

MINUTES FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD TO BE HELD IN THE OHOKA HALL, MILL ROAD, OHOKA ON WEDNSDAY 3 AUGUST 2022 AT 7PM.

PRESENT

D Nicholl (Chairperson), T Robson (Deputy Chairperson), S Barkle, and N Mealings.

IN ATTENDANCE

J Millward (Acting Chief Executive) (Virtually), T Tierney (General Manager Planning, Regulation and Environment), J McBride (Roading Manager), G Stephens (Design and Planning Team Leader), A Coker (Community Facilities Team Leader), A Mace-Cochrane (Graduate Engineer), T Kunkel (Governance Team Leader) and A Connor (Governance Support Officer).

A Schulte from CavellLeitch attend the meeting virtually, and a member of the public was present at the meeting.

1. APOLOGIES

Moved: T Robson

Seconded: S Barkle

THAT apologies for absence be received and sustained from M Brown, S Farrell, R Harpur and W Doody.

CARRIED

2. PUBLIC FORUM

2.1 Brent Arp – Ohoka Resident

B Arp explained that a lot of flooding occurred down Wilson Drive, Ohoka. The water flowing down the road would get so high that residents could not drive to their homes and would have to park at the bottom of the Wilson Drive and use a four wheel drive vehicle to access their properties. Property owners had spoken to the Mayor as well as the Rural Drainage Advisory Group, however, the problems had not been resolved.

N Mealings noted she had spoken to Council staff regarding the flooding of Wilson Drive and they were going to undertake CCTV surveillance to determine what would need to be done. D Nicholl advised he would visit Wilson Drive in the following days to discuss the ongoing issue with B Arp.

3. CONFLICTS OF INTEREST

Item 7.5 - T Tierney noted as a member of the Regulation Team she would not take part in the discussion about the Board's submission to private Plan Change 31

4. **CONFIRMATION OF MINUTES**

4.1. **Minutes of the Oxford-Ohoka Community Board meeting held on 6 July 2022**

Moved: N Mealings Seconded: S Barkle

THAT the Oxford-Ohoka Community Board:

- (a) **Confirms** the circulated Minutes of the Oxford-Ohoka Community Board meeting, held on 6 July 2022, as a true and accurate record.

CARRIED

4.2. **Minutes of the Oxford-Ohoka Community Board meeting held on 20 July 2022**

Moved: T Robson Seconded: D Nicholl

THAT the Oxford-Ohoka Community Board:

- (a) **Confirms** the circulated Minutes of the Oxford-Ohoka Community Board meeting, held on 20 July 2022, as a true and accurate record.

CARRIED

4.3. **Matters Arising (FROM MINUTES)**

T Kunkel advised there were only two matters outstanding that the Board had previously requested information on, which would hopefully be provided before the next Board meeting.

PUBLIC EXCLUDED MINUTES

(These Minutes were considered in the public excluded portion of the meeting)

4.4. **Minutes of the public excluded portion of the Oxford-Ohoka Community Board meeting held on 20 July 2022**

5. **DEPUTATIONS AND PRESENTATIONS**

5.1 **Relocation of the West Eyreton Rifle Club – A Coker**

A Coker explained the West Eyreton Rifle Club previously occupied the Cust Community Centre. The shooting activity took place within the centre by utilising the main hall area with fixed targets being underneath the stage where the bullet traps were located. The nature of this operation resulted in a build-up of lead exposure and contamination to the bullet trap area and half the main hall. Due to contamination and the multi-use nature of the Cust Community Centre the Club had to relocate.

A Coker noted that the first option was to relocate the Club to the Pearson Park Pavilion, which was previously used by the Oxford Small-bore Rifle Club. It was made redundant for seismic assessments and the rifle range had since been upgraded to meet the seismic standards. The key benefit of this option was that the base structure for the range was already in place. The second option would be construction of a new purpose build facility. However, at an estimated cost of \$1 million Council staff believed this option was not viable with the Club's current membership numbers.

A Coker had been in contact with the Oxford School and other groups that currently use Pearson Park Pavilion to work through the logistics. He had also inspected the structure itself to ensure the Club would not have the same problems that occurred at the Cust Community Centre. The West Eyreton Rifle Club were happy to fundraise for the costs of the work that needed to be done and wanted to use local contractors.

In response to a question by N Mealings, A Coker confirmed remediation of the lead had been done at the Cust Community Centre and the Centre was now at a level that complied with Ministry of Health regulations.

N Mealings then sought clarity on the cost of upgrading the Pearson Park Pavilion to meet regulations would be. A Coker noted that upgrades were required to bring the space up to current compliance requirements as stipulated by Target Shooting New Zealand at an estimate cost of around \$12,000.

