

Agenda

Oxford-Ohoka Community Board

Wednesday 2 July 2025

6.30pm

Oxford Town Hall
34 Main Street
Oxford

Members:

Sarah Barkle (Chairperson)
Thomas Robson (Deputy Chairperson)
Mark Brown
Tim Fulton
Ray Harpur
Niki Mealings
Pete Merrifield
Michelle Wilson

AGENDA CONTENTS – OXFORD-OHOKA COMMUNITY BOARD MEETING

<u>Item Number</u>	<u>Item Topic</u>	<u>Page numbers</u>
4	Confirmation of Minutes	
4.1	Minutes of 4 June 2025	9-16
6	Adjourned Business	
6.1	Applications to the Oxford-Ohoka Community Board's 2025/26 Discretionary Grant Fund	17-28
7	Reports	
7.1	Request for Approval to Install a Stop Control at High Street / Church Street / Weld Street Intersection	29-33
7.2	Main Street Oxford Proposed Parking Changes	34-64
7.3	West Eyreton Scout Group Storage Shed	65-69
7.4	General Landscaping Project – Ecological Enhancement between Tram Road and Wards Road	70-74
7.5	Oxford-Ohoka Community Board's 2025/2026 Discretionary Grant Fund and 225/26 General Landscaping Budget	75-85
7.6	Applications to the Oxford-Ohoka Community Board's 2025/26 Discretionary Grant Fund	86-97
11	Members Information Exchange	
11.1	Tim Fulton	98-99

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

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

BUSINESS

PAGES

1. **APOLOGIES**

2. **PUBLIC FORUM**

3. **CONFLICTS OF INTEREST**

4. **CONFIRMATION OF MINUTES**

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

9-16

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

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

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

5. **DEPUTATIONS AND PRESENTATIONS**

5.1. **Dave McPherson – Pearson Park Advisory Group**

D McPherson will be in attendance to discuss installing a roof over the outdoor stage at Pearson Park.

6. **ADJOURNED BUSINESS**

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

17-28

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

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

OR

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

7. REPORTS

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

29-33

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

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

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

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

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

34-64

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

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

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

65-69

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

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

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

70-74

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

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

7.5. **Oxford-Ohoka Community Board's 2025/2026 Discretionary Grant Fund and 225/26 General Landscaping Budget – Kay Rabe (Governance Advisor)**

75-85

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 250617109641.
- (b) **Notes** that the Board's General Landscaping Budget allocated by the Council for 2025/26 is \$14,330, with a carry forward from the 2024/25 financial year to be reported back in August.
- (c) **Notes** that the Board's Discretionary Grant Funding allocated by the Council for 2025/26 is \$6,470, with a carry forward from the 2024/25 financial year of \$152, bringing the total to \$6,622.
- (d) **Approves** the Board's 2025/26 Discretionary Grant Fund Application Criteria and Application Form which is unchanged (Trim No. 210603089866).
- (e) **Approves** the Board's 2025/26 Discretionary Grant Accountability Form which is unchanged (Trim No. 210603089980).
- (f) **Approves** that Discretionary Grant Fund applications be considered at each meeting during the 2025/26 financial year (July 2025 to June 2026).

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

86-97

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

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

8. **CORRESPONDENCE**

Nil.

9. **CHAIRPERSON'S REPORT**

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

The Chairperson will provide a verbal update.

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

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

10. MATTERS FOR INFORMATION

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

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the information in items.10.1 to 10.12.

Note:

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

11. MEMBERS' INFORMATION EXCHANGE

11.1. Tim Fulton

98-99

Trim: 250623112078.

The purpose of this exchange is to provide a short update to other members in relation to activities/meetings that have been attended or to provide general Board related information.

Any written information submitted by members will be circulated via email prior to the meeting.

12. CONSULTATION PROJECTS

Nil.

13. BOARD FUNDING UPDATE

13.1. Board Discretionary Grant

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

13.2. General Landscaping Fund

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

14. MEDIA ITEMS

15. QUESTIONS UNDER STANDING ORDERS

16. URGENT GENERAL BUSINESS UNDER STANDING ORDERS

NEXT MEETING

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

Workshop

- *Members Forum*

MINUTES FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD HELD AT THE OXFORD TOWN HALL, 34 MAIN STREET, OXFORD ON WEDNESDAY 4 JUNE 2025 AT 6.30PM.

PRESENT

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

IN ATTENDANCE

G Cleary (General Manager Utilities and Roading) and K Rabe (Governance Advisor).

1. APOLOGIES

Moved: T Robson Seconded: M Wilson

THAT the Oxford-Ohoka Community Board:

- (a) **Receives and sustained** an application for leave of absence from R Harpur.

CARRIED

2. PUBLIC FORUM

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

3. CONFLICTS OF INTEREST

There were no conflicts declared.

4. CONFIRMATION OF MINUTES

4.1. Minutes of the Oxford-Ohoka Community Board Meeting –7 May 2025

Moved: T Fulton Seconded: T Robson

THAT the Oxford-Ohoka Community Board:

- (a) **Confirms** the circulated Minutes of the Oxford-Ohoka Community Board meeting, held on 7 May 2025, as a true and accurate record.

CARRIED

4.2. Matters Arising (From Minutes)

There were no matters arising.

5. DEPUTATIONS AND PRESENTATIONS

5.1 Environment Canterbury (Ecan) – Councillor C McKay

Councillor McKay was in attendance to update the Board on the decisions taken during ECan's 2025/26 Annual Plan deliberations. She noted that the predicted rates rise was expected to be in the region of 9.9%; however, with staff assistance ECan Council had managed to reduce the rates to 5.8%.

Councillor McKay thanked the Board for its submission to ECan's 2025/26 Annual Plan and was pleased to advise that ECan's Council had heard the concerns raised about the lack of public transport in the Oxford-Ohoka Ward. She drew the Board's attention to the transportation options offered for Rolleston in the Selwyn District as a place to start discussions. Rolleston was being offered either a two or three trip option at an approximate cost of \$149 or \$278 per rate payer with a population base of around 2,500.

S Barkle asked if this was a return trip to Rangiora, why were only Oxford residents affected, as there was benefit to the Rangiora area as well. Councillor McKay acknowledged the question and noted that she had also asked this and was awaiting a reply from ECan staff. S Barkle enquired if the Council would be able to provide feedback prior to the consultation being open to the public on the possible routes and costs to residents, to ensure that both councils were on the same page. Councillor McKay advised that it would depend on the business case prepared by ECan and the overall timeline.

T Robson asked if it would be possible to have a hybrid version on the Timaru trial of 'My Way' rather than starting from scratch. Councillor McKay could not comment on this option.

T Fulton raised the option of using a back route via Darfield as he was aware many Oxford residents used this route. Councillor McKay explained that ECan staff were looking at service providers such as the Community Trust, Vehicle Trust or commercial companies and route options as part of the business case.

In relation to the Eyre River and the request for a district wide rate, Councillor McKay informed the Board that this was an option that the ECan Council would consider in the future.

G Cleary thanked Environment Canterbury for their proactive assistance during the rain event in May 2025 which had assisted in mitigating flooding in the Waimakariri District. He also thanked ECan staff for working collaboratively with Council staff to achieve a good overall outcome.

6. ADJOURNED BUSINESS

Nil.

7. REPORTS

7.1. Proposed Rooding Capital Works Programme for 2025/26 and Indicative Three-year Programme – K Straw (Civil Projects Team Leader) and J McBride (Rooding and Transportation Manager)

K Straw presented the report which sought endorsement of the proposed 2025/25 Rooding Capital Works Programme and took the report as read. Any feedback from the report would be presented to the Council's Utilities and Rooding Committee for consideration.

S Barkle reminded staff that the Board had requested in its 2025/26 Annual Plan submission that the safety improvements planned for the Two Chain /Tram Roads intersection in Swannanoa be replaced by safety improvements at the No 10 / Tram Roads intersection. The Board believed that this intersection was more dangerous and, therefore, in need of urgent attention to mitigate safety concerns, especially during school pick up and drop off times.

T Fulton asked if speed limits near the Mandeville roundabout in Ohoka would be reconsidered and was advised that no changes in speeds, other than round schools, would be adopted. Any further speed limit changes would be considered by the incoming Council after the Local Government Elections in October 2025.

M Brown believed that it was unnecessary for threshold treatments to be carried out on the southern and northern entrances to Oxford and believed that there was a perception that the speeds were higher than they really were.

T Fulton enquired whether any work had been carried out at the T-intersection at Church and Main Streets, Oxford as had previously been requested. The resident had installed tyres painted white to mitigate issues and all that intersection needed was a chevron board to improve safety. K Straw undertook to follow up and advise the Board accordingly.

S Barkle noted that the Tram/Bennets Roads intersection in Starvation Hill was in poor condition and questioned if any work was planned in this area as part of the proposed Rooding Capital Works Programme.

S Barkle requested a workshop to be held to update the Board on all the proposed safety upgrade planned for Tram Road as well as proposed timelines. However, safety improvements to the No 10 / Tram Roads intersection were essential and should be prioritised. The matter of improved street lighting at intersections was briefly discussed; however, there was no budget for this work currently.

S Barkle also suggested that the sign on West Eyreton Road warning of the change to shingle needed to be relocated as it was too far in advance of the change.

Moved: M Brown

Seconded: P Merrifield

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 250505077283.
- (b) **Endorses** the 2025/26 DRAFT Proposed Rooding Capital Works Programme (Trim: 250505277435).
- (c) **Endorses** the indicative Rooding Capital Works Programme for the 2026/27, 2027/28 and 2028/29 years.
- (d) **Notes** that feedback from this report, and reports to the other Community Boards, will be taken by staff at the Board meetings and will be incorporated into the final report which is proposed to be taken to the Utilities and Rooding Committee in July 2025 for approval.

CARRIED

8. CORRESPONDENCE

Nil.

9. CHAIRPERSON'S REPORT

9.1. Chairperson's Report

- Met with local family to discuss their unique need for the Wolffs Road suspension bridge. Also met with staff to discuss and refine the memorandum of understanding with the Wolffs Road Footbridge Society Inc. and Council staff.
- Met with the Mayor and other Community Board Chairpersons. – Nominations for Community Service Awards discussed.

- Attended an Ohoka Mandeville Advisory Group meeting - Discussed how the system held up in latest weather event – all was well due to the water table being lower at the beginning of the event. Residents from Threkalds Road came to speak to the Group about the flooding they experienced and their fear of further water coming down the area. They were wanting some solutions on getting the water away from their properties.
- Swannanoa School - Met with a Swannanoa School representative to discuss its potential involvement in the community lead pathway project. The school was very keen to get involved with students helping with plantings, potentially growing plants and helping to promote community planting days.
- Woodstock Quarry Ltd (WQL)- Various meetings throughout the month re WQL. Filed not to enter into mediation along with WDC, ECan and Transwaste. The main reasoning for parties to not agree to mediation was to do with the complexities of the various consents and amendments to consents that the applicant had filed for. These amendments were to do with the quarrying activities however there was concern there could be overlap and/or add confusion as to what consent applied to what due to the cross-over of activities on the same site. The applicant had until June 12th to supply evidence to clarify this matter. Mediation could then take place after this if parties agreed however it was not necessary, and hearing dates had been set. The Board had until August 15th to supply further evidence. Court had set a hearing date for Monday 17th November. The Board now needed to decide what matters it wanted to supply evidence on. This evidence would have to be in the form of experts. The Board would need to see if there were any locals who may be able to supply any relevant information. This would be discussed after the board meeting.
- Mandeville Resurgence - had been taking note of resurgence after the last weather event. The southern channel seemed to be on the rise post rainfall event. It was running between Chapmans Boundary Road and East of Two Chain Road. It took a couple of weeks to reach No 10 Road. The Northern channel started flowing on the northern side of Tram Road on Sunday 25th at 11.30am. Both channels now have a consistent flow so future rain events may cause issues.
- Wards Road community project. Expecting a report to allocated funds from the Landscape budget in July. Load of mulch had been donated and the gorse sprayed and removed. Echo Warriors may be able to supply plants in the future.

Moved: M Wilson

Seconded: N Mealings

THAT the Oxford-Ohoka Community Board:

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

CARRIED

10. **MATTERS FOR INFORMATION**

- 10.1. Woodend-Sefton Community Board Meeting Minutes 12 May 2025.
- 10.2. Rangiora-Ashley Community Board Meeting Minutes 14 May 2025.
- 10.3. Kaiapoi-Tuahiwi Community Board Meeting Minutes 19 May 2025.
- 10.4. Northern Pegasus Bay Bylaw 2024 Implementation Plan and Advisory Group Terms – Report to Council Meeting 6 May 2025 – Circulates to all Boards
- 10.5. Submission to Central Government Consultations April 2025 – Report to Council Meeting 6 May 2025 – Circulates to all Boards
- 10.6. Council Submissions Process and Delegation – Report to Council Meeting 6 May 2025 – Circulates to all Boards
- 10.7. Health, Safety and Wellbeing Report March 2025 to Current – Report to Council Meeting 6 May 2025 – Circulates to all Boards

- 10.8. Progress Update on Capital Work Renewals Programmes and Sports Ground Growth Programme for Greenspace – Report to Community and Recreation Committee Meeting 20 May 2025 – Circulates to all Boards.
- 10.9. Libraries Update to 8 May 2025 – Report to Community and Recreation Committee Meeting 20 May 2025 – Circulates to all Boards.
- 10.10. Aquatics May Report – Report to Community and Recreation Committee Meeting 20 May 2025 – Circulates to all Boards.
- 10.11. Draft Annual Plan 2025-2026 Special Consultative Procedure – Report to Council Meeting 27 May 2025 – Circulates to all Boards.
- 10.12. Drainage Staff Submission to Annual Plan 2025/26 – Report to Council Meeting 27 May 2025 – Circulates to all Boards.
- 10.13. Water Supply – Utilities and Roading Department Staff Submission to the Draft 2025/26 Annual Plan – Report to Council Meeting 27 May 2025 – Circulates to all Boards.
- 10.14. Wastewater – Utilities and Roading Department Staff Submission to the Draft 2025 Annual Plan – Report to Council Meeting 27 May 2025 – Circulates to all Boards.
- 10.15. Roading Staff Submission to the 2025/26 Annual Plan – Request Changes to the Roading Capital Works Budget – Report to Council Meeting 27 May 2025 – Circulates to all Boards.
- 10.16. Greenspace and Strategic and Special Projects Staff Submission to the 2025/26 Annual Plan – Report to Council Meeting 27 May 2025 – Circulates to all Boards.

Moves: M Brown

Seconded: P Merrifield

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the information in items.10.1 to 10.16.

11. **MEMBERS' INFORMATION EXCHANGE**

T Robson

- Ashley Gorge – proposal to build an information shelter and display area to include cultural history, tracks and also to house a small utility room and storage. Funded by the Gala Day and should be completed by November 2025.
- Pearsons Park – discussed proposed bike track location.
- Cameras for Community Trust
- Baxter Place site meeting and concerns moved onto drainage staff.
- Woodstock Quarry meetings and discussions.

T Fulton

- District Plan process meetings and communication on timelines.
- Wolffs Bridge working-bee was held with ECan's support to clear trees and vegetation. Found mounting plinth which was a good find.
- Oxford Drainage Advisory Group meeting – heard about Deep Creek flooding history and swampy vegetation.
- West Eyreton historical signage – final design. Waimakariri Libraries staff had been extremely helpful with this initiative.
- Looking at appropriate location for the Swannanoa Railway sign – probably on the corner of Two Chain Road and North Eyre Road.

