram Road, within the Mandeville Community area.

1.2. A speed limit of 80km/h is proposed on Tram Road, from 500m east of Bradleys Road to 300m west of the Bradleys Road.

1.3. The Mandeville Community has changed significantly, from a predominantly large block rural area, to an area of smaller block rural/residential sections.

1.4. In August, the Council approved the following speed limit changes on roads within the Mandeville area,

<table>
<thead>
<tr>
<th>Road</th>
<th>Section</th>
<th>New Limit</th>
<th>Previous Limit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wards Road</td>
<td>From Bradleys Road to the boundary of Millfield Subdivision</td>
<td>80km/h</td>
<td>100km/h</td>
</tr>
<tr>
<td>Dawsons Road</td>
<td>From Wards Road for 800m</td>
<td>80km/h</td>
<td>100km/h</td>
</tr>
<tr>
<td>Bradleys Road</td>
<td>From Tram Road to 400m north of Modena Place</td>
<td>80km/h</td>
<td>100km/h</td>
</tr>
<tr>
<td>All Cul-de-sacs and Access Roads within the Mandeville Community</td>
<td>Full length</td>
<td>50km/h</td>
<td>70km/h</td>
</tr>
</tbody>
</table>

1.5. It was noted at the time that the speed limit on Tram Road would be considered at a later date once the detailed design for the commercial area was confirmed and a safety audit carried out.
1.6. A draft of the safety audit on the frontage to the commercial development south of the intersection of Tram Road and McHughs Road has raised serious concerns about the speed on Tram Road at the access point, and recommended that a speed limit review be carried out on Tram Road over this section.

1.7. The proposed process and timeline for the speed limit change is as follows;

- Oxford-Ohoka Community Board support to consult and recommend to Council – 5 October 2017 (this report)
- Consultation – 6 October 2017 – 20 October 2017
- Council approval of the speed limit change – 7 November 2017
- Notify NZTA and Police of the change – 10 November 2017
- Implement the change (14 day period required following notification to NZTA and the Police of the change) – 24 November 2017

Attachments:

i. Plan showing proposed speed limits (TRIM 170914099898)
ii. Speed Count Results on Tram Road (TRIM 170413036842)
iii. Report to Council on Changes to Mandeville Speed Limits (TRIM 170713072773)

2. **RECOMMENDATION**

THAT the Oxford-Ohoka Community Board:

(a) **Receives** report No. 170913099302.

(b) **Approves** consultation being carried out on the proposal to change speed limit on Tram Road to 80km/h, as outlined in the attached plan (TRIM 170914099898).

(c) **Notes** that consultation on this proposal will be carried out between 6 October to 20 October 2017

(d) **Notes** that the Board will be updated at the end of the consultation process.

(e) **Notes** that any submissions on the proposal will be taken into account before the change is presented to the Council on 7 November 2017 for consideration.

3. **ISSUES AND OPTIONS**

3.1. The Mandeville community has changed significantly from a predominantly large block rural area to an area of rural/residential sections. The reason for reviewing the speed limits within Mandeville community include:

- Increased traffic volumes
- Increased population, resulting in increased pedestrians and cyclists
- Expected changes to traffic patterns due to the proposed business development south west of the Tram Road McHughs Road intersection
- A crash history at the Bradleys, McHughs, Tram Roads intersection
- Feedback from some residents indicating that current speed limits are not appropriate

3.2. In March 2017, engagement with the Mandeville community and road users was carried out to gain some initial feedback on a series of possible speed limit options within the Mandeville community. Based on the initial feedback received a formal speed limit proposal was put out for community consultation.

3.1. The speed limit on Tram Road in the vicinity of the McHughs Road and Bradleys Road intersection was included in the initial discussion. Whilst generally there was support for a
lower speed limit the length of the speed limit and the impact of the proposed commercial
centre raised a number of questions. It was agreed that at busy times safety is a concern
and a lower speed limit would help. However at other times the speed environment is more
suited to 100km/h due to the long straight nature of Tram Road and no obvious changes
in environment apart from the intersection.

3.2. Some respondents thought a variable intersection speed limit similar to the one at
Pineacres would be a good option. However the proximity of the McHughs Road,
Mandeville Road intersection to the Bradleys Road, McHughs Road, Tram Road
intersection are likely to make it difficult to reliably detect vehicles turning from McHughs
Road into Tram Road in time to signal a change in speed limit to vehicles on Tram Road.
It is also likely to be difficult to detect vehicles turning from the commercial development
onto Tram Road in time to signal a change in speed limit.

3.3. In August, Council therefore agreed to consider the speed limit on Tram Road at a later
date when the detailed design for the commercial area has been confirmed and a safety
audit carried out. Council also approved the following speed limit changes on roads within
the Mandeville area,

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<td>70km/h</td>
</tr>
</tbody>
</table>

3.1. A draft of the safety audit on the access to the commercial development at the corner of
Tram Road and McHughs Road identified speed at the access as a “Serious” concern.
There are four rankings of NZTA Safety Audit concerns, ranging from Minor to Serious.
NZTA’s safety audit proforma defines a serious concern as “A major safety concern that
must be addressed and requires changes to avoid serious safety consequences.”

3.2. The safety audit makes the following recommendation regarding speed at the access:

“That the designer and / or client raise this concern with the
Waimakariri District Council to encourage a review of the posted speed
restriction on Tram Road. However, based on the speeds recorded, this
may require more than posted speed limit signs.”

3.3. NZTA has recently reviewed the way speed limits are managed nationally and late last
year the new NZ Speed Management Guide was published. The NZ Speed Management
Guide sets out a framework to set safe and appropriate speed limits for different road

3.4. Tram Road is an Arterial Road with a 100km/h speed limit. The Average Daily Traffic (ADT) on Tram Road is 5,391 vehicles per day (vpd). Tram Road is a key route linking Kaiapoi and Christchurch with the Oxford area. Tram Road is expected to carry increasing traffic volumes following the completion of the commercial development southwest of the Tram Road McHughs Road intersection.

3.5. The Traffic Impact Assessment for the Mandeville commercial development has estimated the Peak hour turning volumes at the Bradleys Road, McHughs Road, Tram Road intersection and the access to the development for 2021. The estimates include projected traffic volumes for all currently consented developments which feed onto Bradleys and McHughs Roads, and are based on a left in, left out only access to the commercial development. The estimated morning and evening peak hour turning volumes are as follows:

<table>
<thead>
<tr>
<th>Movement Description</th>
<th>Estimated Volume</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>South Approach : McHughs Road</strong></td>
<td></td>
</tr>
<tr>
<td>Left Turn into Tram</td>
<td>8</td>
</tr>
<tr>
<td>Straight Ahead into Bradleys</td>
<td>22</td>
</tr>
<tr>
<td>Right Turn into Tram</td>
<td>188</td>
</tr>
<tr>
<td><strong>East Approach: Tram Road</strong></td>
<td></td>
</tr>
<tr>
<td>Left turn into McHughs</td>
<td>24</td>
</tr>
<tr>
<td>Westbound on Tram</td>
<td>76</td>
</tr>
<tr>
<td>Right turn into Bradleys</td>
<td>40</td>
</tr>
<tr>
<td><strong>North Approach: Bradleys Road</strong></td>
<td></td>
</tr>
<tr>
<td>Left turn into Tram</td>
<td>180</td>
</tr>
<tr>
<td>Straight ahead into McHughs</td>
<td>18</td>
</tr>
<tr>
<td>Right turn into Tram</td>
<td>4</td>
</tr>
<tr>
<td><strong>West Approach: Tram Road</strong></td>
<td></td>
</tr>
<tr>
<td>Left turn into Bradleys</td>
<td>4</td>
</tr>
<tr>
<td>Eastbound on Tram</td>
<td>323</td>
</tr>
<tr>
<td>Right turn into McHughs</td>
<td>54</td>
</tr>
</tbody>
</table>

*Table 1 Predicted Volumes at Tram / Bradleys / McHughs Intersection Morning peak 2021*
### Movement Description

<table>
<thead>
<tr>
<th>Movement Description</th>
<th>Estimated Volume</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>South Approach : McHughs Road</strong></td>
<td></td>
</tr>
<tr>
<td>Left Turn into Tram Road</td>
<td>12</td>
</tr>
<tr>
<td>Straight Ahead into Bradleys Road</td>
<td>31</td>
</tr>
<tr>
<td>Right Turn into Tram Road</td>
<td>57</td>
</tr>
<tr>
<td><strong>East Approach: Tram Road</strong></td>
<td></td>
</tr>
<tr>
<td>Left turn into McHughs</td>
<td>126</td>
</tr>
<tr>
<td>Westbound on Tram</td>
<td>282</td>
</tr>
<tr>
<td>Right turn into Bradleys</td>
<td>152</td>
</tr>
<tr>
<td><strong>North Approach: Bradleys Road</strong></td>
<td></td>
</tr>
<tr>
<td>Left turn into Tram</td>
<td>34</td>
</tr>
<tr>
<td>Straight ahead into McHughs</td>
<td>65</td>
</tr>
<tr>
<td>Right turn into Tram</td>
<td>4</td>
</tr>
<tr>
<td><strong>West Approach: Tram Road</strong></td>
<td></td>
</tr>
<tr>
<td>Left turn into Bradleys</td>
<td>4</td>
</tr>
<tr>
<td>Eastbound on Tram</td>
<td>93</td>
</tr>
<tr>
<td>Right turn into McHughs</td>
<td>39</td>
</tr>
</tbody>
</table>

*Table 2 Predicted Volumes at Tram / Bradleys / McHughs Intersection Evening Peak 2021*

3.6. The Previous assessment of Tram Road using the new Speed Management Guide assessed 80-100km/h as the safe and appropriate speed range on Tram Road. The commercial development currently has resource consent subject to a safety audit for a left in left out access onto Tram Road. This will result in a number of vehicles entering and leaving the commercial area while other vehicles are traveling straight past at much higher speeds. The proposed left in – left out access requires a solid concrete centre island to discourage drivers from turning right into or out of the site. These are considered potential hazards for vehicles travelling at 100km/h.

3.7. The NZTA Safer Journeys Risk Assessment Tool is a nationwide, automated desktop tool for assessing risk ratings of roads. These risk ratings can then be used to identify safe and appropriate speeds for roads. Using the tool to assess the section of Tram Road around the Bradleys Road intersection resulted in a Medium Infrastructure risk rating. This indicates that 80km/h is considered a safe and appropriate speed for this section of Tram Road. One of the main factors for this is the Death and Serious Injury (DSi) equivalent score.

3.8. Using the new Speed Management Guide to assess the area with the new commercial development included, the infrastructure risk rating was assessed as medium.

3.9. The road safety metrics that also feed into determining the safe and appropriate speed are the collective and personal risk metrics. Assessment of the personal risk, representing the crash risk exposure to each individual vehicle traveling along a road corridor, resulted in a “Low-Medium” score. Assessment of the collective risk, the measure of crash density at a network level, resulted in a “Medium” risk score.
3.10. Taking into account the assessments from above (Including table 2.2 of the Speed Management Guide) the recommended safe and appropriate speed is therefore 80km/h.

3.11. For the reasons above, it is recommended that the speed limit on Tram Road, from 300m west of Bradleys Road to 500m east of Bradleys Road, be changed to 80km/h.

3.12. The existing operating speed on Tram Road was determined using data collected from a special count site, 900m west of Bradleys Road. A mean speed of 97.0km/h and 85th percentile speed of 104.8km/h were recorded.

3.13. The speed management guide recommends that traffic engineering measures are installed so that the measured mean operating speed is within 5km/h of the proposed speed limit.

3.14. The commercial development will introduce a large parking area, significant commercial buildings (including a service station canopy), and prominent signage. The presence of these features will result in a more “urban” feel to this section of Tram Road. This is likely to result in some reduction in operating speed in the area. However, it is considered that these features, on their own, are unlikely to result in reduction in mean speed exceeding 10km/h.

3.15. The following additional engineering measures are therefore proposed on this section of Tram Road, to reinforce the proposed speed limit:

- Threshold treatments at each end of the 80km/h section. These would consist of large speed signs with “Mandeville” beneath the speed limit (see Figure 2)
• Narrow lanes (3.0m wide)

• Wide centreline (similar to State Highway 1 south of Woodend – See Figure 3)

• Large map type direction signs showing directions to the commercial development, Mandeville, Ohoka, Oxford, and Kaipoi. A preliminary
sketch of a possible map sign layout is shown in Figure 4 – S6 and S9 refer to the fuel and knife and fork symbols found on road signs)

Other Considerations

3.16. The safety audit also identified a concern with the left in left out arrangement. It considered that vehicles may endeavour to turn right into or out of the site by doing U turns around the ends of the concrete islands. The commercial development designer is currently considering options to address this. These options may include designing the commercial access to accommodate full right turns. The proposed 80km/h speed limit and engineering measures is considered to be appropriate for that environment.

3.17. The safety audit team will have an opportunity to comment on options to address the serious issues raised in the audit

3.18. The lowering of the speed limit for the short section through Mandeville will have insignificant impacts on motorists travel time between Oxford and Kaiapoi. The difference in travel time between traveling at 100kph (current sign posted speed limit) and 80 km/h (new proposed speed limit) for the 800m section of road will result in a 7.2 second increase in travel time.

3.19. The Management Team has reviewed this report and supports the recommendations.

4. COMMUNITY VIEWS

4.1. The Land Transport Rule: Setting of Speed Limits 2003 [54001] as amended requires the Council to formally consult with a number of external agencies during the review of a speed limit. The following persons will be consulted in accordance with this requirement and their views will be taken into account:

- The local community that is considered to be affected by the proposed speed limit
- The Commissioner of Police
- The Chief Executive Officer of NZ Transport Agency
- The Chief Executive Officer of the NZ Automobile Association Inc
- The Chief Executive Officer of the Road Transport Forum NZ
4.2. It is proposed to seek community views through the Council’s website, social media, notice in the local newspapers and letters to all property owners adjoining the roads being changed.

5. **FINANCIAL IMPLICATIONS AND RISKS**

5.1. The developer of the commercial development will meet costs associated with the access to the development, including all signage and road marking required for the access. The developer will also meet the costs associated with installing 2 of the speed limit threshold signs at the eastern end of Tram Road.

5.2. Council will be responsible for the following costs associated with changing the speed limit:

- Centreline removal at $0.65 per m²
- Centreline repainting at $0.35 per m of broken white line
- Centreline repainting at $0.65 per m of solid white line
- 2 speed limit threshold signs at a rate of approx. $3000 per sign

The total length of road marking associated with the development access has not been confirmed yet. Therefore, the length Council is responsible for is also unknown.

The total cost to Council is therefore unknown, but is expected to be small, and can be met from existing budgets.

5.3. There are no significant risks associated with changing this speed limit.

6. **CONTEXT**

6.1. **Policy**

This matter is not a matter of significance in terms of the Council’s Significance Policy.

6.2. **Legislation**

Section 145 of the Local Government Act 2002 empowers the Council to make a bylaw for its district to protect, promote and maintain public health and safety.

The Land Transport Rule: Setting of Speed Limits Rule (54001/1) requires that permanent speed limits be set by bylaw.

The Speed Limits Bylaw 2009 enables the Council to set speed limits by Council resolution.

6.3. **Community Outcomes**

(a) There is a safe environment for all:

- Crime, Injury and road accidents are minimised
- Harm to people from natural and manmade hazards is minimised

(b) Transport is accessible, convenient, reliable, affordable and sustainable

- The standard of our District’s roads is keeping pace with increasing traffic numbers

Bill Rice
Senior Transport Engineer
Vehicle speeds were surveyed at four locations in the Mandeville area in August 2016. The results of the speed surveys are summarised below:

**Site:** 0889BSP.1.2NS  
**Description:** VICENZA DR 140m north of Biella Place  
**Filter time:** 14:41 Friday, 5 August 2016 => 11:21 Tuesday, 16 August 2016  
**Vehicles** = 984 (90 per day)  
**Posted speed limit** = 70 km/h, Exceeding = 0 (0.00%), Mean Exceeding = 0.00 km/h  
**85% Speed** = 52.97 km/h, **95% Speed** = 57.38 km/h, **Median** = 45.09 km/h

**Site:** 0830ASP.1.2NS  
**Description:** VERONA PLACE 450m east of Bradleys Road  
**Filter time:** 15:09 Friday, 5 August 2016 => 11:38 Tuesday, 16 August 2016  
**Vehicles** = 1140 (100 per day)  
**Posted speed limit** = 70 km/h, Exceeding = 109 (9.56%), Mean Exceeding = 76.23 km/h  
**85% Speed** = 66.57 km/h, **95% Speed** = 74.86 km/h, **Median** = 52.83 km/h

**Site:** 0656DSP.1.2NS  
**Description:** TRAM RD 900m west of Bradleys Road  
**Filter time:** 14:18 Friday, 5 August 2016 => 11:49 Tuesday, 16 August 2016  
**Vehicles** = 39803 (3,620 per day)  
**Posted speed limit** = 100 km/h, Exceeding = 15172 (38.12%), Mean Exceeding = 105.32 km/h  
**85% Speed** = 104.83 km/h, **95% Speed** = 110.12 km/h, **Median** = 97.74 km/h

**Site:** 0076ASP.1.2NS  
**Description:** BRADLEYS RD 180m north of Modena Place  
**Filter time:** 14:54 Friday, 5 August 2016 => 11:28 Tuesday, 16 August 2016  
**Vehicles** = 12599 (1,150 per day)  
**Posted speed limit** = 100 km/h, Exceeding = 1780 (14.13%), Mean Exceeding = 106.52 km/h  
**85% Speed** = 99.36 km/h, **95% Speed** = 106.56 km/h, **Median** = 86.40 km/h
1. SUMMARY

1.1. The purpose of this report is to seek Council approval to change the speed limits on roads within the Mandeville area.

1.2. A speed limit of 80km/h is proposed on
   - Wards Road, from Bradleys Road to the boundary of the Millfield Subdivision,
   - Dawsons Road, from Wards Road for 800m,
   - Bradleys Road, from Tram Road to 400m north of Modena Place.

1.3. A speed limit of 50km/h is proposed on all of the cul-de-sacs and access roads within the Mandeville Community.

1.4. In June 2017 the Oxford – Ohoka Community Board approved consultation (TRIM 170413036886) being carried out on the proposed changes and consultation was carried out between 16 June and 14 July 2017.

1.5. A total of 27 submissions were received on the proposal, as summarised in Table 1 below.

Table 1 Summary of Submissions Received

<table>
<thead>
<tr>
<th>Proposed Speed Limit</th>
<th>Support in Full</th>
<th>Conditional Support</th>
<th>Opposed in Full</th>
</tr>
</thead>
<tbody>
<tr>
<td>50km/h Speed Limit on Cul-de-sacs &amp; Access Roads</td>
<td>93 %</td>
<td>0 %</td>
<td>7 %</td>
</tr>
<tr>
<td>80km/h Speed Limit on Wards, Dawsons &amp; Bradleys Road</td>
<td>52 %</td>
<td>30 %</td>
<td>18 %</td>
</tr>
</tbody>
</table>

1.6. A letter was sent to NZTA on 23 June 2017 and a following up email on 30 June 2017 requesting feedback on the speed limit proposal. No formal submission has been received from NZTA. However, WDC carried out a site visit with NZTA earlier this year, where no concerns were raised regarding the speed limit proposal. There have been no formal responses from the NZ Automobile Association, the Police or from the Road Transport Forum NZ to this proposal.

1.7. The submissions received on this proposal have been distributed to the Board along with a covering memo for their information.
1.8. Based on this feedback it is recommended the speed limits change as was proposed.

Attachments:

i. Plan showing proposed speed limits (TRIM 170519050890)
ii. Submission Details (TRIM 170713072619)
iii. Memo to Oxford-Ohoka Community Board (TRIM 170713072686)

2. RECOMMENDATION

THAT Council:

(a) Receives report No 170713072773
(b) Approves the speed limit change on roads within the Mandeville area, as outlined below, and as shown on the attached plan (TRIM 170519050890).

<table>
<thead>
<tr>
<th>Road</th>
<th>Section</th>
<th>Proposed Limit</th>
<th>Existing Limit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wards Road</td>
<td>From Bradleys Road to the boundary of the Millfield Subdivision</td>
<td>80km/h</td>
<td>100km/h</td>
</tr>
<tr>
<td>Dawsons Road</td>
<td>From Wards Road for 800m</td>
<td>80km/h</td>
<td>100km/h</td>
</tr>
<tr>
<td>Bradleys Road</td>
<td>From Tram Road to 400m north of Modena Place</td>
<td>80km/h</td>
<td>100km/h</td>
</tr>
<tr>
<td>All Cul-de-sacs and Access Roads with the Mandeville Community</td>
<td>Full length</td>
<td>50km/h</td>
<td>70km/h</td>
</tr>
</tbody>
</table>

(c) Notes that the Register of Speed Limits will be updated to include these changed speed limits.
(d) Notes that the Speed Limits Bylaw 2009 allows speed limits to be changed by Council resolution following consultation as required by the Land Transport Rule: Setting of Speed Limits.
(e) Notes that the submissions on this proposal have been distributed to the Oxford-Ohoka Community Board for their information.
(f) Circulates this report to the Oxford-Ohoka Community Board.

3. ISSUES AND OPTIONS

3.1. The Mandeville community has changed significantly, from a predominantly large block rural area, to an area of smaller block rural/residential sections. The reason for reviewing the speed limits include:
  - Increased traffic volumes
  - Increased population, resulting in increased pedestrians and cyclists
  - Changes to traffic patterns due to the proposed business development south west of the Tram Road McHughs Road intersection
  - Increased number of residential streets, cul-de-sacs and property accesses on main roads
  - Inconsistent speed limits through the area
  - Feedback from some residents indicating that current speed limits are not appropriate
3.2. Engagement with the Mandeville community and road users was carried out between 17 March and 10 April 2017 to gain some initial feedback on a series of possible speed limit options within the Mandeville community.

3.3. The speed limit on Tram Road in the vicinity of the McHughs Road and Bradleys Road intersection was also put forward for discussion and while generally there was support for a lower speed limit the length of the speed limit and the impact of the proposed commercial centre raised a number of questions. It was agreed that at busy times safety is a concern and a lower speed limit would help. However at other times the speed environment is more suited to 100km/h due to the long straight nature of Tram Road and no obvious changes in environment apart from the intersection. Some people thought a variable intersection speed limit like the one at Pineacres would be a good option. However the layout of the intersection and the impact of the commercial development may complicate this option. It is proposed to consider the speed limit on Tram Road at a later date when the detailed design for the commercial area has been confirmed and a safety audit carried out. The safety audit will provide an independent view of the speed limit question.

3.4. The initial engagement was clear-cut in its support for reducing speed limits on Wards, Dawsons and Bradleys Road. Based on the feedback received a formal speed limit proposal was put forward to the Oxford-Ohoka Community Board. The Board approved to consult with the community on these proposed new speed limits.

3.5. In June, feedback on the proposed new speed limits was sought through advertising in the local newspapers and on the Councils website. Also letters were sent to NZTA, the Police, the NZ Automobile Association Inc and the Road Transport Forum NZ as required by the Land Transport Rule: Setting of Speed Limits.

3.6. NZTA has recently released their new Speed Management Guide. This document includes guidance on appropriate speeds for different road environments. The new guide places an increased emphasis on roadside hazards, and carriageway width. It also outlines measures to manage speeds, including the use of speed limits and other treatments and activities.

3.7. Using the new Speed Management Guide, 80km/h is assessed to be a safe and appropriate speed on Bradleys Road, Wards Road and Dawsons Road. These roads have a significant number of roadside hazards, including deep watercourses and associated access bridges, power poles and a number of road intersections. A speed limit of 80km/h on Bradleys Road, Wards Road and Dawsons Road is assessed to be safe and appropriate.

3.8. Using the new Speed Management Guide, 60km/h is assessed to be a safe and appropriate speed on the cul-de-sacs and access roads within the Mandeville community. Millfield subdivision holds an existing speed limit of 50km/h and the low speed road environment is similar to that of the other cul-de-sacs and access roads within the Mandeville community. For consistency, a 50km/h speed limit on all cul-de-sacs and access roads within the Mandeville community is assessed to be safe and appropriate.