T Robson questioned what upgrades would need to be done. A Coker advised that the following upgrading would be needed:

- Casted concrete slab, to encapsulate the lead still sitting and to provide a sealed surface
- Install Mechanical Ventilation
- Seal/Paint the existing blockwork walls
- Install LED Lighting to Range
- Safety Systems for when they were shooting
- Build a storage area
- Either pull the old traps from the Cust Community Centre or install new traps.

6. **ADJOURNED BUSINESS**

Nil.

7. **REPORTS**

7.1. **Main Street, Oxford – Endorsement to Seek Approval for a 40km/h Speed Limit – J McBride (Roding and Transport Manager) and A Mace-Cochrane (Graduate Engineer)**

J McBride stated the newly implemented Setting of Speed Limits Rule 2022 from Waka Kotahi was more permissive than the previous, with respect to implementing lower speeds without the need for significant investment in infrastructure. Hence, it provided an opportunity to progress the speed limit changes the community and the Board had been seeking. She noted that a Speed Management Plan would be developed and implemented ahead of the 2024/27 Long Term Plan process. However, in the interim the Council could apply to the Director of Waka Kotahi for the change in the speed limit along Main Street, Oxford. Budget had been allowed for signage and markings within the Roding Minor Safety Programme that was approved by the Utilities and Roding Committee in July 2022.

T Robson questioned if the proposed change in speed limits would have to be submitted to the Council for approval. J McBride confirmed that the Council was delegated to change speed limits.

T Robson enquired if making the request to Waka Kotahi committed the Board or the Council to implement any significant changes to Main Street, Oxford in the future. J McBride answered that the Council would submit a formal written request to Waka Kotahi that outlined the previous consultation. The request would not commit either the Board or the Council to make any infrastructure changes. The Council would however need to monitor speeds across the district. If there was a large disconnect found between the posted speed and the mean speed infrastructure changes may need to be looked at and budgeted for then.

Moved: T Robson

Seconded: N Mealings

THAT the Oxford-Ohoka Community Board:

(a) **Receives** Report No. 220719123144.

RECOMMENDS THAT the Council:

(b) **Receives** Report No. 220719123144.

(c) **Approves** an application being submitted to the Director at Waka Kotahi under section 2.6 of the Setting of Speed Limits Rule 2022, requesting approval to proceed with the implementation of a 40km/h speed limit on Main Street, Oxford, between Burnett Street and Bay Road.

(d) **Notes** that consultation on a 40km/h speed limit on Main Street, Oxford (between Burnett Street and Bay Road) was undertaken in 2021 and this was supported by 54% of respondents, with the remaining 46% of respondents opposed to the change.

(e) **Notes** that Meyer Place, Coney Street and Redwood Place would need to be included within the 40km/h speed limit area as they were not sufficient length to hold their own speed limit, and speeds on these roads were very low due to their nature.

CARRIED

T Robson commended all the work done by S Farrell to achieve this change in the speed limit, noting that this was a great outcome for the community.

N Mealings also credited S Farrell for her dedication to having this speed limit implemented and thanked J McBride and her team for their hard work as this change was greatly wanted by the community.

At this time Item 7.4 was taken, however the Minutes have been recorded in the order of the Agenda.

7.2. **Adoption of the Waimakariri District Walking and Cycling Network Plan and Infrastructure Prioritisation Programme – J McBride (Roading and Transport Manager) and A Mace-Cochrane (Graduate Engineer)**

A Mace-Cochrane took the report as read.

S Barkle sought clarity on when the projects in priority one would be implemented. A Mace-Cochrane confirmed that priority one projects were scheduled for implementation in the 2023/24 financial year.

S Barkle noted that rural school children do not have the option, due to the lack of safe walkways and/or cycleways, to walk to schools. Currently students who lived within the 3.2 kilometre bus exclusion zones had to be dropped off and collected from school as there was no public transport or other safe alternative. She questioned if the development of pathways in the bus exclusion zones was on the Council's radar. J McBride noted they were not but she would take the feedback into consideration.

Moved: T Robson

Seconded: D Nicholl

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 220628109399.
- (b) **Notes** that formal submissions from the Oxford-Ohoka and Woodend-Sefton Community Boards had been taken into account with the recommendations below.
- (c) **Notes** that any further feedback from the Board from this meeting would be included for the Council's consideration.