M Brown

- The big tree has been cut down and provided firewood for community projects. The tree took down the fence which had since been repaired.

- Attended Oxford Promotions Action Committee (OPAC) which discussed the Oxford Lights event.
- Oxford Health Charity Ltd.'s (OHCL) offer for some land in Oxford had been accepted and was being worked through its due diligence on the conditions in the contract. OHCL would apply for a resource consent and had engaged a project manager to assist

N Meiling

- Attended Property Portfolio Working Group meeting.
- Attended Christchurch City Council's Coastal Hazards Working Group
- Attended Council workshop
- Arohatia te Awa Working Group - Ohoka Stream Loop- Planting started. Ecological work/ monitoring ongoing. Access to Department of Conservation (DOC) land being worked through. Discussion regarding access further around the back of Silverstream to create a larger loop trail by going under the Ohoka Road Bridge. Promising to be a good new community asset.
- Met with 2025 Youth Member of Parliament/Waimakariri Youth Council Co-chair. - Had a passion to empower youth by better transport options- particularly connecting rural areas and better town routes.
- Attended Community Wellbeing North Canterbury Trust
- Attended Community and Recreation and District Planning and Regulation Committee meetings.
- Attended Ohoka Rural Drainage Advisory Group meeting - Deputation from Threlkelds Road residents; Staff meeting with ECan river engineers to investigate Cust Main Drain River specifications and possible upgrades. Discussion at Mandeville Groundwater Resurgence. Maintenance update-Mill Road south side drain cleaning and improvements; Ohoka Stream south branch clean up.
- Mandeville All Clubs meeting - Health and Safety workshop was held with Health and Safety Systems consultant discussing Health and Safety responsibilities for clubs.
- Mandeville Sports Club Board meeting - The Board was looking for an independent trustee with governance skills and an interest in sports and recreation to join the Board who was not a member of the club to give an impartial outside view around the table. A local historian, Gerald Sandry had written a book on Mandeville which might be of interest to the community. (not yet published.).
- Canterbury Biodiversity Strategy Revitalization workshop - attended the second workshop for the Revitalization of the Canterbury Biodiversity Strategy attended by a diverse range of people from pest control groups, biodiversity trusts, QE2 Trust, ecologists, and local government, as well as those from DOC, KiwiRail, Lyttleton Port, Fed Farmers etc. Feedback from that would be incorporated and brought back to stakeholders as part of the revitalization of the Canterbury Regional Council's strategy.
- Attended Greater Christchurch Partnership Committee meeting.
- Dudley Park Youth Week event - attended the High School music event at Dudley Park as part of Youth Week celebrations. Well attended twilight event. Good fun!
- Mudfish Celebration evening - attended a nighttime event hosted by the Waimakariri Landcare Trust at the Bennetts Stream diversion celebrating our native taonga, the kowaro/ mudfish. Great to see the work being done to enhance habitat and protect this wee treasure!
- O'Kair Lagoon Planting Day - took part in the planting day organised by the Waimakariri Biodiversity Trust also attended by UC's Student Volunteer Army.
- Oxford Skate Jam - attended the Oxford Skate Jam at the Pearson Park skate park run by Cheapskates and the Waimakariri Community Team. Awesome to see so many young people out having fun, learning new tricks, and showing off their skills! Another great Youth Week event.
- Attended Community Wellbeing North Canterbury Trust Board meeting - Winter Food drive on through June: <https://www.wellbeingnc.org.nz/links/>

- Attended 2025/26 Annual Plan deliberations
- Attended Council meeting.
- Attended Waimakariri Youth Council meeting.
- Attended Solid Waste Working Party meeting - discussed location options for the Cust Rural Recycling facility. Staff to return with more detailed analysis.
- Youth Consultation Plan open for public consultation.

M Wilson

- Waimakariri Health Advisory Group - discussed extended hours medical hub. Promote that this was not a 24/7 service.
- Kaiapoi Laboratory closing down due to staffing issues.
- Attended Community Preparedness for disasters.
- Retrenchment of services causing uncertainty
- Harder for elderly to access services due to technology increased requirements.

P Merrifield

- Attended Oxford Museum AGM – no changes to the committee and concern regarding the container storage as Pearson Park Group against preferred location.
- Attended GreyPower meeting – new committee members. Percentage of over 65's is greater than the percentage of under 20's.
- Oxford Area Emergency Hub – uncertain of status and would check with the Communications and Engagement team.

12. CONSULTATION PROJECTS

12.1. Pegasus Youth Space

<https://letstalk.waimakariri.govt.nz/pegasus-youth-space-options>

Consultation would close on Friday 6 June 2025.

12.2. Volleyball Net Installation at Kaiapoi Domain

<https://letstalk.waimakariri.govt.nz/volleyball-net-installation-at-kaiapoi-domain>

Consultation would close on Friday 13 June 2025.

12.3. 2025 Environmental Awards

<https://letstalk.waimakariri.govt.nz/2025-environmental-awards>

Applications to close on Saturday 28 June 2025.

The Board noted the Consultation Projects.

13. BOARD FUNDING UPDATE

13.1. Board Discretionary Grant

Balance as at 31 May 2025: \$2.

13.2. General Landscaping Fund

Balance as at 31 May 2025: \$3,083.

The Board noted the Board funding updated.

14. MEDIA ITEMS

Nil

15. QUESTIONS UNDER STANDING ORDERS

Nil

16. URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil

NEXT MEETING

The next meeting of the Oxford-Ohoka Community Board was scheduled for 6.30pm, Wednesday 2 July 2025 at the Oxford Town Hall.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 8.41PM.

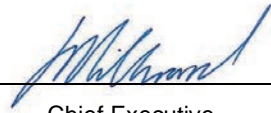
CONFIRMED

Chairperson

Date

Workshop
(8.42 – 9.28pm)

- *Members Forum - informal discussion on Woodstock Quarries Limited.*

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** GOV-26-10-06 / 250526093031**REPORT TO:** OXFORD-OHOKA COMMUNITY BOARD**DATE OF MEETING:** 2 July 2025**AUTHOR(S):** Kay Rabe, Governance Advisor**SUBJECT:** Applications to the Oxford-Ohoka Community Board's 2025/26 Discretionary Grant Fund**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)
General Manager
Chief Executive**1. SUMMARY**

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

Name of Organisation	Purpose	Amount requested	Does the application comply with the Discretionary Grant Fund Criteria
Ohoka Rugby Club – Year 6	Towards purchasing playing uniforms and casual attire	\$750	This application may not comply with the criteria
Total		\$750	

Attachments:

- i. An application from the Ohoka Rugby Club – Year 6 (Trim 250408060859).
- ii. A spreadsheet showing the grants for the previous two years.
- iii. Board funding criteria 2024/25 (Trim: 210603089866).

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

- (a) **Receives** report No. 250526093031.
- (d) **Approves** a grant of \$..... to the Ohoka Rugby Club for playing uniforms and casual attire.

OR

- (e) **Declines** the application from the Ohoka Rugby Club.

3. BACKGROUND

- 3.1 The **Ohoka Rugby Club – Year 6** is seeking funding to purchase playing uniforms and casual attire for the Queenstown Tournament in September 2025. This report was presented at the Board's May 2025 meeting and left on the table, as there was insufficient Discretionary Grant funding available in the 2024/25 financial year, if the Board had been inclined to grant the request. The Board noted that the tournament would only be held in September 2025, and consideration of the application could, therefore, be deferred to the 2025/26 financial year.

- 3.2 The current balance of the Oxford-Ohoka Community Board's 2025/26 Discretionary Grant Fund is \$6,622.

4. **ISSUES AND OPTIONS**

Ohoka Rugby Club (the Club)

4.3 Information provided by the Club:

- 4.3.1 The Club was established in 1927 and is a unique blend of urban and rural families. This quality underpins a strong, rugby-focused community culture within the Club. The Club is fully committed to rugby and the sport's positive impact on the community. The Club, situated at the Mandeville Sports Club, is one of the fastest-growing clubs in Canterbury. The Club's activities and involvement positively impact approximately 500 families, making a significant contribution to community wellbeing.
- 4.3.2 The Club's Year 6 team will participate in the New Zealand Junior Rugby Festival, which will be held in Queenstown from 5 to 7 September 2025. The festival will host five games over two days, ensuring each player has time on the field. The festival attracts teams from all over the country and covers multiple age groups, creating a unique atmosphere. There is a significant demand for entry to the 2025 games, with over 20% of all rugby clubs entering, which is a testament to the unique culture and legacy the festival generates.
- 4.3.3 Attending the festival is expected to benefit approximately 25 players directly. However, the whole club is likely to benefit from the experience of those attending, which will have a knock-on effect on the Club. The players have been eagerly anticipating the opportunity to play in this tournament and have been inspired by past attendees. The tournament offers to broaden the players' horizons by fostering new friendships and exposing them to grassroots rugby beyond their regular club fixtures. While enhancing the players' rugby skills, it also helps to develop essential relationship-building skills, both within the club and with other teams, as well as organising adults and their peers. The benefits to the community demonstrate that through physical exercise and dedication to a sport, it results in not only personal well-being, growth, and general fitness, but also that effort can be rewarded with something tangible and an experience that players would not otherwise have.
- 4.3.4 The estimated cost of the team's attendance at the festival is approximately \$45,000. The Club is running numerous fundraising activities, including "Have our Back" T-shirts, which are expected to raise \$20,000; the Southbridge Shield food vendor, which contributed \$5,000; a club donation of \$1,500; BBQ raffles; quiz nights; and pie sales. The Club has also applied to Youth Town for assistance with travel costs.

4.4 Council Evaluation:

- 4.4.1 The Club's application for \$750 complies with the Board's Discretionary Grant Application Criteria, as the application is from a local sports club. However, the Board may need to consider that only 25 students would directly benefit from the funding and whether the limited funding at its disposal should be used to benefit more residents.
- 4.4.2 The Club previously received the following funding, and the required Accountability Form was received

Date	Project	Funding
December 2023	Replace the stolen weights from the Club's gym.	The application was declined as the weights were not part of the core equipment used by the players, and the Board believed that the gym equipment should have been insured.

Date	Project	Funding
July 2024	Under 11 Team's attendance of the New Zealand Junior Rugby Festival	\$500

4.5 The Board may approve or decline grants in accordance with the grant guidelines.

4.6 **Implications for Community Wellbeing:**

There are social and cultural implications, as sports events provide opportunities for learning, networking and social interaction, which builds a sense of community.

4.7 The Management Team has reviewed this report.

5. **COMMUNITY VIEWS**

5.1 **Mana Whenua**

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

5.2 **Groups and Organisations**

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

5.3 **Wider Community**

The wider community will likely be affected by or interested in the report's subject, as sports events provide an opportunity for social interaction, improve mental wellbeing, and add to people's self-confidence.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1 **Financial Implications**

6.1.1 The 2025/26 Annual Plan included a budget provision of \$6,470 for the Board to approve grants to community groups during the 2025/26 financial year (July 2025 to June 2026).

6.1.2 One hundred and fifty-two dollars were carried over from the Board's 2024/25 Discretionary Grant Fund, bringing the current balance of the Oxford-Ohoka Community Board's 2025/26 Discretionary Grant to \$6,622.

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

6.2 **Sustainability and Climate Change Impacts**

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

6.3 **Risk Management**

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

6.4 **Health and Safety**

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

7. CONTEXT

7.1 Consistency with Policy

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

7.2 Authorising Legislation

Not applicable.

7.3 Consistency with Community Outcomes

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

7.4 Authorising Delegations

Community Boards have delegated authority to approve Discretionary Grant Funding.

What happens now?

21

Return your completed application form (with financial records and any supporting information which you believe is relevant to this application) by posting to Private Bag 1005, Rangiora 7440, New Zealand, or hand delivering to your local Service Centre, or emailing to: IM@wmk.govt.nz

What happens next?

- Your application will be processed and presented to the Board at the next appropriate meeting.
- Following the meeting a letter will be sent to notify you of the Board's decision and if successful an invoice and your organisation's bank account details will be requested. This information is required within 10 days of the Board decision.
- On receipt of this information payment will be processed to your organisation's bank account.

Groups applying for Board Discretionary Grants 2024/2025

Name of group: Year 6 - Ohoka Rugby Club

Address: [REDACTED]

Contact person within organisation: [REDACTED]

Position within organisation: Committee Member

Contact phone number: [REDACTED] Email: [REDACTED]

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

I am applying for a grant on behalf of the Ohoka Rugby Club for a group of Year 6 children. In September of this year the club is planning to attend the Global Games Rugby Tournament in Queenstown, we are seeking grant assistance with our fundraising for this trip. The funds from this grant will go towards the team apparel for this trip, that includes playing uniform as well as some casual attire so they can represent the club with pride!

What is the timeframe of the project/event? September 2025

Overall cost of project/event: \$45,000.00 Amount requested: \$750

How many people will directly benefit from this project? 25 children

Who are the 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 ☐ Adults ☐ Older adults ☐ Whole community/ward

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

Oxford-Ohoka 80% Rangiora-Ashley 20% Woodend-Sefton _____% Kaiapoi-Tuahiwi _____%

Other (please specify): _____

What are the direct benefit(s) to the participants? 22

The tournament is something players have awaited for years, inspired by past attendees. The tournament offers more than just rugby as it broadens our players' horizons by fostering new friendships and exposing them to grassroots rugby beyond their regular club fixtures. This experience enhances their rugby skills but also helps develop essential relationship-building abilities, both within the club and with other teams, organising adults and of course their peers.

What is the benefit(s) to your organisation?

Our organisational benefit is that it upholds a tradition of attending this event across the club, this in turn will inspire this years teams in the Year 5 bracket to commence their early fundraising. This teaches the kids that hard work and determination around a goal can be achieved.

What are the benefits, economic or otherwise, to the Oxford-Ohoka community or wider district?

Benefits to the community show that through physical exercise and dedication to a sport will result in not only personal wellbeing and general fitness but this effort can be rewarded with something tangible and an experience they would not be offered otherwise.

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

If yes, name of parent group: _____

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

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

Southbridge Shield, food vendor - \$5,000.00 completed // "have your back" shirts - \$20,000.00, non-refundable deposit - \$6,000.00, club contribution - \$1,500.00 to come // BBQ's, raffles, quiz night, pie sales etc. all planned for in the coming season. We have applied to Youth Town for assistance in the travel costs for the event.