3.9. For speed limits to be effective there needs to be a change in environment at the change in speed limit. The proposed 80/100 change point locations on Wards Road, Dawsons Road and Bradleys Road are located on the approach into the rural-residential areas.

3.10. Consideration was given to lowering the proposed 80km/h speed limit further to 70km/h on Wards Road, Dawsons Road and Bradleys Road, however the new Speed Management Guide does not include 70km/h or 90km/h speed limits in their speed classification. NZTA wants to promote a more consistent and intuitive speed management system across the whole network and avoid the use of 10km/h speed increments.

3.11. The Management Team has reviewed this report and supports the recommendations.
4. **THE COMMUNITY VIEWS**

4.1. The Land Transport Rule: Setting of Speed Limits 2003 [54001] as amended, requires the Council to formally consult with a number of external agencies during the review of a speed limit. The following persons must be consulted in accordance with this requirement and their views will be taken into account:

- The local community that is considered to be affected by the proposed speed limit
- The Commissioner of Police
- The Chief Executive Officer of NZ Transport Agency
- The Chief Executive Officer of the NZ Automobile Association Inc
- The Chief Executive Officer of the Road Transport Forum NZ

4.2. In June, feedback on the proposed new speed limits was sought through advertising in the local newspapers and on the Council’s website. Also letters were sent to NZTA, the Police, the NZ Automobile Association Inc and the Road Transport Forum NZ as required by the Land Transport Rule: Setting of Speed Limits. A summary of the submissions is below and the details are attached.

4.3. A total of 27 submissions were received on the proposal, as summarised in Table 1 below.

<table>
<thead>
<tr>
<th>Proposed Speed Limit</th>
<th>Support in Full</th>
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<td>52 %</td>
<td>30 %</td>
<td>18 %</td>
</tr>
</tbody>
</table>

4.4. Fourteen submissions fully supported the proposal to change the speed limit on the roads within the Mandeville area. Twenty five submissions supported the proposal to change the speed limit to 50km/h on all the cul-de-sacs and access roads within the Mandeville area.

4.5. Six submissions suggested increasing the lengths of the proposed 80km/h speed limit on Wards Road, Dawsons Road and Bradleys Road. Two submissions suggested lowering the speed limit further to 70km/h on Wards Road, Dawsons Road and Bradleys Road.

4.6. Two submissions were fully opposed to the proposal to change the speed limit on the roads within the Mandeville area. Three submissions were just opposed to the speed change on Wards Road, Dawsons Road and Bradleys Road.

4.7. A letter was sent to NZTA on 23 June 2017 and a following up email on 30 June 2017 requesting feedback on the speed limit proposal. No formal submission has been received from NZTA. However, WDC carried out a site visit with NZTA earlier this year, where no concerns were raised regarding the speed limit proposal. There have been no formal responses from the NZ Automobile Association, the Police or from the Road Transport Forum NZ to this proposal.

4.8. The submissions received on this proposal have been distributed to the Board along with a covering memo for their information.

5. **FINANCIAL IMPLICATIONS AND RISK**

5.1. The total cost of the new speed limit signage and road marking can be met from existing budgets.

5.2. There are no significant risks associated with changing this speed limit.
6. **CONTEXT**

6.1. **Policy**

This is not a matter of significance in terms of the Council’s Significance Policy.

6.2. **Statute**

Section 145 of the Local Government Act 2002 empowers the Council to make a bylaw for its district to protect, promote and maintain public health and safety.

The Land Transport Rule: Setting of Speed Limits Rule requires that permanent speed limits be set by bylaw.

The Speed Limits Bylaw 2009 enables the Council to set speed limits by Council resolution.

6.3. **Links to Community Outcomes**

6.3.1. There is a safe environment for all:

- Crime, Injury and road accidents are minimised
- Harm to people from natural and manmade hazards is minimised

6.3.2. Transport is accessible, convenient, reliable, affordable and sustainable

- The standard of our District’s roads is keeping pace with increasing traffic numbers

Ken Stevenson    Harriette Davies    Bill Rice
Roading Manager  Roading Projects Engineer  Senior Transport Engineer
1. SUMMARY

1.1. The purpose of this report is to seek approval from the Board for staff to submit the Eyreton Domain Draft Master Plan (Attachment i: Trim No. 170919101074) to Council for funding consideration as part of the 2018 - 2028 Long Term Plan.

1.2. This report proposes that staff put forward for consideration as part of the LTP a funding proposal to develop Eyreton Domain into a reserve that includes an area for the current equestrian users and a space for more neighbourhood type activities including a playground, kick a ball space and an area for picnicking. Staff have developed a Draft Master Plan which if funding is approved will be subject to a process of further public consultation before a more detailed concept plan was prepared. This would then be presented back to the Oxford Ohoka Community Board for approval prior to being implemented.

1.3. Attachments:
   i. Draft Master Plan for Eyreton Domain (Trim No: 170919101074)
   ii. Consultation Flyer posted to local residents (Trim: 160316022885)
   iii. Letter to submitters (Trim No:160830088030)

2. RECOMMENDATION

THAT the Oxford Ohoka Community Board:

(a) Receives report No 170919101092

(b) Notes that staff have undertaken initial consultation with the community through a feedback flyer (attachment ii) and following approval from the Oxford Eyre Ward Advisory Board used the results of this feedback to guide the design of the Draft Master Plan for Eyreton Domain, included as attachment i.

(c) Notes that staff have sent a letter (attachment iii) to those who provided feedback advising them that a master plan would be created with two separate spaces, one for equestrian and one for neighbourhood park type activities and informing them of the process going forward.

(d) Notes that the current estimated cost to implement the proposed master plan is $145,000
(e) **Supports** staff submitting the Eyreton Domain Draft Master Plan to Council for funding consideration as part of the 2018 - 2028 Long Term Plan. (Trim No. 170919101074).

(f) **Notes** that if funding is approved, the plan would be subject to a process of further public consultation before a more detailed concept plan was prepared. This would then be presented back to the Oxford Ohoka Community Board for approval prior to being implemented.

3. **ISSUES AND OPTIONS**

3.1. The land this report refers to is formally described as East Eyreton Recreation Reserve Lot 1, D.P. 10292. It was vested to the Eyre County Council in 1982 in trust for recreation purposes.

3.2. In November 2010 the East Eyreton Domain was leased out to the Northern Equestrian Riding Group for a period of 30 years. While the Council does have the power to issue a lease for reserve land under the Reserves Act 1977, the proper consultation process was not followed and the lease has since been cancelled.

3.3. The Community Green Space Department was approached in 2011 by Les Cherry, a local who has mown the domain for a number of years, enquiring about the lease and requesting that the reserve be opened up to allow public access. Working with Mr Cherry, staff installed two styles on the reserve to allow pedestrian access at all times. With the lease to the Northern Equestrian Riding Group being cancelled, it was decided in the end that the gates would no longer be locked. The gate is still closed but has no lock and can be opened by any member of the public.

3.4. In 2012 Les Cherry arranged a public meeting at which a petition was signed which is titled ‘Give Us Our Eyreton Domain Back’. 55 people signed the petition. Les Cherry presented the petition at the Community and Recreation Committee meeting held on the 17th of April 2012 at which the Committee requested an information report be presented to the Oxford / Eyre Ward Advisory Board. This report was presented in July 2012.

3.5. A number of locals surrounding the reserve would like to see the reserve developed to resemble what it may have looked like when it was originally built. This includes assets such as toilets, tennis courts, playgrounds and picnic tables etc. A group was established called the Eyreton Community Action Group who presented a submission as part of Councils Annual Plan process requesting the reserve be developed as a neighbourhood reserve once again.

3.6. Before any consideration of reserve development could be made, staff requested time to be able to complete a composite Neighbourhood Reserve Management Plan which would guide potential development within East Eyreton Reserve. This has now been completed.

3.7. The first step in preparing a plan for the development of a reserve is to gather feedback from the community regarding how they would like to see the reserve developed. Staff were already aware that there was a group in the community who wanted to see the reserve developed as a neighbourhood reserve. However, due to the Northern Equestrian Riding Groups use and other annual plan submissions which requested more off road equestrian activities in the area, staff were also aware that there was a strong desire to have the reserve used as an equestrian area. There are still three all-weather arena’s within the reserve which were installed and are still used by the Northern Equestrian Riding Group.
3.8. To get a better understanding of how the local community and the current user groups of the domain would like to see it developed, staff prepared a ‘Lets Talk’ flyer (attachment ii) to be sent out. This flyer invited residents and users of the domain to give feedback on how they would like to see the domain used and developed in the future. This flyer asked respondents if they could comment on whether they would like to see the domain returned to its original state, kept for equestrian use or a combination of both.

3.9. Following community consultation, Greenspace staff presented a report to the Oxford Eyre Ward Advisory Board recommending the preparation of a draft master plan to be brought back to the Oxford Ohoka Community Board for approval to make a submission to the 2018-2028 Long Term Plan (LTP) for Council funding consideration. This plan would be based on the feedback received and would include both an area for equestrian activities and a neighbourhood park. Should funding be allocated, the draft master plan would then be subject to further public consultation before a more detailed concept plan was prepared.

3.10. This recommendation was approved by the Oxford Eyre Ward Advisory Board at their August 2016 meeting and a letter was sent to those who provided feedback informing them of the outcome of the meeting (attachment iii).

3.11. Greenspace staff have now created the Eyreton Domain Draft Master Plan (attachment i) based on the received feedback. This master plan retains an area for equestrian activities while creating a designated and separate neighbourhood park area within the reserve. The main changes to the domain are as follows;

3.12. Equestrian Area;

3.12.1. New Entranceway
A new entrance will be created off Harrs Road into the domain. This separates heavy vehicle traffic such as horse trucks and floats from pedestrians and family vehicles using the neighbourhood park area.

3.12.2. Entranceway Signage
New signage at the equestrian entranceway would draw attention to the domains existence and show where equestrians should access the domain. This sign would also include a list of activities appropriate to the equestrian area and the associated risks and instructions for using the space and keeping it safe. An example of this would be highlighting the importance of not leaving rubbish on or near the dressage tracks which could injure the horses.

3.12.3. Fence
A new post and rail fence running the length of the domain separates the equestrian and neighbourhood park areas. This fence has gates at regular intervals to allow movement between the two areas should people wish to use the space in the equestrian area should no horses be present or should equestrians wish to use the facilities such as the playground or picnic areas. The post and rail fence would be constructed to a level of strength where horses/ponies could be tied to the fence while not competing reducing the need for yards or a coral.

3.12.4. Toilet
As a sports and recreation reserve, this reserve would then be governed by the Sports and Recreation Management Plan. One of the levels of service required within this plan is the provision of toilet facilities for users of the reserve. There is currently no buildings on site although there was previously a pavilion which was removed in
3.12.5. Area for Potential Dressage Arena
While there are already three dressage areas on site, space still remains for an additional arena to be added should the sport continue to grow in the district. It is likely that this would require a more official and detailed agreement with the dressage group before they would be willing to expend capital on further investments within the reserve as they would want the certainty of knowing that it wasn’t only for a short term benefit.

3.13. Neighbourhood Park Area;

3.13.1. Entranceway Signage
A sign at the existing entrance would welcome people to the reserve and explain what activities are appropriate. This sign will also explain the particular things that users of the reserve should know with regards to the neighbouring equestrian use in order to keep use from both sides safe and enjoyable for all users.

3.13.2. Kick-a-ball Area/Informal Parking
An area will be left as an open grass space to allow for informal sports and kicking a ball around. This space will double as an area for parking for neighbourhood park users or overflow parking if required for equestrian events.

3.13.3. Sheltered Picnic Area
Planting and trees will be used to create a sheltered area for picnicking. A couple of picnic tables will be placed in this area along with a rubbish bin.

3.13.4. Playground
An area has been designated for a small playground. This will just have basic equipment such as swings, slide and a couple of other pieces of equipment. Proposals for the particular playground equipment will be sought should funding be made available.

3.13.5. Tennis Courts
The current tennis courts have been left unkempt for a number of years. The surface of these is not badly damaged and for a small cost of removing weeds, repainting lines and replacing the net, these would be made usable once more.

3.14. The Management Team/CEO has reviewed this report and supports the recommendations.

4. COMMUNITY VIEWS

4.1. In conjunction with Council’s Memorandum of Understanding with Te Ngāi Tūāhuriri Rūnanga, a project brief was sent through Mahaanui Kurataiao Ltd to the Rūnanga asking for their input and what level of consultation they would like on this project. The response received from the Ngāi Tūāhuriri Rūnanga Kaitiaki Committee was as follows:

• The committee confirmed they are supportive of the domain redevelopment project being undertaken based on community feedback.
• The committee indicated they do not wish to be involved in the redevelopment of Eyreton Domain. The committee did however wish to thank the Council for the opportunity to be involved.
4.2. In April 2016 Greenspace staff sent a Let’s Talk flyer to the residents within a 3km radius of Eyreton Domain. This flyer invited residents and users of the domain to give feedback on how they would like to see the domain used and developed in the future. This flyer asked respondents if they could comment on whether they would like to see the domain returned to its original state, kept for equestrian use or a combination of both.

4.3. Staff received 55 submissions through which 66 submitters provided their feedback. A number of late submissions were received which have also been included within this report. Of the 66 submitters, 48 submitters supported equestrian activities within the domain in some form. Of these, 14 want to see the domain be used exclusively as a dedicated equestrian facility. Twelve submitters would like to see a combination of equestrian and other activities, while eight submitters request that there is no equestrian use in the domain and that the arenas be removed.

4.4. Following community consultation, Greenspace staff summarised the feedback regarding the overall use of the domain and included it within a report (Trim No: 160805077103) to the Oxford Eyre Ward Advisory Board recommending the preparation of a draft master plan to be brought back to the Oxford Ohoka Community Board for approval to make a submission to the LTP for Council funding consideration. Based on this feedback, staff recommended that the master plan include two separate areas, an equestrian space and an area for more neighbourhood park type activities. This recommendation was approved along with a directive that staff write to submitters advising of the outcome and process going forward.

4.5. A subsequent letter was then sent to those who had responded with feedback and staff began working on the draft master plan. The initial consultation feedback provided a range of different things which people wanted within the reserve. Greenspace Staff used this list to create a draft master plan for the reserve (attachment i) and described above. The table below shows the particular things requested along with staff comments regarding their inclusion or exclusion from the plan.

<table>
<thead>
<tr>
<th>REQUEST</th>
<th>RESPONSE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Toilet facilities.</td>
<td>Toilets have not been included in this plan. Based on the Councils Public Toilet Strategy, Staff believe Eyreton Domain does not fall into the category where public toilets are required. Toilets cost in excess of $100,000 and in this case, additional funds would be required as there are no current services on site. Therefore a strong case would be needed to include them.</td>
</tr>
<tr>
<td>Covered seating area /shelter.</td>
<td>Trees will be included in the detailed design stage to provide areas of shelter, in particular over the BBQ tables.</td>
</tr>
<tr>
<td>BBQ.</td>
<td>BBQ's have a range of associated ongoing costs such as cleaning and gas supply. Therefore it is important to establish there is high enough demand to warrant their provision. Therefore while space is provided for people to bring/use their own BBQ's within the picnic area, a BBQ is not supplied. This could be included at a later date if there is sufficient demand and funds available.</td>
</tr>
<tr>
<td>Activity</td>
<td>Details</td>
</tr>
<tr>
<td>-------------------------------</td>
<td>------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Skateboard ramp.</td>
<td>Not included. Skateboard ramps/skate parks within isolated areas pose a high risk of vandalism and anti-social behaviour. They are more suited to an urban or residential environment in the district key activity centres</td>
</tr>
<tr>
<td>Cricket pitch.</td>
<td>There is insufficient space for a cricket field within the neighbourhood park area so no pitch is provided. Cricket fields are also provided at Mandeville Domain.</td>
</tr>
<tr>
<td>Tennis court.</td>
<td>The tennis court can be repaired for minimal cost so has been retained in the master plan.</td>
</tr>
<tr>
<td>Netball/Volleyball/basketball courts.</td>
<td>It is apparent from the lack of use and state of disrepair of the tennis courts that there is insufficient demand to warrant the cost of installing new hard surfaces for court sports such as volleyball and basketball etc.</td>
</tr>
<tr>
<td>Wall for basketball and tennis and cricket practice.</td>
<td>A practice wall will be included in the detailed concept plan alongside the tennis court. This would then be subject to public consultation to establish community support for it.</td>
</tr>
<tr>
<td>Playground.</td>
<td>Space has been allocated for a small neighbourhood playground within the plan which could be used by both equestrians and neighbourhood park users.</td>
</tr>
<tr>
<td>Bike track.</td>
<td>While a bike track has not currently been included, a BMX pump track could be included as part of the playground space in the developed concept plan should funding be approved. This would then be subject to public consultation to establish community support for it.</td>
</tr>
<tr>
<td>Climbing frames, sandpit and flying fox.</td>
<td>The particular equipment chosen will be determined should funding become available from the long term plan and will be subject to further consultation.</td>
</tr>
<tr>
<td>Physical entertainment</td>
<td>A large kick a ball area has been included to allow space for physical entertainment along with a playground area.</td>
</tr>
<tr>
<td>Kitchen/Clubrooms</td>
<td>The provision of clubrooms or kitchens is not within the Councils levels of service. These would be the responsibility of the club requiring them.</td>
</tr>
<tr>
<td>Water Connection</td>
<td>It is possible that the water pipe for the previous pavilion is still in serviceable order and could be reconnected to get a water source within the domain. Should funding be approved, staff can investigate this opportunity while developing the detailed concept plan.</td>
</tr>
<tr>
<td>Remove arenas</td>
<td>It is the belief of staff that there is sufficient room within the domain to cater for other users without needing to remove the equestrian arenas. Therefore the cost of their removal would not be justified.</td>
</tr>
<tr>
<td>Improve arenas, larger arenas, fenced arenas, indoor arena, equestrian facilities, all weather jumps and an area for pony training.</td>
<td>The provision of particular equestrian equipment is the responsibility of the equestrian group however sufficient space is available for the club to do so.</td>
</tr>
<tr>
<td>Yards to box horses in</td>
<td>Yards have not been included as this would be the responsibility of the equestrian group if required. However the strong post and rail fence will provide something solid for horse owners to tie their horses up too.</td>
</tr>
<tr>
<td>Picnic tables/seats</td>
<td>Picnic tables will be included in the picnicking area of the neighbourhood reserve.</td>
</tr>
<tr>
<td>Restore/re-sow grass</td>
<td></td>
</tr>
</tbody>
</table>
Maintain hedges more regularly
The general maintenance of the reserve is specified under council’s levels of service and the responsibility of our maintenance contractor. Staff will confirm this is being met separately from this process.

Maintain reserve - gorse, broom dead trees etc.

Mow grass more regularly

Walking tracks
This site is currently a relatively small, fully enclosed, flat and open area where there is little of interest to draw walkers to come. Staff therefore do not believe there will be sufficient demand to warrant walking tracks.

Native planting, shrubs and trees.
Native plants and trees will be planted in the neighbourhood park area to create shelter and designate space.

Sheltered landscape.
The reserve is already very sheltered and the addition of trees will help with this.

Needs to be more welcoming
Signage at each entrance will help identify the domain and welcome visitors. Also the addition of the fence and other facilities will help make the space more inviting.

4.6. Should the Board choose to approve this plan, staff will take it to the LTP for funding consideration. If funding is approved, the plan would be subject to a process of further public consultation before a more detailed concept plan was prepared. This would then be presented back to the Oxford Ohoka Community Board for approval prior to being implemented.

5. **FINANCIAL IMPLICATIONS AND RISKS**

5.1. Initial estimates of the cost of implementing the Draft Master Plan for Eyreton Reserve has been estimated to be $145,000. As there is currently no funding allocated to develop Eyreton Domain, Council will need to consider whether funding is allocated as part of the 2018-2028 Long Term Plan. Part of this consideration will include an assessment of priorities for a range of reserves capital developments.

5.2. There is a risk that the master plan produced which tries to cater for both equestrian and neighbourhood park assets will provide something which is not suitable for either use. Staff do not believe this will happen, however there may be some in the community which share this view.

5.3. Staff do not propose to do any further consultation with the community prior to funding being allocated by Council. Staff do not want to raise expectations in the community that the development will occur in case funding is not provided.

6. **CONTEXT**

6.1. **Policy**

6.1.1. This matter is not a matter of significance in terms of the Council’s Significance Policy.

6.2. **Legislation**

6.2.1. Eyreton Domain is categorised and managed as a neighbourhood reserve with a local catchment as per the categories identified in the Community Green Space Activity Management Plan. There are nine different categories within in the Activity Management Plan. Within each category, parks can be further organised into sub-categories (local, community, district, regional) based on the catchment they serve. The categories and sub-categories form the basis of the levels of service applied to a green space.
6.2.2. The Reserves Act 1977 required all reserves to have a reserves management plan. The Council has chosen to prepare composite plans for its reserves and have decided to prepare 9 different plans in line with the parks categories identified in the Activity Management Plan. The Neighbourhood Reserve Management Plan was prepared in 2015 and is the guiding document relating to how the green space can be developed.

6.2.3. The provision of a playground such as the one which has been put forward in this report for approval is consistent with the levels of service relating to a park with this classification. The Playground will be fully compliant with Standard NZS 5828:2004 Playground equipment and surfacing.

6.3. Community Outcomes

6.3.1. Baker Park Playground is considered to meet the following Community Outcomes;

6.3.2. Public spaces and facilities are plentiful, accessible and high quality

- There is a wide variety of public places and spaces to meet people’s needs.
- There are wide ranging opportunities for people to enjoy the outdoors.
- The range and accessibility of community and recreation facilities meets the changing needs of our community.
- There are wide ranging opportunities for people to contribute to the decision making by local, regional and national organisations that affects our District
- Local, regional and national organisations make information about their plans and activities readily available.
- Local, regional and national organisations make every effort to take account of the views of people who participate in community engagement.
We would like to know how you want to see Eyreton Domain developed for your community.

We are looking for feedback from those who use Eyreton Domain regarding what type of reserve your community wants and how you would like to see this reserve developed and managed in the future.

History of Eyreton Domain
The Eyreton Domain was vested in the Eyre County Council in 1982 for recreation purposes. The formal name of the reserve is actually East Eyreton Recreation Reserve. The domain once had a toilet, tennis court and pavilion. However, these assets have either been removed or fallen into disrepair. In recent years a pony club has developed a permanent, all weather arena which is used by the club and by the public. Some local residents would like to see the reserve looking similar to what it would have been when it was originally developed. Others in the community would like to see it remain as an area for equestrian activities and others would like to see a combination of both.

What do we want to know?
In order to plan for any potential future development in the reserve, it is important for Council to know what the community want to see Eyreton Domain used for and any particular activities that you would like to do at the reserve. Once we know this information, we can start to work with the community on developing a concept plan which would guide any future development on the reserve.

Where to from here?
Once we have your feedback, we will collate it all together and arrange a community meeting.
Attention: Grant Stephens, Green Space Community Engagement Officer
Waimakariri District Council
Private Bag 1005
Rangiora 7440

Name: ____________________________
Address: __________________________

I wish to make the following comment regarding the upgrade to Eyreton Domain

If you have any comments or questions please contact:
Grant Stephens, Greenspace Community Engagement Officer
Waimakariri District Council
Private Bag 1005
Rangiora 7440

Email: grant.stephens@wmg.govt.nz
Phone: 03 311 8900

Or return this feedback form (no stamp required) back to Grant Stephens by 20 April 2016
Our Reference: CPR-04-20-73 / 160830088030

30 August 2016

«OWNER»
«POSTALADD1»
«POSTALADD2»
«POSTALADD3»

Dear Sir/Madam,

In April this year your community was asked to provide feedback on the use of Eyreton Domain. We would like to thank you for providing your response and let you know what has happened with this feedback and what the next stage in this process is. Submissions were received from over sixty people and provided a helpful insight into how your community would like to see this domain developed. Of the submitters who provided feedback, the vast majority were supportive of equestrian activities within the domain in some form. However, a significant number of submitters also wish for other activities to be included in the domain in some form such as picnicking, dog walking and other recreational activities.