RECOMMENDS THAT the Council:

- (d) **Receives** Report No. 220628109399 (v2).
- (e) **Adopts** the recommended Walking and Cycling Network Plan (TRIM No. 220725126302).
- (f) **Adopts** the amended Walking and Cycling Network Plan prioritisation programme (TRIM No. 220726126399).
- (g) **Notes** the following additions were recommended to the draft Walking and Cycling Plan based on community and Community Board submissions:
 - a. **North Eyre Road** (between No. 10 Road and Earlys Road).
 - b. **North Eyre Road** (between Poyntzs Road and Tram Road).
 - c. **Two Chain Road** (between Pattersons Road and North Eyre Road).
 - d. **Pattersons Road** (between Two Chain Road and Wards Road).
 - e. **Wards Road** (between Makybe Drive and Pattersons Road).
 - f. **Whites Road** (between Mill Road, Ohoka, and Tram Road).
 - g. **Tram Road** (upgrade of level of service between Whites Road and Mandeville Town).
 - h. **Easterbrook Road** (from Cust River – bridge from Bradleys Road to Fernside Road).

- i. **Fernside Road** (between Easterbrook Road and Townsend Road).
 - j. **Townsend Road** (upgrade of level of service between Fernside Road and the South Brook).
 - k. **Mill Road, Ohoka** (between Threlkelds Road and Christmas Road).
 - l. **Christmas Road** (between Mill Road, Ohoka, and Butchers Road).
 - m. **Butchers Road** (between Christmas Road and Ohoka Road).
 - n. **Bramleys Road** (between Tuahiwi Road and Lineside Road).
 - o. **Greens Road** (between Tuahiwi Road and Church Bush Road).
 - p. **Church Bush Road** (between Greens Road and Tuahiwi Road).
 - q. **Te Pouapatuki Road** (between Greens Road and Rangiora Woodend Road).
 - r. **State Highway One** (between Gressons Road and Pegasus Boulevard).
 - s. **Bridge Street** (between Reserve Road and the beach access).
 - t. **Domain Terrace** (between Park Terrace and the campground access).
 - u. **Waikuku Beach Domain** (between Domain Terrace and Reserve Road).
 - v. **Cones Road** (between Dixons Road and Carrs Road).
 - w. **Carrs Road** (between Cones Road and Station Road).
 - x. **Station Road** (between Carrs Road and Loburn Whiterock Road).
 - y. **Hodgsons Road** (between Swamp Road and 110 Hodgsons Road).
 - z. **Loburn Whiterock Road** (upgrade level of service between Loburn Domain and Dixons Road).
- (h) **Recommends** that staff re-instate the Walking and Cycling Reference Group under new Terms of Reference, which staff would draft and bring back to Council in a separate report.
- (i) **Notes** that there was a budget of \$490,000 within PJ101229.000.5135 for the 2022/23 financial year, of which, \$40,000 was allocated towards the design of walking and cycling infrastructure within the priority one group, and \$450,000 towards the construction of a footpath in Tuahiwi.
- (j) **Notes** that there was a budget of \$660,000 within PJ101229.000.5135 for construction of walking and cycling infrastructure in the 2023/24 financial year.
- (k) **Notes** that the prioritisation programme associate with the Walking and Cycling Network Plan would follow and be considered as part of the next Annual Plan.
- (l) **Notes** that the Walking and Cycling Network Plan sets a strategic framework, and would require further costing and prioritisation through the Long Term Plan process.
- (m) **Notes** that consultation for the two options in Kaiapoi, completing of the Kaiapoi to Woodend link, would be consulted on during the design phase of the Sandhill Road portion.

- (n) **Notes** that 82% of survey respondents support an increase of funding to deliver the Network Plan, and that staff would take a separate submission to the Long Term Plan to seek additional funding.
- (o) **Notes** that consideration of funding opportunities to advance the implementation of the plan was also being explored through the 'Better Off' funding stream, as part of the Three Waters Reform.
- (p) **Notes** that staff were exploring the opportunity to apply for funding through the Climate Emergency Response Fund, which may be used to for additional modal change projects, or to fund cycle ways that qualify under this additional fund.
- (q) **Notes** that the plan and prioritisation of routes would be reviewed internally (in conjunction with Community Boards and the Council) every three years and publicly consulted upon every six years.

CARRIED

T Robson commended staff on the thorough consultation process undertaken, and was glad to see such a large number of submissions.

7.3. Application to Oxford-Ohoka Community Board's Discretionary Grant Fund 2022/23 – T Kunkel (Governance Team Leader)

T Kunkel took the report as read and there were no questions from Board members.

Moved: S Barkle

Seconded: N Mealings

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 220628109375.
- (b) **Approves** a grant of \$500 to the Oxford Football Club Incorporated towards the replacement of its playing kit for the junior teams.