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

None at this time

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

If yes, please supply details:

If this application is declined, will this event/project still occur? ²³ ☒ Yes ☐ No

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

Enclosed ☒ Financial Information (*compulsory – your application cannot be processed without financial statements*)

☐ Bank Statement (*Bank Statements will remain confidential*)

☒ Supporting costs, quotes or event budgets

☒ Other supporting information

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

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

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

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

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

Signed: 

Date: 22 March 2025

Profit and Loss

Ohoka Rugby Football Club Incorporated
For the year ended 31 August 2024

Account	2024
Trading Income	
Auction night	25,047.76
Craft Fair Registrations	982.61
Donations	860.00
Gate Takings	0.00
Grants	3,158.82
Ground Hire	1,478.26
Interest income	1,933.60
Member's Contribution - Gear & Equipment	0.00
Other income	580.00
Quiz Night	(939.13)
Raffles	956.52
Sausage sizzle	0.00
Sponsorship	71,210.90
Sponsorship - 7's	869.57
Subscriptions - Junior	11,674.38
Subscriptions - Other	456.54
Subscriptions - Senior	6,678.24
Touch Registrations	17,850.09
Total Trading Income	142,798.16
Gross Profit	142,798.16
Other Income	
Prize Giving Night	3,095.69
Total Other Income	3,095.69
Operating Expenses	
Accountancy	3,569.30
Advertising	993.40
Affiliation fees - CRFU	(130.43)
Affiliation fees - MSC	8,610.87
Affiliation fees - NCRSU	2,600.00
Bank fees	12.54
Cleaning	2,340.00
Coaching expenses	0.00
Commission	594.58
Contractors	6,619.57
Depreciation	0.00
First aid	0.00
Food	30,775.06
Gear & equipment - Gym	2,173.91
Gear & equipment - Training	6,217.50
Gear & equipment - Uniforms	52,714.49
Gifts	386.96
Hire charges	1,945.86
Hospitality	251.30
Loss on Disposal of Fixed Assets	0.00
Other expenses	265.22
Prize giving	6,242.09
Repairs & maintenance	4,911.95
Social functions	700.00
Stationery	0.00
Subscriptions	1,774.01
Team expenses	4,716.27
Team photos	5,579.13
Travel expenses	2,960.87
Total Operating Expenses	146,824.45
Net Profit	(930.60)

Balance Sheet

Ohoka Rugby Football Club Incorporated

As at 31 August 2024

Account	31 Aug 2024
Assets	
Bank	
Westpac Bank - Cheque Account	21,381.60
Westpac Bank - Reserved Funds Account	27,518.29
Westpac Bank - Savings Account	34,769.07
Total Bank	83,668.96
Current Assets	
Accounts Receivable	31,450.00
Fund Raising - Trip Funds	(11,609.22)
Total Current Assets	19,840.78
Fixed Assets	
Accumulated depreciation - Fixtures & fittings	(8,583.24)
Accumulated depreciation - Motor vehicles	(920.29)
Accumulated depreciation - P&E	(26,572.88)
Fixtures & fittings	16,155.41
Motor vehicles	4,695.65
Plant & equipment	79,733.70
Total Fixed Assets	64,508.35
Total Assets	168,018.09
Liabilities	
Current Liabilities	
Accounts Payable	22,775.23
GST	(3,496.23)
Rounding	(0.01)
Total Current Liabilities	19,278.99
Non-current Liabilities	
Funds held on behalf of ORC Tour Queenstown	(4,850.00)
Total Non-current Liabilities	(4,850.00)
Total Liabilities	14,428.99
Net Assets	153,589.10
Equity	
Current Year Earnings	(930.60)
Retained Earnings	154,519.70
Total Equity	153,589.10

These accounts represent the internal records of Ohoka Rugby. They may differ slightly from financial accounts that are reviewed externally.

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

	Meeting considered	Group	Project	Accountability Received	Amount Requested	Amount Granted	Running Balance
		Carried forward 2024/25 = 152	2025/26 \$6,470				\$ 6,622.00
	2-Jul	Ohoka Rugby Club Year 6	Playing uniforms	From 2024/25	\$750		
	2-Jul	Oxford Dark Sky	Purchase of Dark Sky Measure & traveling costs		\$713		
	2-Jul	Allstars Marching Teams	Hall hire for training/practice sessions for the year		\$750		

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

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

GOVERNANCE

Oxford-Ohoka Community Board Discretionary Grant Application

Information to assist groups with their application

The purpose of the Board discretionary grants is to assist projects that enhance community group capacity and/or increase participation in activities.

When assessing grant applications the Board considers a number of factors in its decision making. These include, but are not limited to; type of project, time frame, benefits to the community and costs. The more information you as a group can provide on the project and benefits to participants the better informed the Board is. You are welcome to include a cover letter as part of your application. The decision to grant funds is the sole discretion of the Board.

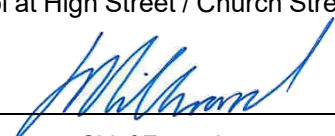
The Board cannot accept applications from individuals. All funding is paid to community-based project groups, non-profit community organisations, registered charities or incorporated societies. Council funding is publicly accountable therefore the Board needs to demonstrate to the community where funding is going and what it is being spent on.

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

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

Examples (but not limited to) of what the Board cannot fund:	Examples (but not limited to) of what the Board can fund:
✗ Wages	✓ New equipment/materials
✗ Debt servicing	✓ Toys/educational aids
✗ Payment for volunteers (including arrangements in kind eg petrol vouchers)	✓ Sporting equipment
✗ Stock or capital market investment	✓ Safety equipment
✗ Gambling or prize money	✓ Costs associated with events
✗ Funding of individuals (only non-profit organisations)	✓ Community training
✗ Payment of any legal expenditure or associated costs	
✗ Purchase of land and buildings	
✗ Activities or initiatives where the primary purpose is to promote, commercial or profit-oriented interests	
✗ Payment of fines, court costs or mediation costs, IRD penalties	

- The Board supports a wide range of community activities. However, an application will only be considered if it is deemed of the nature listed in the table of examples of what the Board can fund (see previous page).
- The Board will consider grant applications every month. Applications must be received at least four weeks before Board meeting dates to be processed on time.
- Applications will only be accepted from community-based project groups, not-for-profit organisations, registered charities or incorporated societies. No application from an individual which benefits only one person will be accepted.
- Applications from Funding Committees and/or similar community-based groups associated with schools will be considered only if significant community benefit has been shown and proof is provided that the Ministry of Education does not fund the activity. However, schools themselves are not considered non-profit community-based organisations.
- Grant funding will not be allocated for events/projects that have already occurred, i.e. retrospectively.
- The grant funding is limited to projects primarily within the Board area or benefiting the residents of the ward.
- Grants are generally limited to \$750 with a maximum of \$1,000 in any financial year (July to June). However, a group may apply twice a year, provided it is for different projects. The Board will only consider granting more than \$750 in exceptional circumstances and will provide detailed reasons for exceeding the present limit.
- The application should clearly state the purpose for which the funds will be used. It should be noted that repeated expenditures will not be funded, i.e. these are one-off grants, and the Board will not fund the same expenditure in following years.
- Organisations predominately funded by the Central Government must provide supporting evidence that the requested grant will not be spent on projects that the Central Government should/do fund.
- The applicant should submit relevant financial information to prove they can deliver the project. Financial information should include a balance sheet/profit and loss and, at least, a bank statement to enable the Board to make an informed decision.
- Applicants must declare any other funding sources for the proposed project for which funding is being sought, especially Council community grants, other Community Boards grants, and Enterprise North Canterbury funding.
- If the group does not provide the information to enable the grant to be paid within three months of approval of the grant being notified, the application will be regarded as closed, and funds will be released for reallocation by the Board.
- If funds are not spent on the specific project applied for within six months of the date of the event/project, the recipient will be required to return the funding to the Council.
- The Council must receive an Accountability Form within 20 working days after the event, completion of the project, or when the funds were spent outlining how the funds were applied. Relevant proof of purchase, such as receipts, bank statements, or invoices, must accompany the Accountability Form, and photos of the event or purchase are encouraged.
- Where possible, Boards request permission to use these photos on their Facebook page, the Council website, or other social media to encourage other community groups' participation.
- No new application will be accepted until the Board receives the Accountability Form and relevant documentation for previous funding granted.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** RDG-28 / 250616108139**REPORT TO:** Oxford-Ohoka Community Board**DATE OF MEETING:** 2 July 2025**AUTHOR(S):** Shane Binder, Senior Transportation Engineer
Nithin Puthupparambil, Transportation Engineer**SUBJECT:** Request for approval to install a Stop Control at High Street / Church Street / Weld Street intersection.**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)
General Manager
Chief Executive**1. SUMMARY**

- 1.1. This report seeks approval from the Oxford-Ohoka Community Board to install Stop controls on both Church Street and Weld Street at the intersection of High Street.
- 1.2. A review of the intersection was undertaken following a service request which indicated that vehicles were failing to give way when entering High Street from Church Street and Weld Street, resulting in near misses.
- 1.3. Staff undertook a review of the intersection, and a lack of visibility was identified on both side roads, to oncoming traffic traveling along High Street. This lack of visibility is primarily caused by vegetation.
- 1.4. A review of Crash Analysis System (CAS) data has been undertaken and there has been one recorded crash at this intersection.
- 1.5. To improve the safe operation of the intersection, it is recommended that the existing give way controls are replaced with stop controls on both Church Street and Weld Street, at their intersections with High Street.

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

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

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

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

3. **BACKGROUND**

- 3.1. The intersection of Church, Weld, and High Streets connects two local roads with a secondary collector road, within the urban 50 km/h area of Oxford township.
- 3.2. While not high-volume, this intersection is a key link within the local road network.
 - 3.2.1. Church Street carries approximately 616 vehicles a day, with an 85th percentile speed of 58.8 km/h;
 - 3.2.2. Weld Street carries approximately 428 vehicles a day, with an 85th percentile speed of 76.7 km/h, and;
 - 3.2.3. High Street carries approximately 1,455 vehicles a day, with an 85th percentile speed of 55.6 km/h.
- 3.3. Both Church Street and Weld Street lack visibility to oncoming traffic on High Street as per Traffic Control Devices (TCD) Manual guidance for a Give Way control, making a Stop control more appropriate.
- 3.4. Sight lines, as shown in Figures 1 to 3, are currently obstructed by trees and vegetation located within private property boundaries.



Figure 1 - Sight lines as per TCD Manual.



Figure 2 - Restricted visibility from Weld Street to High Street for west bound traffic.



Figure 3 - Restricted visibility from Church Street to High Street, for east bound traffic.

4. ISSUES AND OPTIONS

- 4.1. Staff have received service requests highlighting concerns about vehicles failing to give way when entering High Street from Church Street and Weld Street.
- 4.2. Observations confirmed that both side roads have insufficient visibility of oncoming traffic on High Street and not meeting the Traffic Control Devices (TCD) Manual requirements for a Give Way control.
- 4.3. A review of the Crash Analysis System (CAS) database has been carried out and there is one recorded crash.

- 4.4. To improve safety at the intersection, it is recommended that the existing Give Way signs and markings be replaced with Stop signs and corresponding road markings on both the Church Street and Weld Street approaches to High Street.

- 4.5. The Oxford-Ohoka Community Board has the following options available to them:

- 4.6. Option One: Approve the installation of Stop controls on Church Street and Weld Street.

This option involves the Oxford-Ohoka Community Board approving the installation of Stop controls, consisting of signs and road markings, on both Church Street and Weld Street at the intersection with High Street.

This is the recommended option because it allows:

- Improved safety at the intersection by ensuring vehicles on Church Street and Weld Street come to a complete stop before entering High Street.
- Reduced risk of collisions due to poor visibility.

- 4.7. Option Two: Approve a partial installation of Stop controls.

This option involves the Oxford-Ohoka Community Board approving the installation of Stop controls only at either Church Street or Weld Street, rather than both intersections.

This is not the recommended option as it does not address visibility concerns for all approaches, which could still pose safety risks.

- 4.8. Option Three: Retain the status quo.

This option would see the current Give Way controls retained.

This is not the recommended option because failure to implement Stop controls does not address visibility concerns, which could still pose safety risks.

Implications for Community Wellbeing

There are implications on community wellbeing by the issues and options that are the subject matter of this report.

Setting appropriate intersection controls helps reduce the risk of harm from a crash.

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

5. COMMUNITY VIEWS

5.1. Mana whenua

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

5.2. Groups and Organisations

No groups or organizations are anticipated to be impacted by, or express interest in, the subject matter of this report, as it proposes no new modifications to existing regulations.

5.3. Wider Community

The proposed actions outlined in this report are expected to have minimal impact on the wider community, and significant public interest is unlikely, as the changes being implemented are minor in nature. Consequently, public consultation with adjacent residents or the broader community has not been undertaken.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

There are financial implications of the decisions sought by this report. The estimated cost for the removal of existing Give Way signs and installing new STOP signs with appropriate road markings would be around \$2500.

The cost of sign replacement will be accommodated within existing sign maintenance budgets.

6.2. **Sustainability and Climate Change Impacts**

The recommendations in this report are considered to be localised and minor in nature and will not have sustainability or climate change impacts.

6.3 **Risk Management**

There are not risks arising from the adoption/implementation of the recommendations in this report.

6.4 **Health and Safety**

There are health and safety risks arising from the adoption/implementation of the recommendations in this report. These are considered minor.

Physical works will be undertaken through the Road Maintenance contract. The Road Maintenance contractor has a Health and Safety Plan and a SiteWise score of 100.

7. **CONTEXT**

7.1. **Consistency with Policy**

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

7.2. **Authorising Legislation**

Section 2 of the Land Transport Rule: Traffic Control Devices requires a Road Controlling Authority to "authorise and, as appropriate, install or operate traffic control devices."

7.3. **Consistency with Community Outcomes**

The Council's community outcomes are relevant to the actions arising from recommendations in this report. In particular, the following community outcomes are of relevance to the issue under discussion:

Social: a place where everyone can have a sense of belonging

- Council commits to promoting health and wellbeing and minimising the risk of social harm to its communities.

Environmental: a place that values and restores our environment

- The natural and built environment in which people live is clean, healthy and safe.
- Our communities are able to access and enjoy natural areas and public spaces.

7.4. **Authorising Delegations**

As per Part 3 of the WDC *Delegations Manual*, the Community Board has the delegated authority to approve control signs on streets (e.g., stop, give way, etc.).

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** RDG-03-09 / 250613107551**REPORT TO:** OXFORD-OHOKA COMMUNITY BOARD**DATE OF MEETING:** 2 July 2025**AUTHOR(S):** Shane Binder, Senior Transportation Engineer**SUBJECT:** Main Street Oxford Proposed Parking Changes**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)
General Manager
Chief Executive**1. SUMMARY**

- 1.1. This report is to present the outcome of consultation undertaken with the Community on possible changes to parking on Main Street Oxford and also presents options for changes to parking restrictions based on public consultation carried out during the period of 7 March to 3 April 2025.
- 1.2. At a workshop in November 2024, the Board indicated that parking supply on Main Street in the town centre was a long-standing issue. Discussions were held on options to address the issue in the short-term without substantial investment in land or other resources. Specifically, long-term parking along the Pearson Park frontage was potentially conflicting with space for customers accessing the town centre.
- 1.3. Two areas of potential time restrictions to encourage parking use by shoppers along Main Street were presented in a public consultation. The existing P30 in front of the takeaway and Black Beech was also included in the proposed consultation.

**Key** Proposed to become P60 To remain P30*Figure One: Consultation areas, Main Street Oxford*

- 1.4. Consultation on proposed parking time restrictions on Main Street were opposed by 75% (outside the diner and boutique) and 76% (outside Pearson Park) of the survey respondents. Opposition centred around concerns about poor use of ratepayer money, resources required for enforcement, perceptions of adequate existing parking supply, and limits around further parking restrictions in a small town.

- 1.5. The existing P30 parking restriction outside the takeaways and Black Beech was opposed by 61% of respondents. Concerns included adjusted time restrictions (ranging from 60 to 120 minutes) as well as concerns noted above. It is noted that the P30 parking restriction has been in place since 2007 and as such, the consultation did not propose any changes.