It is important to note that currently there is no funding allocated to the development of Eyreton Domain. In order to receive funding, a submission needs to be made to the 2018-2028 Long Term Plan (LTP) for Council funding consideration. Therefore, following the collation of this feedback, a report was taken to the Oxford/Eyre Ward Advisory Board (OEWAB) on 17 August advising them of the results of the feedback and seeking a way forward from here. This report can be found under “Agendas and minutes” in the “Your Council” section of the Waimakariri District Council website, and made the following recommendations.

- That Greenspace staff prepare a draft master plan based on the feedback received which will include both an area for equestrian activities and a neighbourhood park.

- Once the master plan has been prepared, staff will bring this back as part of a report to the Oxford/Ohoka Community Board for approval to make a submission to the 2018-2028 Long Term Plan (LTP) for Council funding consideration.

- Should funding be allocated, further consultation would be had with the local community on the master plan in order to prepare a more detailed concept plan.

.../2
The OEWAB voted unanimously in agreement with the recommendations of this report and staff will now begin the process of preparing the master plan using the feedback received. Once this master plan has been approved by the Oxford/Ohoka Community Board, a submission will be made to the 2018–2028 Long Term Plan. Should funding be allocated to this development, staff will undertake more detailed consultation with your community to prepare a detailed concept plan for the development.

Once again, thank you for your feedback and if you have any questions or would like further information, please contact Grant Stephens on (03) 311 8900 or grant.stephens@wmk.govt.nz.

Kind regards

[Signature]

Grant Stephens
Greenspace Community Engagement Officer
Waimakariri District Council
1. **SUMMARY**

1.1. The purpose of this report is to seek support from the Board for staff to take the Ohoka Domain Draft Master Plan out for public consultation. Once complete, staff will then present a detailed report including the results of the consultation and any changes made to the Board seeking approval to submit the Ohoka Domain Draft Master Plan to Council for funding consideration as part of the 2018 - 2028 Long Term Plan.

1.2. This report proposes that staff undertake consultation on the Ohka Domain Draft Master Plan to develop Ohoka Domain into a reserve that links the existing main domain area and the Okoka Bush area while also extending the playground, creating a potential space for the Okoka Gatekeepers Lodge and addressing current issues such as car parking during the Farmers market.

1.3. **Attachments:**
   i. Draft Master Plan for Ohoka Domain (Trim No: 170921102245 & 170921102243)
   ii. Consultation Flyer posted to local residents (Trim: 170525053388)

2. **RECOMMENDATION**

**THAT** the Oxford Ohoka Community Board:

(a) **Receives** report No: 170921102179

(b) **Notes** that staff have undertaken initial consultation with the community through a feedback flyer (attachment ii) and two ‘drop in’ stations and used the results of this feedback to guide the design of the Draft Master Plan for Ohoka Domain, included as attachment i.

(c) **Notes that the current estimated cost to implement the proposed master plan is $275,000**

(d) **Approves** staff undertaking public consultation on the Ohoka Domain Draft Master Plan and presenting the results of this consultation and any changes made to the next Board Meeting to seek support in submitting the Ohoka Domain Draft Master Plan to Council for funding consideration as part of the 2018 - 2028 Long Term Plan.
3. ISSUES AND OPTIONS

Background

3.1. Ohoka Domain is a 6.14ha Neighbourhood Reserve situated on the corner of Mills and Whites Roads in Ohoka. The land is owned by the Department of Conservation (DOC) and was gazetted to Waimakariri District Council for recreational use in 1981. While DOC have overall administrative responsibility for the reserve under the Reserves Management Act, management of the reserve is vested to the Waimakariri District Council.

3.2. The Domain is currently divided into three distinct areas;

**The Main Domain:** This is at the eastern end of the domain and includes a large informal sports area, a playground, tennis courts, BMX track, pavilion, car park, and picnic tables. The Ohoka Farmers Market use this area for their market on Friday mornings.

**Ohoka Bush:** This is at the western end of the domain and is largely planted in native bush with open areas for picnicking and a variety of walking tracks

**The Horse Paddock:** This is the undeveloped section of land between the main domain and Ohoka Bush. A local currently leases this land for horse grazing.

3.3. As part of the management of the domain, the Waimakariri District Council set up the Ohoka Domain Advisory Group (ODAG). This is a group of local volunteers who oversee and provide valuable input into the management and development of the reserve.

3.4. In 2009 the Ohoka Farmers Market was established at Ohoka Domain with a winter market in the carpark and a summer market in the open field. This market has proven to be very popular.

3.5. However, the popularity of the domain has also caused some issues which have caused friction in the surrounding community. The main problem has been around parking along Mills and Whites Roads and the respective damage to the grass verges especially in the winter.

3.6. Following a number of complaints, Council staff organised for a strip along Whites Road to be shingled to provide a permanent hard surface to park on. Unfortunately, this was met with frustration from some residents who preferred the rural outlook onto grass verges to the shingle.

Consultation

3.1. In June 2017 Staff undertook a series of consultation with the Ohoka community and users of the Ohoka Domain to better understand the issues being presented in and around the domain and to ask how locals and users would like to see the domain developed.

3.2. Staff sent flyers to the owners of land within four kilometres of Ohoka Domain but not closer than three kilometres of Mandeville Domain (based on the assumption that those within 3km of Mandeville Domain would likely take the shorter trip than drive to Ohoka). This letter invited people to let us know what they would like to see happen in the domain by free posting the letter back along with their suggestions or by emailing their suggestions through. The letter also informed owners that they could also provide their response by attending one of the two drop in stations held at the domain and provided details of the time and dates these would be held. A copy of the letter sent is included as attachment II and 19 responses were received to the Council.
3.3. Staff held two drop in stations, one at the farmers market on 09 June and the second at the Ohoka Pavilion on the evening of 13 June. 57 people visited the farmer’s market station and a further 23 adults and 2 children visited the evening station. At each station was some areal images of the domain and pens and post-it pads. Visitors were asked to write their idea on a post-it and stick it to the plan. A total of 71 post-it notes were written over the course of the two stations many with a variety of ideas upon them.

3.4. Staff also approached the Ohoka School for input and offered to visit the school and talk to classes or groups of children about the domain and gather their ideas. Unfortunately, the school did not take staff up on this offer.

3.5. The feedback received highlighted two main areas of interest for residents and users of the domain and then a number of different suggestions were also given relating to features already in or being requested for the domain. The two areas of interest are the future of the Ohoka Farmers Market within the domain and the associated car parking issues that have arisen due to the markets presence within the domain.

3.6. These two factors have a major effect on the future layout and development of the domain. Were the farmers market to move to a different location, the issue of car parking would no longer need to be addressed. If parking is no longer an issue then different factors would drive the development of this design. It is therefore important to first understand how the community feel about the farmers market and allow this to determine the requirement for further parking should it still be required. This will help determine how much space is required for parking and opportunities to include the other ideas presented.

3.7. **Ohoka Farmers Market**

Feedback regarding the farmers market can be split into two categories, those wishing for the market to should stay in Ohoka Domain and those suggesting it shifts to another location. These views are discussed below followed by a recommendation from staff.

3.7.1. **Ohoka Farmers Market Leaves**

Concern was raised regarding the impact the market is having on the domain with damage both inside and outside of the domain. There is also concern around safety with distracted drivers looking for parks and people not driving (or walking) in a safe and responsible manner. Some respondents felt that it was time for the Farmer’s Market to move on citing the fact that commercial ventures should not negatively impact on the domain or local residents. Concern was also given to the fact that the market could chose to leave at any point and thus any money spent now to accommodate them could be wasted along raising the question of who should pay. The suggestion proposed therefore is that if it can’t operate comfortably within the domain and Ohoka, perhaps the market requires a different and larger venue such as Mandeville Domain.

3.7.2. **Ohoka Farmers Market Remains**

The feedback received suggests that many would like to see the market remain in Ohoka but the arising issues addressed. Even those suggesting that it should move elsewhere did not express opposition to the market itself but to the damage and disruption it is causing. Responders suggest that the majority of the community support it and that it is a great market which has a good feeling and brings vibrancy to the area. Some even suggest a desire to do whatever the market wants in order to support it and it's stall holders. Those who support the market staying in the domain recommend a variety of different options to reduce the impact on the domain and surrounding community which will be discussed further in this report.
3.7.3. The Ohoka Farmers Market has been running for close on ten years and the issues arising now are actually a product of its success and popularity. The market is well attended in both summer and winter and while a commercial venture, does also facilitate social interaction within the Ohoka community and thus should not be looked at from an economic standpoint alone.

3.7.4. Staff believe that a large part of the success of the market is due to its location in Ohoka Domain and that it does provide a wider benefit to the Ohoka community. Not only does it bring visitors to the area but also provides a catalyst for social interaction with people meeting and talking with their neighbours while they visit the market. As Ohoka expands and new people move into the area, it is important that there is opportunity for them to meet and become part of the community. Staff believe that while a commercial enterprise, the market does help facilitate this. It is the belief of staff that the issues arising from the market can be addressed without negatively impacting on the domain or surrounding community and which would not become obsolete should the market end or relocate in the future.

3.7.5. Staff believe that the positive social outcomes from the market on the local community are such that work should be done to help facilitate the safe and responsible use of the site for this purpose. Staff suggest that should the market remain, council can work with the organisers of this commercial venture to establish an appropriate economic contribution towards the use of the domain to ensure the cost of associated damage or infrastructure is covered appropriately.

3.8. **Car Parking**

One of the main issues identified from the consultation was problems arising due to parking on Mills and Whites Roads. Staff believe that there is sufficient parking within the existing domain carpark to meet demand at all times except during the four hours every Friday morning when the Farmers Market is running. During the market time an excess of 100 extra parks are required to meet the needs of visitors and stall holders. This has led to people parking on the verges and damaging and rutting the grass verges.

The feedback received shows that the local community would like to see this addressed and prefer the reinstatement of grass verges for their rural aesthetic appeal as opposed to shingle verges which people can park on such as the current solution along Whites Road. From the feedback, staff have identified five different options that could be considered to address the situation, these are discussed below;

3.8.1. **No Additional Parking – Cost – $0.00**

As the current carpark is sufficient for all times apart from during the farmers market, some responders felt that the council should not be providing extra car parks as this would only be to meet the needs of a commercial enterprise. While the majority felt that the current parking situation was untenable, some felt that if the market has outgrown the domain, rather than adding parking, the market should move to a more appropriate or larger venue such as Mandeville Domain. As part of this, some questioned why the council should pay for additional parking and suggested that the market should be bonded for any damage requiring reinstatement or pay for any additional parking if required.

Staff believe that if the market is to remain at Ohoka Domain, there is a real need to address the parking concerns raised due to the market. As mentioned above, Staff do not recommend the idea of moving the market off site and propose that instead a solution needs to be found which provides parking for the short time of the market and which is either multi-purpose or does not negatively impact the rest of the domain.
Council does have the ability to review what the farmers market contribute to council for the use of the domain and it is recommended that should it remain, this be reviewed along with the conditions of their use. Currently under the resource consent to run the market it is their responsibility to ensure that visitors do not park on Mill Road and that any damage to the verges is repaired. Staff do not believe that the consent conditions have been met mainly due to the lack of appropriate space around the domain for parking especially if there is a booking at the Ohoka Hall at the same time.

3.8.2. **Extend Domain Carpark - $60-75,000**

Respondents note that there is currently space between the tennis courts and carpark which could be formalised into more parking. Further additional parking could be found if the playground was relocated as the suggested by the organisers of the farmer’s market and supported by many of the stall holders. Another respondent suggested relocating the BMX track to allow more space for parking.

The Ohoka Domain Advisory Group are against any change to the current car park layout and position and other respondents also stated that they did not want to see further parking within the domain and that this would degrade the space.

Staff have looked at the possibility of extending the carpark but have determined that to make enough carparks to start to address the issue the playground would need to be relocated into the domain as suggested by the farmer’s market organisers. Staff do not believe that shifting the playground is an advisable option. Not only would this be costly but also it is likely that the large trees which grow alongside the playground would be negatively affected by the removal and construction of the carpark.

Furthermore, across the region communities are requesting shade to be provided over playgrounds to protect children from the sun. This playground is currently naturally shaded and were it to be shifted, would either require expensive artificial shade or time for new trees to grow and provide shade. Staff therefore do not recommend this option.

3.8.3. **New Carpark in ‘Horse Paddock’ - $50-60,000**

Some respondents suggested that a carpark be created in the paddock between the domain and Ohoka Bush with an entrance off Whites Road. However, as stated above, other respondents have stated that they did not want to see further parking within the domain and that this would degrade the space.

Staff believe that there is certainly room within the ‘horse paddock’ to create a large carpark and that this could act as a car park for the Gatehouse Museum should it go ahead. However, the size required by the market is much larger and this space would only be required for a very short period of time and otherwise be not used.

Furthermore, it is unlikely that visitors would use this carpark as it is not close to the market and they would have to walk across the domain to get to the market. It is likely that even with this car park, people would still chose to park on the grass verges rather than walk the distance on a cold winters day when there is the most issue with damage from rutting. Staff do not recommend this option.

3.8.4. **Stabilisation of verges on Mill/Whites Roads- $15-20,000**

The consultation received expresses that many in the Ohoka community do not want to lose the visual rural nature of the grass verges along Mill Road but would
like to see the damage remedied and a permanent solution being installed to prevent further damage particularly in winter months.

One suggestion made was that Council staff investigate other permeable options which would stabilise the ground but still allow grass growth. There are a number of different options which could do this but many require intensive installation or are prone to compaction and grass dies off over time. Council staff have sourced a product that can be lain over the grass verge which is designed to stabilise the ground for cars to park while allowing grass to continue to grow through it. A trial of this product has been installed along a portion of Mill Road to establish if this is a viable option to resolve the parking issues.

Unfortunately, while grass has struck and is growing well, it is not at a growth to adequately open the trial area for a fair test. However, staff believe that this option will provide the most cost effective and aesthetically pleasing solution to increase parking while preventing further damage to the berms along mill road.

3.9. Staff have chosen to proceed with the stabilisation matting as the preferred option within the concept plan at this stage. Staff believe that it addresses the issue with the minimal impact on the domain and other users. It is also aesthetically pleasing to the community surrounding the domain. Should the trial eventually show that the product is not sufficient to address the issue, staff will look at other alternatives and bring them back to the board for their consideration.

3.10. While the farmers market and parking were the two main issues raised in the consultation process, respondents also requested a number of other things that they would like to see within the domain as part of its development. Staff have collated these ideas into the table below and added staff responses as to their inclusion or exclusion in the Draft Master Plan.

### Ohoka Domain Initial Consultation Feedback Summary

<table>
<thead>
<tr>
<th>REQUEST</th>
<th>STAFF RESPONSE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pagoda/gazebo type shelter with BBQ underneath</td>
<td>Included in the Master Plan</td>
</tr>
<tr>
<td>Seating throughout the domain</td>
<td>Included in the Master Plan</td>
</tr>
<tr>
<td>More picnic benches</td>
<td>Included in the Master Plan</td>
</tr>
<tr>
<td>Upgrade and maintain toilets</td>
<td>Not part of the scope of this Master Plan but entrances to toilets to be addressed as part of the proposed strengthening work.</td>
</tr>
<tr>
<td>Community meeting space</td>
<td>The Gazebo and the pavilion provide space for community interaction. The Farmers Market also serves to encourage social interaction</td>
</tr>
<tr>
<td>Seats in 'o' configuration</td>
<td>Specific design of seats shall be determined at Concept Plan Stage</td>
</tr>
<tr>
<td>Move Playground out of shade into sunny location</td>
<td>The cost of shifting the playground outweighs the benefit especially as the trees provide valuable shade and shelter during summer months</td>
</tr>
<tr>
<td>Relocate playground into field behind pavilion giving more space and separating from moving cars.</td>
<td>The playground is already separate from moving cars. The new entrance from Whites Road removes the need for vehicles to drive past the playground. Shifting the playground behind the pavilion reduces the ability to play sports on the field/</td>
</tr>
<tr>
<td>Suggestion</td>
<td>Action Taken</td>
</tr>
<tr>
<td>----------------</td>
<td>-------------</td>
</tr>
<tr>
<td>Extend existing playground rather than relocate.</td>
<td>Included in the Master Plan</td>
</tr>
<tr>
<td>Relocation of playground not a preferred option</td>
<td>Playground has not been relocated.</td>
</tr>
<tr>
<td>Good site as sheltered and good visibility</td>
<td>Playground has not been relocated.</td>
</tr>
<tr>
<td>Needs shade in summer</td>
<td>Existing trees provide shade, gazebo will also provide some shade</td>
</tr>
<tr>
<td>Unique design - no/limited shiny plastic</td>
<td></td>
</tr>
<tr>
<td>Equipment for all ages (esp. older children)</td>
<td></td>
</tr>
<tr>
<td>Adventure equipment</td>
<td></td>
</tr>
<tr>
<td>Larger Slide</td>
<td></td>
</tr>
<tr>
<td>Big swing</td>
<td></td>
</tr>
<tr>
<td>Swings in 'o' configuration</td>
<td></td>
</tr>
<tr>
<td>Baby Swings</td>
<td></td>
</tr>
<tr>
<td>Flying fox</td>
<td></td>
</tr>
<tr>
<td>Fence for safety</td>
<td>The playground has not been fenced as it is the responsibility of caregivers to observe their children and a fence can give a false sense of security.</td>
</tr>
<tr>
<td>Native plantings around playground.</td>
<td>Included in the Master Plan</td>
</tr>
<tr>
<td>Skate/scooter park</td>
<td>Not included. Skateboard ramps/skate parks within isolated areas pose a high risk of vandalism and anti-social behaviour. They are more suited to an urban or residential environment.</td>
</tr>
<tr>
<td>Keep bike track</td>
<td>Included in the Master Plan</td>
</tr>
<tr>
<td>Relocate BMX track and incorporate into Ohoka bush</td>
<td>The BMX track is a very well used asset within the domain and the cost of shifting it would outweigh any benefit of doing so. The tracks within the bush are not wide enough to encourage BMX riding through them as well as walkers.</td>
</tr>
<tr>
<td>Maintain courts</td>
<td>Maintenance of the courts is an ongoing task which is part of the Council's Maintenance Contract.</td>
</tr>
<tr>
<td>New basketball hoop</td>
<td>There is already a basketball hoop.</td>
</tr>
<tr>
<td>Netball hoop</td>
<td>Not included in the Master Plan as basketball hoop can be multi use</td>
</tr>
<tr>
<td>Football/rugby posts</td>
<td>Included in the Master Plan</td>
</tr>
<tr>
<td>Fitness trail</td>
<td>Fitness equipment can be quite expensive and at this point staff are unsure whether there is sufficient demand to warrant the cost. Three static stations have been included as a provisional item within the master plan which may be removed depending on funding and following wider public consultation.</td>
</tr>
<tr>
<td>Hydro slide and ski tow</td>
<td>The site is flat so a hydro slide and ski tow are not required or realistic.</td>
</tr>
<tr>
<td>Status Quo</td>
<td>Noted</td>
</tr>
<tr>
<td>No bagpipes on the domain</td>
<td>There is no rule to say bagpipes cannot be played within neighbourhood reserves however if they are louder than acceptable noise levels a complaint can be made to noise control.</td>
</tr>
<tr>
<td>LANDSCAPE</td>
<td></td>
</tr>
<tr>
<td>--------------------------------------------------------------------------</td>
<td>-----------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Relocate original gatekeeper’s house into horse paddock with a proposed use as a museum/gallery. Design of area around needs considered.</td>
<td>Included in Master Plan as a potential element but will be dependent on funding and further consultation.</td>
</tr>
<tr>
<td>More plantings</td>
<td>Included in the Master Plan</td>
</tr>
<tr>
<td>Continue bollards along edge of extended carpark with padlock/chain entrance to wider domain</td>
<td>Carpark has not been extended so additional bollards are not required.</td>
</tr>
<tr>
<td>Reinstall access from behind pavilion</td>
<td>Access behind the pavilion has not been reinstated as there are concerns around services which run under this area and also this is the wettest part of the domain so entrance from this point is not recommended. A new entrance off Whites road will be much more beneficial.</td>
</tr>
<tr>
<td>Better points of entry into the domain by foot or car.</td>
<td>A new footbridge and a new car entry point give better access.</td>
</tr>
<tr>
<td>Community notice board to be incorporated into the plan.</td>
<td>Included in the Master Plan</td>
</tr>
<tr>
<td>Space</td>
<td>Included in the Master Plan</td>
</tr>
<tr>
<td>Status Quo</td>
<td>Noted</td>
</tr>
<tr>
<td>Top-dress and direct drill/sow field - Tough grass</td>
<td>This is part of the overall maintenance of the domain rather than the master plan development.</td>
</tr>
<tr>
<td>No fancy urban design elements</td>
<td>Staff unsure what is being referred to here.</td>
</tr>
<tr>
<td>Trim/prune plants on Whites Road</td>
<td>This is part of the overall maintenance of the domain rather than the master plan development, however this area has been designated to be tidied and infill planted within the plan.</td>
</tr>
<tr>
<td>Maintain the grounds</td>
<td>This is part of the overall maintenance of the domain rather than the master plan development.</td>
</tr>
<tr>
<td>Field drains/levelling to reduce flooding</td>
<td>Ohoka Domain has a very high water table making it prone to flooding in winter, The area already has some drainage installed and there is little more that can be done to further drain the area without incurring significant costs.</td>
</tr>
<tr>
<td>Keep waterways clean and maintain ditches</td>
<td>Ditches to be maintained and planted with riparian plant species which will help clean the waterways.</td>
</tr>
<tr>
<td>Restore grass along roadside verges.</td>
<td>Included within the Master Plan through the use of ground stabilisation matting</td>
</tr>
<tr>
<td>Plant oak trees along Mill Road.</td>
<td>Not within the scope of this project</td>
</tr>
<tr>
<td>More large deciduous trees in the domain for shelter</td>
<td>There is an abundance of large deciduous trees in the domain and many still growing. A few of these have been removed close to the horse paddock to enhance the visual link through to the Ohoka Bush. There will be large evergreen trees planted within the Ohoka Bush area also.</td>
</tr>
<tr>
<td>Remove gums. NZ natives need room to grow.</td>
<td>Gums provide valuable shelter and give the domain part of its visual presence so have not been removed.</td>
</tr>
<tr>
<td>Tree lined laneway from rear of pavilion to Ohoka Bush.</td>
<td>Ohoka Bush is an informal organic planting area which opens up to the domain in the master plan. Care has been taken to create a transition between the two areas which is organic and visually enticing. A formal laneway is therefore not required.</td>
</tr>
<tr>
<td>Ensure Ohoka Bush does not shade or adversely affect adjacent land owners as per the Neighbourhood Reserves Plan.</td>
<td>This is an ongoing process where communication is needed between the neighbours and the Ohoka Bush Group to ensure they are not feeling adversely affected.</td>
</tr>
<tr>
<td>Action</td>
<td>Details</td>
</tr>
<tr>
<td>--------</td>
<td>---------</td>
</tr>
<tr>
<td>Remove poplar trees. These will need removed at some point which will only get harder. Reduces shelter but existing bush should help and not many use domain during a southerly wind.</td>
<td>Poplar trees and Leyland Cypress have been removed from the Master Plan as they create a barrier between the domain and the bush.</td>
</tr>
<tr>
<td>Keep Leyland Cyprus</td>
<td>The Leyland Cypress has also been removed from the Master Plan but this may not occur at the same time as the poplars but instead wait until shelter has grown up to replace them.</td>
</tr>
<tr>
<td>Leave poplar shelterbelt unless replacement is up.</td>
<td>The poplar trees need to come down prior to planting their replacement as their size means that they will damage any plants planted underneath otherwise.</td>
</tr>
<tr>
<td>Keep line of poplars.</td>
<td>Line of poplars have been removed in the plan as they create a separation barrier between the Ohoka Bush and the Domain. Also they are at an age when removal is recommended.</td>
</tr>
<tr>
<td>Circular walking track linking into Ohoka Bush trails.</td>
<td>Included in the Master Plan</td>
</tr>
<tr>
<td>Keep dogs on leads policy in Ohoka Bush</td>
<td>Signs can be installed at entrances to the bush area asking people to keep their dogs on leads.</td>
</tr>
<tr>
<td>Ohoka bush to continue using horse paddock for native plantings</td>
<td>The horse paddock has been used as the transition area between open domain and the Ohoka Bush area.</td>
</tr>
<tr>
<td>Integrate horse paddock</td>
<td>Horse paddock is integrated into the Ohoka Bush and Domain area</td>
</tr>
<tr>
<td>Keep horse in horse paddock</td>
<td>Horse paddock has been removed as it creates separation between the domain and the bush area. Also as more people move to Ohoka, more open space recreation area is required.</td>
</tr>
<tr>
<td>Entrance to paddock domain</td>
<td>Included in the Master Plan</td>
</tr>
<tr>
<td>Enhance flow and linkage between bush, domain and paddock.</td>
<td>Included in the Master Plan</td>
</tr>
<tr>
<td>Gatehouse in paddock with carpark</td>
<td>Included in Master Plan as a potential element but will be dependent on funding and further consultation.</td>
</tr>
<tr>
<td>Native planting in sunnier section around playground</td>
<td>Playground has not been shifted but the extension will be further into the sun and native planting is included between playground and the drainage ditch.</td>
</tr>
<tr>
<td>Need a hill</td>
<td>A hill is not required as there is plenty of activities to do within the domain as a flat site.</td>
</tr>
</tbody>
</table>

**Master Plan**

3.11. **Staff used the above information gathered from the consultation to drive the design of the Ohoka Domain Draft Master Plan.**

3.12. **The following elements are included within the Draft Master Plan;**

3.13. **Ground Stabilisation Mats**

3.13.1. **Should the trial prove to be successful, the grass verges along Mill Road and a small section on Whites Road will be covered in the grass stabilisation matting to allow people to park on the verges without damaging the grass. The existing shingle area on Whites road will remain as the cost of removal would be significant however the edges will be tidied with native planting to return the rural aesthetic. A small area within the domain will also be covered to allow for grass growth and**
spill over from the farmers market into the area between the carpark and the gazebo.

