

MINUTES FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA ON WEDNESDAY 5 APRIL 2023 AT 7PM PRESENT

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

IN ATTENDANCE

G Cleary (General Manager Utilities and Roading), J McBride (Roading and Transport Manager), T Kunkel (Governance Team Leader) and C Fowler-Jenkins (Governance Support Officer).

There was one member of the public present.

1. APOLOGIES

Moved: N Mealings Seconded: P Merrifield

THAT an apology for absence be received and sustained from T Fulton.

CARRIED

2. PUBLIC FORUM

2.1. Tash Hinds

T Hinds advised that she was a resident in McJarrows Road on the corner of Victoria Street in Oxford. She raised safety concerns about the intersection which currently had a give way sign with poor visibility due to hedges. McJarrows Road and Victoria Street were also had very narrow carriageways in a 100km/h zone and motorists travelling down the road therefore had to use the shoulder of the road when passing which was risky at the intersection.

On 7 March 2023 there was an accident, when a car did not stop at the intersection and collided with the back of stationary vehicle. The driver stated that they had not seen any signage leading up to the intersection. T Hinds also pointed out that there were several creeks and culverts in the vicinity of the intersection which distracted drivers. Since the accident road markings had been renewed which T Hinds acknowledged was an improvement, however, there were still motorists driving straight through the intersection.

T Hinds noted that the attending police at the accident also expressed their concerns about the safety of the intersection and had subsequently lodged a report that the intersection required further attention. Residents were requesting an increase in signage prior to the intersection, the give way to be changed to a stop sign and for consideration to be given to reducing the speed limit on McJarrows Road.

T Robson thanked T Hinds for speaking to the Board. He noted that the Board were considering the installation of a stop sign at the intersection later during the meeting.

3. CONFLICTS OF INTEREST

There were no conflicts declared.

4. CONFIRMATION OF MINUTES

4.1. Minutes of the Oxford-Ohoka Community Board – 7 March 2023

Moved: N Mealings Seconded: M Brown

THAT the Oxford-Ohoka Community Board:

- (a) **Confirms** the circulated Minutes of the Oxford-Ohoka Community Board meeting, held on 7 March 2023, as a true and accurate record.

CARRIED

4.2. Matters Arising

Nil.

4.3. Notes of the Oxford-Ohoka Community Board Workshop – 7 March and 22 March 2023

Moved: M Wilson Seconded: R Harpur

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the notes of the Oxford-Ohoka Community Board Workshop held on 7 March and 22 March 2023.

CARRIED

5. DEPUTATIONS AND PRESENTATIONS

Nil.

6. ADJOURNED BUSINESS

Nil.

7. REPORTS

7.1. Request approval for Stop Controls on Powells Road at McJarrows Road / Victoria Street – S Biner (Senior Transportation Engineer)

J McBride spoke to the report which sought the Board's approval to change the intersection control at the Powells Road / Victoria Street / McJarrows Road intersection. The intersection had been assessed for sight distance and had not complied with the requirements of a give way control. To maintain the give way control and achieve the sight distance required the Council would be required to do remedial work which would likely remove the hedge currently at the intersection.

S Barkle enquired what extra visuals would be fitted if a stop sign was installed at the intersection. J McBride replied that there would be no change to the sightlines, however, advanced warning signage would be installed. If a stop sign replaced the existing give way sign, the stop markings would be painted on the road. She noted that the limit lines had been refreshed, however, they had not been permanently marked because the Council anticipated changes to the intersection in the near future.

M Brown enquire if there were any other intersections in the Board's area that would qualify for similar treatment. J McBride noted that she was not aware of any, and identifying other intersections would require the further assessment intersections. However, staff were currently working through a number of rural intersections to assess what could be done to make them more visible.

In response to a question from S Barkle, J McBride explained that the previous speed limit review had focused more on the town fringes and speed limits of several roads around Oxford township had therefore been reduced. She believed that these particular roads had not been included. The Council was currently working to develop its Speed Management Plan and there would be an opportunity to include these roads.

N Mealings queried what the trigger had been for assessing this intersection. J McBride replied that the assessment was generated from a service request from a resident.