Attachments:

- i. Parking on Main Street in Oxford Consultation Results (TRIM No. 250616108825)

2. **RECOMMENDATION**

THAT the Oxford-Ohoka Community Board:

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

3. **BACKGROUND**

- 3.1. At the November 2024 Community Board meeting, a workshop was held to discuss general parking matters, aiming to understand what “low-hanging” parking issues within Oxford could be addressed in the short-term without substantial investment in land or other resources.
- 3.2. Feedback was received that parking supply around the grocery store was a long-standing issue, and specifically that long-term staff parking along the Pearson Park frontage was potentially conflicting with space needed by customers undertaking retail activities in the town centre.
- 3.3. At the February 2025 Board meeting, two areas of potential 60-minute time restrictions to support retail activities along Main Street were presented as a potential community consultation. One proposed P60 area was six car parks on the north side of Main Street outside Pearson Park while the second P60 area was three car parks on the south side of Main Street outside the diner and boutique. The existing P30 in front of the takeaway and Black Beech was also included in the proposed consultation. This parking consultation was approved by the Board.
- 3.4. Public consultation was carried out during the period of 7 March to 3 April 2025. In total, 69 submissions were received (refer to Attachment i – TRIM No. 250616108825).
- 3.5. Consultation on proposed parking time restrictions on Main Street were opposed by 75% (outside the diner and boutique) and 76% (outside Pearson Park) of the survey respondents. Opposition centred around concerns poor use of ratepayer money, resources required for enforcement, perceptions of adequate existing parking supply, and limits around further parking restrictions in a small town.
- 3.6. The existing P30 parking restriction outside the takeaways and Black Beech was opposed by 61% of respondents. Concerns included different time restrictions (ranging from 60 to 120 minutes) as well as the concerns in paragraph 3.4 around new parking restrictions. Note the consultation on the existing parking restriction did not propose any changes. Full consultation results are included in Attachment i.

4. **ISSUES AND OPTIONS**

4.1. The Community Board has the following options available to them:

4.2. **Option 1: Retain the status quo**

It is recommended that the Board approve maintaining the existing parking restrictions unchanged (i.e., leave the P30 time limit in place in front of the takeaways and Black Beech and install no further restrictions). This option, if approved, would require no further actions.

This is the recommended option because it aligns with survey feedback from the community.

4.3. **Option 2: Progress the 60-minute parking restrictions on Main Street**

The Board may choose to implement one or both of the originally proposed P60 restrictions on Main Street. These parking restrictions would aid in encouraging turnover of on-street parking within the Oxford town centre. This option, if approved, would require the Board recommend the changes to the District Planning & Regulation Committee for approval.

This is not the recommended option because the public consultation results showed heavy opposition to further parking restrictions within the Oxford town centre.

4.4. **Option 3: Remove all existing parking time restrictions in this area**

The Board may choose to remove the existing 30-minute parking restriction along Main Street in front of the takeaways and Black Beech. Public consultation results showed opposition to the existing parking restrictions for a variety of reasons. This option, if approved, would require the Board recommend the changes to the District Planning & Regulation Committee for approval.

This is not the recommended option because the existing parking restrictions have been in place on Main Street since 2007 without issues and are supported by the WDC Parking Strategy for short-term parking near takeaway businesses. Further, any changes to the existing parking restrictions would require further Council resources to progress, which was opposed by many of the submitters to the public consultation.

Implications for Community Wellbeing

There are implications on community wellbeing by the issues and options that are the subject matter of this report. A balanced parking supply for both short-term (shoppers and customers) and long-term (staff) users supports positive wellbeing outcomes by providing easy access to important services and businesses.

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

5. **COMMUNITY VIEWS**

5.1. **Mana whenua**

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

5.2. **Groups and Organisations**

There are groups and organisations likely to be affected by, or to have an interest in the subject matter of this report. Council staff spoke with businesses and organisations along Main Street while doing the letter drop.

5.3. **Wider Community**

The wider community was informed of the consultation process through social media, advertisements in local newspapers, a stand at the Oxford A&P Show, and announcements on the Council website. In addition to this, residents and businesses on Main Street were informed of the consultation through a letter drop.

The public consultation was undertaken through Council's existing online forum (Let's Talk Waimakariri) during the period of 7 March to 3 April 2025.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

There are not financial implications of the decisions sought by this report as no change is recommended.

6.2. **Sustainability and Climate Change Impacts**

The recommendations in this report do not have sustainability or climate change impacts.

6.3. **Risk Management**

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

There is a risk of negative feedback from portions of the community for not changing parking supply or occupancy along Main Street.

6.4. **Health and Safety**

There are no health and safety risks arising from the adoption/implementation of the recommendations in this report.

7. **CONTEXT**

7.1. **Consistency with Policy**

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

7.2. **Authorising Legislation**

Section 2 of the Land Transport Rule: Traffic Control Devices requires a Road Controlling Authority to "authorise and, as appropriate, install or operate traffic control devices."

7.3. **Consistency with Community Outcomes**

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

Social: a place where everyone can have a sense of belonging

- Our community has equitable access to the essential infrastructure and services required to support community wellbeing.

Economic: a place that is supported by a resilient and innovative economy

- Enterprises are supported and enabled to succeed.
- Infrastructure and services are sustainable, resilient, and affordable. There is a safe environment for all.

7.4. **Authorising Delegations**

As per Section 3 of the Waimakariri District Council's *Delegations Manual*, the Oxford-Ohoka Community Board has the delegated authority to recommend the installation of parking restrictions on roads within its ward area and to proceed with consultation on proposed changes to parking outside the grocery store.

The District Planning and Regulation Committee has the delegated authority to approve parking restrictions.

Have your say

SURVEY RESPONSE REPORT

21 February 2020 - 15 June 2025

PROJECT NAME:

Parking on Main Street in Oxford



SURVEY QUESTIONS

Survey question sentiment summary

Project: Parking on Main Street in Oxford

Survey Tool: Have your say

✕

Showing 1-20 of 67 of the total of 67

Question: Tell us what you think about the proposed P60 parking outside Pearson Park on Main Street in Oxford:

SENTIMENT SUMMARY

67.2%

6%

4.5%

22.4%

Project: Parking on Main Street in Oxford

Survey Tool: Have your say

✕

Showing 1-20 of 68 of the total of 68

Question: Tell us what you think about the proposed P60 parking outside the diner and boutique on Main Street in Oxford:

SENTIMENT SUMMARY

77.9%

2.9%

19.1%

Project: Parking on Main Street in Oxford

Survey Tool: Have your say

✕

Showing 1-20 of 67 of the total of 67

Question: Tell us what you think about the existing P30 parking outside the restaurants on Main Street in Oxford:

SENTIMENT SUMMARY

62.7%

10.4%

3%

23.9%



Q4 Tell us what you think about the proposed P60 parking outside Pearson Park on Main Street in Oxford:

It's okay

No change needed

No objections to changes.

While I understand the rationale behind this proposal, I am loath to encourage more signage in the township as this detracts from its relaxed atmosphere and becomes more authoritarian than is probably necessary. Moreover, there is no indication within the proposal on how the time limits will be enforced. Will it simply be a suggestion or is there an intention to enforce it via parking wardens and tickets, which I believe would be a backward step and would make people reluctant to stop in the town at all.

I don't think it is worth doing for the occasional times it's busy, which is very rare.

Definitely time restrictions are needed near the main shops as some folks use these spaces for all day parking

I think it is a good idea. Because right now, a lot of people park there whole day. It is not good for the local business. We are in oxford, there is no parking problem in here. People just lazy.

Good idea.

I think this is fair. There are other areas to be able to park longer. The proposed p60 is only a small area.

A good idea

I think its a good idea for people to park for a shorter period of time. Like not all day!!

The western-most of the P30 spaces and eastern-most of the P60 Pearson spaces obscure the view for traffic exiting the parking area outside Fresh Choice, especially when occupied by large utes or campervans and ideally should be removed to improve the sightlines up and down Main Street.

Agree

It won't change the lack of on street parking Oxford, OR the fact that we should still get rid of another park either side of supermarket southern entrance to make it less dangerous.

This has to be thought out. Many people visit Oxford because of the laid back aspect. I am in general agreement with this proposal for these parks; but these ideas tend to spread and often lead to parking meters, which would be disastrous for Oxford.

I think it's a great idea. I am constantly seeing those parks filled by staff at the supermarket all day every day leaving nowhere for other people to park.

I do not believe it to be a necessary expense. It would be pointless unless parking wardens are sent out, which is just a waste of money for a little town

It has worked well for the 20 years I have lived in Oxford. It is a country town. There is absolutely no need to change the parking times. We need to encourage visitors to park and shop not have them worrying about parking.

Absolutely pointless, confusing and stupid idea. Oxford is a small town, with plenty of parking. Visitors don't want to have to worry about which car parks to use. This will drive people away, taking trade away from local businesses.

I agree, it will help anyone wanting to use shops as supermarket car park normally quite full

It is not needed. It will deter people from going to the local park, shops, and cafes. I think it is an atrocious attempt at revenue making in a small town.

There is no need for this in our town. There is plenty of parking available.

Unnecessary. Leave it as it is.

Great idea, good for local business and customers. Will deter people parking longer when not using local businesses.

Ridiculous for a few parking spaces! This will put pressure on diners & where they are dining to eat & go within an hour. Far from welcoming to visitors to Oxford. People will park in the supermarket carpark.

Unnecessary. Oxford is very rarely busy enough to impose time restrictions. Also don't need to spend extra money employing wardens to monitor parking.

I cannot understand why the council feels the need to limit the parking, who police's it. Surely there are better things to do

Not needed

Completely unnecessary. Have never had an issue finding a park in Oxford in the 5 years we've lived here.

I can't see any need for this as there isn't a problem with parking in this area.

Parking restricted to 60 minutes anywhere in Oxford is unnecessary We the residents are quite able to manage parking our vehicles without any intervention by the council...seems it will just be for gathering revenue That's a NO from me

Absolutely not necessary except for some disabled parking. Waste of time and tax payers money that could be spent on mending roads instead. Oxford is not a big bustling township that needs time limits!!

I do not think that parking in Oxford is under enough pressure to warrant parking restrictions. There is ample parking within a 5 minute walk of all Oxford's main amenities. If it's possible to adapt one or two of these spaces to make them priority for disabled car users then that would be a better use of the money that would be spent on enforcing the P60/P30. There are a lot of children who use their bikes to get around the town and I would like to see Council look in to what can be done to support safe cycling.

I'm against it. I think it will be a deterrent to families wanting to use the park, and those wanting to go grocery shopping without parking in the hellish FreshChoice carpark. There are plenty of options fairly close - the oval on the other side of the park, Meyer Place, the Raya St and the carpark behind the pharmacy. I live here, and while I may not have been able to park in my preferred spot every time, I have

never had to walk more than a couple of house lengths at the most to get where I want to go. I walk further when I visit Christchurch or Rangiora.

i think it's wrong as there are people who park there for work and not only that it's a small town and there's no need for a 60 minute parking in a small town.

Terrible idea. During the week the park is hardly used. Why limit the parking? Will cost the rate payers with it being monitored

Same comment applies to both Q4 and Q5. Oxford is a destination. People generally come to eat & shop; market, eat & shop; haircut & shop/lunch. 60 minutes simply isn't long enough. If you must apply a parking limit, I think 2 hours (120 minutes) is a better option. Business in small towns is hard enough, especially in this climate, without deterring visitors with parking restrictions. I operate a 7 day a week, 10am-5pm business on Main Street, and never once have I heard anyone complain about not being able to get a park. If this issue is "perceived" to be business staff members parking in these spaces all day; why not approach the business (there is only about 5) and request they tell their staff not to park there. My staff know, under no circumstances, are they to park in Main Street. Appreciated the visit from two WMK staffers to discuss.

Terrible idea. Small businesses in Oxford village and along the main road encourage people from out of "town" to come and spend time in the village. Restricting parking in key areas is a deterrent that will result in people not bothering to stop, and a direct negative impact on the local economy.

No need to bring timed parking

It is certainly not necessary. I regularly park in Oxford while running errands, particularly during "peak" hours and have never had an issue finding a car park, as there are nearby side streets (next to the pharmacy, or butcher) that are a very small walk. This would be a terrible use of monitoring resources (ie a warden) plus the cost of signage for 9 car parks.

t this stage I do not think there is any valid reason for p60 parking

outside Pearson Park. I feel restricted parking would discourage people from enjoying the area.

I feel there is no need for this proposal currently

Don't want it and don't need it Fix the roads

There is no need for it

I have lived in Oxford village for 20 years and am a 5min walk away from Pearson Park on Main Street. There is absolutely no need for any restricted parking outside Pearson Park during an average week in Oxford township. Do not implement this policy - it will restrict young families from accessing the playground safely and force them to park further away due to a time limit. Parking is only ever at a premium outside Pearson Park when school finishes 3pm-4pm as the supermarket carpark becomes full or on a weekend if there is a special event in Oxford when out of town general public come to visit e.g. Oxford A&P Show once a year.

NO!!! I have three small children under 4yrs and dont want to also have to worry about a time limit for the car parked in front of the only playground suitable for small children. It takes time to unload and then load a car full of kids in car seats and their bags strollers ect. Then to shepherd them and have enough time to eat, breastfeed, change nappies, and have them play. 60min is far too restrictive in that respect. (Also nearest public accessible toilet is by the menz shed which is a fair distance to walk) I have never had an issue with parking or finding a park on main street any day of the week other than the weekend. Even then I have always found one just maybe not as close to where I would prefer. I think more your issue is people not aware of all the parking available by the museum. As a local, I would hate to lose the ability to have a lovely time at the playground with my children, parking in a prime position throughout the week, and not having to worry about a parking ticket or fines, just due to large numbers of visitors to the town on the weekend. If you must go ahead with a time limit, and having it enforced, please consider it time restricted for saturday and sunday only

I strongly oppose the introduction of 60-minute parking limits in Oxford. This proposal is unnecessary for a small town like ours,

where parking availability is not a significant issue. Introducing time limits will not meaningfully improve turnover but will instead create an unnecessary burden on both locals and visitors. Key reasons for my opposition:

- No demonstrated need – Parking turnover in Oxford naturally occurs without strict time limits. There is no evidence that a 60-minute restriction will enhance accessibility.
- Unwelcome policing of parking – Who will enforce this, and at what cost? Policing parking in a small town is unnecessary and creates an additional expense that could be better spent on genuinely needed services.
- Negative impact on businesses – Many people enjoy a relaxed visit to Oxford's shops, cafés, and community spaces. Arbitrary time limits could discourage visitors who want to browse or have a leisurely meal.
- Added costs for ratepayers – Managing and enforcing parking restrictions means more bureaucracy and expense, which ultimately falls on residents. Oxford thrives because it is a welcoming, easygoing town. Introducing unnecessary parking limits only adds unnecessary rules and costs that do not align with the community's needs. I urge the council to reconsider this proposal and leave parking as it is.

Ridiculous. Only change that is needed in Oxford is a disability park outside Oxford Pharmacy. Either the first park in Rata street or the park on Main street nearest the Pharmacy .

I do not agree with it. Does not seem to cause an issue and to see parking wardens in a country town would be awful.

I don't think this change is necessary. I have never had a problem parking in this area of Oxford, nor have I seen any evidence that people struggle to find a park close to this area of Oxford. How would it be enforced if it does go ahead, and at what cost to the community?