CARRIED

7.4. Ratification of the Oxford-Ohoka Community Board's Submission to the Council's Walking and Cycling Network Plan – T Kunkel (Governance Team Leader)

T Kunkel took the report as read and there were no questions from Board members.

Moved: T Robson

Seconded: S Barkle

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 220629109961.
- (b) **Retrospectively ratifies** its submission to the Council's Walking and Cycling Network Plan (Trim Ref: 220623107276).

CARRIED

7.5. **Approval of the Oxford-Ohoka Community Board's Submission on Private Plan Change 31 (RCP031) – Rolleston Industrial Developments Limited – T Kunkel (Governance Team Leader)**

J Millward spoke to the report noting it was an outcome of the Board meeting held on 20 July 2022, which requested staff to prepare the Board's submission in opposition to Private Plan Change 31. Due to the technical nature of the submission, staff were assisted by an independent lawyer, Andrew Schulte, in drafting the objection, which had been circulated to members. He noted that on 20 August 2022 the Council resolved to submit in opposition to Private Plan Change 31 and as a result of this decision the Council would have to delegate decision on the proposed plan change to independent commissioners.

A Schulte note that all the concerns raised by members were included in the draft submission that was circulated to members before the meeting. However, the Board would have an opportunity to submit further evidence to support its submission at the hearing. Subsequent to discussion, it was agreed that members would submit any additional information or amendments to A Schulte for inclusion in the final document.

Moved: T Robson

Seconded: S Barkle

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No 220720123597.
- (b) **Approves** the Board's submission (Trim 220729129517) to Private Plan Change 31 (RCP031)
- (c) **Authorises** the Chairperson of the Board to make any minor amendments to the final submission, if required, prior to the lodgement of the submission to the Waimakariri District Council on Friday 5 August 2022.

CARRIED

The Chairperson thanked A Schulte for his advice and work done in assisting the Board in drafting its submission.

8. CORRESPONDENCE

8.1. **Letter from Oxford Area School about their 150 Year Anniversary**

The Chairperson tabled a letter received from Oxford Area School inviting Board members to attend their 150 year anniversary to be held on 21 and 22 October 2022.

Moved: D Nicholl

Seconded: N Mealings

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the correspondence from Oxford Area School (Trim 220817141317).

CARRIED

9. CHAIRPERSON'S REPORT

9.1. Chair's Diary for July 2022

- Attended three meetings regarding Plan Change 31.
- Attended a special meeting of the Ohoka Rural Drainage Advisory Group regarding making a submission to Plan Change 31.

Moved: N Mealings Seconded: S Barkle

THAT the Oxford-Ohoka Community Board:

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

CARRIED

10. MATTERS FOR INFORMATION

- 10.1. Woodend-Sefton Community Board Meeting Minutes 11 July 2022.
- 10.2. Kaiapoi-Tuahwi Community Board Meeting Minutes 18 July 2022.
- 10.3. Waimakariri District Climate Change Scenario Technical Report – Report to Council Meeting 5 July 2022 – Circulates to all Boards.
- 10.4. Health, Safety and Wellbeing Report July 2022 – Report to Council Meeting 5 July 2022 – Circulates to all Boards.
- 10.5. Elected Member Remuneration 2022/23 – report to Council Meeting 12 July 2022 – Circulates to all Boards.
- 10.6. Enterprise North Canterbury Approved Statement of Intent beginning 1 July 2022; Updated Enterprise North Canterbury Business Plan and Budget 2022/23; and Promotion of Waimakariri District Plan – Report to Audit and Risk Committee Meeting 19 July 2022 – Circulates to all Boards.
- 10.7. Annual Report and audited accounts for Enterprise North Canterbury for the year end 30 June 2021 – Report to Audit and Risk Committee Meeting 19 July 2022 – Circulates to all Boards.
- 10.8. Annual Report to Te Kohaka o Tuhaitara Trust for the year ended 30 June 2021 – Report to Audit and Risk Committee Meeting 19 July 2022 – Circulates to all Boards.
- 10.9. Proposed Roothing Capital Works Programme for 2022/23 – Report to Utilities and Roothing Committee Meeting 19 July 2022 – Circulates to all Boards.
- 10.10. Wastewater Treatment Plant Compliance Reporting – Report to Utilities and Roothing Committee Meeting 19 July 2022 – Circulates to all Boards.
- 10.11. May 2021, December 2021 and February 2022 Flood Events – Service Requests Update – Report to Utilities and Roothing Committee Meeting 19 July 2022 – Circulates to all Boards.