3.14. **Playground Extension**

3.14.1. The playground will remain where it is as it is in a good position with clear visibility and close to the other elements such as the tennis courts and BMX Track. It also has valuable natural shade in the summer and the cost of shifting it far outweighs the benefit. The majority of the equipment will remain apart from the swings which will be replaced with a five bay swing set including a basket swing, two standard and two infant swings. A large extension to this existing playground will allow some new elements to be added such as climbing equipment and a spinning unit.

At the stage of writing the report, staff are awaiting proposals from four playground companies for this new equipment. These companies have been asked for unique and natural based play equipment and once received these proposals will be presented to the advisory group before one being included in the plan. Should funding be approved, this plan will be subject to further consultation and the approval of the Oxford Ohoka Community Board.

3.15. **Existing BMX Track**

3.15.1. The existing BMX track will remain as it is and not be shifted or altered

3.16. **Existing Tennis Courts**

3.16.1. The existing tennis courts will remain and have recently been painted and tidied up. The basketball hoop will also remain.

3.17. **New Pedestrian Entrance**

3.17.1. A new Pedestrian entrance off Mills Road will separate pedestrians from vehicles as they enter the site. This is a particular problem on Friday mornings as early visitors to the market coincide with late stall holders. This bridge runs between the tennis courts and playground and then passes round alongside the gazebo and back to the carpark and pavilion.

3.18. **Gazebo with BBQ and BBQ Table**

3.18.1. A gazebo structure with a BBQ and BBQ table provides a space for social interaction and will cater to those wanting to BBQ and picnic within the domain. The table also acts as seating for caregivers watching children in the playground and shade sails provide shade from the sun to users of the space.

3.19. **Notice Board**

3.19.1. A noticeboard has been situated at the junction of the path to the carpark. This is clearly visible to those entering the site by foot or road and will provide a space for community notices and information about the domain and Ohoka Bush.

3.20. **Riparian Planting**

3.20.1. Riparian plants will be planted along the drain edges along Mills and Whites Road. This will tidy these edges and also help with water quality and biodiversity.

3.21. **Horse Paddock**

3.21.1. The horse paddock will be returned to domain use and the fence removed to allow free movement between the main domain and Ohoka Bush. The line of poplars will also be removed as they two create a visual barrier and are at an age and
state where removal is recommended. This space will be developed as a natural transition between the formal main domain and the more organically shaped Ohoka Bush.

3.22. **Potential Ohoka Lodge Museum**

3.22.1. Space has been allocated within the horse paddock for the relocation of the Ohoka Gatekeepers Lodge. The ODAG want to relocate this lodge to Ohoka Domain and renovate it to a usable state and utilise it as a museum for Ohoka. This is currently residing on a property on Whites Road and members of the ODAG have sourced funding for its relocation onto the domain pending Community Board approval.

While the location of new buildings on neighbourhood parks is discouraged in the Neighbourhood Reserve Management Plan, proposals may be considered if the affected park is of a sufficient size to continue to meet the open space requirements of the Community Green Space Activity Management Plan. This will generally be neighbourhood parks with a community or district catchment such as Ohoka Domain.

An approved lease, or licence to occupy, shall be required by any organisation seeking to locate a new building or structure on a neighbourhood park prior to seeking any consent approvals or starting any construction.

The management plan suggests a number of things Council shall have regard to in evaluating any proposals for new buildings or structures on parks. While all are important, some of these are particularly relevant in the case of this building and require further consideration prior to approval being given.

These are as follows;

a)  The potential effects of the proposed building or structure on the park, park its users and neighbours;

b)  The financial position of the applicant to properly construct and maintain the buildings and structures and on-going associated costs;

c)  The need to protect open space values and/or any existing facilities and activities and whether their displacement by the erection of a new building or structure is within the community’s interest.

In order to identify the effects of the structure on the domain users and neighbours and also establish if the building is in the community’s interest, consultation on the building and its potential location is therefore required.

The funding approved has a three month time constraint meaning that the building must be shifted prior to approximately the end of November. Staff recommend that public consultation on the concept plan which will include the lodge be undertaken and a more detailed report presented to the next community board meeting. If approval is received the lodge can then be relocated to the domain onto its new piles, and if not, other options for the lodge’s final location can be investigated.

3.23. **Vehicular Entrance – Whites Road**

3.23.1. A new vehicle entrance is proposed off Whites Road. This will provide access to the domain in summer months for the farmer’s market stall holders, separating them from those using the carpark and removing the need to drive past the playground. This entrance is also paramount to the relocation of the lodge so that the building can be transported over the ditch and supplies be brought in from Whites Road.
3.24. **Linking Path**

3.24.1. The existing footbridge will remain along Whites Road and a linking path constructed so that people parking on Whites Road can easily walk through the reserve to reach the main domain facilities. This is particularly important in winter months when the domain is wet and boggy.

3.25. **New Entrance to Ohoka Bush Walkway**

3.25.1. The entrance to the Ohoka Bush walkway has been brought slightly forward and a small gazebo structure erected to link in visually to the one by the playground. This will give a vertical element to show people where the entrance to the walkway begins.

3.26. **Extension of Ohoka Bush**

3.26.1. As discussed above, space has been allocated within the horse paddock to extend Ohoka Bush as previously planned. This will organically flow into the wider main reserve and will include seating, BBQ tables and sheltered areas for picnicking and informal sports.

3.27. Should Council approve funding for this development staff will undertake more detailed a more detailed concept plan including the proposed playground equipment and consultation will be undertaken with the surrounding community and user groups prior to a final draft concept plan being presented to the community board for approval for implementation.

3.28. The Management Team/CEO has reviewed this report and supports the recommendations.

4. **COMMUNITY VIEWS**

4.1. In conjunction with Councils Memorandum of Understanding with Te Ngāi Tūāhuriri Rūnanga, a project brief was sent through Mahaanui Kurataiao Ltd to the Rūnanga asking for their input and what level of consultation they would like on this project. The response received from the Ngāi Tūāhuriri Rūnanga Kaitiaki Committee was as follows:

- The committee confirmed they are supportive of the domain redevelopment project being undertaken based on community feedback.
- The committee indicated they do not wish to be involved in the redevelopment of Ohoka Domain. The committee did however wish to thank the Council for the opportunity to be involved.

4.2. Staff have undergone an in-depth initial consultation process with the community as discussed above in Section 3. Consultation. This has led to the creation of the Draft Master Plan for Ohoka Domain presented within this report.

4.3. Staff presented a draft version of this plan to the Ohoka Domain Advisory Group in September and talked through the main issues and options arising from the consultation, what was being proposed and a number of small changes that they felt would improve the plan. The advisory group are supportive of the current proposed Ohoka Domain Draft Master Plan.

4.4. The plan is now ready to be taken back to the community for further public consultation. The results of this would be presented to the next Oxford Ohoka Community Board meeting for approval and support for the Ohoka Domain Draft Concept Plan to be taken by staff to the LTP for funding consideration.
5. **FINANCIAL IMPLICATIONS AND RISKS**

5.1. Initial estimates of the cost of implementing the Draft Master Plan for Ohoka Domain has been estimated to be $270,000. As there is currently no funding allocated to develop Ohoka Domain, Council will need to consider whether funding is allocated as part of the 2018-2028 Long Term Plan. Part of this consideration will include an assessment of priorities for a range of reserves capital developments.

5.2. There is a risk that the master plan produced which tries to cater for the Farmers Market to continue on site while removing the current negative effects of this on the domain fails to do so. The main area where this may occur is relating to parking where it is possible that the trial solution does not reach the results hoped for and a new solution is required. Staff are confident that it is the best option and should the trial eventually show that the product fails to achieve the desired results, staff will look at other alternatives and bring them back to the board for their consideration.

5.3. Staff believe that there some risk associated with the relocation of the Gatekeepers lodge onto the domain. Currently there is an enthusiastic and energetic group driving this project and committed to getting it on site and repairing/upgrading it to the point where it is public accessible and used as a museum. However, should this group become disillusioned or the work becomes too much of a burden, there is a possibility that council would be left with a half finished, unsafe to occupy building which would require further funding to complete at rate payers expense. This is why, as discussed above, it is very important to establish the financial position of the applicant to properly construct and maintain the buildings and structures and on-going associated costs;

5.4. Staff wish to undergo consultation with the public on the Draft Master Plan prior to taking the plan to the LTP for funding consideration. There is a risk of expectations being raised in the community that the development will occur in case funding is not provided. However, without consultation, the gatekeepers lodge cannot be shifted within the three month window and that funding opportunity would be lost. Staff will continue to ensure that it is very clear within the consultation that the development is dependent on funding being provided and that this will be sought from the LTP but is not guaranteed so that they understand that this is a potential development and not a definite. This will therefore decrease the level of community expectation.

6. **CONTEXT**

6.1. **Policy**

6.1.1. This matter is not a matter of significance in terms of the Council’s Significance Policy.

6.2. **Legislation**

6.2.1. Ohoka Domain is categorised and managed as a neighbourhood reserve with a local catchment as per the categories identified in the Community Green Space Activity Management Plan. There are nine different categories within in the Activity Management Plan. Within each category, parks can be further organised into sub-categories (local, community, district, regional) based on the catchment they serve. The categories and sub-categories form the basis of the levels of service applied to a green space.

6.2.2. The Reserves Act 1977 required all reserves to have a reserves management plan. The Council has chosen to prepare composite plans for its reserves and have decided to prepare 9 different plans in line with the parks categories identified in the Activity Management Plan. The Neighbourhood Reserve
Management Plan was prepared in 2015 and is the guiding document relating to how the green space can be developed.

6.2.3. The provision of a playground such as the one which has been put forward in this report for approval is consistent with the levels of service relating to a park with this classification. The Playground will be fully compliant with Standard NZS 5828:2004 Playground equipment and surfacing.

6.3. Community Outcomes

6.3.1. The Ohoka Domain Draft Master Plan is considered to meet the following Community Outcomes;

6.3.2. Public spaces and facilities are plentiful, accessible and high quality

- There is a wide variety of public places and spaces to meet people’s needs.
- There are wide ranging opportunities for people to enjoy the outdoors.
- The range and accessibility of community and recreation facilities meets the changing needs of our community.
- There are wide ranging opportunities for people to contribute to the decision making by local, regional and national organisations that affects our District
- Local, regional and national organisations make information about their plans and activities readily available.
- Local, regional and national organisations make every effort to take account of the views of people who participate in community engagement.
ATTACHMENT ii – LET’S TALK FLYER DELIVERED TO RESIDENTS AND DOMAIN USERS.

Ohoka Domain has been a great community asset and is due to be upgraded. Tell us what you would like to see happen in Ohoka Domain.

We’re providing two opportunities to meet and discuss your ideas for the domain. Come and talk to us at the Ohoka Farmers Market on Friday 9 June 2017 between 9am and 12.30pm or at a drop in discussion at the Ohoka Domain Hall on Tuesday 13 June from 5.30pm to 6.30pm. You will be able to learn more about this project and give us your ideas for the domain.

What’s important to us?
There are many different users of the Domain. These range from the Ohoka Farmers Market to locals and people enjoying walking around the domain, picnicking or playing in the playground. Because of this diverse range of users, it’s important that we hear from everyone.

Things to consider:
• Planting within the reserve
• The need for more or improved parking
• Is the playground suitable for the needs of the community
• Any other ideas which would improve the domain.

This process is focusing on the whole domain including the area that backs on to the Ohoka Bush. However the existing pavilion is not included as work has already been undertaken to identify work that needs to be done to this building. Car-parking outside the domain during the Farmers Market has also been identified as an area for improvement which can be addressed as part of this feedback process.

The information collected will be reviewed and used to create a concept plan for the domain development. Should this plan be approved by the Oxford/Ohoka Community Board, it will be put before Council for consideration of funding allocation from the 2018-2028 Long Term Plan.

Can’t make it?
If you can’t make it to come and talk to us, your ideas are still important. Simply write your ideas in the comments section and post it back (Freepost) or should you require more space, email your ideas to grant.stephens@wmk.govt.nz

Where?
Ohoka Domain Hall, 493 Mill Road, Ohoka.
Attention: Grant Stephens, Green Space Community Engagement Officer
Waimakariri District Council
Private Bag 1005
Rangiora 7440

Name: ________________________________
Address: ________________________________

Please write your ideas for Ohoka Domain here:

Comments: ________________________________

If you have any comments or questions please contact:
Grant Stephens, Greenspace Community Engagement Officer
Waimakariri District Council
Private Bag 1005
Rangiora 7440

Email: grant.stephens@wmk.govt.nz
Phone: 0800 965 468

Or return this feedback form (no stamp required) back to Grant Stephens by 10 June 2017
Ohoka Domain
1. **SUMMARY**

1.1. The purpose of this report is to obtain the Board’s input into the proposed change which will then form the basis of the Report to Council seeking approval to classify the whole of Reserve 2953 (3719 South Eyre Road) as local purpose (public utility) reserve. Currently the reserve, located on the corner of South Eyre Road and Domain Road, is held as part gravel reserve and part local purpose utility. The original Gazette notice dated 16 March 1892 held the entire parcel of land as Gravel Pit Reserve which was planted in trees for many years as part of the Council’s forestry operation. In 2009, Council resolved to amend this classification to part Utility Reserve for the placement of Oxford Urban water scheme.

1.2. The Oxford water supply scheme is requiring expansion outside the current designated Local Purpose Reserve portion of the land. The balance of the land is no longer used for Forestry Operations as it is uneconomical. Power lines along the South Eyre Road boundary would have required a large setback for future planting, this formed part of the decision to not continue with forestation on this site. The Gravel Pit Land was then leased for stock grazing purposes.

1.3. In the next 10 years it is likely that a third water supply bore will be required, so we are seeking to future proof by classifying the entire parcel as local purpose utility reserve. This would allow Council to continue to use the land for both utilities and stock grazing purposes. Section 16 (1) of the Reserves Act 1977 states; “To ensure the control, management, development…….of reserves for their appropriate purposes, the minister shall, by notice in the Gazette, classify according to their principal or primary purpose……...”

**Attachments:**

i. Location plan - trim ref 170926103871
2. **RECOMMENDATION**

**THAT** the Oxford Ohoka Community Board

(a) **Receives** report 170919101431, with plan 170926103871;

(b) **Supports** the reclassification of Reserve 2953 to a Utility Reserve;

(c) **Approves** a report being submitted to Council to obtain approval under Delegated Authority and subsequent to the advertising and subject to there being no objections to the proposal, the Minister be asked to gazette the classification.

3. **ISSUES AND OPTIONS**

3.1. In March 1892 Reserve 2953 was vested “in trust, for a gravel pit, for the use of the inhabitants of the Oxford Road District, and under the control and management of the Board of such district.” That Board has, by succession, become the Waimakariri District Council.

3.2. The use of the reserve “for a gravel pit” has long since ceased, if in fact it was ever used for that purpose. The reserve was planted in forestry but after the 2013 wind storm it was decided it was not economically viable to continue with replanting for forestry purposes. The land was identified as an appropriate site for a water well as part of the Oxford Urban and Oxford Rural 2 water supply schemes. These water supply schemes now require expansion. Re-classification of Reserves has been delegated to Local Authorities.

3.3. The approximate timeline for completion will be as follows:

- Approval from Council meeting November 2017
- Prepare public notice, resolution, public notice, submission period, publish and register gazette is approx. 10 week process

4. **COMMUNITY VIEWS**

4.1. Community Views will be obtained via the public notification process.

5. **FINANCIAL IMPLICATIONS AND RISKS**

5.1. At this stage, no risks have been identified other than public opposition to the classification of the reserve. This is extremely unlikely, given it is a change to a Utility Reserve that will be used to provide a water supply to the area.

5.2. There are no financial effects relating to the Emissions Trading Scheme. The total area surrendered in which this Reserve was part of, was under the total emissions allowable for deforestation.

6. **CONTEXT**

6.1. The process to follow for the classification action is contained in the Reserves Act 1977.

Monese Ball  
Property Officer
1. SUMMARY

1.1. The purpose of this report is to seek the nomination of one member of the Oxford-Ohoka Community Board as the Board’s representative on the Draft Public Domain Policy Reference Group.

Attachments:

i. Terms of Reference: Draft Public Domain Policy Reference Group (Trim No. 170920101752)

2. RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

(a) Receives report No. 170920101797.


3. ISSUES AND OPTIONS

3.1. The Policy and Strategy Unit is intending to develop a Draft Public Domain Policy for formal consultation in 2018 and needs a Reference Group to assist with formulating this initial draft.

3.2. The Reference Group will comprise representatives of selected external agencies and other groups together with a representative from each Community Board.

3.3. The Term of Reference are described in attachment i.

3.4. A staff Working Group will provide technical and professional input to the Draft Policy given the breadth of its remit.

3.5. The Public Domain for this context is identified as the public space adjacent to Business 1 and 2 Zones in the Waimakariri District and is important for businesses, groups and individuals in promoting the public image of the District.
3.6. Public spaces are used for culinary, entertainment and art experiences that generate business centre activity and vibrancy. It is important that public spaces in the District’s business areas are clean and safe, promote a welcoming image of the District, facilitate easy access for pedestrians and cyclists, provide spaces for people to gather for social engagement and interaction, and strengthen the existing function of public space locations.

3.7. The Waimakariri District Council needs policy in this area to broadly guide how the public domain in the District’s business areas is utilised, including the intersect with relevant bylaws, leases in public spaces, and relevant Council strategies such as town centre strategies, the walking and cycling strategy and the accessibility strategy.

3.8. Areas for consideration within the Policy will include outdoor dining areas, busking and charitable collections, display of goods, mobile vendors, and amenity lighting.

3.9. The Board is now invited to consider and formally nominate a representative.

3.10. Minutes of Reference Group meetings will be circulated to the Board for information.

3.11. The Management Team/CEO has reviewed this report and supports the recommendations.

4. **COMMUNITY VIEWS**

4.1. This report seeks to establish the Board’s representative on the Reference Group.

4.2. Further extensive consultation will be undertaken via a formal hearings process in 2018.

5. **FINANCIAL IMPLICATIONS AND RISKS**

5.1. None

6. **CONTEXT**

6.1. The distinctive character of our towns, villages and rural areas is maintained

6.2. Businesses in the District are diverse, adaptable and growing

Geoff Meadows
Policy Manager
TERMS OF REFERENCE

DRAFT PUBLIC DOMAIN POLICY REFERENCE GROUP

1. PURPOSE

The purpose of the Draft Public Domain Policy Reference Group is to act as an early sounding board, from an external stakeholder/community perspective during the development of draft policy ideas and options. This resulting Draft Policy will then be subject to formal community consultation, submissions and a hearing process.

2. WHAT IS THE PUBLIC DOMAIN POLICY

The public domain is the public space adjacent to Business 1 and 2 Zones in the Waimakariri District and is important for businesses, groups and individuals in promoting the public image of the District. Public spaces are used for culinary, entertainment and art experiences that generate business centre activity and vibrancy. It is important that public spaces in the District’s business areas are clean and safe, promote a welcoming image of the District, facilitate easy access for pedestrians and cyclists, provide spaces for people to gather for social engagement and interaction, and strengthen the existing function of public space locations.

2.1 Policy Context

The Waimakariri District Council needs policy in this area to broadly guide how the public domain in the District’s business areas is utilised, including the intersect with relevant bylaws, leases in public spaces, and relevant Council strategies such as town centre strategies, the walking and cycling strategy, waste minimisation and management strategy and the accessibility strategy.

2.2 Policy Objective

This policy seeks to:

- Promote vibrancy in the public domain adjacent to business areas;
- Protect the public from nuisance;
- Protect, promote and maintain public health and safety;
- Ensure public spaces are used in ways that positively contribute to the District’s identity and people’s enjoyment of public spaces.

3. MEMBERSHIP

- 1 member from the Waimakariri Accessibility Group
- 1 or more Business representatives
- 4 Community Board members being one from each of the Waimakariri Community Boards: Oxford-Ohoka, Rangiora-Ashley, Kaiapoi-Tuahiwi and Woodend-Sefton.
TERMS OF REFERENCE
DRAFT PUBLIC DOMAIN POLICY REFERENCE GROUP

- Any other appropriate stakeholder as identified and agreed by the Reference Group.

**Quorum**
The quorum at a meeting of the Reference Group consists of a minimum of 4 members.

4. **ROLE**
The members of the Draft Public Domain Policy Reference Group will act as an early sounding board during the development of draft plan ideas and options. This includes (but is not limited to) the following roles:

- Act as advocates for the wider community, businesses and other stakeholders
- Provide feedback and advice on aspects of the proposed policy as regards appropriateness and relevance.
- To act as the conduit for information to and from the body which the member represents.
- Provide feedback on aspects including but not limited to:
  - Outdoor dining areas
  - Busking and Charitable Collections
  - Display of Goods in Public Spaces
  - Mobile Vendors
  - Signage
  - Amenity Lighting
  - Enforcement

5. **MEETING FREQUENCY**
The Draft Public Domain Policy Reference Group shall meet as per the project schedule, and otherwise as required.

6. **DURATION**
Reference Group will continue until a Draft Policy for wider consultation has been completed.
1. **SUMMARY**

1.1. The purpose of this report is to address the formal request from the Swannanoa Cricket Club for an Oxford-Ohoka Community Board member to be appointed to the Swannanoa Cricket Club Domain Development Group.

Attachments:

i. Letter from the Swannanoa Cricket Club (Trim 170922102617)

2. **RECOMMENDATION**

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

(a) **Receives** report No. 170922102675.

(b) **Approves** the appointment of Board Member …………………… as a Board representative and liaison person, to the Swannanoa Cricket Club Domain Development Group.