As a mother of 3 under 4 years of age, parking close to where I need to be is very important for ease of shopping ect. I try to support local, but with a parking limit I may have to go elsewhere due to not being able to easily predict how long I may take. It's very easy to lose time due to toilet trips or similar hold ups with toddlers, and I couldn't always make it back to avoid a fine if it was being monitored. The same problem I have in Rangiora, and I can't just park further away as little legs can't walk as far. I feel it is unnecessary to put a limit on the parking, as most people aren't parking up for the day anyhow along those parks, and I rarely have an issue parking where I need to. 60 mins is also not long enough for a browse in the shops, a coffee

or lunch, and a play at the park, which is what most people do when parking on the main street. Having worked in retail in Oxford, I can't recall people having problems with parking, and know if it is timed shoppers will be thinking about the parking rather than enjoying all Oxford has to offer.

no, I've had no problem finding parks.

Absolutely unnecessary. This will only put people off from actually stopping in Oxford. And a 60 minute limit for a park? Ridiculous. People go to the park to have a nice picnic or play, not to have to worry about moving their car every hour.

I think it's absolutely ridiculous. We do not have that much traffic to even consider this!

I have not ever had a problem parking. Who will "police" the parking? I believe the financial outlay is NOT worth a few parking places

What a waste of rate payer money. A definite NO. We are a small country town and don't need this!

I am against this plan. Besides how would the council propose to police this without more cost to ratepayers.

Absolutely no need for this in a country town, council has to stop listening to the loudest voices in Oxford and start applying common sense. I travel in my job regularly and have never had an issue parking in Oxford, walking less than 3 minutes to my destination in peak times only.

I moved from Whangarei, Northland in July 2023. I have first-hand experience of the results of changing from free parking to paid or time-resisted parking in the town centre of Whangarei. It was extremely unpopular and contributed to the decline of businesses in the town centre, with customers moving away from the town centre to big box stores on the other side of town where parking was free and unlimited. It was a huge factor in the death of the main centre of town. Oxford is a small town with ample parking within easy distance of the shops and cafes. I have never once had an issue with finding

parking in Oxford no matter the time or day of the week. To encourage tourists and locals to utilise the facilities the town offers, leave parking as it is should be, the only sensible decision. Our lives are busy enough, that when in a small town you should be able to relax, take your time and enjoy what is on offer. Not be gobbling down your lunch and then sprinting back to your car. Sometimes the best plan is to leave things as they are.

What a waste of time and rate payers money. How will you police it? Sick of regulations about every little thing.

NO. NO. NO !!!!! ITS A REVENUE GENERATING EXERCISE WHEN WE DO NOT HAVE AN ISSUE. council bureaucrats should stay in their boxes and deliver council services not try to control us. We get very little from the council out where we are and all this will do is allow them to give us parking fines and take the money to rangiora. No benefit to oxford community.

There should be no restrictions at all, as there are businesses who rely on longer parking. Apparently car spaces are being taken up by Freshchoice staff, so maybe look at getting a carpark for them somewhere else.

A lot of people that work at freshchoice use that car park while they work as they can't park in the freshchoice carpark. Putting a time limit on that area is completely unfair.

I think the parking is great as it is. No need to change it.

P60 Yes

Change for changes sake is a waste of time. Some people love rules. Others think we have enough. Administration will cost more than you will gain. Nothing needs to change.

Not necessary. Will cost more money to erect signage and monitor parking that could be put to better use elsewhere

Optional question (67 response(s), 2 skipped)

Question type: Essay Question

Q5 | Tell us what you think about the proposed P60 parking outside the diner and boutique on Main Street in Oxford:

It's okay

No change needed

No objections to changes.

Does a town the size of Oxford really need time limits at all ? These time limit proposals are at odds with other commercial areas that have 30 minute limits. The time limits should be standardised throughout the township, either 30 or 60 minutes but not both.

Not necessary

60 minutes are enough for most to go to the Diner or café or shop at the boutique I would also add a 60 minute time limit for the parking spaces alongside the Pharmacy on Rata Street.

Good idea, same as above.

I think 60min to dine & enjoy Oxford Dinner or Christmas Shopping at Emma's or the Chemist with an hours parking is maximum city living and not why I live in Oxford..Oxford Diner usually take 20min to prepare & serve meal tht leaves 30min to gulp your meal..I try to do Birthday gifts & Christmas gifts here in Oxford & certainly would spend over an hour choosing 9 grandchildren gifts. I spend a hour on the supermarket.. I need to check sugars on all labels I buy..Oxford relaxed country style is the benefit of living so far out.Thre must be better options for Oxford Village

Good Idea.

As above.

A good idea. On top of that, there is a parking place which overlaps with the centre island at Pearson Park. A cyclist needs to keep at least a door width out from a car (People open them without looking), and cars are required to keep 1.5 meters from a bike. There is not enough room for this, and some vehicles pass dangerously close while blasting their horns . I have also see vehicles pass on the wrong side of the island. A similar problem exists further up Main Street (around 127). I believe there should at the very least be a cycle path at the islands to allow bikes to pass through safely (similar to one on the west side of Rangiora on the Oxford Road). A proper cycle lane through the town would be the best option of course, but I accept there may be some issues getting this through

Within certain busy times that restriction should be fine but no need for it all the time

To increase turnover in area.

No comment regarding the 30 and 60 min ???ation for these spaces.

Agree

As above.

I think it is more appropriate outside the diner, but my concerns are as above in question 1. Who will enforce this? Would it be handed to Wilsons Parking and the revenue go overseas?

As above although these are often not filled all day. Having a 60min limit is a good idea. I would like to see this extended around the corner into rata street as well to stop these being the next parks monopolized.

Same as above. It's usually empty, or is busy and parking limits wouldn't change the availability of parks.

Same as above we need visitors and the community to park and support our businesses not having to worry about time limited parking. You would be better to spend the money on keeping the roads or the waimak bridge in good order.

Absolutely pointless, confusing and stupid idea. Oxford is a small town, with plenty of parking. Visitors don't want to have to worry about which car parks to use. This will drive people away, taking trade away from local businesses.

I think outside these shops will help with turn over for the businesses.

Again, it is not needed. It will deter people from going to spend time in the cafes and shops.

There is no need for this in our town. There is plenty of parking available.

Unnecessary. Leave it as it is.

As above

Same comment at Pearson Park, Ridiculous for a few parking spaces! This will put pressure on diners & where they are dining to eat & go within an hour. Far from welcoming to visitors to Oxford. People will park in the supermarket carpark.

Unnecessary. Oxford is very rarely busy enough to impose time restrictions. Also don't need to spend extra money employing wardens to monitor parking.

Would the council prefer people not to stop and shop in a small town

Not needed

Again unnecessary

I can't see a need for this as there is no problem with parking in this area.

No parking limits are required

Disabled parking spots only.

Apparently the business owners have not been consulted about this proposal. I do not think that parking in Oxford is under enough pressure to warrant parking restrictions. There is ample parking within a 5 minute walk of all Oxford's main amenities. If it's possible to adapt one or two of these to spaces to make them priority for disabled car users then that would be a better use of the money that would be spent on enforcing the P60/P30

As above, not necessary. I could understand making one of the three a handicapped park.

and again exactly the same as what i've said above.

Terrible, people will then park at the supermarket and then leave no parks for the people wanting to go to the supermarket

Same comment applies to both Q4 and Q5. Oxford is a destination. People generally come to eat & shop; market, eat & shop; haircut & shop/lunch. 60 minutes simply isn't long enough. If you must apply a parking limit, I think 2 hours (120 minutes) is a better option. Business in small towns is hard enough, especially in this climate, without deterring visitors with parking restrictions. I operate a 7 day a week, 10am-5pm business on Main Street, and never once

have I heard anyone complain about not being able to get a park. If this issue is "perceived" to be business staff members parking in these spaces all day; why not approach the business (there is only about 5) and request they tell their staff not to park there. My staff know, under no circumstances, are they to park in Main Street. Appreciated the visit from two WMK staffers to discuss.

Terrible idea. Small businesses in Oxford village and along the main road encourage people from out of "town" to come and spend time in the village. Restricting parking in key areas is a deterrent that will result in people not bothering to stop, and a direct negative impact on the local economy.

No need for timed parking

It is certainly not necessary. I regularly park in Oxford while running errands, particularly during "peak" hours and have never had an issue finding a car park, as there are nearby side streets (next to the pharmacy, or butcher) that are a very small walk. This would be a terrible use of monitoring resources (ie a warden) plus the cost of signage for 9 car parks.

Again there doesnt appear to be any valid reason for P60 restrictions in this area.

I feel there is no need for this proposal currently

Don't want it and don't need it Stop spending our rates on things we don't need

No need for it

I have lived in Oxford village for 20 years and am a 5min walk away from Oxford Diner on Main Street. There is absolutely no need for any restricted parking outside Oxford Diner during an average week in Oxford township. Do not implement this policy! As locals we need to be able to freely park in our town to visit our local shops & restaurants without restrictions! Parking is only at a premium here in the weekend if there is a special event in Oxford when out of town

general public come to visit e.g. Oxford Great Garage sale event once a year.

Same as above although for using the playground i prefer not having to cross the road If your going to make time restrictions here just do it for saturdays and sundays

I strongly oppose the introduction of 60-minute parking limits in Oxford. This proposal is unnecessary for a small town like ours, where parking availability is not a significant issue. Introducing time limits will not meaningfully improve turnover but will instead create an unnecessary burden on both locals and visitors. Key reasons for my opposition:

- No demonstrated need – Parking turnover in Oxford naturally occurs without strict time limits. There is no evidence that a 60-minute restriction will enhance accessibility.
- Unwelcome policing of parking – Who will enforce this, and at what cost? Policing parking in a small town is unnecessary and creates an additional expense that could be better spent on genuinely needed services.
- Negative impact on businesses – Many people enjoy a relaxed visit to Oxford's shops, cafés, and community spaces. Arbitrary time limits could discourage visitors who want to browse or have a leisurely meal.
- Added costs for ratepayers – Managing and enforcing parking restrictions means more bureaucracy and expense, which ultimately falls on residents. Oxford thrives because it is a welcoming, easygoing town. Introducing unnecessary parking limits only adds unnecessary rules and costs that do not align with the community's needs. I urge the council to reconsider this proposal and leave parking as it is.

Not required at all. Please listen to the local people

Do not agree with this either. The only thing I would say, is if there are signs but no parking wardens guaranteed to police them, then it is not so bad.

I don't think this change is necessary. I have never had a problem parking in this area of Oxford, nor have I seen any evidence that people struggle to find a park close to this area of Oxford. How would it be enforced if it does go ahead, and at what cost to the community?

I dont agree.

As above. You'll be doing these places a disservice. Maybe 120 minutes but it's absolutely unnecessary. Not once have I driven through Oxford and struggled to find a park. It's a waste of rate payers money and will only be a negative for the businesses nearby.

Again a ridiculous idea plenty of side streets to park in!

I have not ever had a problem parking. Who will "police" the parking? I believe the financial outlay is NOT worth a few parking places

What a waste of rate payer money. A definite NO. We are a small country town and don't need this!

I am against this plan. Besides how would the council propose to police this without more cost to ratepayers.

Absolutely no need for this in a country town, council has to stop listening to the loudest voices in Oxford and start applying common sense. I travel in my job regularly and have never had an issue parking in Oxford , walking less than 3 minutes to my destination in peak times only.

I moved from Whangarei, Northland in July 2023. I have first-hand experience of the results of changing from free parking to paid or time-resisted parking in the town centre of Whangarei. It was extremely unpopular and contributed to the decline of businesses in the town centre, with customers moving away from the town centre to big box stores on the other side of town where parking was free and unlimited. It was a huge factor in the death of the main centre of town. Oxford is a small town with ample parking within easy distance of the shops and cafes. I have never once had an issue with finding parking in Oxford no matter the time or day of the week. To encourage tourists and locals to utilise the facilities the town offers, leave parking as it is should be, the only sensible decision. Our lives are busy enough, that when in a small town you should be able to relax, take your time and enjoy what is on offer. Not be gobbling down your lunch and then sprinting back to your car. Sometimes the best plan is to leave things as they are.

Stop trying g to regulate everything.

NO. NO. NO !!!!! ITS A REVENUE GENERATING EXERCISE WHEN WE DO NOT HAVE AN ISSUE. council bureaucrats should stay in their boxes and deliver council services not try to control us. We get very little from the council out where we are and sll yhis will do ls allow them to give us parking fines and take the money to rangiora. No benefit to oxford community.

As above.

Limiting people's eating time to one hour is also unfair in my opinion.

No. Leave it as it is.

P60 Yes

Nothing need to change.

As above

Optional question (68 response(s), 1 skipped)

Question type: Essay Question

Q6 | Tell us what you think about the existing P30 parking outside the restaurants on Main Street in Oxford:

This survey fails to ask what other parking issues the residents of the Oxford Ward might want to raise. There is more to parking than timing. Consider access for our older community members, getting from drivers door to footpath, getting over the curb, ..., I feel there needs to be better planning and improvement in this area.

Extend to 120 minutes

Serves a good purpose.

30 minutes is too short a period for patrons at these facilities. If a time limit MUST be imposed, and I personally don't believe there should, make it 60 minutes everywhere, to avoid confusion.

Not necessary. Put more effort into people who park on the yellow lines or sort out the issue with cars and trucks not slowing/stopping for people at the zebra crossings. I've nearly been hit twice on the crossings. I was half way across and a car didn't even slow down. Prevent an injury or death.

Once again 30 minutes are long enough to pick up scripts from Pharmacy or take a ways from the food outlets

Good idea. Same as above.

Ridiculous how can u enjoy coffee and or a meal in 30mins or 60min 90minutes in my opinion is fair..

Also a good idea

I think this should be a P60 like the other two areas. This will stop confusion and if you're there to use the restaurants then you will likely need more than 30min. I think keeping all 3 areas p60 is easier. logical, and won't confuse people as it is such a small area we are talking about. Plus! who will police this area?! No one comes to Oxford to check. And you risk making elderly who are large users in this area a criminal!

Happy with that.

30 mins is not long enough to have a meal at a dining establishment. Plus having different time zones for different parks creates confusion. It would be simpler to make all the parking zones 1 hour. What do you

class as take aways with only 30 mins parking? The Fish n Chip shop, the Liquor store. What about the Pie shop, the Diner and the Black Beach all over take aways but patrons can also dine in for a full meal which may take longer than 30 mins. So it would be best to have all areas of restricted parking as 1 hour during busy times Of much greater concern than parking is the large number of cars who do U turns on Bay Road to be able to park on the same side as the Pie Shop

Parking should be in alignment with others - 60 minutes.

Leave as is. Make the parking space, in front of 47 Main Street Oxford, for disability parking only for easier access to the chemist.

As above.

I go to restaurants to enjoy my meal with family and friends, not to gobble down my food. I would very rarely be out in under an hour, so I don't think much of the 30 minutes.

To be fair I did not even notice it was in place but these parks do seem to turn over regularly.

I don't think they are necessary

Leave things as they are. We need people coming to Oxford to support the community not worrying about parking. You would be better to take out the islands that narrow the road and block visibility.

Absolutely pointless, confusing and stupid idea. Oxford is a small town, with plenty of parking. Visitors don't want to have to worry about which car parks to use. This will drive people away, taking trade away from local businesses.

I would think they need to be p60 also

Ridiculous. Why would you want to go to the restaurant and spend 30minutes in there. It will deter people. Oxford is unique and perfect that doesn't require parking restrictions. It's a disgrace that it would be considered.

There is no need for this in our town. There is plenty of parking available.

Remove time limit.

Leave it the same. Locals picking up takeaways use this space

It works, if it ain't broke don't change it!!

There's no need for time restricted parking in Oxford.

Who police's this?

Should be removed.

Completely unnecessary

Also don't see a need for this as there is ample parking available

Not really necessary

What a crazy idea!!! Not needed

It is unnecessary.