Moved: M Brown

Seconded: R Harpur

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 230109001491.
- (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 the appropriate signage:

Item	Road to be Controlled	Road to Remain Uncontrolled	Type of Control to be Imposed	Type of Control to be Revoked
1	Powells Road (south leg of intersection)	Victoria Street & McJarrows Road	Stop	Give Way
2	Powells Road (north leg of intersection)	Victoria Street & McJarrows Road	Stop	Give Way

- (c) **Circulates** this report to Utilities and Roading Committee for information.
- (d) **Notes** that staff would work with the landowner at 479 McJarrows Road to trim the hedge on the southwest corner of the intersection to improve visibility.

CARRIED

7.2. **Application to the Oxford-Ohoka Community Board's Discretionary Grant Fund 2022/23 – K Rabe (Governance Adviser)**

T Kunkel took the report as read.

R Harpur asked if the Waimakariri Kennel Association were painting the new building. T Kunkel confirmed that it was the building that they shared with the North Canterbury Kennel Association.

N Mealings commented that she visited the building, which was the old building that was located near the squash courts, and which was not in good condition.

Moved: N Mealings

Seconded: R Harpur

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 230310033042.
- (b) **Approves** a grant of \$500 to the Waimakariri Kennel Association Inc towards the cost of repainting its Clubrooms.

CARRIED

N Mealings commented that the building needed maintenance. She noted that the Waimakariri Kennel Association brought in people from all over the South Island to dog shows and recently at the Champ Show they had received praise over social media. Dog shows brought people to Mandeville and the Oxford-Ohoka Ward area which was good for the district's economy and the Club. She believed the funds would be put to good use.

7.3. **ANZAC Day Services – K Rabe (Governance Advisor)**

T Kunkel spoke to the report which requested the appointment of Board representatives to attend the three ANZAC Services that would be held in the Oxford-Ohoka Ward area. She noted changes had been made to the normal format with wreaths being laid at the Ohoka and West Eyreton Services in conjunction with the Council representatives. The Board would lay its own individual wreath at the Oxford Service.

T Robson asked if there would be a parade in Oxford this year or if they were doing the trimmed down version. T Kunkel replied that the service would be held at the Oxford Cenotaph.

Moved: P Merrifield

Seconded: M Brown

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 230310033207.
- (b) **Appoints** Board members R Harpur and S Barkle to attend the Ohoka Anzac Day service to be held at 11am on Monday, 24 April 2023, at the Ohoka Hall, Mill Road and to lay a wreath on behalf of the community, noting that the wreath will be laid in conjunction with the Council representative.
- (c) **Appoints** Board member P Merrifield to attend the Oxford Anzac Day service to be held at 9am on Tuesday, 25 April 2023, and to lay a wreath on behalf of the community.
- (d) **Appoints** Board members M Brown and M Wilson to attend the West Eyreton Anzac Day service to be held at 12noon on Tuesday, 25 April 2023, and lay a wreath on behalf of the community at West Eyreton, noting that the wreath will be laid in conjunction with the Council representative.

CARRIED

7.4. **Amendments to Standing Orders for the Oxford-Ohoka Community Board – T Kunkel (Governance Team Leader)**

T Kunkel spoke to the report which included the amendments highlighted at the all Boards' Briefing in March 2023. There was a minor amendment relating to definition, pecuniary interests, and members attending meeting via an audio-visual link.

Moved: R Harpur Seconded: M Wilson

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 230322039604.
- (b) **Adopts** the updated Community Boards Standing Orders 2023 (Trim 230314034912), effective from 7 April 2023.

CARRIED

8. CORRESPONDENCE

8.1. **Letter from Tash Hinds regarding road safety concerns in the Oxford area**

(Trim 230308031570)

T Robson tabled a petition submitted by T Hinds from residents in the area of McJarrows Road and Victoria Street intersection regarding the installation of a stop sign at the intersection and the potential lowering of the speed limit along McJarrows Road.