3. **ISSUES AND OPTIONS**

3.1. At the beginning of each electoral term members of the Board are appointed to outside organisations with the aim of continuing a strong relationship with the Community Board. Many of these appointments have been on-going relationships over a period of years. Board members have shared responsibilities of attending meetings with the organisations. The main purpose of a Board appointment to these organisations is to act as a liaison person between the group and Council organisation, and the ability to report happenings back to the Board.

3.2. Periodically throughout a term the Board may receive additional requests for representatives to be appointed to appropriate community groups.

3.3. The Swannanoa Cricket Club has requested the Board appoint a representative to the Swannanoa Cricket Club Domain Development Group which operates under the umbrella of the Swannanoa Cricket Club.
3.4. Green Space are aware of the existence of the Swannanoa Cricket Club Domain Development Group and their plans for the Domain. However, Green Space staff have no direct involvement with this group.

3.5. Nonetheless Green Space staff support the request of an appointee to the Swannanoa Cricket Club Domain Development Group due to the extensive vision this group has for Swannanoa Domain.

3.6. The letter attached to this report (Attachment i) gives details of work the Swannanoa Cricket Club Domain Development Group has undertaken to date, their current plans to relocate their pavilion on the Domain’s site, and their wish for the Domain to be enhanced for the Swannanoa Cricket Club and to the benefit of all local residents.

3.7. To ensure benefits extend to the wider community the Swannanoa Cricket Club office-holders think an appointed representative from the Board would be very beneficial to ensure the Cricket Club’s goals align with those of the Council and wider community.

3.8. The Swannanoa Cricket Club Domain Development Group meets bi-monthly, approximately four times per year, and is also represented at the Annual General Meeting of the Swannanoa Cricket Club.

3.9. The Board discussed this appointment at their 7 September 2017 meeting, and Board member Mark Brown expressed interest at that time in taking on the representation appointment for the Swannanoa Cricket Club Domain Development Group.

3.10. The Management Team has reviewed this report and supports the recommendations.

4. **COMMUNITY VIEWS**

4.1. Not sought.

5. **FINANCIAL IMPLICATIONS AND RISKS**

5.1. There are no financial implications or risk, as this is a liaison role between group, community board and Council.

6. **CONTEXT**

6.1. **Policy**

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

6.2. **Legislation**

Legislation not applicable but delegated from Council Delegation SD-M1041.

6.3. **Community Outcomes**

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

6.3.2. Creating a strong sense of community.

Karyn Ward
Community Board Advocate
September 11, 2017

To the Oxford Ohoka community board,

I write on behalf of Swannanoa Cricket Club to request an Oxford Ohoka community board appointee to the Swannanoa Cricket Club Domain Development Group.

The group will steer the planned relocation of the club’s pavilion at Swannanoa Domain from its current position beside the tennis courts and hall, to the south-eastern side beside the cricket nets. The group also has plans to upgrade the playing surface and general club amenities to cater for future growth.

The club has two senior open grade teams and about 40 paid members, playing from October to April.

The development group meets every two months – about four times annually – and is also represented at our annual general meeting.

Since 2008, Swannanoa CCC has refurbished the existing cricket pavilion, replaced old rubber matting on the wicket with artificial turf, built a two-bay practice wicket, built sight screens and re-sown the outfield.

The domain is now an attractive facility for cricketers and others including Swannanoa Fair patrons.

The club has recently started to host junior teams from Ohoka cricket club for practices, and most recently a handful of matches. We see this as a taste of the future: Swannanoa is growing rapidly and it needs well-appointed facilities, not only for cricket but broad community use of the domain.

We are working hard to create an attractive domain for the benefit of the club, the Swannanoa community and others. To further this objective, we feel it would be highly useful to have the regular input of a board member, particularly to ensure that our goals align with that of the council and the wider community.

We thank you for considering this contribution to our project.

Sincerely,

Tim Fulton
Secretary

Swannanoa Cricket Club

[Signature]
1. **SUMMARY**

1.1. The purpose of this report is to consider applications for funding received from:

<table>
<thead>
<tr>
<th>Name of Organisation</th>
<th>Purpose</th>
<th>Amount Requested</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oxford Communities Families Trust (Oxford ICONZ (Boys and Girls Brigade))</td>
<td>Towards the cost of paint-balling supplies</td>
<td>$550</td>
</tr>
<tr>
<td>Oxford Night Patrol Group</td>
<td>Towards the cost of reflective magnetic signs to identify patrollers using private vehicles</td>
<td>$239.05</td>
</tr>
<tr>
<td>Oxford Community Men’s Shed Trust</td>
<td>Towards costs of Spring into Oxford event</td>
<td>$500</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>$1289.05</strong></td>
</tr>
</tbody>
</table>

1.2. Current balance is $4,900

**Attachments:**

i. Application from Oxford ICONZ (Trim 170913098995)

ii. Application from Oxford Night Patrol Group (Trim 170920101610)

iii. Applications from Oxford Community Men’s Shed Trust (Trim 170920101620)

iv. Spreadsheet showing previous two years grants.

v. Board funding criteria 2017/2018 (Trim No. 170626065542)

2. **RECOMMENDATION**

THAT the Oxford-Ohoka Community Board:

(a) **Receives** report No. 170920101664.

(b) **Approves** a grant of $__________ to Oxford Communities Families Trust (Oxford ICONZ) towards the costs of paint-balling supplies.
(c) Declines the application from Oxford ICONZ.

(d) Approves a grant of $__________ to Oxford Night Patrol Group towards the costs of reflective magnetic signs to identify patrollers using private vehicles.

OR

(e) Declines the application from Oxford Night Patrol Group.

(f) Approves a grant of $__________ to Oxford Community Men’s Shed Trust towards the costs of Spring into Oxford Event.

OR

(g) Declines the application from Oxford Community Men’s Shed Trust.

3. ISSUES AND OPTIONS

3.1. Oxford ICONZ (Boys & Girls Brigade) is an adventure group for boys and girls aged between 8−13 years. The aim of the group is to grow young people into adults with character, encouraging the students to respect themselves, each other and the people in the community.

3.1.1. This organisation operates under the umbrella of the Oxford Community Families Trust, which is the governing body overseeing financial management and reporting.

3.1.2. These programs are run on a voluntary basis and over 60 boys and girls are registered, attending one of four groups. Eighty percent of Oxford ICONZ participants are from the Oxford-Ohoka community area.

3.1.3. One of Oxford ICONZ’s main assets is the paint−balling gear that is lent to many groups in Canterbury for a minimal fee. They want to be able to continue to offer this service locally.

3.1.4. Oxford ICONZ have fund raised to cover the standard running costs of the gear, but are applying for funds to purchase replacement gas cylinders. Due to Health and Safety reasons old expired cylinders need to be replaced to meet regulatory requirements.

3.1.5. The group states Paint−ball, as an activity, brings the community together. It is used for games, target shooting over weekends, camps, school events, birthdays, Dad and Son's days etc. It promotes team building, working together, fitness, health, outdoors etc. and can be run in a forest, farmers paddock, campsite etc.

3.1.6. If the application was successful it would benefit Oxford ICONZ as they would be able to continue to offer the equipment to community groups. Without replacement they would not be able to offer this service due to failing to meet Health and Safety regulations.

3.1.7. If the application is declined this project will not proceed.

3.1.8. Oxford ICONZ has also applied to, or intends to apply to, the Oxford Lions.

3.1.9. Oxford ICONZ has not applied to any Board Discretionary Grant within the last 18 months. They have attached financial information and a quote to their application.

3.2. The Oxford Night Patrol group are seeking funds towards the purchase of reflective magnetic signs to be placed on the side of volunteer patroller’s private vehicles while on night patrol duties to enable cars to be identifiable by community and police.

3.2.1. With current volunteer patroller’s cars not being identifiable, members of the community sometimes report the volunteers’ private vehicles as suspicious activity to police late at night.
3.2.2. There are currently more than 40 volunteer community patrollers assisting the local Police. Having patrollers on active duty helps the residents and communities of Oxford and surrounding areas feel safe. However, indirectly the entire district benefits from less crime. These signs may also increase the increase the profile of the Night Patrol in the community and may also attract more volunteers.

3.2.3. If the application is declined the project will only proceed if other funding can be found.

3.2.4. Financial information and a quote was included with the application.

3.3. The Oxford Community Men’s Shed Trust (OCMST) are seeking funds towards a fundraiser event, Spring into Oxford, scheduled for 1 October 2017, 10am – 2pm.

3.3.1. The forms were received by staff 20 September 2017 so this application is not considered retrospective as the event has not yet taken place, even though it will have by the meeting scheduled for its consideration.

3.3.2. The purpose of this event is to create a family day, consisting of a car display, stalls and entertainment for locals and visitors to Oxford; publicity has been distributed from Ashburton to Cheviot.

3.3.3. Funds generated will be utilised by the OCMST towards the enclosing of a car port to the club shed and to enhance the shed’s collection of equipment.

3.3.4. The benefits of this application are also considered to relate to community health and wellbeing. The Men’s Shed is an environment where men of all ages can socialise, learn new skills and share known ones, and assist others; where father and son activities are fostered. A safe environment is also provided for residents who may be marginalised to the main community.

3.3.5. Spring into Oxford will proceed if the application is declined.

3.3.6. The OCMST has been making items to sell on the day to assist with costs of putting on this event. They have also received three donations from three businesses totalling $900.

3.3.7. The OCMST has not applied to any Community Board Discretionary Grants within the last 18 months.

3.3.8. Financial information was attached to the OCMST’s application.

3.4. The Community Board may approve or decline grants to the applicant in accordance with the grant guidelines.

3.5. The Management Team has reviewed this report.

4. COMMUNITY VIEWS

4.1. Community organisations in applying to the Board’s Discretionary Grant, are seeking to assist sectors of the community.

5. FINANCIAL IMPLICATIONS AND RISKS

5.1. The Annual Plan for 2017/18 includes budget provision for the Oxford-Ohoka Community Board to approve grants to community groups up to a total of $6,033.25. The requested grants for consideration in October 2017 total $1289.05.

5.2. The current balance of the grant fund is $4,900.

5.3. The application criteria specify that grants are normally limited to a maximum of $500 in any one financial year (July to June) but the group can apply up to twice in that year, providing it is for different projects.

5.4. GST is paid to appropriately registered groups where applicable above the Board resolved values.
6. **CONTEXT**

6.1. **Policy**
This matter is not a matter of significance in terms of the Council’s Significance and Engagement Policy.

6.2. **Legislation**
Not applicable.

6.3. **Community Outcomes**

6.3.1. People are friendly and caring, creating a strong sense of community in our District.

6.3.2. There are wide ranging opportunities for people of different ages to participate in community and recreational activities.

Karyn Ward
Community Board Advocate
OXFORD-OHOKA COMMUNITY BOARD DISCRETIONARY GRANT APPLICATION

Groups Applying for Board Discretionary Grants 2016/2017

Name of Group: Oxford ICONZ

Address: 166 High Street, PO Box 7430, Oxford 7430.

Contact Person within Organisation: Iain Froud

Position within Organisation: ICONZ Co-ordinator

Contact phone number: 02102262476 Email: iainbethfroud@yahoo.com

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

Oxford ICONZ (Boys & Girls Brigade) is an adventure group for boys and girls aged between 8-13 years. The aim of the group is to grow young people into young men and women of character. We want to encourage the students to respect themselves, each other and the people in the community. These programs are run on a completely voluntary basis. We now have over 60 boys and girls registered attending one of the four groups.

One of our main assets is the paint-balling gear that we lend to many groups in Canterbury for a minimal fee. For example, last year we ran a paint-balling activity for the Oxford Area School for one their end of year activities. This was attended by over 15 students and two teachers. We ran the activity over 4 hours, budgeting 250 rounds per student for $25 including transportation (compared to a commercial operation in town: 100 rounds, 30min activity, costing over $45 a student)! We want to be able to continue to offer this service locally…as it is an exciting activity which few people get to experience given the costs involved. It is a great way for families and communities to come together. It promotes gun safety, teamwork and competition, fitness and the outdoors.

We have fund raised and can cover the standard running costs of the gear. However, we are requesting $550.00 to purchase replacement gas cylinders. These cost $80 each from Gun City, and we need to purchase/replace 25 of them over the next year.

What is the timeframe of the project? 12 months

Overall Cost of Project: $2000 Amount Requesting: $550

How many people will directly benefit from this project? 60

Who is the range of people benefiting from this project? (You can tick more than one box)

- People with disabilities (mental or physical)
- Cultural/ethnic minorities
- District
- Preschool
- School/youth
- Older adults
- Whole community/ward

Provide estimated percentage of participants by Ward:

Oxford-Ohoka 80 % Rangiora-Ashley 10 % Woodend-Sefton % Kaiapoi-Tuahiwi 10 %

Other (please specify):

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

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

Due to Health and Safety reasons, we have to roll out replacement of old expired cylinders. If we do not have cylinders that meet the regulations, we cannot use the equipment and run events.
What are the direct benefit(s) to the participants?
Brings the community together. We have used them for games, target shooting over weekends, camps, school events, birthdays, Dad and Son's days etc. Because we can run it at low cost, many kids from single parent or low income homes can attend, and its something that is unique. It promotes team building, working together, fitness, health, outdoors etc. Its also a lot of fun and can be run in a forest, farmers paddock, campsite etc.

What is the benefit(s) to your organisation?
It allows us to be able to continue to offer the gear to community groups. Without replacing to old gear, we will soon not be able to offer it due to Health and Safety regulations.

What are the benefit(s) to the Oxford-Ohoka community or wider district?
Same as above...

Is your group applying under the umbrella of another organisation (that is Charity/Trust registered?)
Yes [ ] No [ ]
If yes, name of parent group: Oxford Community Families Trust

What is the relationship between your group and the parent group?
The Trust is the governing body and oversees our financial management and reporting.

What other fundraising has your group undertaken towards this project/event? List any other organisations you have applied or intend to apply to for funding this project and amount applied for this project:
Oxford Lions.

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 [x]
If yes, please supply details:

Enclosed [x] Financial Balance Sheet and Income & Expenditure Statement (compulsory – your application cannot be processed without financial statements)
[x] Supporting costs/quotes (not compulsory)
☐ Other supporting information

I am authorised to sign on behalf of the group/organisation making this application.
I declare that all details contained in this application form are true and correct to the best of my knowledge.
I accept that successful applicants will be required to report back to the Community Board by completing a simple Accountability Report.
I accept that information provided in this application may be used in an official Council report available to the public.

PLEASE NOTE - If submitting your application electronically, entering your name in the Signature box below will be accepted as your signature:
Signed: ______________________  Date: 6/9/2017
PAINTBALL + GAS FOR PAINTBALL GUNS

12 oz. Paintball Co2 Bottle Refillable Cylinder

$79.99
...$89.99, SAVE $10.00

In stock?

Christchurch
Auckland
Wellington
Hamilton

Seen it cheaper elsewhere?
We will beat or match it. Click here.

Share this with your friends!
Facebook | Twitter | Google+

12 oz. Paintball Co2 Bottle Refillable Cylinder

This 12oz. Co2 Bottle provides over 350 shots per fill in most playing conditions.
Balance Sheet

Oxford Community Families Trust
ICONZ Adventure
As at 31 March 2017

<table>
<thead>
<tr>
<th></th>
<th>31 Mar 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Assets</strong></td>
<td></td>
</tr>
<tr>
<td>Bank</td>
<td></td>
</tr>
<tr>
<td>ICONZ Adventure Account</td>
<td>(151)</td>
</tr>
<tr>
<td><strong>Total Bank</strong></td>
<td>(151)</td>
</tr>
<tr>
<td>Total Assets</td>
<td>(151)</td>
</tr>
<tr>
<td><strong>Net Assets</strong></td>
<td>(151)</td>
</tr>
<tr>
<td><strong>Equity</strong></td>
<td></td>
</tr>
<tr>
<td>Current Year Earnings</td>
<td>(250)</td>
</tr>
<tr>
<td>Funds Introduced</td>
<td>99</td>
</tr>
<tr>
<td><strong>Total Equity</strong></td>
<td>(151)</td>
</tr>
</tbody>
</table>
## Profit and Loss

**Oxford Community Families Trust**  
For the year ended 31 March 2017  
Cash Basis

Ministry is ICONZ Adventure.

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Trading Income</strong></td>
<td></td>
</tr>
<tr>
<td>Donations Received</td>
<td>409.00</td>
</tr>
<tr>
<td>Fees Received</td>
<td>719.10</td>
</tr>
<tr>
<td><strong>Total Trading Income</strong></td>
<td><strong>1,128.10</strong></td>
</tr>
<tr>
<td><strong>Gross Profit</strong></td>
<td>1,128.10</td>
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<tr>
<td><strong>Operating Expenses</strong></td>
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<td>Bank Fees</td>
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<tr>
<td>Consumables</td>
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<td>Miscellaneous</td>
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</tr>
<tr>
<td>Program Costs</td>
<td>250.00</td>
</tr>
<tr>
<td>Subscriptions</td>
<td>808.00</td>
</tr>
<tr>
<td><strong>Total Operating Expenses</strong></td>
<td><strong>1,378.13</strong></td>
</tr>
<tr>
<td><strong>Net Profit</strong></td>
<td>(250.03)</td>
</tr>
</tbody>
</table>
Oxford Night Patrol Group

12 Campbell Lane, Oxford 7430

Kevin Feistead (Coordinator)

Co-ordinator

0274394603

Email: K-m-f@xtra.co.nz

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

To purchase reflective magnetic signs to be placed on the side of patrollers private cars while on night patrol duties (as volunteers) to enable cars to be identified by community and police.

What is the timeframe of the project? As soon as possible.

Overall Cost of Project: $239.05

Amount Requesting: $239.05

How many people will directly benefit from this project? 40+ community patrollers + 2000+ people in the community

Who is the range of people benefiting from this project? (You can tick more than one box)

- People with disabilities (mental or physical)
- Cultural/ethnic minorities
- District
- Preschool
- School/youth
- Older adults
- Whole community/ward
- Most of

Provide estimated percentage of participants by Ward:

Oxford-Ohoka 100%
Rangiora-Ashley %
Woodend-Sefton %
Kaiapoi-Tuahiwi %

Other (please specify): Local Police.

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

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

Patrollers' cars will not be able to be identified, this sometimes results in calls to police reporting suspicious vehicle behaviour late at night.
What are the direct benefit(s) to the participants?

Their ears will be identifiable to Police and members of the community reducing reports to the Police.

What is the benefit(s) to your organisation?

Will increase profile of Night Patrol in the community and may attract more volunteers. Community will feel safer knowing patrollers are active.

What are the benefit(s) to the Oxford-Ohoka community or wider district?

As above - Oxford and surrounding area are areas patrolled but whole district benefits from less crime.

Is your group applying under the umbrella of another organisation (that is Charity/Trust registered)?

☐ Yes  ☑ No

If yes, name of parent group

N/A

What is the relationship between your group and the parent group?

N/A

What other fundraising has your group undertaken towards this project/event? List any other organisations you have applied or intend to apply to for funding this project and amount applied for this project:

None

Have you applied to the Oxford-Ohoka Community Board or any other Waimakariri Community Board for other project funding in the past 18 months?

☐ Yes  ☑ No

If yes, please supply details:

Enclosed

☑ Financial Balance Sheet and Income & Expenditure Statement (compulsory – your application cannot be processed without financial statements)

☑ Supporting costs/quotes (not compulsory)

☐ Other supporting information

I am authorised to sign on behalf of the group/organisation making this application.

I declare that all details contained in this application form are true and correct to the best of my knowledge.

I accept that successful applicants will be required to report back to the Community Board by completing a simple Accountability Report.

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

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

Signed: [signature]  Date: 28-08-2017
Oxford Night Patrol Group

Financial Statement for Period 01 April 2016 to 23 February 2017.

Opening Balance 01-04-16 $1572.99

Plus Income:
Freshchoice Grant $400.00
Net Interest: $ 2.01

$402.01
$1975.00

Less Expenses
Petrol vouchers $1000.00

$1000.00

Closing Balance 23/02/17 (kiwi Bank) $975.00

Petrol Vouchers on hand as at 23/02/2017 = $360.00
Quote: BL7697

Attn.: Kevin Felstead

Hi Kevin

Our proposal for your magnetic vehicle signage is as follows.

Option 1 -- non-reflective

To supply only (x1) set of 600mm x 300mm non-reflective vehicle magnetics – "Oxford Night Patrol". $154.66 plus GST

Option 2 -- reflective

To supply only (x1) set of 600mm x 300mm reflective vehicle magnetics – ‘Oxford Night Patrol’. $207.87 plus GST

= $362.53

Our personal guarantee
Most companies won't make them but our experienced TEAM will deliver excellence as standard, so from start to finish be assured we'll make it happen...

Kind regards

Brent Lanyon
Managing Director
P: 03 977 8696
C: 0275 361 035

Qualified signwriters make it happen!

This quotation will lapse after 30 days. Payment is due upon completion of the job unless you are a current account holder at Riccarton Signs, where payment is due on the 20th of the month following. An account application form is available upon request. Should payment not be as per our terms and conditions (refer to our website) we reserve the right to charge interest and collection costs. The legal ownership of all goods supplied by Riccarton Signs Limited shall remain the property of Riccarton Signs Limited until payment has been received in full.

www.riccartonsigns.co.nz | 7 Midas Place, Middleton | PO Box 8223, Chch 8440 | Ph. 03 977 9688
**Groups Applying for Board Discretionary Grants 2016/2017**

Name of Group: Oxford Community Men's Shed Trust

Address: C/- 2 Campbell Lane Oxford 7430

Contact Person within Organisation: Trevor Scott

Position within Organisation: Chairperson

Contact phone number: 03 9604919 Email: oxfordcommunitymensshed@gmail.com

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

The project is: Spring into Oxford

This event is an annual event. This year we, the men's shed, are running it ourselves. It consists of a car display (last year there were 250 cars), stall, and entertainment (approx 2000 people attended the event last year). It is run on the 1st of October from 10am - 2pm. The purpose of the day is to raise funds for the men's shed operation, promote our men's shed, promote men's shed in the wider community and provide promotion for the Oxford district as a place to live by showcasing what Oxford has to offer.

What is the timeframe of the project? 1st Oct 2017 10am-2pm

Overall Cost of Project: $2000

Amount Requesting: $500

How many people will directly benefit from this project? 25

Who is the range of people benefiting from this project? (You can tick more than one box)

- ✔ People with disabilities (mental or physical)
- ✗ Cultural/ethnic minorities
- ✔ District
- ✗ Preschool
- ✗ School/youth
- ✔ Older adults
- ✔ Whole community/ward

Provide estimated percentage of participants by Ward:

- Oxford-Ohoka 50%
- Rangiora-Ashley 20%
- Woodend-Sefton 15%
- Kaiapoi-Tuahiwi 15%

Other (please specify): It is being advertised from Ashburton to Cheviot

If this application is declined will this event/project still occur? ✔ Yes ✗ No

If No – what are the consequences to the community/organisation?
What are the direct benefit(s) to the participants?

As this is a car display and family day the direct benefit would be bring happiness to the folk who attend and a feeling of good will

What is the benefit(s) to your organisation?

The funds generated from the venture would go towards the closing in of the car port attached to the shed and provide additional funding to be used to enhance the sheds equipment.

What are the benefit(s) to the Oxford-Ohoka community or wider district?

We provide a shed that men of all ages can use to aid their wellbeing. The mens shed ahs been set up to assist men and younger men to have an environment where they can come and learn new skills, share skills and assist others. We have provided opportunities for yung folk by being part fot he kids first holiday programme. We have encouraged men to bring there children with them to foster father and son activies. We have provided a safe environment for folk who are having problems fitting in. We see our organisation as healthy benefit to the community.

Is your group applying under the umbrella of another organisation (that is Charity/Trust registered?)  Yes No

If yes, name of parent group

What is the relationship between your group and the parent group?

What other fundraising has your group undertaken towards this project/event? List any other organisations you have applied or intend to apply to for funding this project and amount applied for this project:

We have been working towards this project by making items to sale on the day. we have assistance by way of donations from: Avon City Food $400, Torlesse Travell $250, Oxford Working Mens Club $250.