To be honest, I didn't realise it was, but I rarely park there. If I had to drive from outside the immediate area, and only be able to park 30 minutes outside Black Beech, but again, Meyers Place, Rata St and further down Main St are all valid parking options. Keep them 30 minute.

again. the exact same as what i said above.

Seems pointless for a restaurant- service takes longer than 30mins

This is existing, and I think it is fair enough. Works well for Village Foods, and any supermarket or chemist overflow parking. Black Beech customers tend to park around the corner.

That particular zone of P30 parking is located directly outside of a fish and chips shop, which makes sense to have it as a restricted parking space so people move along quickly (so they can get their meals quickly). People stopping there are only stopping for takeaways, not to look at the shops or visit the Cafe etc.

Don't think they are necessary

I don't think it is necessary.

I really cant see the reason for it

I've never needed them. Plenty of parks a short stroll away

Don't want it and don't need it

Absolutely no need for any parking restrictions on Oxford streets at this time. It's a waste of money

I have lived in Oxford village for 20 years and am a 5min walk away

from Main Street restaurants. REMOVE THE P30 parking in Oxford Main Street IMMEDIATELY! There is absolutely no need for any restricted parking in Oxford. I had no idea this was even in place and currently functioning AND if I need to park here to visit a restaurant I would certainly need more than 30mins to eat my meal or to visit the Pharmacy across the road to wait for my prescription and/or to visit the butcher shop to organise having my beast killed & processed and then still have the time available to have a coffee without having to rush back to shift my car!!! During an average week in Oxford township P30 is NOT NECESSARY! As locals we need to be able to freely park in our town to visit our local shops, restaurants and health professionals without restrictions. Parking is only at a premium here in the weekend if there is a special event in Oxford when out of town general public come to visit e.g. Spring into Oxford event. REMOVE P30 parking restrictions in Oxford Main Street NOW! And do not implement this in the future.

Fine as it is, generally always busy but turns over quickly

I strongly oppose the introduction of 60-minute parking limits in Oxford. This proposal is unnecessary for a small town like ours, where parking availability is not a significant issue. Introducing time limits will not meaningfully improve turnover but will instead create an unnecessary burden on both locals and visitors. Key reasons for my opposition:

- No demonstrated need – Parking turnover in Oxford naturally occurs without strict time limits. There is no evidence that a 60-minute restriction will enhance accessibility.
- Unwelcome policing of parking – Who will enforce this, and at what cost? Policing parking in a small town is unnecessary and creates an additional expense that could be better spent on genuinely needed services.
- Negative impact on businesses – Many people enjoy a relaxed visit to Oxford's shops, cafés, and community spaces. Arbitrary time limits could discourage visitors who want to browse or have a leisurely meal.
- Added costs for ratepayers – Managing and enforcing parking restrictions means more bureaucracy and expense, which ultimately falls on residents. Oxford thrives because it is a welcoming, easygoing town. Introducing unnecessary parking limits only adds unnecessary rules and costs that do not align with the community's needs. I urge the council to reconsider this proposal and leave parking as it is.

They don't need to be restricted on Main Street perhaps 2 on Meyer place outside the side wall of the butchers could be P30 if you think Oxford needs 30 minutes parking.

I have lived here almost 20 years and have never even noticed them to be honest

I don't think this needs changing and I'm happy for it to stay the way it is at the moment.

I don't think it's really needed.

As above. And seriously... 30 minutes? In what world does it take 30 minutes to eat a meal at a restaurant. This is actually making me quite angry now. 30 minutes at restaurants? Insane. Who would even come up with such an unintelligent concept?

Again not the best idea. Mostly people park, go and eat then leave. I have not seen anyone park all day in any of the main street parking.

Existing, therefore no financial outlay. Gives takeaway people parking a chance around mealtimes

What a waste of rate payer money. A definite NO. We are a small country town and don't need this!

I am against this plan. Besides how would the council propose to police this without more cost to ratepayers.

Absolutely no need for this in a country town, council has to stop listening to the loudest voices in Oxford and start applying common sense. I travel in my job regularly and have never had an issue parking in Oxford, walking less than 3 minutes to my destination in peak times only.

I moved from Whangarei, Northland in July 2023. I have first-hand experience of the results of changing from free parking to paid or time-restricted parking in the town centre of Whangarei. It was extremely unpopular and contributed to the decline of businesses in the town centre, with customers moving away from the town centre to big box stores on the other side of town where parking was free and unlimited. It was a huge factor in the death of the main centre of

town. Oxford is a small town with ample parking within easy distance of the shops and cafes. I have never once had an issue with finding parking in Oxford no matter the time or day of the week. To encourage tourists and locals to utilise the facilities the town offers, leave parking as it is should be, the only sensible decision. Our lives are busy enough, that when in a small town you should be able to relax, take your time and enjoy what is on offer. Not be gobbling down your lunch and then sprinting back to your car. Sometimes the best plan is to leave things as they are.

Waste of time and taxpayers money. Try filling some potholes. Might be better use of that money

NO. NO. NO !!!!! ITS A REVENUE GENERATING EXERCISE WHEN WE DO NOT HAVE AN ISSUE. council bureaucrats should stay in their boxes and deliver council services not try to control us. We get very little from the council out where we are and sll yhis will do is allow them to give us parking fines and take the money to rangiora. No benefit to oxford community.

As above.

That's even worse than 1 hour

Leave parking alone.

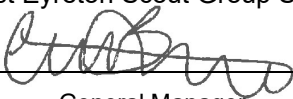
Should also be P60 for Diners frequenting restaurants to encourage business

Planning P30 for a meal seems pretty short to me

Yes I think that should stay as it is at 30 minutes

Optional question (67 response(s), 2 skipped)

Question type: Essay Question

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** Gov-26-10-06 / 250609103631**REPORT TO:** OXFORD-OHOKA COMMUNITY BOARD**DATE OF MEETING:** 2 July 2025**AUTHOR(S):** Ken Howat, Parks and Facilities Team Leader**SUBJECT:** West Eyreton Scout Group Storage Shed**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)
General Manager
Chief Executive**1. SUMMARY**

- 1.1. The purpose of this report is to seek approval from the Oxford-Ohoka Community Board for the installation of a storage shed behind West Eyreton Community Hall for the West Eyreton Scout group.
- 1.2. The West Eyreton Scout Group has approached Council staff with a proposal to install a 3m x 3m storage shed on the grounds of the West Eyreton Community Hall. The purpose of the shed is to securely store equipment and materials used for regular scout activities.
- 1.3. The scout group currently stores its equipment in a shipping container located in Swannanoa. This arrangement presents logistical challenges, particularly when impromptu or short-notice activities arise, as it requires transporting equipment between locations. The group has identified the need for a more accessible and permanent storage solution closer to their primary activity base at the West Eyreton Community Hall.
- 1.4. The proposed installation of a dedicated storage shed on-site would significantly improve operational efficiency and support greater flexibility in delivering programmes for the group.
- 1.5. The proposed location is at the rear of the Community Hall, where it will have minimal visual impact and would not interfere with public access to the car park area or existing facilities.
- 1.6. This request is supported by the West Eyreton Community Hall Management Committee and acknowledges the growing need for additional storage capacity at the facility. At present, a 4m x 5m storage shed is located onsite and is utilised by the Management Committee to store a kitset stage, table tennis equipment, and additional seating. This shed, which was installed approximately ten years ago, is currently at full capacity. As a result, there is no available space for the scout group to store their equipment, hence the request for additional storage solutions.
- 1.7. The proposed storage shed measures 3m x 3m metres and is designed for ease of fabrication, installation and removal. It would be fabricated onsite and placed on skids making it easier to relocate if needed.



Figure 1. Location of proposed storage shed marked in red

2. **RECOMMENDATION**

THAT the Oxford Ohoka Community Board:

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

3. **BACKGROUND**

- 3.1. The West Eyreton Scout Group was established in 2011 following the Christchurch earthquakes when the Cust Scout Group was forced to close due to damage to the Cust Community Centre.
- 3.2. The club has 25 youth members, five leaders with a full committee comprising of chair, treasurer, secretary and committee members.
- 3.3. The West Eyreton Scout Group does not hold a formal lease for use of the community hall. They are a regular user with bookings managed through the Council booking system, therefore the request to install a storage shed does not alter or effect their current conditions of use.

4. **ISSUES AND OPTIONS**

- 4.1. The storage shed would be funded, owned and managed by the scout group and the proposed location would have minimal visual and functional impact on the site.
- 4.2. Should the scout group disband they would be required to remove the shed from the site at its cost.
- 4.3. **Option One: Approves the installation of a storage shed behind the West Eyreton Community Hall.**

Oxford-Ohoka Community Board could approve the West Eyreton Scout Group request for a storage container which would allow them immediate access to equipment currently stored in Swannanoa, giving more flexibility in planning and delivering activities.

Staff recommend this option.

- 4.4. **Option Two: Decline the request for a storage shed behind the West Eyreton Community Hall.**

Oxford-Ohoka Community Board could decline the recommendation which would result in the need to continue transporting equipment from their offsite storage location in Swannanoa.

Staff do not recommend this option.

Implications for Community Wellbeing

There are implications on community wellbeing by the issues and options that are the subject matter of this report. The proposal supports the continued growth and engagement of local youth through Scouting, which promotes leadership, teamwork, and outdoor education.

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

5. **COMMUNITY VIEWS**

5.1. **Mana whenua**

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

5.2. **Groups and Organisations**

There are not groups and organisations likely to be affected by, or to have an interest in the subject matter of this report.

5.3. **Wider Community**

The wider community is likely to be affected by, or to have an interest in the subject matter of this report. Improved operational efficiency will enable the Scout Group to offer more frequent and diverse programming, benefiting not only current members but also attracting new participants from the surrounding area.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

There are no financial implications of the decisions sought by this report. There are no direct financial implications for the Council as part of this proposal. The West Eyreton Scout Group has confirmed that all costs associated with the purchase, transportation, installation, (and removal if needed) and ongoing maintenance of the storage shed will be fully covered through its own fundraising efforts. No council funding or resourcing is being requested.

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

6.2. **Sustainability and Climate Change Impacts**

The recommendations in this report do have sustainability and/or climate change impacts. The installation of an on-site storage shed at the West Eyreton Community Hall is expected to deliver positive environmental outcomes by reducing the need for regular travel between West Eyreton and Swannanoa, where the Scout Group's equipment is currently stored. In addition to this, the proposed shed is a small, relocatable structure with a low physical and ecological footprint. Its installation will not require significant groundworks or disruption to the surrounding environment.

6.3. **Risk Management**

There are risks arising from the adoption/implementation of the recommendations in this report. Approval of this proposal may lead to similar requests from other user groups seeking to install their own storage facilities at the facility. This could result in increased demand for space, inconsistent infrastructure, and potential site congestion if not carefully managed.

6.4. **Health and Safety**

There are health and safety risks arising from the adoption/implementation of the recommendations in this report. The scout group would need to provide a Health and Safety Plan covering risks such as onsite vehicle movements for shed delivery, fabrication and installation ensuring be carried out by suitably qualified volunteers and/or contractors and ensuring the shed is placed securely to the site.

7. **CONTEXT**

7.1. **Consistency with Policy**

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

7.2. **Authorising Legislation**

- Reserves Act 1977

7.3. Consistency with Community Outcomes

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

- There is a wide variety of public places and spaces to meet people's needs.
- The accessibility of community and recreation facilities meets the changing needs of our community.

7.4. Authorising Delegations

The Oxford-Ohoka Community Board has the delegation to approve the recommendations of this report.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: GOV-26-10-06/250609103202

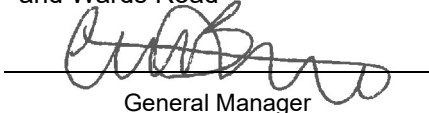
REPORT TO: OXFORD OHOKA COMMUNITY BOARD


DATE OF MEETING: 2 July 2025

AUTHOR(S): Ken Howat, Parks and Facilities Team Leader

SUBJECT: General Landscaping Project – Ecological enhancement between Tram and Wards Road

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


 General Manager


 Chief Executive

1. SUMMARY

- 1.1. The purpose of this report is to provide information to the Board on a community led project for ecological enhancement to be considered by the Oxford Ohoka Community Board's General Landscaping Budget. The project requires up to \$3,000 from the landscaping budget.
- 1.2. The proposal seeks support for a community led ecological enhancement and beautification of an area situated between Tram Road and Wards Road in Mandeville which currently serves as an informal walkway that is well used by local residents.
- 1.3. The project was brought to the Board's attention by a local couple who have volunteered to lead the initiative. Their vision is to transform the area into an accessible and visually appealing space for the community. They are actively engaging with other residents to build wider community involvement and support.
- 1.4. Support for this initiative is requested specifically to fund the purchase of plant materials. All labour associated with the implementation of the project will be provided voluntarily by members of the local community. Swannanoa School, through its "Seed of Learning" programme, has indicated a strong interest in the project, offering to supply plants from its propagation programme and to assist with planting activities. This will be a community-led initiative, with Council providing support and guidance as required.
- 1.5. The site is located adjacent to a stormwater management area (SMA), which is currently separated from the surrounding space by a row of mature pine trees, five of which are dead. The removal of these trees would enhance visibility and access to the SMA, allowing opportunities for informal play for local children. This intervention would significantly improve the overall amenity and usability of the area for the community, noting that removal of trees would be carried out under Council tree policy.
- 1.6. In March this year, a report was presented to the Community Board outlining five projects for consideration under the General Landscaping Budget (available budget \$27,083) Staff recommended the following projects:

• Ashley Gorge Information Kiosk	\$5,000
• Mandeville Reserve Legacy Area	\$5,000
• Mandeville Cemetery Enhancement	\$5,000
• Oxford Dog Park Shelter & Seat	\$6,000
• Railway Siding Signage x 3	<u>\$3,000</u>
Total	\$24,000

- 1.7 At the time of consideration, the Board had a total of \$27,083 available for allocation to projects within the Oxford-Ohoka Ward. The Board resolved to approve the staff recommendations, resulting in an unallocated balance of \$3,083. This remaining amount is available to support any new initiatives the Board may identify or may be retained as a contingency to cover potential cost overruns on the approved projects due to unforeseen cost fluctuations.



Figure 1. The paper road (shaded pink) proposed site for enhancement project connecting Wards Road to Tram Road.

2. RECOMMENDATION

THAT the Oxford Ohoka Community Board:

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

3. **BACKGROUND**

- 3.1. The General Landscaping Budget is a discretionary budget the Board can allocate towards landscape projects within their ward. There have been many varying projects that this money has been spent on over the years to enhance the landscape of the Oxford Ohoka area. There are no documented guidelines which stipulate exactly what the money has to be spent on however it should be for things which will enhance the landscape for the benefit of the community.
- 3.2. The proposed restoration area is a paper road situated within a semi-rural landscape surrounded by lifestyle blocks. The site lies within the Low Plains ecological district containing less than 10% indigenous native vegetation cover, therefore restoration efforts in this area important and notable.
- 3.3. The total area is approximately 1,830 m² with the walkway comprising approximately 350 m² leaving 1,450m² available for planting. The area is open which is beneficial from a safety perspective but has little aesthetic and biodiversity value.