8.2. **Letter from Ed Sard about Oxford Town signage**

(Trim 230329043514)

T Robson stated that this issue had been raised at a meeting of the Oxford Promotions Action Committee which requested that the Oxford town entrance sign required maintenance. He noted the sign referred to in E Sard's letter was not the one that required work. The 'Experience Oxford' signs were the ones that needed further attention. T Kunkel undertook to follow up on this matter

Memo from Heike Downie regarding the Waimakariri Integrated Transport Strategy Project (Trim Ref: 230321039242)

Moved: N Mealings Seconded: S Barkle

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the correspondence from Tash Hinds (Trim 230308031570).
- (b) **Receives** the correspondence from Ed Sard about Oxford Town Signage (Trim 230329043514)
- (c) **Receives** the correspondence from Heike Downie reading the Waimakariri Integrated Transport Strategy Project (Trim 230321039242).

CARRIED

9. CHAIRPERSON'S REPORT

9.1. Chairperson's Report for March 2023

- Ashley Gorge Advisory Group Meeting:
 - Vegetation clearance on Ashley Gorge Road as well as the road works being carried out.
 - Held a working bee on 5 April 2023 to clear undergrowth from the Reynolds Heritage Pavilion. This went well and a significant area had been cleared. There were plans for another working bee in the future.
 - The tracks and trapping programme had been ramped up as had the fundraising efforts so there was money to winterise their tracks. Working on two new tracks as well as a community engagement plan with the Department of Conservation.
- Oxford A & P Show – well attended, received lots of good feedback.
- Youth Development Grant Committee Meeting considered an application, for a breakfast club at Rangiora High School. This would entail providing breakfast meals once a week for any student that may need it. The applicant worked as a youth worker at the school and therefore had a fair idea of the need in the school community. The project would start off as a trial one day a week and if it went well, there may be an opportunity to extending the trial.

Moved: S Barkle

Seconded: P Merrifield

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report (Trim. 230327042305) from the Oxford-Ohoka Community Board Chairperson.

CARRIED

10. MATTERS FOR INFORMATION

- 10.1. Rangiora-Ashley Community Board Meeting Minutes 8 March 2023.
- 10.2. Woodend-Sefton Community Board Meeting Minutes 13 March 2023.
- 10.3. Kaiapoi-Tuahiwi Community Board Meeting Minutes 20 March 2023.
- 10.4. Drainage and Stockwater Alternative Rating Structure – Report to Council meeting 7 March 2023 – Circulates to all Boards.
- 10.5. Submission on Proposals for the Smoked Tobacco Regulatory Regime – Report to Council meeting 7 March 2023 – Circulates to all Boards.
- 10.6. Pecuniary Interests Register – Report to Council Meeting 7 March 2023 – Circulates to all Boards.
- 10.7. Amendments to Standing Orders for Council, Committee, Sub-Committees and Hearing Panels – Report to Council meeting 7 March 2023 – Circulates to all Boards.
- 10.8. Health, Safety and Wellbeing Report February 2023 – Report to Council meeting 7 March 2023 – Circulates to all Boards.
- 10.9. Enterprise North Canterbury's Six-Month progress and financial report to 31 December 2022, six month progress report on the promotion of the Waimakariri District to 31 December 2022 and Draft Statement of Intent for the Financial year beginning 1 July 2023 – Report to Audit and Risk Committee 14 March 2023 – Circulates to all Boards.
- 10.10. Waimakariri District Council Spraying and Chemical Usage – Waterways and Roding Spraying Information – Report to CWMS Waimakariri Water Zone Committee meeting 6 March 2023 – Circulates to all Boards.

- 10.11. Library Update to 9 March 2023 – Report to Community and Recreation Committee meeting 21 March 2023 – Circulates to all Boards.
- 10.12. July 2022 Flood Response Update – Report to Utilities and Roading Committee 21 March 2023 – Circulates to all Boards.