Moved: T Robson Seconded: S Barkle

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the information in Items.10.1 to 10.11.

CARRIED

11. MEMBERS' INFORMATION EXCHANGE

S Barkle

- Attended a Waimakariri Health Advisory Group Meeting – New Health Hub eta was December 2023. Discussed setting up wellbeing initiatives for the community. Steps in progress to set up emergency and transitional housing.
- Received many questions regarding drainage, mainly concerning Stockwater races and the associated culverts and who maintains them.

T Robson

- Attended the Ashley Gorge Reserve Advisory Group Meeting – Had new members and the group were reviewing their terms of reference. They were looked into getting a gas barbeque rather than an electrical one because of the cost of installing power.
- Attended a Pearson Park Advisory Group Meeting – The Menz Shed were looking at putting in a storage shed. Discussed installing lights and were investigating options that would not interfere with the blackout. The Drain had been overflowing and was causing surrounding business to flood resulting in them needing to close.

S Farrell

- Attended the Pearson Park Advisory Group Meeting.
- There was major flooding in Oxford some of which could have been prevented with drain clearing.
- Attended Oxford Historical Society Meeting,

R Harpur

- Mandeville had seen severe flooding this month including in Millfield, Roscrea, San Dona and Bradleys Road.
- There had been two accidents in the past fortnight at the McHughs Road and Tram Road intersection.
- North Canterbury Rugby held all ten of its finals at Mandeville Sports Centre. There had been a large number of supporters and was a fantastic event.

N Mealings

- Attended the Waimakariri Economic Development Strategy Workshop.
- Attended the Abbeyfield Waimakariri Annual General Meeting.
- Visited Dorothy Scott with the Acting Chief Executive and the Mayor to follow up on the drainage issue she spoke to the Board about previously.
- Attended the OPAC Mix and Mingle Event – Were looking into new promotion methods.
- Community and Recreation Committee Meeting – Deputation from Brent Cairns regarding the Kaiapoi Food Forests and establishing other food forests in the district. There was a report about Art Strategy for the Waimakariri District for which the Council received a \$32,000 grant from Creative Communities as a part of Covid recovery.
- Attended a planting day with Sustainable Coastlines.
- Oxford Community Trust - The We've got your back campaign was starting up.
- Council Meeting – Accepted the Plan Change 31 submission.

12. CONSULTATION PROJECTS

Nil.

13. BOARD FUNDING UPDATE

13.1. Board Discretionary Grant

Carryover from 2021/22: \$549.
Allocation for 2022/23: \$5,990.
Balance as at 31 July 2022: \$5,039.

13.2. General Landscaping Budget

Carryover from 2021/22: 2,203.
Allocation for 2022/23: \$13,090.
Balance as at 31 July 2022: \$15,293.

The Board noted the funding update.

14. MEDIA ITEMS

Nil.

At this time Oxford-Ohoka Community Board went into workshop to discuss the General Landscaping Budget for 2022/23 and Pedestrian Crossings on Main Street, Oxford, however the Minutes have been recorded in the order of the Agenda.

15. MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

Section 48, Local Government Official Information and Meetings Act 1987

Moved: T Robson

Seconded: S Barkle

THAT the public be excluded from the following parts of the proceedings of this meeting.

CARRIED

The general subject of the matter to be considered while the public was excluded, the reason for passing this resolution in relation to the matter and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution, was as follows:

Item N°	Reports / Minutes of:	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
15.1	Minutes of the Public Excluded portion of the Oxford-Ohoka Community Board Meeting held on 20 July 2022	Confirmation of Minutes	Good reason to withhold exists under Section 7	Section 48(1)(a)

This resolution was made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987, and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public was as follows:

Item N°	Reason for protection of interests	Ref NZS 9202:2003 Appendix A
15.1	Protection of privacy of natural persons	A2(a)

CLOSED MEETING

The public excluded portion of the meeting occurred from 9.05pm to 9.12pm.

Resolution to Resume in open meeting

15.1 Confirmation of the Minutes of the Public Excluded portion of the Oxford-Ohoka Community Board Meeting held on 20 July 2022

Resolves that the Minutes remain public excluded.

OPEN MEETING

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 would be held at the Ohoka Hall on Wednesday 7 September 2022 at 7pm.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 9.18pm.

Workshop (8.07pm – 8.40pm)

- *General Landscaping Update*
 - It was agreed the members would send their suggestions through and a list would be compiled for the new board to take into consideration.

- *Pedestrian Crossings on Main Street, Oxford*
 - Three pedestrian crossings along Main Street, Oxford would be updated.

CONFIRMED

Chairperson

Date