4. **ISSUES AND OPTIONS**

- 4.1. The local couple initiated this project by contacting their community board representative to explore the possibility of planting out the area, without expecting significant support from council. Council staff have engaged with the couple to discuss how the project could proceed and what level of support could be provided. The council's role will include offering oversight of the project and contributing to the selection of suitable plant species and the development of a planting design. It is worth noting that the couple have a horticultural background and possess extensive knowledge in planting, which will be a valuable asset to the success of the project.

- 4.2. The aim of the project is to enhance the environment for aesthetic reasons and for native flora and fauna thereby creating a pleasant walkway and a wildlife corridor.

- 4.3. **Option One: Approves the allocation of up to \$3,000 for the purchase of plants to support the community led enhancement project.**

The Oxford Ohoka Community Board could approve funding for this project which would support the ecological enhancement of the area and provide an opportunity for the community to work together to upgrade a neglected space.

Staff recommend this option.

- 4.4. **Option Two: Decline the request for funding support for this project.**

The Oxford Ohoka Community Board could decline the request which would result in the area remaining in its current condition and a lost opportunity for a community led project.

Staff do not recommend this option.

Implications for Community Wellbeing

There are implications on community wellbeing by the issues and options that are the subject matter of this report. The proposed community-led planting and enhancement project is expected to have a positive impact on community wellbeing. By revitalising a currently neglected space, the project will improve the accessibility and visual appeal of the area.

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

5. **COMMUNITY VIEWS**

5.1. **Mana whenua**

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

5.2. **Groups and Organisations**

There are groups and organisations likely to be affected by, or to have an interest in the subject matter of this report. The project offers a platform for collaboration among residents, fostering a sense of ownership, pride, and social connection. It encourages intergenerational participation and strengthens ties between local families and the school.

5.3. **Wider Community**

The wider community is likely to be affected by, or to have an interest in the subject matter of this report. This project will foster a sense of ownership and pride among residents, strengthen community connections through volunteer participation.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

There are not financial implications of the decisions sought by this report. While the project requires minimal financial investment from Council (limited to the purchase of plants), it leverages significant in-kind contributions from the community, representing a cost-effective approach to public space enhancement.

This budget is included in the Annual Plan/Long Term Plan.

6.2. **Sustainability and Climate Change Impacts**

The recommendations in this report do have sustainability and/or climate change impacts. The restoration of the site with appropriate native and low-maintenance plant species, will contribute to improved local biodiversity and ecological resilience.

6.3. **Risk Management**

There are not risks arising from the adoption/implementation of the recommendations in this report.

6.4. **Health and Safety**

There are health and safety risks arising from the adoption/implementation of the recommendations in this report. A Health and Safety Plan will be developed in collaboration with council staff that addresses risks such as identifying physical hazards, use of equipment and tools, manual handling and supervision of school students. If tree removal is involved, this would be carried out by a council approved contractor.

7. **CONTEXT**

7.1. **Consistency with Policy**

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

7.2. **Authorising Legislation**

- Reserves Act 1977

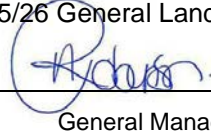
7.3. Consistency with Community Outcomes

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

- There is wide variety of public places and spaces to meet people's needs.
- There are wide-ranging opportunities for people to enjoy the outdoors.
- The accessibility of community and recreation facilities meet the changing needs of our community.

7.4. Authorising Delegations

The Oxford-Ohoka Community Board have the delegation to approve the allocation of the Oxford-Ohoka General Landscape Budget.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** GOV-26-10-06 / 250617109641**REPORT TO:** OXFORD-OHOKA COMMUNITY BOARD**DATE OF MEETING:** 2 July 2025**AUTHOR(S):** Kay Rabe, Governance Advisor**SUBJECT:** Oxford-Ohoka Community Board's 2025/26 Discretionary Grant Fund and 2025/26 General Landscaping Budget**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)
General Manager
Chief Executive**1. SUMMARY**

- 1.1 This report provides information regarding the Oxford-Ohoka Community Board's (the Board) 2025/26 General Landscaping Budget and the 2025/26 Discretionary Grant Fund.
- 1.2 This report also requests the Board to consider the approval of the Discretionary Grant Criteria, as included in the Application Form, and the Accountability Form for the 2025/26 financial year.

Attachments:

- i. Draft Oxford-Ohoka Community Board's 2024/25 Discretionary Grant Application Criteria and Application Form (Trim No. 210603089866).
- ii. Draft Oxford-Ohoka Community Board's 2024/25 Discretionary Grant Accountability Form (Trim No. 210603089980).

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

- (a) **Receives** Report No. 250617109641.
- (b) **Notes** that the Board's General Landscaping Budget allocated by the Council for 2025/26 is \$14,330, with a carry forward from the 2024/25 financial year to be reported back in August.
- (c) **Notes** that the Board's Discretionary Grant Funding allocated by the Council for 2025/26 is \$6,470, with a carry forward from the 2024/25 financial year of \$152, bringing the total to \$6,622.
- (d) **Approves** the Board's 2025/26 Discretionary Grant Fund Application Criteria and Application Form which is unchanged (Trim No. 210603089866).
- (e) **Approves** the Board's 2025/26 Discretionary Grant Accountability Form which is unchanged (Trim No. 210603089980).
- (f) **Approves** that Discretionary Grant Fund applications be considered at each meeting during the 2025/26 financial year (July 2025 to June 2026).

3. **BACKGROUND**

- 3.1 Each financial year, the Community Boards are allocated a discretionary sum that the Board may allocate towards landscape projects that enhance and beautify the community. This fund is not a contestable fund.
- 3.2 The Discretionary Grant Fund is a contestable fund available to the Board for allocation to community groups and organisations that meet the fund's criteria and seek funding for various events, initiatives, and projects.

4. **ISSUES AND OPTIONS**

4.1 **2025/26 General Landscaping Budget**

- 4.1.1 The General Landscaping Fund's 2025/26 financial year allocation approved by the Council for the Oxford-Ohoka Community Board is \$14,330. An amount of approximately \$3,000 was unallocated, however, the full amount to be carried forward from the 2024/25 financial year has yet to be determined, as outstanding invoices are still being paid and will be submitted to the Board for confirmation at the Board's August 2025 meeting.
- 4.1.2 The Board and the Council's Greenspace Team will hold a workshop with the incoming Board after the Local Government Elections to identify potential projects of interest and priority for the Oxford-Ohoka Ward for this financial year. Staff will then refine details and costings before providing a report to the Board in February 2026 to allocate funding. This timing will enable planting projects to occur during autumn and prior to the end of the financial year.
- 4.1.3 Community Boards often identify community landscaping enhancement projects for which this budget can be utilised. Equally, local community members frequently suggest minor landscaping improvements, such as adding additional seating, paving, or signage.

4.2 **2025/26 Discretionary Grant Funding**

- 4.2.1 The Council's 2025/26 Annual Plan included a budget provision of \$6,470 for the Board to approve grants to community groups during the 2025/26 financial year (July 2025 to June 2026). One hundred and fifty-two dollars were carried over from the Board's 2024/26 Discretionary Grant Fund, bringing the current balance of the Oxford-Ohoka Community Board's 2025/26 Discretionary Grant to \$6,622.
- 4.2.2 At the end of each financial year, the Board evaluates its Discretionary Grant Criteria, Application Form, and Accountability Form. Given that the Discretionary Grant Criteria, were extensively reviewed in July 2024 and the Application and Accountability forms reviewed and amended, and that a new Board will be elected in October 2025, it is suggested that the Discretionary Grant Criteria, Application Form, and Accountability Form remain unchanged until the new Board has an opportunity to input into Discretionary Grants.
- 4.2.3 The Boards are acknowledged to be familiar with the needs of community groups and organisations within their areas. Any funds dispersed would be at the discretion of each Board, especially when dealing with requests from school committees, funding organisations, and groups applying to more than one Community Board for funding for the same project or event.
- 4.2.5 The Board considers applications from non-profit community-based organisations, registered charities, or incorporated societies. However, not all eligible groups may be aware of the fund. It is, therefore, essential that Board members continue to be proactive in promoting the funds through networking with community groups.
- 4.2.6 Staff will periodically advertise the Discretionary Grant on the Community Notice Board page in the Northern Outlook and Chatter. Application Forms are also available on the Council website, from Service Centres, or by contacting the Council.

4.3 **Implications for Community Wellbeing**

The issues and options that are the subject of this report have no significant implications for community wellbeing. However, funding community and landscaping projects will increase the general wellbeing of the community within the Board's area.

4.4 The Management Team has reviewed this report.

5. **COMMUNITY VIEWS**

5.1 **Mana Whenua**

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

5.2 **Groups and Organisations**

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

5.3 **Wider Community**

The wider community is unlikely to be affected by or interested in the report's subject matter. However, it should be noted that the funding allocated to community groups and landscaping projects will enhance the general wellbeing within the Board's community.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1 **Financial Implications**

6.1.1 The decisions sought by this report have financial implications. The Council has approved an allocation of \$14,330 to the Board's General Landscaping Budget for the 2025/26 financial year. The Board did not allocate all its 2024/25 landscaping budget from the 2023/24 financial year, which has been carried forward. However, the amount to be carried forward from the 2024/25 financial year has yet to be determined, as outstanding invoices are still being paid and will be submitted to the Board for confirmation at the Board's August 2025 meeting.

6.1.2 The Council's 2025/26 Annual Plan included a budget provision of \$6,470 for the Board's 2025/26 Discretionary Grant funding. The Council resolved to carry over the \$152 unallocated funds from the 2024/25 financial year, therefore, bringing the total of the Board's 2025/26 Discretionary Grant to \$6,622.

6.2 **Sustainability and Climate Change Impacts**

The recommendations in this report do not have sustainability and/or climate change impacts.

6.3 **Risk Management**

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

6.4 **Health and Safety**

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

7. **CONTEXT**

7.1 **Consistency with Policy**

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

7.2 Authorising Legislation

Not applicable.

7.3 Consistency with Community Outcomes

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

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

7.4 Authorising Delegations

The Community Boards have delegated authority for both funds.

GOVERNANCE

Oxford-Ohoka Community Board Discretionary Grant Application

Information to assist groups with their application

The purpose of the Board discretionary grants is to assist projects that enhance community group capacity and/or increase participation in activities.

When assessing grant applications the Board considers a number of factors in its decision making. These include, but are not limited to; type of project, time frame, benefits to the community and costs. The more information you as a group can provide on the project and benefits to participants the better informed the Board is. You are welcome to include a cover letter as part of your application. The decision to grant funds is the sole discretion of the Board.

The Board cannot accept applications from individuals. All funding is paid to community-based project groups, non-profit community organisations, registered charities or incorporated societies. Council funding is publicly accountable therefore the Board needs to demonstrate to the community where funding is going and what it is being spent on.

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

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

Examples (but not limited to) of what the Board cannot fund:	Examples (but not limited to) of what the Board can fund:
✗ Wages	✓ New equipment/materials
✗ Debt servicing	✓ Toys/educational aids
✗ Payment for volunteers (including arrangements in kind eg petrol vouchers)	✓ Sporting equipment
✗ Stock or capital market investment	✓ Safety equipment
✗ Gambling or prize money	✓ Costs associated with events
✗ Funding of individuals (only non-profit organisations)	✓ Community training
✗ Payment of any legal expenditure or associated costs	
✗ Purchase of land and buildings	
✗ Activities or initiatives where the primary purpose is to promote, commercial or profit-oriented interests	
✗ Payment of fines, court costs or mediation costs, IRD penalties	

- The Board supports a wide range of community activities. However, an application will only be considered if it is deemed of the nature listed in the table of examples of what the Board can fund (see previous page).
- The Board will consider grant applications every month. Applications must be received at least four weeks before Board meeting dates to be processed on time.
- Applications will only be accepted from community-based project groups, not-for-profit organisations, registered charities or incorporated societies. No application from an individual which benefits only one person will be accepted.
- Applications from Funding Committees and/or similar community-based groups associated with schools will be considered only if significant community benefit has been shown and proof is provided that the Ministry of Education does not fund the activity. However, schools themselves are not considered non-profit community-based organisations.
- Grant funding will not be allocated for events/projects that have already occurred, i.e. retrospectively.
- The grant funding is limited to projects primarily within the Board area or benefiting the residents of the ward.
- Grants are generally limited to \$750 with a maximum of \$1,000 in any financial year (July to June). However, a group may apply twice a year, provided it is for different projects. The Board will only consider granting more than \$750 in exceptional circumstances and will provide detailed reasons for exceeding the present limit.
- The application should clearly state the purpose for which the funds will be used. It should be noted that repeated expenditures will not be funded, i.e. these are one-off grants, and the Board will not fund the same expenditure in following years.
- Organisations predominately funded by the Central Government must provide supporting evidence that the requested grant will not be spent on projects that the Central Government should/do fund.
- The applicant should submit relevant financial information to prove they can deliver the project. Financial information should include a balance sheet/profit and loss and, at least, a bank statement to enable the Board to make an informed decision.
- Applicants must declare any other funding sources for the proposed project for which funding is being sought, especially Council community grants, other Community Boards grants, and Enterprise North Canterbury funding.
- If the group does not provide the information to enable the grant to be paid within three months of approval of the grant being notified, the application will be regarded as closed, and funds will be released for reallocation by the Board.
- If funds are not spent on the specific project applied for within six months of the date of the event/project, the recipient will be required to return the funding to the Council.
- The Council must receive an Accountability Form within 20 working days after the event, completion of the project, or when the funds were spent outlining how the funds were applied. Relevant proof of purchase, such as receipts, bank statements, or invoices, must accompany the Accountability Form, and photos of the event or purchase are encouraged.
- Where possible, Boards request permission to use these photos on their Facebook page, the Council website, or other social media to encourage other community groups' participation.
- No new application will be accepted until the Board receives the Accountability Form and relevant documentation for previous funding granted.

What happens now?

81

Return your completed application form (with financial records and any supporting information which you believe is relevant to this application) by posting to Private Bag 1005, Rangiora 7440, New Zealand, or hand delivering to your local Service Centre, or emailing to: IM@wmk.govt.nz

What happens next?

- Your application will be processed and presented to the Board at the next appropriate meeting.
- Following the meeting a letter will be sent to notify you of the Board's decision and if successful an invoice and your organisation's bank account details will be requested. This information is required within 10 days of the Board decision.
- On receipt of this information payment will be processed to your organisation's bank account.

Groups applying for Board Discretionary Grants 2024/2025

Name of group: _____

Address: _____

Contact person within organisation: _____

Position within organisation: _____

Contact phone number: _____ Email: _____

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

What is the timeframe of the project/event? _____

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

How many people will directly benefit from this project? _____

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

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

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

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

Other (please specify): _____

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

82

What is the benefit(s) to your organisation?

What are the benefits, economic or otherwise, to the Oxford-Ohoka community or wider district?

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

If yes, name of parent group: _____

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

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

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

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

If yes, please supply details:

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

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

- Enclosed ☐ Financial Information (*compulsory – your application cannot be processed without financial statements*)
- ☐ Bank Statement (*Bank Statements will remain confidential*)
- ☐ Supporting costs, quotes or event budgets
- ☐ Other supporting information

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

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

Signed: _____ Date: _____

GOVERNANCE

Oxford-Ohoka Community Board

Accountability Form for 2024/2025

Discretionary Grant Recipients

For funding provided during the period July 2024 – June 2025

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

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

Please complete this form and return within 20 days after the event or completion of the project. You must return this form in order to be eligible for future funding. The Board would also appreciate any photos, where practically possible, of the event/project and permission to utilise the photos on its Facebook page, the Council's website and other social media. The information provided will be used in a report to the Board that will be publicly available.