Moved: P Merrifield

Seconded: M Wilson

THAT the Oxford-Ohoka Community Board:

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

CARRIED

11. MEMBERS' INFORMATION EXCHANGE

M Brown:

- Attended the Oxford Promotions Action Committee Annual General Meeting – all four officers had stood down. They were fortunate to elect a Chairperson and the current officers were staying on for thirty days until officers could be appointed.
- Had contact from a resident about the Cust Domain and not being allowed to run equine lessons there because Council had stopped that practice. He contacted the Council via T Fulton and had received a response from the Council stating that users were not to run profit generating businesses on Council land. The lessons being held however were not part of the club that runs the group at the Domain and no funds were going back into the club. He gave the local the name and contact details of the Rangiora-Ashley Community Board Chair if they wished to talk with their community board as the Domain is not in the Boards area.
- Provided T Robson with ideas for the Boards Facebook page.
- Contacted the Council about the weed problem at the West Eyreton number two well site.

R Harpur:

- Attended a meeting of Millfield residents, and Councillor Williams was also in attendance. The topic of discussion was the drainage network going through Millfield. There was around thirty five people in attendance and there was a good discussion on the flooding issues around Mandeville. They would be holding a further meeting.
- Attended the Oxford A&P Show. Very impressed with the quality of the activities.

P Merrifield:

- Attended the Oxford Museum Meeting and made some suggestions regarding how they could promote themselves for free and suggested that they apply to the Board for funding for new lights.
- Attended a working bee.
- Started sending out the S42A to people for the Woodstock Quarry.

M Wilson:

- Attended several education meetings across the cluster and had been able to have discussions around the sharing of information of things that were happening at Council such as the next steps, the Waimakariri Access Group and plugging into the principal network.
- Attended a meeting with W Howe and another with E Wood around alcohol and drug harm prevention. Looking at refocusing around what kind of data was available, what was happening in Waimakariri and the agencies that were involved. They knew the gaps and what support was needed and where time and resources would be best spent.
- Attended the next steps launch which was an excellent resource. It was a simple easy to access website which linked to services and agencies. They had thought carefully about how to reach people in the community. She encouraged Board Members to spread the message in their networks.

- Waimakariri Health Advisory Group.
 - Working Group around the terms of reference which was similar to what was happening in the alcohol and drug harm prevention group and looking at a clearer direction, evidence based and advocacy for the best health outcomes for Waimakariri. The criteria of the membership and who needed to be at the table.
 - Meeting of the full group and feedback from some who had attended the rural health hui. There was no decision yet on the localities for Te Whatu Ora which was holding up a few things, but the time taken to develop those localities was worth spending the time. There was a lot unknown but seemed to be a positive feel to what was going on particularly rural health.
 - The Working Group around the data met but realized they were not sure of which data and the purpose of that data.
- Ohoka Residents Association Meeting – discussed Plan Change 31. There was some frustration that the flying fox was still not able to be used but understanding that the process towards that had come about because of a complaint.
- Public Meeting on vape stores on 13 April 2023 at the Pegasus Community Centre.

S Barkle

- Integrated Transport Strategy Stakeholder Group Workshop One – Met with people over various sectors in the community to discuss transport, gaps, levels of importance and future planning.
- Woodstock Quarry Update Meeting – Section 42 report was released by ECan. There were a lot of information that did not meet criteria and lot more detail/mitigating factors that would need to be solved for any further action. Next step is to wait and see how the applicant responds to this report.
- Water Race Meeting – First meeting of the year. Questions were asked about planting along stock races and the needs to access for maintenance. A brochure should have been received by all stock race rated properties to inform them of their responsibility and good practices. Also, good to note that if overflows of stock races are occurring you can send in a service request which will go to Waimakariri Irrigation Limited's to look into. They may need to restrict flow. The final Waimakariri Irrigation Limited's shareholder's vote.
- Submission Workshop – Worked with other Board Members on preparing submissions for Environment Canterbury and Waimakariri District Council Annual Plans.
- Ohoka Stream Site Visit – Site visit with key staff and Ohoka drainage advisory group. Saw some recent works off Christmas Rd. This has lowered the stream level and will allow it to hold more capacity when needed. Looked at another site at the end of Silverstream as an area that may need some works completed also.