Have you applied to the Oxford-Ohoka Community Board or any other Waimakariri Community Board for other project funding in the past 18 months? Yes No

If yes, please supply details:

Enclosed Financial Balance Sheet and Income & Expenditure Statement (compulsory - your application cannot be processed without financial statements)

Supporting costs/quotes (not compulsory)

Other supporting information

I am authorised to sign on behalf of the group/organisation making this application.

I declare that all details contained in this application form are true and correct to the best of my knowledge.

I accept that successful applicants will be required to report back to the Community Board by completing a simple Accountability Report.

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

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

Signed: Date: 16/9/2017
# Oxford Community Men's Shed Trust

**Financial Statement for the year ending 31 March 2017**

### 2016 Receipts

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Opening Balance</td>
<td>$10,091.69</td>
</tr>
<tr>
<td>Membership</td>
<td>$910.00</td>
</tr>
<tr>
<td>Fundraising</td>
<td>$4179.00</td>
</tr>
<tr>
<td>WOC grant</td>
<td>$1,679.54</td>
</tr>
<tr>
<td>Donations</td>
<td>$965.00</td>
</tr>
<tr>
<td>Milk boxes</td>
<td>$61.70</td>
</tr>
<tr>
<td>First Aid course</td>
<td>$196.66</td>
</tr>
<tr>
<td>Interest &amp; investment interest</td>
<td>$910.00</td>
</tr>
<tr>
<td>Projects</td>
<td>$1,679.54</td>
</tr>
<tr>
<td>Subtotal</td>
<td>$10,893.59</td>
</tr>
</tbody>
</table>

### 2016 Payments

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building - gutter guard</td>
<td>$4,703.53</td>
</tr>
<tr>
<td>Fundraising</td>
<td>$2,715.99</td>
</tr>
<tr>
<td>Insurance</td>
<td>$1,251.80</td>
</tr>
<tr>
<td>Equipment</td>
<td>$982.01</td>
</tr>
<tr>
<td>Printing / stationery / advertising</td>
<td>$52.80</td>
</tr>
<tr>
<td>Fuel</td>
<td>$147.94</td>
</tr>
<tr>
<td>Garden / plants</td>
<td>$220.40</td>
</tr>
<tr>
<td>Projects</td>
<td>$2,295.55</td>
</tr>
<tr>
<td>First aid</td>
<td>$400.00</td>
</tr>
<tr>
<td>Sundry</td>
<td>$75.00</td>
</tr>
<tr>
<td>Subtotal</td>
<td>$9,781.13</td>
</tr>
</tbody>
</table>

### Closing Balance

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Subtotal</td>
<td>$18,083.59</td>
</tr>
<tr>
<td>Total</td>
<td>$19,629.97</td>
</tr>
</tbody>
</table>

### Net Operating Cash Flow

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total</td>
<td>$3,138.60</td>
</tr>
</tbody>
</table>

### 2016 Assets

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bank Accounts</td>
<td></td>
</tr>
<tr>
<td>Cheque Account - Kiwibank</td>
<td>$2,137.59</td>
</tr>
<tr>
<td>Investment Account</td>
<td>$4,000.00</td>
</tr>
<tr>
<td>Savings Account</td>
<td>$2,164.87</td>
</tr>
<tr>
<td>Total</td>
<td>$8,302.46</td>
</tr>
</tbody>
</table>

I have reviewed the accounts of the Oxford Community Men's Shed as presented to me, and in my opinion this statement reflects a true and fair view of the activities, for the year ending 31 March 2017.

Jenny Hildyard
Reviewer

21/7/17
<table>
<thead>
<tr>
<th>Month</th>
<th>Group</th>
<th>Project</th>
<th>Amount Requested</th>
<th>Amount Granted</th>
<th>Running Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>August</td>
<td>Pegasus Residents group Inc.</td>
<td>Towards costs for activities at a Christmas event, &quot;Christmas on the Lake&quot;.</td>
<td>$500</td>
<td>$400.00</td>
<td>$2,510.00</td>
</tr>
<tr>
<td>August</td>
<td>Reflections Community Trust</td>
<td>towards the costs of funding Pedalmania to be part of the Waimakariri Light Party 2016 event</td>
<td>$390</td>
<td>$390.00</td>
<td>$2,120.00</td>
</tr>
<tr>
<td>September</td>
<td>Okuku Pony Club</td>
<td>Towards accommodation costs while attending the Springfield Trophy event</td>
<td>$500</td>
<td>$500.00</td>
<td>$1,620.00</td>
</tr>
<tr>
<td>February</td>
<td>Woodend Bowling Club</td>
<td>towards the cost to core and solid spike the outdoor bowling green</td>
<td>$449</td>
<td>-</td>
<td>$1,620.00</td>
</tr>
<tr>
<td>April</td>
<td>Kaiapoi Art Expo and Schools Art Expo</td>
<td></td>
<td>$300</td>
<td>$300.00</td>
<td>$1,320.00</td>
</tr>
<tr>
<td>April</td>
<td>Sefton School PTA</td>
<td>towards purchase of a TV &amp; Apple Tv box</td>
<td>$500</td>
<td>$500.00</td>
<td>$820.00</td>
</tr>
<tr>
<td>June</td>
<td>The Woodpecker Community Trust</td>
<td></td>
<td>$500</td>
<td>$600.00</td>
<td>$220.00</td>
</tr>
<tr>
<td>September</td>
<td>Southbrook School PTA</td>
<td>Towards the costs of hiring Ethel &amp; Bethel to run a bingo fundraiser event</td>
<td>$500</td>
<td></td>
<td>$9,010.00</td>
</tr>
<tr>
<td>September</td>
<td>Vision West Community Trust</td>
<td>Towards the cost of photoelectric smoke alarms in social housing</td>
<td>$500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>September</td>
<td>Rangiora Croquet Club Inc.</td>
<td>Towards the part funding of a second set of Quadway Hoops</td>
<td>$500</td>
<td>$500.00</td>
<td>$8,510.00</td>
</tr>
<tr>
<td>September</td>
<td>Okuku Pony Club</td>
<td>Towards accommodation costs while attending the Springfield Trophy event</td>
<td>$500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>September</td>
<td>Reflections Community Trust</td>
<td>toward the cost of a dog agility display for the Waimakariri Light Party 2016</td>
<td>$350.00</td>
<td>$200.00</td>
<td>$8,310.00</td>
</tr>
<tr>
<td>November</td>
<td>Presbyterian Support Upper South Island</td>
<td>Towards the costs of establishing an outdoor garden area for the Totara Club.</td>
<td>$1,000.00</td>
<td>$500.00</td>
<td>$7,810.00</td>
</tr>
<tr>
<td>Month</td>
<td>Organisation</td>
<td>Project Description</td>
<td>Amount</td>
<td></td>
<td></td>
</tr>
<tr>
<td>-----------</td>
<td>--------------------------------------</td>
<td>--------------------------------------------------------------------------------------</td>
<td>----------</td>
<td></td>
<td></td>
</tr>
<tr>
<td>November</td>
<td>Ashley Playcentre</td>
<td>Towards the purchase of a John Deere ride-on tractor.</td>
<td>$500.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>November</td>
<td>Cust-West Eyreton Playcentre</td>
<td>Towards the purchase of a tablet, Microsoft Office programme and virus protection.</td>
<td>$500.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>November</td>
<td>Rangiora Playcentre</td>
<td>To purchase a profile holder and a non-slip entrance mat.</td>
<td>$456.21</td>
<td></td>
<td></td>
</tr>
<tr>
<td>February</td>
<td>Rangiora Playcentre</td>
<td>Towards the purchase of one LikeaBike Jumper balance bike</td>
<td>$380.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>February</td>
<td>Rangiora and Districts Early Records Society Inc</td>
<td>Towards the cost of conservation framing of a sale map for the Red Lion Hotel</td>
<td>$500.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>February</td>
<td>Canterbury Justices of the Peace Association Inc</td>
<td>Towards the cost of a pull-up banner</td>
<td>$235.75</td>
<td></td>
<td></td>
</tr>
<tr>
<td>April</td>
<td>North Canty Riding for the Disabled Inc</td>
<td>Equipment and mounting block for less able riders</td>
<td>$389.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>April</td>
<td>Kaiapoi Art Expo and Schools Art Expo</td>
<td>Towards running costs - in particular advertising - applied to all boards</td>
<td>$500.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>April</td>
<td>HomeShare Lunch Group</td>
<td>Towards entry costs for senior citizens participating in the HomeShare Lunch Group to Orana Park</td>
<td>$295.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>April</td>
<td>North Canterbury Model Railway Club Inc</td>
<td>Towards the cost of advertising an 'open day' event 18-19 March 2017.</td>
<td>$250.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>June</td>
<td>Cust Bowling Club</td>
<td></td>
<td>$500.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>August</td>
<td>Reflections Community Trust</td>
<td>Towards the costs of hiring a clown/street performer for the Waimakariri Light Party 2016</td>
<td>$450</td>
<td></td>
<td></td>
</tr>
<tr>
<td>August</td>
<td>Vision West Community Trust</td>
<td>Towards the cost of photoelectric smoke alarms in social housing</td>
<td>$500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>August</td>
<td>Big Brothers Big Sisters of North Canterbury</td>
<td>Towards entry costs to Laserstrike for children being mentored</td>
<td>$500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Month</td>
<td>Organization</td>
<td>Description</td>
<td>Amount</td>
<td></td>
<td></td>
</tr>
<tr>
<td>---------</td>
<td>---------------------------------------</td>
<td>-----------------------------------------------------------------------------</td>
<td>--------</td>
<td></td>
<td></td>
</tr>
<tr>
<td>August</td>
<td>Kaiapoi Pony Club</td>
<td>Towards training and equipment for the Springston Trophy event</td>
<td>$500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>September</td>
<td>Kaiapoi Community Garden Trust</td>
<td>Towards advertising costs for the Annual Spring Open Day</td>
<td>$276</td>
<td></td>
<td></td>
</tr>
<tr>
<td>November</td>
<td>You Me We Us</td>
<td>towards the cost of paying for a performer and advertising for a Waitangi Day celebration</td>
<td>$500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>February</td>
<td>Reflections Community Trust</td>
<td>Toward the cost for Kaiapoi Photographic Club to take photos at the Kaiapoi Children’s day for future promotional purposes and archival records</td>
<td>$75.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>February</td>
<td>Community Wellbeing North Canterbury Trust / Kaiapoi Community Support</td>
<td>Towards the cost of purchasing a commercial chest freezer</td>
<td>$327.43</td>
<td></td>
<td></td>
</tr>
<tr>
<td>March</td>
<td>Canterbury Justices of the Peace Association Inc.</td>
<td>Towards the cost of a pull-up banner</td>
<td>$235.75</td>
<td></td>
<td></td>
</tr>
<tr>
<td>March</td>
<td>Karanga Mai Early Learning Centre</td>
<td>Towards the cost of a new couch for breast-feeding mothers to nurse their babies</td>
<td>$500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>April</td>
<td>Kaiapoi Toy Library</td>
<td>Towards the purchase of board games</td>
<td>$500.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>April</td>
<td>R13 Youth Development Trust</td>
<td>to enable Chair/Manager to attend a 5 day child protection programme</td>
<td>$700.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>April</td>
<td>Tuahiwi Community Preschool</td>
<td>towards the creation of a bicultural themed entranceway feature</td>
<td>$500.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Month</td>
<td>Recipient</td>
<td>Purpose</td>
<td>Amount Provided</td>
<td>Amount Matched</td>
<td>Total Amount</td>
</tr>
<tr>
<td>-------</td>
<td>-----------</td>
<td>---------</td>
<td>-----------------</td>
<td>----------------</td>
<td>-------------</td>
</tr>
<tr>
<td>April</td>
<td>Waimakariri Arts Trust- Kaiapoi Art Expo</td>
<td>Towards running costs associated with the Kaiapoi Art Expo and Schools’ Art Expo, in particular advertising in the Kaiapoi Advocate and venue clearing costs</td>
<td>$500.00</td>
<td>$300.00</td>
<td>$800.00</td>
</tr>
<tr>
<td>June</td>
<td>KHS CACTUS Programme</td>
<td></td>
<td>$500.00</td>
<td>$495.82</td>
<td>$995.82</td>
</tr>
<tr>
<td>July</td>
<td>Oxford Area School - Senior Netball team</td>
<td>Towards costs associated with attending the South Island Secondary Schools Netball Tournament in Nelson</td>
<td>$500.00</td>
<td>$250.00</td>
<td>$750.00</td>
</tr>
<tr>
<td>July</td>
<td>Little by Little</td>
<td>Towards costs associated with a new community initiative</td>
<td>$250.00</td>
<td>$250.00</td>
<td>$500.00</td>
</tr>
<tr>
<td>July</td>
<td>Oxford Play Centre</td>
<td>Towards purchase of a lawn mower</td>
<td>$250.00</td>
<td>$250.00</td>
<td>$500.00</td>
</tr>
<tr>
<td>July/August</td>
<td>Under Our Feet Charitable Trust</td>
<td>Towards the purchase of compost and seedlings</td>
<td>$250.00</td>
<td></td>
<td>$250.00</td>
</tr>
<tr>
<td>July</td>
<td>North Canterbury Family Violence Network</td>
<td>To fund a presentation to raise family violence awareness among Oxford Area School youth</td>
<td>$500.00</td>
<td>$250.00</td>
<td>$750.00</td>
</tr>
<tr>
<td>August</td>
<td>Under Our Feet Charitable Trust</td>
<td>Towards the purchase of compost and seedlings</td>
<td>$250.00</td>
<td>$250.00</td>
<td>$500.00</td>
</tr>
<tr>
<td>September</td>
<td>Okuku Pony Club</td>
<td>Towards accommodation costs while attending the Springfield Trophy event</td>
<td>$500.00</td>
<td>$250.00</td>
<td>$750.00</td>
</tr>
<tr>
<td>September</td>
<td>Eyreton Pony Club</td>
<td>Towards the cost of fencing a learner’s area</td>
<td>$450.00</td>
<td>$450.00</td>
<td>$900.00</td>
</tr>
<tr>
<td>February</td>
<td>Canterbury Justices of the Peace Association Inc.</td>
<td>Towards the cost of a pull-up banner</td>
<td>$235.75</td>
<td>$235.75</td>
<td>$471.50</td>
</tr>
<tr>
<td>April</td>
<td>Oxford Community Trust- Waimak Kids Oscar</td>
<td>Towards purchase of play equipment from the Big Game Company</td>
<td>$500.00</td>
<td>$500.00</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>April</td>
<td>Arts in Oxford Printmaking Group</td>
<td>Towards the purchase of reusable equipment to make paper sculptures</td>
<td>$491.00</td>
<td>$491.00</td>
<td>$982.00</td>
</tr>
<tr>
<td>April</td>
<td>Waimakariri Arts Trust-Kaiapoi Art Expo</td>
<td>Towards running costs of the Kaiapoi Art Expo and Schools’ Art Expo, particularly promotional advertising in the Oxford Observer</td>
<td>$500.00</td>
<td>$500.00</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>Month considered</td>
<td>Group</td>
<td>Project</td>
<td>Amount Requested</td>
<td>Amount Granted</td>
<td>Running Balance</td>
</tr>
<tr>
<td>------------------</td>
<td>-------</td>
<td>---------</td>
<td>------------------</td>
<td>----------------</td>
<td>-----------------</td>
</tr>
<tr>
<td>July</td>
<td>Woodend Spring Flower Show</td>
<td>Towards the purchase of new signs</td>
<td>$500.00</td>
<td>$500.00</td>
<td>$3,610.00</td>
</tr>
<tr>
<td>August</td>
<td>Woodend Playcentre</td>
<td>Towards the cost of a First Aid Course for parents of the playcentre</td>
<td>$700.00</td>
<td>$500.00</td>
<td>$3,110.00</td>
</tr>
<tr>
<td>September</td>
<td>Woodend Before and After School Programme</td>
<td>New sports equipment</td>
<td>$500.00</td>
<td>$250.00</td>
<td>$2,860.00</td>
</tr>
<tr>
<td>October</td>
<td>Ashley Playcentre</td>
<td>Towards the cost of a First Aid Course for parents of the playcentre</td>
<td>$500.00</td>
<td>$350.00</td>
<td>$2,510.00</td>
</tr>
<tr>
<td>December</td>
<td>North Canterbury Neighbourhood Support</td>
<td>to purchase name badges for the committee members</td>
<td>$300.00</td>
<td>$300.00</td>
<td>$2,210.00</td>
</tr>
<tr>
<td>February</td>
<td>Sefton Community Newsletter</td>
<td>Towards costs associated with transition to new printing team</td>
<td>$500.00</td>
<td>$350.00</td>
<td>$1,860.00</td>
</tr>
<tr>
<td>March</td>
<td>Pegasus Bay School PTA</td>
<td>Towards costs for senior playground</td>
<td>$500.00</td>
<td>$500.00</td>
<td>$1,360.00</td>
</tr>
<tr>
<td>April</td>
<td>Waimakariri Arts Trust - Kaiapoi Art Expo</td>
<td>Towards venue hire and music provided for the 2016 kaiapoi Art Expo and Schools' Art Expo</td>
<td>$500.00</td>
<td>$500.00</td>
<td>$860.00</td>
</tr>
<tr>
<td>April</td>
<td>North Canterbury Riding for the Disabled</td>
<td>for three volunteers to undertake an introductory course towards their Assistant Coaches Certificate</td>
<td>$498.00</td>
<td>$498.00</td>
<td>$362.00</td>
</tr>
<tr>
<td>June</td>
<td>Woodend Bowling Club Inc.</td>
<td>Towards the upgrading of covered kitchen lighting</td>
<td>$335.80</td>
<td>$335.80</td>
<td>$26.20</td>
</tr>
</tbody>
</table>

**Total** | Woodend-Ashley Community Board 10.138.100.2410 | $4,110.00 |

**Running Balance** | $6,120.00 |
<table>
<thead>
<tr>
<th>Month</th>
<th>Organisation</th>
<th>Description</th>
<th>Amount</th>
<th>Amount</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>August</td>
<td>International Day of Older Persons Group</td>
<td>Towards costs associated with International Day of Older Persons</td>
<td>$250.00</td>
<td>$250.00</td>
<td>$5,870.00</td>
</tr>
<tr>
<td>August</td>
<td>The Ashley Lodge No.28</td>
<td>Towards fundraising event for the replacement of defibrillators in each of the four ambulances based in Rangiora</td>
<td>$500.00</td>
<td>$500.00</td>
<td>$5,370.00</td>
</tr>
<tr>
<td>August</td>
<td>Reflections Community Trust</td>
<td>Towards the hire of Pedalmania for the Waimakariri Light Part 2015</td>
<td>$375.00</td>
<td>$375.00</td>
<td>$4,995.00</td>
</tr>
<tr>
<td>August</td>
<td>Rangiora Community Garden</td>
<td>Towards the purchase of materials for 3 new signs</td>
<td>$482.00</td>
<td>$482.00</td>
<td>$4,513.00</td>
</tr>
<tr>
<td>August</td>
<td>Caring for Carers Inc</td>
<td>Towards annual venue hire and refreshments for meetings of the Rangiora Support Group</td>
<td>$388.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>October</td>
<td>Fall Prevention Exercise Group</td>
<td>Towards costs associated with establishing an exercise programme for seniors</td>
<td>$500.00</td>
<td>$250.00</td>
<td>$4,263.00</td>
</tr>
<tr>
<td>October</td>
<td>Ashgrove School PTA - ReStyle Me</td>
<td>Towards venue hire for 'ReStyle Me', a fundraising event for Ashgrove School</td>
<td>$500.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>October</td>
<td>Ashgrove School PTA – Santa’s Grotto</td>
<td>Gate signage at the Rangiora A&amp;P Showgrounds entrance for Santa’s Grotto</td>
<td>$379.50</td>
<td></td>
<td></td>
</tr>
<tr>
<td>October</td>
<td>McAlpines North Canterbury Pipe Band (Inc)</td>
<td>Towards new kilts for band members</td>
<td>$500.00</td>
<td>$350.00</td>
<td>$3,913.00</td>
</tr>
<tr>
<td>October</td>
<td>Ashgrove School PTA – Ashgrove Twilight Gala</td>
<td>To hire deep fryers and cooking oil for the Ashgrove Twilight Gala</td>
<td>$425.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>October</td>
<td>Rangiora Toy Library</td>
<td>Towards advertising costs of a fundraising event as part of its 21st Birthday celebrations</td>
<td>$741.00</td>
<td>$350.00</td>
<td>$3,563.00</td>
</tr>
<tr>
<td>December</td>
<td>North Canterbury Neighbourhood Support</td>
<td>Towards the costs associated with running the 'Old Fashioned Family Picnic'</td>
<td>$250.00</td>
<td>$250.00</td>
<td>$3,313.00</td>
</tr>
<tr>
<td>December</td>
<td>Rangiora Playcentre</td>
<td>To purchase a new pull up banner</td>
<td>$379.00</td>
<td>$379.00</td>
<td>$2,934.00</td>
</tr>
</tbody>
</table>
### 2015/2016 Community and Ward Advisory Board Discretionary Grant

<table>
<thead>
<tr>
<th>Month</th>
<th>Organization</th>
<th>Description</th>
<th>Amount</th>
<th>Subtotal</th>
<th>Grand Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>February</td>
<td>Rangiora Toy Library</td>
<td>towards the purchase of new toys, specifically, a replacement tractor</td>
<td>$456.25</td>
<td>$456.25</td>
<td>$2,477.75</td>
</tr>
<tr>
<td>April</td>
<td>Waimakariri Arts Trust - Kaiapoi Art Expo</td>
<td>Towards the hire and installation of lighting for the 2016 Kaiapoi Art Expo and Schools’ Art Expo</td>
<td>$500.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>April</td>
<td>North Canterbury Riding for the Disabled</td>
<td>towards costs associated with relocating to the Millton Memorial Reserve</td>
<td>$500.00</td>
<td>$500.00</td>
<td>$1,977.75</td>
</tr>
<tr>
<td>April</td>
<td>North Canterbury Family Violence Network</td>
<td>towards costs of a Safety and Respect presentation and follow-up barbeque for Rnagiora High School and/or Rnagiora New Life School secondary students</td>
<td>$500.00</td>
<td>$316.26</td>
<td>$1,661.49</td>
</tr>
<tr>
<td>June</td>
<td>Cat Care Incorporated</td>
<td>Towards the costs of a Microchipping Day</td>
<td>$250.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>June</td>
<td>Disability, Carers and Friends Group</td>
<td>For the purchase of a trestle table and costs of catering for a Dance Social</td>
<td>$500.00</td>
<td>$250.00</td>
<td>$1,411.49</td>
</tr>
<tr>
<td>June</td>
<td>Rangiora Croquet Club Inc.</td>
<td>For part funding one set of Quadway Hoops</td>
<td>$500.00</td>
<td>$300.00</td>
<td>$1,111.49</td>
</tr>
<tr>
<td>June</td>
<td>The Rangiora and Districts Early Records Society Inc</td>
<td>For costs associated with set up, production and installation of four ACM vinyl signs to replace existing</td>
<td>$327.75</td>
<td></td>
<td></td>
</tr>
<tr>
<td>June</td>
<td>Seftonian Battle Sport</td>
<td>For new sporting and Safety equipment for players, specifically 4 x trebuchets and 2 x armour</td>
<td>$500.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>June</td>
<td>Social Services Waimakariri</td>
<td>Toward the costs of catering for a community forum event</td>
<td>$200.00</td>
<td>$200.00</td>
<td>$911.49</td>
</tr>
<tr>
<td>June</td>
<td>Waimakariri Arts Trust - Kaiapoi Art Expo resubmission</td>
<td>Towards the hire and installation of lighting for the 2016 Kaiapoi Art Expo and Schools’ Art Expo</td>
<td>$500.00</td>
<td>$327.75</td>
<td>$583.74</td>
</tr>
<tr>
<td>June</td>
<td>Community College North Canterbury</td>
<td>For the venue hire and supplies of a youth open night</td>
<td>$400.00</td>
<td>$400.00</td>
<td>$183.74</td>
</tr>
<tr>
<td>July</td>
<td>You Me We Us</td>
<td>Towards advertising of the September 4th Observance Day</td>
<td>$496.80</td>
<td>$496.80</td>
<td>$5,623.20</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td><strong>$6,120.00</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### 2015/2016 Community and Ward Advisory Board Discretionary Grant