Name of group: _____

Date: _____ Amount allocated: \$ _____

Purpose for grant: _____

Please give details below of how the money was spent. Include receipts or bank statements as proof of purchase.

_____	\$ _____
_____	\$ _____
_____	\$ _____

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

(Use additional pages if necessary)

Permission to use photos on the Board's Facebook page, the Council's website and other social media: ☐ Yes ☐ No

Continued over page

Two authorised signatories to complete the details below.

Date: _____

Date: _____

First contact name: _____

Second contact: _____

Signature: _____

Signature: _____

Position: _____

Position: _____

Phone: _____

Phone: _____

Email: _____

Email: _____

Address: _____

Address: _____

Return to:

Governance Team
Waimakariri District Council
Private Bag 1005
Rangiora 7440

OR

IM@wmk.govt.nz

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** GOV-26-10-06 / 250526092955**REPORT TO:** OXFORD-OHOKA COMMUNITY BOARD**DATE OF MEETING:** 2 July 2025**AUTHOR(S):** Kay Rabe, Governance Advisor**SUBJECT:** Applications to the Oxford-Ohoka Community Board's 2025/26 Discretionary Grant Fund**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)
General Manager
Chief Executive**1. SUMMARY**

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

Name of Organisation	Purpose	Amount requested	Does the application comply with the Discretionary Grant Fund Criteria
Oxford Dark Sky Group	Towards the purchase of a second light metre and travel costs	\$713	This application partly complies with the criteria.
Total		\$713	

Attachments:

- i. An application from the Oxford Dark Sky Group (Trim 250520088856).
- ii. A spreadsheet showing the grants for the previous two years.
- iii. Board funding criteria 2024/25 (Trim: 210603089866).

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

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

3. BACKGROUND

- 3.1 The **Oxford Dark Sky Group** is seeking funding to purchase a second light metre and to cover the travel costs for volunteers who travel to various areas of the region to take light measurements.
- 3.2 The current balance of the Oxford-Ohoka Community Board's 2025/26 Discretionary Grant Fund is \$6,622.

4. **ISSUES AND OPTIONS**

Oxford Dark Sky Group (the Group)

4.1 **Information provided by the Group:**

- 4.1.1 The Oxford Dark Sky Group was formed in 2023 to achieve dark sky accreditation for the Oxford area. The Group includes representatives from the Department of Conservation, the Waimakariri District Council, the Community Board, the local medical clinic, and local schools, among others. Oxford is fortunate to be located in an area which is relatively sparsely populated and far from large cities. It is therefore possible to see the Milky Way and the Magellanic Clouds with an unaided eye, which makes this area perfect for a dark sky initiative.
- 4.1.2 The Group is seeking funding to purchase a second dark sky measurement SQM-L metre to measure correlated colour temperature. The Group successfully applied to the Board for funding in September 2023 to purchase a light metre; however, a second meter would enable the Group to work more efficiently. In addition, the Group is requesting funding to cover the costs of travel throughout the region during these measurements for the remainder of 2025, which equates to four trips of approximately 100 km each.
- 4.1.3 It is anticipated that many people will benefit from the Oxford Dark Sky initiative in the future; however, the primary benefit is expected to be the anticipated increase in tourism in the area. Residents, fauna, and flora are expected to experience a better quality of life through improvements in human health, the preservation of wildlife and ecosystems, and a deeper connection to New Zealand's cultural identity.
- 4.1.4 The total cost for the metre is approximately \$381, while the travel has been costed at \$332. If this application is unsuccessful, the Group will continue to measure the skies; however, it would take more volunteers longer to achieve the same results.

4.2 **Council Evaluation:**

- 4.2.1 The application partly complies with the Board's Discretionary Grant Application Criteria, as it is from a non-profit organisation. However, the Board's Discretionary Criteria indicate that grant funding should not be utilised for payment to volunteers or operating expenses, which may include travel costs.
- 4.2.2 The Board approved a grant of \$500 to purchase an SQM-L metre in September 2023, and the required Accountability Form has been received.

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

4.4 **Implications for Community Wellbeing:**

There are social and cultural implications for community wellbeing arising from the issues and options addressed in this report, which affect all sectors of society.

4.5 The Management Team has reviewed this report.

5. **COMMUNITY VIEWS**

5.1 **Mana Whenua**

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

5.2 **Groups and Organisations**

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

5.3 **Wider Community**

The wider Oxford community will likely be affected by or interested in the report's subject, as the Oxford Dark Sky initiative could impact tourism and the area's economic growth.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1 **Financial Implications**

6.1.1 The 2025/26 Annual Plan included a budget provision of \$6,470 for the Board to approve grants to community groups during the 2025/26 financial year (July 2025 to June 2026).

6.1.2 One hundred and fifty-two dollars were carried over from the Board's 2024/25 Discretionary Grant Fund, bringing the current balance of the Oxford-Ohoka Community Board's 2025/26 Discretionary Grant to \$6,622.

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

6.2 **Sustainability and Climate Change Impacts**

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

6.3 **Risk Management**

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

6.4 **Health and Safety**

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

7. **CONTEXT**

7.1 **Consistency with Policy**

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

7.2 **Authorising Legislation**

Not applicable.

7.3 **Consistency with Community Outcomes**

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

7.4 **Authorising Delegations**

Community Boards have delegated authority to approve Discretionary Grant Funding.

What happens now?

Return your completed application form (with financial records and any supporting information which you believe is relevant to this application) by posting to Private Bag 1005, Rangiora 7440, New Zealand, or hand delivering to your local Service Centre, or emailing to: IM@wmk.govt.nz

What happens next?

- Your application will be processed and presented to the Board at the next appropriate meeting.
- Following the meeting a letter will be sent to notify you of the Board's decision and if successful an invoice and your organisation's bank account details will be requested. This information is required within 10 days of the Board decision.
- On receipt of this information payment will be processed to your organisation's bank account.

Groups applying for Board Discretionary Grants 2024/2025

Name of group: Oxford Dark Sky

Address: [REDACTED]

Contact person within organisation: [REDACTED]

Position within organisation: President

Contact phone number: [REDACTED] Email: oxford.darksky@gmail.com

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

As part of our Oxford Dark Sky Reserve application requirement, we need to measure sky darkness across a wide geography - the Oxford Subdivision. We would like to buy a second dark sky measurement SQM-L metre, valued at \$375 + \$6 shipping = \$381 so that we can split the task in half on the night. (It is difficult/long for a group or a single volunteer to be out 4-5 hours on their own in the middle of the night.)

In addition, we would like to request funding to cover the costs of the travel throughout the region during these measurements for the remainder of 2025, or 4 trips * 100km/trip * 0.83/km disbursement rate = \$332

What is the timeframe of the project/event? 2025-2026

Overall cost of project/event: Nil, other than these costs Amount requested: \$381 + \$332 = \$713

How many people will directly benefit from this project? The region

Who are the 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 ☒ Adults ☒ Older adults ☒ Whole community/ward

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

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

Other (please specify): _____

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

None, other than wanting to complete the project. We are volunteers.

What is the benefit(s) to your organisation?

None, other than wanting to complete the project. We are registered (NZBN 9429051800727) and a Charity (CC62757).

What are the benefits, economic or otherwise, to the Oxford-Ohoka community or wider district?

Darker skies means a better environment, ecosystems, increased tourism.

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

If yes, name of parent group: _____

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

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

The Oxford Lions, Contact Energy, OPAC

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

None at this time, but have in past to several including the Oxford Lions, Contact Energy, OPAC

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

If yes, please supply details:

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

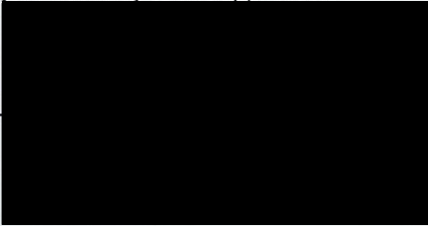
If No, what are the consequences to the community/organisation?

It may take longer, require more volunteers

- Enclosed ☒ Financial Information (*compulsory – your application cannot be processed without financial statements*)
- ☒ Bank Statement (*Bank Statements will remain confidential*)
- ☒ Supporting costs, quotes or event budgets
- ☐ Other supporting information

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

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

Signed:  Date: 19/5/2025

Oxford Dark Sky Incorporated (50194413)
NZBN 9429051800727
CC62757

**Statement of income & expenditure
for the year ended 31 December**

Income	2024
	\$
Starting bank balance	0
Subscriptions	0
Advertising	0
Donations	1,653.38
Entry fees from annual show	0
General fundraising	140.00
Interest	0
Total income	1,793.38
Expenses	2024
	\$
Administration costs, memberships	223.75
Bank fees	0
Cost of annual show	0
Instructor fee	0
Insurance	0
Postage	0
Printing	0
Rates	0
Total expenses	223.75
Net surplus/(loss)	1,569.63

Oxford Dark Sky Incorporated (50194413)

NZBN 9429051800727

CC62757

**Statement of income & expenditure
for the year ended 31 December**

Assets	2024
	\$
Cash on hand	0
Net surplus (from above)	1,569.63
Land and buildings	0
Sporting equipment	0
Clubroom equipment	0
Sundry equipment*	400.00
Total assets	1,969.63
Liabilities	2024
	\$
Accrued expenses	0
Creditors	0
Total liabilities	0
Net assets (liabilities)	1,969.63
Accumulated funds as at 31 December	1,969.63

*Light metre, torches, headlamps, storage box, keys all in used condition; estimated total value \$400, to be depreciated over 2 years



Unihedron

Sky Quality Meter

\$375.00 NZD

Taxes included. [Shipping](#) calculated at checkout.

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

	Meeting considered	Group	Project	Accountability Received	Amount Requested	Amount Granted	Running Balance
		Carried forward 2024/25 = 152	2025/26 \$6,470				\$ 6,622.00
	2-Jul	Ohoka Rugby Club Year 6	Playing uniforms	From 2024/25	\$750		
	2-Jul	Oxford Dark Sky	Purchase of Dark Sky Measure & traveling costs		\$713		
	2-Jul	Allstars Marching Teams	Hall hire for training/practice sessions for the year		\$750		

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

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

GOVERNANCE

Oxford-Ohoka Community Board Discretionary Grant Application

Information to assist groups with their application

The purpose of the Board discretionary grants is to assist projects that enhance community group capacity and/or increase participation in activities.

When assessing grant applications the Board considers a number of factors in its decision making. These include, but are not limited to; type of project, time frame, benefits to the community and costs. The more information you as a group can provide on the project and benefits to participants the better informed the Board is. You are welcome to include a cover letter as part of your application. The decision to grant funds is the sole discretion of the Board.

The Board cannot accept applications from individuals. All funding is paid to community-based project groups, non-profit community organisations, registered charities or incorporated societies. Council funding is publicly accountable therefore the Board needs to demonstrate to the community where funding is going and what it is being spent on.

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

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

Examples (but not limited to) of what the Board cannot fund:	Examples (but not limited to) of what the Board can fund:
✗ Wages	✓ New equipment/materials
✗ Debt servicing	✓ Toys/educational aids
✗ Payment for volunteers (including arrangements in kind eg petrol vouchers)	✓ Sporting equipment
✗ Stock or capital market investment	✓ Safety equipment
✗ Gambling or prize money	✓ Costs associated with events
✗ Funding of individuals (only non-profit organisations)	✓ Community training
✗ Payment of any legal expenditure or associated costs	
✗ Purchase of land and buildings	
✗ Activities or initiatives where the primary purpose is to promote, commercial or profit-oriented interests	
✗ Payment of fines, court costs or mediation costs, IRD penalties	

- The Board supports a wide range of community activities. However, an application will only be considered if it is deemed of the nature listed in the table of examples of what the Board can fund (see previous page).
- The Board will consider grant applications every month. Applications must be received at least four weeks before Board meeting dates to be processed on time.
- Applications will only be accepted from community-based project groups, not-for-profit organisations, registered charities or incorporated societies. No application from an individual which benefits only one person will be accepted.
- Applications from Funding Committees and/or similar community-based groups associated with schools will be considered only if significant community benefit has been shown and proof is provided that the Ministry of Education does not fund the activity. However, schools themselves are not considered non-profit community-based organisations.
- Grant funding will not be allocated for events/projects that have already occurred, i.e. retrospectively.
- The grant funding is limited to projects primarily within the Board area or benefiting the residents of the ward.
- Grants are generally limited to \$750 with a maximum of \$1,000 in any financial year (July to June). However, a group may apply twice a year, provided it is for different projects. The Board will only consider granting more than \$750 in exceptional circumstances and will provide detailed reasons for exceeding the present limit.
- The application should clearly state the purpose for which the funds will be used. It should be noted that repeated expenditures will not be funded, i.e. these are one-off grants, and the Board will not fund the same expenditure in following years.
- Organisations predominately funded by the Central Government must provide supporting evidence that the requested grant will not be spent on projects that the Central Government should/do fund.
- The applicant should submit relevant financial information to prove they can deliver the project. Financial information should include a balance sheet/profit and loss and, at least, a bank statement to enable the Board to make an informed decision.
- Applicants must declare any other funding sources for the proposed project for which funding is being sought, especially Council community grants, other Community Boards grants, and Enterprise North Canterbury funding.
- If the group does not provide the information to enable the grant to be paid within three months of approval of the grant being notified, the application will be regarded as closed, and funds will be released for reallocation by the Board.
- If funds are not spent on the specific project applied for within six months of the date of the event/project, the recipient will be required to return the funding to the Council.
- The Council must receive an Accountability Form within 20 working days after the event, completion of the project, or when the funds were spent outlining how the funds were applied. Relevant proof of purchase, such as receipts, bank statements, or invoices, must accompany the Accountability Form, and photos of the event or purchase are encouraged.
- Where possible, Boards request permission to use these photos on their Facebook page, the Council website, or other social media to encourage other community groups' participation.
- No new application will be accepted until the Board receives the Accountability Form and relevant documentation for previous funding granted.

OXFORD-OHOKA COMMUNITY BOARD

MEMBERS INFORMATION EXCHANGE

For the month of June 2025

Members Name: Tim Fulton

MEMBER'S DIARY		DISCUSSION POINTS
<i>Date</i>	<i>Events members have attended</i>	<i>Community Feedback/Issues Raised</i>
5.6.25	NC Neighbourhood Support meeting	
9.5	Canterbury Water Management zone committee briefing – Mayoral Forum proposals	Disappointment at initial proposal to combine governance of Waimakariri with part of Selwyn and Christchurch, based on Freshwater Management Units. Mayoral Forum advised the current proposal is not acceptable to WDC
10.5	Council briefing; Canterbury Water Management zone committee Mayoral Forum online hui	
11.6	Ohoka Mandeville drainage group meeting at Des Lines' for Resurgence Channel consultation	A good discussion about possible additions to Stage 1 works and possibilities for Stage 2
12.6	Oxford Art Gallery exhibition launch and shared kai	
23.6	Met Tim and Val Parrott in Ohoka on roading issues	
24.6	Landmarks meeting; council workshop; District Plan consideration; All Boards meeting; Hikurangi Subduction AF8 – meeting in Kaiapoi	
1.7	Council meeting	

Other:

Approved Annual Plan – unanimous support for report and budget, excepting one abstention

Joined Mayor Dan at a drop-in at Ohoka – keen interest in the Carter Group/RIL plan for Ohoka, in particular.

Wolffs Rd Footbridge group meeting June 27th

Responded to complaint about West Eyreton motorbike riders – various correspondence received