N Mealings

- Integrated Transport Strategy Workshop – Stakeholders workshop to identify gaps and opportunities in District.
- Waimakariri Access Group Accessibility Training – Waimakariri Access Group training event chiefly attended by Waimakariri District Council staff and a few elected members. Heard from three speakers and accessibility issues for them, and then went out and experienced life from a disabled persons perspective using wheelchairs, goggles, and other mobility aids.
- Oxford Community Networking meeting – monthly meeting of community service providers.
- All Boards meeting.
- Transwaste Kate Valley site visit – toured Kate Valley landfill and Tiramoana Bush.
- Extraordinary Council meeting.
- Council Briefing and Workshop session.
- Attended Huihui Mai Workshop – Greater Christchurch Partnership engagement event to gather district thinking from the public about future growth.
- Natural Environment Strategy PCG meeting.
- Relay For Life Quiz Night - Waimakariri District Council fundraiser for the Cancer Society.
- Greater Christchurch Partnership Briefing.
- HMNZS Manawanui event – Attended fundraising event for Canterbury Coastguard aboard the Manawanui.

- Utilities and Rooding Committee meeting – Butchers Road bridge reinstatement almost complete; Waimakariri District Council is a top five performer in least waste per capita; Cust Community recycling bins will be emptied pre easter to ensure capacity over Easter period.
- District Planning and Regulation Committee meeting.
- Community and Recreation Committee meeting – New ‘Recollect’ page under Heritage Collections on Waimakariri Libraries website where people can contribute accounts of local history launching within the next month.
- Council Briefing.
- Mandeville Sports Centre Board meeting – Woman’s changing rooms now painted and new lights installed. Men’s changing room and hall next for painting.
- Property Portfolio Working Group meeting – First meeting of newly created group amalgamating the previous Housing Working Group and the Property Acquisitions and Disposals Working Group.
- Ohoka Stream Site visit – The Ohoka-Mandeville Rural Drainage Advisory Group and pertinent staff undertook a site visit to the Ohoka Stream loop and Three Streams to view work done and to better understand river capacity issues.
- Community Wellbeing North Canterbury Trust Board meeting.
- Waimakariri Youth Council meeting – nine new members inducted.
- Next Steps official website launch – After two years in development through Covid-19 local welfare group, a ‘one stop shop’ website that enables people to discreetly seek any help they think they might need has been brought to fruition.
- Climate Change Action Planning Reference Group meeting – Canterbury Mayoral Forum group comprised of representatives from all ten Canterbury Councils to work together and sharer resources too further work on climate change related workstreams.
- Natural Environment Strategy PCG meeting.
- Portfolio catch up.
- Oxford A&P show – Oxford-Ohoka Community Board stall present at show.
- Mandeville Sports Centre catchup with Greenspace Manager.
- Continuation of Long Term Plan Rooding Capital and maintenance programmes workshop.
- Sutton Tools thankyou morning tea – Formal thankyou from the Community Wellbeing North Canterbury Trust to Sutton Tools for their generous support of the Trust.
- Drainage and Stockwater Alternative rating Structure meeting – first meeting of newly convened group.

12. **CONSULTATION PROJECTS**

12.1. **Draft Annual Plan 2023/24**

<https://letstalk.waimakariri.govt.nz/draft-annual-plan-2023-24>
Consultation closes 17 April 2023.

12.2. **Wolffs Road Suspension Bridge**

T Robson noted that he posted information about the Wolffs Road Bridge on the Board’s Facebook page and had been overwhelmed with feedback. People seemed to be very passionate about the bridge and 1,338 people had clicked on the link since his post on 29 March 2023. He had also shared it on some community pages and there had been a number of comments which were mostly positive.

The Board noted the consultation projects.

13. **BOARD FUNDING UPDATE**

13.1. **Board Discretionary Grant**

Balance as at 31 March 2023: \$2,039.

13.2. **General Landscaping Fund**

Balance as at 31 March 2023: \$13,090.

The Board noted the funding update.

14. MEDIA ITEMS

Nil

15. QUESTIONS UNDER STANDING ORDERS

Nil.

16. URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil.

NEXT MEETING

The next meeting of the Oxford-Ohoka Community Board was scheduled for 7pm, Wednesday 3 May 2023 at the Oxford Town Hall.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 8.01pm.

Confirmed



Chairperson

3 May 2023

Date