<table>
<thead>
<tr>
<th>Month</th>
<th>Organization</th>
<th>Description</th>
<th>Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>August</td>
<td>Hinemoa-Kaiapoi Hockey Club</td>
<td>Towards assisting team members with the cost of travel to a tournament in Fiji</td>
<td>$500.00</td>
</tr>
<tr>
<td>August</td>
<td>Canterbury Youth Development Programme</td>
<td>Towards providing breakfast three mornings per week for eight weeks and food for the Longest Day Challenge</td>
<td>$4,623.20</td>
</tr>
<tr>
<td>September</td>
<td>Arthritis New Zealand</td>
<td>Towards venue hire and advertising associated with running self-management sessions and workshops in Kaiapoi</td>
<td>$4,373.20</td>
</tr>
<tr>
<td>September</td>
<td>Kaiapoi District Historical Society Incorporated</td>
<td>Towards the cost of installing updates of <em>PastPerfect</em> (a museum programme) and linking four computers for volunteers to work on at the same time</td>
<td>$3,873.20</td>
</tr>
<tr>
<td>November</td>
<td>You Me We Us</td>
<td>For advertising of Kaiapoi’s 2016 Waitangi Day celebrations</td>
<td>$3,373.20</td>
</tr>
<tr>
<td>December</td>
<td>North Canterbury Neighbourhood Support</td>
<td>Towards costs associated with running the ‘Old Fashion Family Picnic’</td>
<td>$3,023.20</td>
</tr>
<tr>
<td>March</td>
<td>Kaiapoi Photographic Club Inc</td>
<td>Toward printing costs for Club members involved in a photographic exhibition - &quot;Waimakariri - from the Mountains to the Sea&quot;</td>
<td>$2,523.20</td>
</tr>
<tr>
<td>March</td>
<td>Satisfy Food Rescue</td>
<td>To purchase a sandwich board to identify Satisfy Food Rescue in the community</td>
<td>$2,523.20</td>
</tr>
<tr>
<td>March</td>
<td>Waimakariri Arts Trust - Kaiapoi Art Expo</td>
<td>Towards the hire and installation of lighting for the 2016 Kaiapoi Art Expo and Schools’ Art Expo</td>
<td>$2,023.20</td>
</tr>
<tr>
<td>March</td>
<td>You Me We Us</td>
<td>Towards advertising costs for a 'Pop Up cinema' event</td>
<td>$1,523.20</td>
</tr>
<tr>
<td>Month</td>
<td>Organization</td>
<td>Description</td>
<td>Amounts</td>
</tr>
<tr>
<td>-----------</td>
<td>--------------------------------------------------</td>
<td>-----------------------------------------------------------------------------</td>
<td>---------</td>
</tr>
<tr>
<td>April</td>
<td>Social Services Waimakariri</td>
<td>towards catering costs for a community forum to discuss establishing a Community House and capacity for a Children's Team for the community</td>
<td>$200.00 $200.00 $1,323.20</td>
</tr>
<tr>
<td>April</td>
<td>North Canterbury Family Violence Network</td>
<td>towards the costs associated with a presentation to Kaiapoi High School about family violence and a bbq to follow</td>
<td>$500.00 $198.44 $1,124.76</td>
</tr>
<tr>
<td>November</td>
<td>Waimakariri Arts Trust - Kaiapoi Art Expo</td>
<td>Towards running costs, in particular, the music provided over the weekend for 2016 Kaiapoi Art Expo.</td>
<td>$300.00 $250.00 $3,860.00</td>
</tr>
<tr>
<td>November</td>
<td>Oxford Table Tennis</td>
<td>Towards the purchase of tables</td>
<td>$250.00 $250.00 $3,610.00</td>
</tr>
<tr>
<td>November</td>
<td>Keep Oxford Beautiful</td>
<td>for a photo and information panel about the Oxford Historic Jail</td>
<td>$250.00 $250.00 $3,360.00</td>
</tr>
<tr>
<td>November</td>
<td>Friends of Oxford Hospital</td>
<td>towards the purchase of a Lazy Boy recliner chair and disability aids for patients</td>
<td>$350.00 $250.00 $3,110.00</td>
</tr>
<tr>
<td>November</td>
<td>Oxford Pony Club</td>
<td>towards the cost of running a two day show jumping course for its club members</td>
<td>$250.00 $250.00 $2,860.00</td>
</tr>
<tr>
<td>November</td>
<td>North Canterbury Neighbourhood Support</td>
<td>towards costs associated with running the ‘Old Fashion Family Picnic’</td>
<td>$250.00 $250.00 $2,610.00</td>
</tr>
<tr>
<td>November</td>
<td>West Eyreton School</td>
<td>purchase of a banner-stand</td>
<td>$345.00 $250.00 $2,360.00</td>
</tr>
<tr>
<td>November</td>
<td>Oxford Tennis Club</td>
<td>Towards two weather shelters for the new courts</td>
<td>$500.00 $250.00 $2,110.00</td>
</tr>
<tr>
<td>November</td>
<td>View Hill Improvement Society</td>
<td>To purchase three alloy framed umbrellas for use at the View Hill Domain</td>
<td>$477.00 $250.00 $1,860.00</td>
</tr>
<tr>
<td>April/May</td>
<td>Waimakariri Arts Trust - Kaiapoi Art Expo</td>
<td>towards the floral arrangements for the 2016 Kaiapoi Art Expo and Schools’ Art Expo</td>
<td>$500.00 $250.00 $1,610.00</td>
</tr>
<tr>
<td>Month</td>
<td>Organization</td>
<td>Description</td>
<td>Amounts</td>
</tr>
<tr>
<td>----------</td>
<td>--------------------------------</td>
<td>-----------------------------------------------------------------------------</td>
<td>---------</td>
</tr>
<tr>
<td>April</td>
<td>Oxford Community Trust</td>
<td>for stationery and art supplies for Oscar School Holiday programme</td>
<td>$560.03 $250.00 $1,360.00</td>
</tr>
<tr>
<td>May</td>
<td>Oxford Area School - Senior Netball team</td>
<td>towards costs associated with attending the South Island Secondary Schools Netball Tournament in Nelson</td>
<td>$500.00</td>
</tr>
<tr>
<td>April</td>
<td>Friends of Oxford Hospital</td>
<td>towards purchase of window screen blinds for patients rooms</td>
<td>$250.00 $250.00 $1,110.00</td>
</tr>
<tr>
<td>May</td>
<td>Little by Little</td>
<td>towards costs associated with a new community initiative</td>
<td>$250.00</td>
</tr>
<tr>
<td>April</td>
<td>Oxford Netball Club</td>
<td>for the purchase of two portable netball goals</td>
<td>$199.90 $199.90 $910.10</td>
</tr>
<tr>
<td>May</td>
<td>Oxford O.S.C.A.R.</td>
<td>for First Aid training of staff</td>
<td>$175.00 $175.00 $735.10</td>
</tr>
<tr>
<td>April</td>
<td>West Eyreton School</td>
<td>towards graphic design work for a banner</td>
<td>$295.00 $250.00 $485.10</td>
</tr>
<tr>
<td>May</td>
<td>Social Services Waimakariri</td>
<td>towards costs of catering for a community forum event</td>
<td>$200.00</td>
</tr>
<tr>
<td>April</td>
<td>Oxford Play Centre</td>
<td>towards purchase of a lawn mower</td>
<td>$250.00</td>
</tr>
<tr>
<td>May</td>
<td>Oxford Plunket</td>
<td>for the purchase of child safety gates and new toys for the Oxford Plunket Rooms</td>
<td>$500.00 $250.00 $235.10</td>
</tr>
<tr>
<td>April</td>
<td>Cust Netball Club</td>
<td>Towards the purchase of uniforms and equipment to enable childrens' participation</td>
<td>$500.00 $250.00 $14.90</td>
</tr>
<tr>
<td>May</td>
<td>Under Our Feet Charitable Trust</td>
<td>Towards the purchase of compost and seedlings</td>
<td>$250.00</td>
</tr>
</tbody>
</table>
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 consider a number of factors in their decision making. These include, but are not limited to; type of project, time frame, benefits to the community and costs being contributed. The more information you as a group can provide on the project and benefits to participants the better informed the Board is. You are welcome to include a cover letter as part of your application. The decision to grant funds is the sole discretion of the Board.

The Board cannot accept applications from individuals. All funding is paid to non-profit community based organisations, registered charities or incorporated societies. Council funding is publicly accountable therefore the Board need to demonstrate to the community where funding is going and what it is being spent on. This is one of the reasons the Board require a copy of your financial profit/loss statements and balance sheet for the previous/current financial year. Staff cannot process your application without financial records.

The Board encourages applicants, where practically possible, to consider using local businesses or suppliers for any services or goods they require in their application. The Board acknowledges that this may result in a higher quote.

It would be helpful to the Board to receive an expense summary for projects that cost more than the grant being requested to show the areas funds are being spent and a paragraph on what fund raising the group has undertaken towards the project, or other sources considered (ie voluntary labour, businesses for supplies).

Examples (but not limited to) of what the Board cannot fund:

- Wages
- Debt servicing
- Payment for volunteers (including arrangements in kind eg petrol vouchers)
- Stock or capital market investment
- Gambling or prize money
- Funding of individuals (only non-profit organisations)
- 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

Examples (but not limited to) of what the Board can fund:

- New equipment
- Toys/educational aids
- Sporting equipment
- Safety equipment
- Costs associated with events
- Community training
Criteria for application

• Grant applications will be considered every second month by the Oxford-Ohoka Community Board: July, September, November 2017 and February, April, June 2018. Applications are recommended to be received three weeks prior to Board meeting dates for processing.

• Generally funding grants will be a maximum of $500 in any one financial year (July 2017 to June 2018) but the group can apply up to twice in that year, providing it is for different projects.

• The grant funding is limited to projects within the Board area or primarily benefiting the residents of the ward.

• Applications will only be accepted from non-profit community-based organisations, registered charities or incorporated societies.

• The group should have strong links with the Oxford-Ohoka community.

• The applications should clearly state the purpose for which the money is to be used.

• The applicants should submit a 1-2 page balance sheet and an income and expenditure statement which shows their current financial assets and liabilities. Applications cannot be processed until financial information is received.

• Where possible, or feasible, applicants must declare other sources from which funding has been applied for, or granted from, for the project being applied to the Oxford-Ohoka Community Board.

• The Board support a wide range of community activities but the application will only be considered if it is deemed of the nature listed in the table of examples of what the Board can fund (see previous page).

• An accountability form must be provided to Council outlining how the funds were applied, within six months of the grant being allocated, when funds are spent, or prior to a new application. A new application will not be accepted until the previous accountability form has been completed and returned. The group should maintain accurate records around the grant including, but not limited to: receipts, banks statements and invoices. In the event that funds are not spent on the project or activity applied for the recipient may be required to return the grant funding to the Council.

What happens now?

Return your completed application form (with financial records and any supporting information which you believe is relevant to this application) to:

Community Board Advocate
Oxford-Ohoka Community Board
C/- Waimakariri District Council
Private Bag 1005
Rangiora 7440

Or hand deliver to either

• Oxford Library & Service Centre, Pearson Park Pavilion, Oxford.
• Rangiora Service Centre, 215 High Street, Rangiora.
• Ruataniwha Kaiapoi Civic Centre, 176 Williams Street, Kaiapoi.

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 decision and if successful an invoice and your organisation's bank account details will be requested.
• On receipt of this information payment will be processed to your organisation's bank account.
Groups Applying for Board Discretionary Grants 2017/2018

Name of Group:  

Address:  

Contact Person within Organisation:  

Position within Organisation:  

Contact phone number:  Email:  

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

What is the timeframe of the project?  

Overall Cost of Project: $  

Amount Requesting: $  

How many people will directly benefit from this project?  

Who is the range of people benefiting from this project? (You can tick more than one box)  

- People with disabilities (mental or physical)  
- Cultural/ethnic minorities  
- District  
- Preschool  
- School/youth  
- Older adults  
- Whole community/ward  

Provide estimated percentage of participants by Ward:  

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

Other (please specify):  

If this application is declined will this event/project still occur?  

- Yes  
- No  

If No – what are the consequences to the community/organisation?
What are the direct benefit(s) to the participants?

What is the benefit(s) to your organisation?

What are the benefit(s) to the Oxford-Ohoka community or wider district?

Is your group applying under the umbrella of another organisation (that is Charity/Trust registered?)  
☐ Yes  ☐ No
If yes, name of parent group

What is the relationship between your group and the parent group?

What other fundraising has your group undertaken towards this project/event? List any other organisations you have applied or intend to apply to for funding this project and amount applied for this project:

Have you applied to the Oxford-Ohoka Community Board or any other Waimakariri Community Board for other project funding in the past 18 months?  
☐ Yes  ☐ No
If yes, please supply details:

Enclosed  ☐ Financial Balance Sheet and Income & Expenditure Statement (compulsory – your application cannot be processed without financial statements)  
☐ Supporting costs/quotes (not compulsory)  
☐ Other supporting information

I am authorised to sign on behalf of the group/organisation making this application.

I declare that all details contained in this application form are true and correct to the best of my knowledge.

I accept that successful applicants will be required to report back to the Community Board by completing a simple Accountability Report.

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

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

Signed:  Date:
WAIMAKARIRI DISTRICT COUNCIL

REPORT

FILE NO and TRIM NO: GOV-26-10-06 / 170925102999
REPORT TO: Oxford-Ohoka Community Board
DATE OF MEETING: 5 October 2017
FROM: Karyn Ward, Community Board Advocate
SUBJECT: LGNZ Young Elected Members Retreat

1. SUMMARY

1.1. The purpose of this report is to consider attendance at the Local Government New Zealand (LGNZ) Young Elected Members Retreat in Selwyn. Attendance at the retreat is aimed at empowering the younger voice in local government and is targeted to those elected members under the age of 40.

Attachments:

i. Cover letter to Mayor Ayers re LGNZ Young Elected Members Retreat (Trim 170922102856).

2. RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

(a) Receives report No. 170925102999.
(b) Approves Board Member, Thomas Robson, to attend the LGNZ Young Elected Members Retreat, 9 to 11 November 2017 being held in the Selwyn District.
(c) Notes that any member attending a conference is requested to write a report on the Retreat, sharing ideas and knowledge gained, and the report is included in the Board’s December 2017 agenda.

3. ISSUES AND OPTIONS

3.1. The LGNZ Young Elected Members Retreat is to be held in Selwyn at Terrace Downs Resort from 9 to 11 November 2017. This is the first Retreat of this type being hosted by LGNZ, and all local government representatives under the age of 40 are invited to attend.
3.2. The theme of the Retreat is “Making local government relevant to 18 to 40 year olds living in our districts” with a focus on empowering the younger voice. Discussions will include better engagement with communities, ways to promote new ideas and technologies, and the challenges of living in a traditional environment.

3.3. Guest speakers include Duane Major, founder of 24-7 YouthWork; Salesulu Magnum Tuipulotu, former Community Development Manager for Selwyn District Council; and Malcolm Alexander, Chief Executive of LGNZ.

3.4. This Retreat is considered a valuable networking and idea gathering opportunity that is relevant to Community Boards as it showcases innovative and inspiring ways that Councils and Boards accept the challenges that comes with leadership in our communities, particularly when engaging younger constituents.

3.5. Board member, Thomas Robson, has indicated a strong interest in attending this event.

3.6. It is standard protocol that any Board member attending a conference are requested to write a report sharing ideas and knowledge gained, which would be included in the Board’s agenda the following month. The report would also be circulated to the other community boards for their information.

3.7. Other training opportunities could come before the Board prior to 30 June 2018 and will be considered as they arise. Attending the LGNZ Young Elected Members Retreat is unlikely to impact on the Board’s current training budget for limiting future training opportunities.

4. COMMUNITY VIEWS

4.1. Community views are not directly sought. The Retreat is a networking and idea sharing opportunity that will be of benefit to attending members in their role to assist the community that they serve.

5. FINANCIAL IMPLICATIONS AND RISKS

5.1. Each Board has a training/conference budget for the 2017/18 financial year. The Oxford-Ohoka Community Board’s budget has a balance of $11,033.

5.2. The cost for a Board member to attend the Retreat is $801, which includes conference and accommodation.

5.3. Venue proximity to Waimakariri allows opportunity for young elected representatives to attend with comparatively minimal travel costs.

6. CONTEXT

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

6.2. Legislation
Not applicable.

6.3. Community Outcomes
There are wide ranging opportunities for people to contribute to the decision making by local, regional and national organisations that affects our District.

Karyn Ward
Community Board Advocate
29 August 2017

David Ayers
Mayor
Waimakariri District Council
Private Bag 1005
RANGIORA 7440

Dear David

LGNZ Young Elected Members Retreat – Selwyn, 9 – 11 November 2017

Local Government New Zealand (LGNZ) is pleased to be hosting its first Young Elected Members Retreat on 9 – 11 November 2017, hosted by Selwyn District Council. All local government elected representatives under the age of 40 are invited to attend.

The Retreat theme is “Making local government relevant to 18 to 40 year olds living our districts.”

A brochure which provides more detail about the event, including the programme, is enclosed. Please forward this information to your young elected members.

Objectives of the Retreat

The Retreat will provide young elected members with professional development opportunities that focus on empowering the younger voice in local government, how young elected members can lead effectively and work collaboratively, and will develop the skills that young elected members need to better engage with their communities and other agencies. It will also provide attendees with the opportunity to share local stories of success and challenge, and to network with other young elected members from around New Zealand.

Attendance to be encouraged

Please encourage and support the young elected members who sit on your council, or on a community or local board, to attend the Retreat.

LGNZ and Selwyn District Council have heavily subsidised the event to keep costs down, and hope that with your council’s support we will be able to gather a wide network of young elected members from across the country who wish to attend.

If you need more copies of the brochure please contact Grace Hall, LGNZ Policy Advisor at grace.hall@lgnz.co.nz. Further information about the event and a registration form can be found at www.lgnz.co.nz/events/yem-2017-retreat. Registrations close on 29 September 2017.

We look forward to seeing your council’s young elected members in Selwyn in November.

Kind regards

Malcolm Alexander
Chief Executive
Local Government New Zealand

Sam Broughton
Mayor
Selwyn District Council
2017 YEM Retreat
9-11 November 2017, Selwyn

Event details
Making Local Government Relevant to 18 to 40 Year Olds Living in our Districts

Date: 9 - 11 November 2017

Friday, 10 November
9:45am Morning tea
10:00am Welcome and Introduction
10:00am Country & Regional Update (e.g. Christchurch)
10:45am Questions & Answer Session
11:00am Break
11:30am Lunch at the Anglican Church Hall, Linwood
12:00pm Working Group One: Where to From Here?
1:15pm Working Group Two: Changing Local Government
2:00pm Break
2:15pm Working Group Three: What to Do About It
3:00pm Working Group four: Making It Happen
4:00pm Working Group Report Backs
4:30pm Workshop Wrap Up
5:00pm Working Dinner
6:00pm Post-Dinner Keynote Address: The Future of Local Government
7:00pm Working Dinner

Saturday, 11 November
8:00am Breakfast and Briefing
9:00am Workshop Four: Where to From Here?
9:45am Morning tea
10:00am Workshop Five: What to Do About It
10:45am Questions & Answer Session
11:00am Break
11:30am Lunch at the Anglican Church Hall, Linwood
12:00pm Working Group One: Where to From Here?
12:45pm Working Group Two: Changing Local Government
1:15pm Working Group Three: What to Do About It
2:00pm Working Group Four: Making It Happen
3:00pm Working Group Report Backs
3:30pm Workshop Wrap Up
4:00pm Keynote Address: The Future of Local Government
5:00pm Working Dinner
6:00pm Post-Dinner Keynote Address: The Future of Local Government
7:00pm Working Dinner

Cost: $697.00 + GST

Venue: Terrace Downs Resort, 623 Coleridge Rd, Winthrop, Canterbury

Registration is close Friday, 9 September

Lee and Karen Carruthers
Phone: 021 778 143
Email: grace@liz.co.nz

For more information please contact
Grace Hall, Policy Advisor
Young Elected Members Committee

Register: liz.co.nz/events/2017-yem-retreat
between 2002 and 2008.

Malcolm Alexander, Chief Executive, LNZ

organisations.

develop the capacity of local volunteer groups and
preparatory and connected neighbourhoods, and
prepare and supported by sector leaders. Develop
volunteers: support and engage volunteers to
develop strategies and programs that promote,
and strengthen and support volunteers to
build capacity in the community and
provide opportunities in the community.

District Councils, Hauraki District Council,
Waikato District Council, Thames-Coromandel
District Council, Geelong District Council,
Geelong District Council.

Seymour Mayor, Former Community
Development Manager, Seymour District Council

While attending the retreat delegates can expect to:

- receive clarity around the Legacy WLM will leave
- become more effective over the next two and a half
- develop stronger relationships between councils and other term
- network, exchange ideas and build strong

Recovery outcomes

supports the capacity of local volunteer groups and
preparatory and connected neighbourhoods, and
prepare and supported by sector leaders. Develop
volunteers: support and engage volunteers to
develop strategies and programs that promote,
and strengthen and support volunteers to
build capacity in the community and
provide opportunities in the community.

District Councils, Hauraki District Council,
Waikato District Council, Thames-Coromandel
District Council, Geelong District Council,
Geelong District Council.

Seymour Mayor, Former Community
Development Manager, Seymour District Council

environment.

- How are we best able to live in a traditional
- Technology?

- How do we promote new ideas and new
- How do we better engage with our communities?
- How do we better engage with each other?
- During the retreat we will discuss:

Younger voices.

There will be a strong focus on empowerment of the
remote to 18 year olds living in our districts.

The Retreat Theme is Making Local Government
Relevant to 15 to 18 year olds.

boards who are under the age of 18 to attend.

speakers.

2017 Younger Members Retreat (YMR) (Saturday 9 - 11
Local Government New Zealand (LGNZ)
is holding

November 2017.

is Younger Members (YMR) (Saturday 9 - 11
Local Government New Zealand (LGNZ)
is holding

2017 Younger Members Retreat

Speakers
1. SUMMARY

1.1. The purpose of this report is to seek the Board's ratification of its submission to the Waimakariri District Council regarding the Draft Waimakariri Accessibility Strategy: “Towards an Inclusive Environment”.

Attachments:
   i. The Oxford-Ohoka Community Board’s Submission to the Waimakariri District Council (Trim 170830093927)

2. RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

(a) Receives report No. 170830094004.

(b) Ratifies the Board’s Submission to the Waimakariri District Council regarding the Draft Waimakariri Accessibility Strategy: “Towards an Inclusive Environment”. (Trim 170830093927)

3. ISSUES AND OPTIONS


3.2. A draft submission was circulated to Board members via email on 31 August and comments sought.

3.3. The submission was approved by the Board Chairperson in order to meet the deadline of 8 September.

3.4. The Management Team has reviewed this report.
4. COMMUNITY VIEWS

4.1. Public consultation occurred from 7 August to 8 September 2017.

5. FINANCIAL IMPLICATIONS AND RISKS

5.1. Not applicable.

6. CONTEXT

6.1. Policy

This matter is not a matter of significance in terms of the Council’s Significance Policy.

6.2. Legislation

Not Applicable.

6.3. Community Outcomes

Public spaces and facilities are plentiful, accessible and high quality.

Edwina Cordwell
Governance Advisor
The Oxford-Ohoka Community Board (the Board) fully supports the draft Waimakariri Accessibility Strategy: “Towards an Inclusive Environment”.

The Board strongly supports the concept of an accessibility strategy and an inclusive environment.

The aim of accessibility, both in a physical sense and in attitudes, means that all sectors of our society, including those with impairments benefit.

The New Zealand Disability Strategy aspires for us all to work together to achieve:

“a society that highly values our lives and continually enhances our full participation” and

“that we are treated with dignity and respect.”

The Board would welcome any opportunity to engage in any relevant and practical implementation actions including engagement, advocacy and education to further this aspiration.

The Board would also seek to engage with the Council and staff on how it could participate and promote the Waimakariri Vision of:

“All people, including those with impairments can engage in personal, community and civic life without barriers”.

Any of us at any time are just a step away from an accident or incident that could cause us a temporary or permanent impairment. It is imperative that we work towards awareness of this reality in the wider populace, leading to greater acceptance that all of us, at all times, are capable and useful people.

Thankyou,

Doug Nicholl
Chair: Oxford-Ohoka Community Board
Dear Members of the Oxford-Ohoka Community Board,

Thank you for taking the time to prepare your submission on the Draft Annual Plan 2017/18.

The third year of our Long Term Plan is about making sure we continue to deliver on our commitment to maintain existing services, invest in required infrastructure renewal, and spend wisely on new infrastructure needed to support the anticipated further growth of the district. The Council appreciates your contribution to the annual plan decision-making process and values the opportunity it had to hear submissions from those who attended the Hearings.

This letter is to advise you of the Council’s decision in relation to your submission.

Summary of Submission

Ashley Gorge

Relief Sought: The Board supports the Council’s proposals identified in the Draft Plan relating to the $65,000 allocation to the Ashley Gorge campground shelter and the support for the replacement of the Log Cabin.

Council decision: The Council has approved an additional $20,000 for the remodelling of the Ashley Log Cabin making a total funding allocation of $85,000.

District Plan - Review

Relief Sought: The Board supports the Council’s proposals identified within the Draft Plan relating to the District Plan Review.

Council decision: The Council thanks you for your support.

Oxford Library and Service Centre

Relief Sought: The Board supports the Council’s proposals identified within the Draft Plan relating to the Oxford-Service Centre and Library. The Board thank the Council for progressing this project and being prepared to adapt original expectations as complications arose. The Board acknowledges the project has required much greater expenditure in time, resources and finance than was planned. The
Board believes the new service Centre and Library-Information Centre will be an asset for the greater Oxford community for years to come.

**Council decision:** The Council thanks you for your support. It is expected the Oxford Library Service Centre building will be completed and open for use later in 2017.

**District Regeneration (Red Zone) Implementation Plan**

**Relief Sought:** The Board supports the Regeneration Plan but questions some projects included that will require funding for ongoing maintenance. For example, the Board is concerned as to how the proposed ‘food forest’ will be maintained long term, and the ongoing impacts on rates for initial community led projects that may lose enthusiasm and momentum over a number of years.

**Council decision:** The Regeneration Steering Group (RSG) provide governance for the Implementation Plan. The RSG will consider the sustainability of all projects, including the Food Forest, and the ability of the community to fund and maintain these projects into the future.

**Rural Fire**

**Relief Sought:** The Board advocates need for a proactive review for fire-fighting capacity of rural or semi-rural fires across their community area. The Board requests that the Council consider provision for a review to maximise hydrant capacity where feasible, to ensure semi-urban and intense lifestyle block areas are protected as far as is practical in light of the recent Port Hills fires, and to provide regularly spaced points where fire tankers could refill. Please refer to the full submission for further detail.

**Council decision:** Council staff will undertake a review of fire-fighting capacity with Fire & Emergency New Zealand (FENZ) and report back to the Board.

**Rates - Affordability**

**Relief Sought:** The Board requests that the Council ensure residents receive targeted information with a long period of notice regarding future ‘hefty’ rate rises, and a detailed, comprehensible explanation in plain language as to its necessity. The Board recognises that the proposed significant rates rise this financial year within their community area is due to the need for the Council to ensure district water supplies are compliant for drinking water standards. However, the Board hopes that a rise of this significance is a one-off event and similar increases of this level will not reoccur over a number of consecutive years.

**Council decision:** The Council thanks you for the points you raise regarding affordability. Information will be provided to properties as a follow up to the annual plan consultation process. Currently the Council is reviewing the 3 Waters rating in response to rating pressures being placed on small and rural supplies.

**LTP 2018-2028 - Kerbside Collection Options (Waste Management & Minimisation)**

**Relief Sought:** The Board requests that the Council encourage recycling in developing areas by maintaining minimal costs to dispose of waste appropriately, as the added element of travelling further to a recycling station increases the cost exponentially for rural and semi-rural residents. There is a community perception that the cost to dispose of green waste, in particular, is prohibitively high. The charges will have a direct consequence upon people making appropriate waste disposal choices and not undertaking clandestine dumping on roadsides and in riverbeds.
The Board also encourages the Council to continue to investigate new recycling technologies and invest in those that would benefit Waimakariri.

Council decision: The Waste Management & Minimisation Plan 2017 is currently out for a two month consultation period with stakeholders and the wider community. Your feedback and comments will be taken into consideration in finalising the Waste Management & Minimisation Plan, which will then inform proposals going forward into the Long Term Plan 2018-2028 Consultation Document.

Environmental Landscape - Urban Network Discharge Consenting

Relief Sought: The Board supports the Council’s proposals identified in the Draft Plan relating to a reasoned, prudent approach to Urban Network Discharge consenting.

Council decision: The Council thanks you for your support and will continue to work with Te Ngai Tuahuriri Runanga and Environment Canterbury to draft sensible and achievable conditions in the new comprehensive (global) consents.

Environmental Landscape - Sea Foam Algae and Ocean Outfall

Relief Sought: The Board supports the Council’s proposals identified in the Draft Plan relating to sea foam testing on the eastern seaboard.

Council decision: The Council thanks you for your support.

Environmental Landscape - Riparian Planting

Relief Sought: The Board supports native, riparian planting along waterways in its community area. The Board would like to see the planting programmes extended, and include the Cust drain and the Pearson Park drain, and the Ohoka and Eyre Rivers to encourage and improve bio-diversity.

Council decision: The Council thanks you for your support. Establishing plants can be challenging. Plants in the sewerage treatment ponds function as part of the treatment process. Trial planting has been undertaken to establish the suitability of the plants and preference will be given to plants proven to thrive under local conditions.

Environmental Landscape - Manawhenua Values

Relief Sought: The Board acknowledges that there are waterways in its community area that no longer support manawhenua values, and advocate for steps to be taken henceforth to address this issue through appropriate maintenance of waterways, such as the Ohoka Stream.

Council decision: Council staff are continuously exploring ways to carry out maintenance methods with the lowest possible environmental impact. The Council has recommended that staff attend the Oxford-Ohoka Community Board and listen to the concerns of the Board in regard to drain maintenance practices.

Environmental Landscape - Glyphosate

Relief Sought: The Board supports the research studies being undertaken regarding the environmental impact of spraying with glyphosate. However, the Board hopes caution is also being exercised during the trials to minimise any possible unplanned negative impact of this research on waterways' life, such as loss of habitat, aquatic life, planting, and trout.
Council decision: The research being carried out is on small sections of Council drain. Application of the herbicide is strictly controlled and in accordance with the manufacturers recommendations. We expect the research will enhance our understanding of the impacts of Glyphosate within the local environment and the results will be made available to the Board.

Environmental Landscape - Tree Plantations

Relief Sought: The Board is aware that Canterbury is expected a shortage of all types of timber. As plantations are felled not all are being replaced with similar or increased numbers of saplings, and some sites are being lost as they are converted to other uses such as dairying. The Board suggests that the Council should undertake future planning in relation to this shortage and design a comprehensive replanting programme of both native forests and pine plantations to be able to meet future Waimakariri District timber needs, and potential sources of revenue.

Council decision: The majority of council’s commercial plantations are pine trees. These are generally harvested at around 28 to 30 years of age to maximise revenue and minimise risks associated with harvested at around 28 to 30 years of age to maximise revenue and minimise risks associated with felling older trees. In most cases, we replant each commercial block harvested with pines. This is normally within two years to avoid penalties associated with the Emissions Trading Scheme.

Acquisition for forestry purposes would require a substantial business case, which at this time is not budgeted for and may not reflect the best investment strategy for the Council in terms of returns or liquidity. We will continue to replant forestry where this is deemed commercially viable, unless an alternate use is considered more appropriate.

Environmental Landscape - Waimakariri Water Zone Committee

Relief Sought: The Board recognises that domestic wells in rural areas are permitted as a right; however, the Board questions why every rural domestic well is permitted to draw 20,000L/day as part of this 'right'. The Board advocates that there is a need for a review regarding this level of permitted capacity use for every rural well, particularly in restricted areas such as the Eyre River Red Zone.

Council decision:

The Waimakariri sub-regional planning process has been lengthened to allow more time to reach an agreed understanding on the nature of groundwater movements under the Waimakariri River north of Christchurch.

This will give the Zone Committee and the community more time to consider how best to deal with the freshwater and ecological issues facing the zone, which includes river flows, surface water quality, as well as groundwater recharge and movement.

The Zone Implementation Programme Addendum – the package of recommendations prepared by the Waimakariri Zone Committee for Environment Canterbury and Waimakariri District Council – is now likely to be completed in September 2018, rather than December this year. In the coming months, more scientific work will be undertaken, including the drilling of nine wells alongside the Waimakariri River north of Christchurch, followed by a piezometric survey of around 80 wells across the zone to better understand groundwater flows and measure water quality.

Over the past 20 years, scientists working on the Waimakariri groundwater system have developed a good understanding of how water from the Waimakariri River enters the shallow groundwater system south of the river and flows towards Christchurch, where it replenishes the aquifers under the city.
There is, however, some uncertainty over what happens at deeper levels in what is a complex system, and over longer periods of 50 to 100 years. Three clusters of three wells are being drilled alongside the Waimakariri River. At each site, there will be a shallow (50m), a medium (100m) and a deep well (150m). Measurements will be taken of groundwater levels, as well as water quality and geochemistry. The new data from the wells and the piezometric survey will be analysed by the technical group overseeing the investigations, which includes scientists from Environment Canterbury, Lincoln AgriTech, GNS, as well as consultant experts. The scientific investigations and modelling should be completed by the end of the year.

A piezometric survey is a survey of groundwater levels across an area at a single given point in time.

Rates - Ohoka Drainage Rating Area

**Relief Sought:** The Board requests that the Council review the validity of requiring contribution rates from Truro Close and the Mandeville Road area to the Ohoka Drainage rating area. This is an ongoing concern for residents who perceive no benefit from that particular scheme. Residents are unaware of any council drains or connections in this area and the only 'drain' is a stock water race.

**Council decision:** Currently the Council is reviewing the 3 Waters district wide rating in response to rating pressures being placed on small and rural supply schemes.

Request for Funding - Community Board Discretionary Grants

**Relief Sought:** The Board requests the Council consider boosting the four Community Boards' discretionary grant funds by at least $1,000 each year. Consistently each year this Board finds itself over-subscribed for requests from local community groups in the Oxford-Ohoka Community. The grants, although of small value, can make a significant difference to our many worthwhile community groups. The grants contribute directly to the Council's Community Outcomes by ensuring a strong sense of community, with arts, culture, sport and heritage being celebrated.

**Council decision:** The Community Board discretionary grant is linked to population within the Board boundary area and increased by the Consumer Price Index (CPI). The Council could review the current localised allocation of Board grants and move to a District-wide benefit/interest/appeal and distribute grants at a District-wide level. This is a matter that can be further considered as of the Long Term Plan process.

Rates - Water Supply

**Relief Sought:** The Board recognises the need for the Council to search for potable water sources in the Board's community area. However, the Board is concerned about the uncertainty of costs surrounding the repeated boring of wells. Without guarantee of locating the necessary pressure (L/s) with the next bore drilled, there is continued impact upon local rates going forward as subsequent wells are drilled.

**Council decision:** The Council thanks you for your support regarding upgrading the water supplies. As with any well drilling there is still a risk that the well won't be successful. The costs to upgrade water supply schemes and the impact it has on rates will be considered as part of the 3 Waters rating review.

Roading - Safety Improvements

**Relief Sought:**

**Rural traffic safety:** The Board requests that the Council conduct a review/audit of traffic flows throughout rural areas of the district to reaffirm design and signage remains appropriate at
intersections (including the presence or need for addition of turning bays), including the South Eyre Road and Tram Road corner.

**Sunstrike vulnerability site identified:** The approach to the Ashley Bridge (Cones Road) from the Rangiora Showground has been noted as an area vulnerable to causing sunstrike. Revaluation of the colour and placement of painted centre lines, and/or the planting of trees is requested by the Board for investigation, to help mitigate this danger to road users.

**Mobile speed sensor detectors:** The Board requests that the Council consider purchasing a minimum of two additional mobile speed sensor detectors that can be utilised around the district, as these signs have indicated improved driver behaviour in particular areas and contribute to general driver education and awareness. One of the locations the Board would request to be prioritised is the Main Street (High Street to Bay Road).

**Council decision:** The safety of the rural network is monitored and maintained regularly. As well as routine maintenance inspections, network audits of rural traffic flows are also carried out as part of the roading network programme.

Road markings are controlled by national standards. The road markings on Cones Road at the Ashley Bridge comply with those standards. Sunstrike effects many roads and drivers need to be aware of the risks and drive appropriately.

The Council currently owns three sets of speed indicator signs. Council staff will be consulting with the Community Boards over the location of these signs and should further support for additional signs come out of that process it will be considered as part of the Long Term Plan 2018-2028.

**Rates - Wastewater Connection Fees and Costs**

**Relief Sought:** The Board notes the recent extensive upgrades to the Council reticulated supply in semirural areas where it was previously not available, such as Ohoka. Eventually all private wastewater systems will reach the end of their life. If those whose individual systems need replacing are near a reticulated supply, then the Board respectfully suggests that they should be required to join that Council supply. The Board suggest this based on its belief that in the long term, this requirement will mitigate potential contamination of the ground, and with more households connected to a Council wastewater system will lessen the cost to all the property owners on the scheme. Please refer to the full submission for further detail.

The Board additionally suggests that those customers joining the Council network, due to private systems requiring upgrades, be offered the option to pay off the connection fee as part of rates payments, in instalments over a number of years. The Board acknowledges that this option already exists for those who connect when reticulation works initially come on line, but would like to see the offer extended to those who join later due to necessity.

**Council decision:** As part of the consultation undertaken, residents who had an old or failing septic tank indicated they were happy to connect to the new system and those that had a new or functioning septic tank were not. The rules for septic tanks have recently changed under the Land Water Regional Plan. Council staff will work with Environment Canterbury to ensure that properties connect to the public system as and when their existing septic tank fails.

The Council agree there may be some benefit in considering a further incentive to allow properties to connect to the public system if it becomes necessary. Council staff will investigate possible options.

**Pearson Park/Oxford - Skate Park**
Relief Sought: The Board requests that the Council implement an upgrade and extension to the Oxford Skate Park, including the installation of lights in the 2018/19 year. The investigation/design stage of this project has been requested under the Annual Plan section for consideration on the 2017/18 year.

The Board wish to reflect the views of the Pearson Park Advisory Board (PPAB) in that the addition of a bowl similar to those in Rangiora and Kaiapoi would allow for safer use. Similarly, the addition of contoured paths would provide the younger children with a safe place to scooter without the danger of running into pedestrians. Please refer to the full submission for further detail.

Council decision: An extension to the Oxford Skate Park would benefit the local community and provide additional recreation opportunities. Currently, the Pearson Park Advisory Group receives $10,000 capital funding per year, the Council suggest that this funding be utilised towards the upgrade and extension of the skate park.

Request for Funding - Historic Ohoka Homestead Gatehouse

Relief Sought: Recognising the historic importance of the Ohoka Homestead Gatehouse to Ohoka the current owners have offered to donate this building to the community. The Board acknowledges the Council’s support to fund an engineering assessment regarding the proposed relocation of the Gatehouse to Ohoka Domain, close to Ohoka Bush.

Depending on the engineer's final feasibility conclusions, the Board requests that the Council allow provision of $50,000 towards the costs of relocating and securing this building on its proposed new site in the Ohoka Domain. The community would, from that point, take ownership of the project. Please refer to the full submission for further detail.

Council decision: The Council thanks you for your support. Council staff will prepare a report for the Board’s consideration with options and a way forward for the relocation of the building.

Ohoka Domain - Pavilion Upgrade

Relief Sought: The Board supports the planned strengthening of the Ohoka Domain Pavilion and requests that this project be expedited to enable maximum community use, including for Community Board meetings.

Council decision: The Council thanks you for your support. This work is due for completion by August 2017, weather permitting.

Major Capital Projects - Oxford Jaycee Hall

Relief Sought: The Board supports the planned strengthening of the Oxford Jaycee Hall but suggests to the Council that there is also a need to consult with the regular users of the facilities to ensure that their views and needs are fairly considered.

The Oxford Historical Society has also advised that it would wish to move the entrance to the Museum round to the west of the building so that it is more prominent and facilities easier to access.

Council decision: The Council thanks you for your support. Discussions with the Museum regarding the entrance way have informed a draft plan which will be presented to the Board in early August.

Property Management - Council Portacom

Relief Sought: The Board requests that the Council investigate the option to relocate one of the Council owned portacoms to the Mandeville/Swannanoa area for community meeting space.
**Council decision:** The Council received two other annual plan submissions interested in repurposing the council owned portacom. Over the next 12 to 18 months it is likely that the building will be needed for Council staff accommodation as repairs and alterations are undertaken at the Rangiora Service Centre. When a decision is made to dispose of the building we will be in touch.

**Ohoka Domain**

**Relief Sought:** The Board requests that when the Ohoka Domain is reviewed, as part of its management plan, additional play equipment to cater for older children and teenagers be considered and consulted on. This may include the potential for a skate park.

The Board wishes to highlight the pressing need for a solution to the grass and shingle verge issues adjacent to the Mill Road entrance to Ohoka Domain. This is becoming a major issue in winter months, particularly on Fridays when the market is underway.

**Council decision:** The Council’s Greenspace Unit will begin development of a concept plan for the Ohoka Domain this August and will work with the Roading Unit on the entranceway and parking issues. Strengthening work on the Domain building is scheduled for late July early August depending on the weather and the contractor’s availability.

**Development Contributions - policy request**

**Relief Sought:** The Board supports the Council requiring upfront, non-refundable contributions from developers. Delays in contribution payments due to delayed projects, or developers later choosing not to proceed, add to the rates burden of existing residents as the Council has already invested in sewer and water connections those developers required as part of their plans. Alternatively when any delayed levy from developers is paid, the Council needs to acknowledge that ratepayers have already paid a sum towards that connection and require the developer to cover the financial difference.

**Council decision:** Developers are required to pay development contributions when new lots are created, when a new building is constructed, or when a new connection to Council services is made. The timing and payment of development contributions is linked to when the demand on the Council’s network is created.

An independent review of the Council’s Development Contributions Policy will be undertaken later this year to ensure compliance with the Local Government Act 2002; review the policy’s underlying assumptions and to assess the usability of the policy.

**Roading - Safety Improvements**

**Relief Sought: School safety** - The Board requests that the Council undertake traffic calming measures outside Ohoka School, and review any other measures necessary to ensure safety of our community around all schools in the Board’s community area.

The Board requests that due to the nature of traffic volumes and flows the Oxford Area School and Ohoka School be considered for flashing 40kph school lights.

**Oxford Area School pedestrian safety** - Another safety issue identified in relation to school children is the need for footpath, kerb and channeling, with clearly denoted parking, and a clearly marked single pedestrian crossing to be installed along the west side of Bay Road, Oxford between Dohrmans Road to Church Street. Please refer to the full submission for further detail.

**Ashworth’s Road** - The Board requests that Ashworth’s Road be sealed in sections over a long period, to improve the safety of traffic using it. Please refer to the full submission for further detail.
Tree root damage - The Board requests that the Council prioritise the remediation of German and Browns Rock Road. The Council has already acknowledged the dangerous surface in German Road by erecting ‘Uneven Surface’ signs. Other safety concerns relate to damage to vehicles and the unstable handling of vehicles caused by the ripples and bumps on the road.

Council decision: Council staff will be engaging with the Ohoka School and Oxford Area School over the next few months to discuss road safety issues, including pedestrian safety. The management of road safety at schools requires a collaborative approach between the School (the Board, Teachers and Pupils), parents and the Council to resolve these issues.

Council policy provides for the sealing of unsealed roads in three situations:

1. If it qualifies for NZTA funding; or
2. If there are financial contributions from development to the value of at least 30 per cent of the cost of the sealing; or
3. If property owners pay half, the Council will pay the other half.

At this stage there are no plans to seal Ashworths Road.

The current approach for managing tree roots is to repair any that are considered a hazard. When German Road and Brown Rock Road are due for resealing more extensive repairs will be carried out prior to the sealing.

LTP 2018-2028 - Other Proposals: Extension of the Cycleway/Pathway (Whites Road to Bradleys Road)

Relief Sought: Due to several new residential developments in the Ohoka area the number of young people in our community has risen. Therefore, the Board requests that the Council consider extending the footpath along Mill Road in Ohoka from Whites Road to Bradleys Road, as an extension to the existing cycleway, which runs from Whites Road to Jacksons Road, to enable children to cycle safely to Ohoka School.

Council decision: The Council approved the Walking and Cycling Strategy earlier this year and are currently preparing an implementation plan to feed into the Long Term Plan 2018-2028. The Mill Road project will be included in the draft Implementation Plan for Council consideration.

Roading - Upgrades

Relief Sought:

Mandeville Junction - The Board requests the planned upgrade of slip lanes at Mandeville junction proceed promptly, as was originally proposed as part of the Mandeville commercial development. Safety audit information requested appears to support the original time-frame.

Oxford car parking - The Board requests that the Council explore the option of sealing the carpark between the butcher’s shop and the Service Centre in Main Street, Oxford.

Council decision: Any work required as part of the consent conditions for the Tram Road commercial development at Mandeville will be carried out as part of that work programme. The Tram Road/McHughs Road intersection will be investigated for future improvements and included in the Long Term Plan 2018-2028.

Your request to explore the option of sealing the carpark between the Butcher’s shop and the Service Centre in the Main Street will be considered as part of the Long Term Plan 2018-2028 process.
Environmental Landscape - Ohoka Stream

Relief Sought: The Board acknowledges just upstream of Mill Road is part of the Glyphosate trial, with part sprayed and part left as a control. Nonetheless, the Board would like to advise the Council that Ohoka Stream, being the entire length of the Mill Stream Walkway, particularly between Bradleys Road Bridge and Marshalls Road Bridge, is overgrown; to a point that water is no longer visible in places. The Board requests an ongoing maintenance programme be considered; in consultation with the Community Board, and any potential implementation of improvements begin by the start of the 2018/19 financial year.

The Board also acknowledges the contribution of the Ohoka Drainage Advisory Group. Please refer to the full submission for further detail.

Council decision: The Council thanks you for raising concerns regarding weed growth. Drainage staff are conscious of the impacts mechanical cleaning and the use of herbicides has on the environment.

The Council has recommended that staff attend the Oxford-Ohoka Community Board and listen to the concerns of the Board in regard to drain maintenance practices.

Copies of the adopted Annual Plan 2017/18 are available at the Rangiora, Kaiapoi and Oxford service centres and libraries and on our website waimakariri.govt.nz

Once again, thank you for your interest and contribution to the decision-making that affects our District.

Yours sincerely

David Ayers
Mayor
1. **SUMMARY**

On 11 September, I attended the memorial service for the late Peter Allen at the Rangiora Town Hall. The service was a tremendous tribute for an amazing man and his passing is a huge loss for our district.

On 14 September, the Ohoka Rural Drainage Committee held a meeting where amongst other matters we discussed the need for urgent work to be done at Mandeville. It is a work in progress.

A meeting at Mandeville on 20 September was held to re-establish a residents association. I attended to provide support where I could. Topics of discussion were flooding issues and the unconsented composting operation in Diversion Road. Through the drainage committee, I offered the Mandeville Residents Association the opportunity to nominate two residents to be part of that drainage committee.

Doug Nicholl  
Chairperson  
Oxford-Ohoka Community Board

2. **RECOMMENDATION**

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

(a) **Receives** report No. 170926103668