

Agenda

Oxford-Ohoka Community Board

Wednesday 8 April 2026

6.30pm

Ohoka Hall
Mill Road
Ohoka

Members:

Sarah Barkle (Chairperson)

Thomas Robson (Deputy Chairperson)

Mark Brown

Tim Fulton

Wayne Godfrey

Ray Harpur

Niki Mealings

Pete Merrifield



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 March 2026	11-19
6	Adjourned Business	
6.1	Request to Approve Intersection Controls on Woodfields Road and Catherwoods Road	20-27
7	Reports	
7.1	Pearson Park Stage Cover Proposal	28-39
7.2	Oxford Ohoka General Landscaping Budget	40-48
7.3	Approval to Install Two Cattle Stops on Dixon Road, Between Carleton Road and Wrights Road	49-77
7.4	Nitrate Issue in the Oxford Rural 1 Drinking Water Supply	78-82
7.5	Road Naming – Morgan McIntosh Limited	83-98
7.6	Applications to the Oxford-Ohoka Community Board's 2025/26 Discretionary Grant Fund	99-120
7.7	ANZAC Day Services 2026	121-124
7.8	Approval of the Oxford-Ohoka Community Board Plan 2025-28	125-163
9	Chairpersons Report	164-165
11	Members information Exchange	
11.1	Mark Brown	166

AGENDA FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD TO BE HELD AT THE OHOKA HALL, MILL ROAD, OHOKA, ON WEDNESDAY, 8 APRIL 2026, 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 – 4 March 2026**

11-19

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Confirms**, as a true and accurate record, the circulated Minutes of the Inaugural Oxford-Ohoka Community Board meeting, held on 4 March 2026.

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

5. **DEPUTATIONS AND PRESENTATIONS**

5.1. **Dave MacPherson – Pearson Park Stage Cover**

D MacPherson will be in attendance to inform the Board of the proposed roof over the stage in Pearson Park.

6. ADJOURNED BUSINESS

6.1. Request to Approve Intersection Controls on Woodfields Road and Catherwoods Road – Nithin Puthupparambil (Transportation Engineer) and Shane Binder (Senior Transportation Engineer)

20-27

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 251201228465.
- (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	Woodfields Road	Chapmans Boundary Road	Stop	-
2	Catherwoods Road	Davis Road	Stop	See Note 1
Note 1: Davis Road presently has a Give Way control, while Catherwoods Road is uncontrolled.				

- (c) **Notes** that staff evaluated visibility at the intersection of Powells Road at Barracks Road / Weld Street and considers that the available visibility was appropriate for the existing intersection priority (Powell's Road has a Give Way control).
- (d) **Circulates** this report to the Utilities and Roding Committee for information.

7. REPORTS

7.1. Pearson Park Stage Cover Proposal – Ken Howat (Parks and Facilities Team Leader)

28-39

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 250812148839.
- (b) **Approves** deferring a decision on the request to install a roof over the Pearson Park stage until a clear activation and use strategy is provided and evidence of community demand and need has been demonstrated.

OR

- (c) **Recommends** to Council that the request to install a roof over the Pearson Park stage be approved and that the Pearson Park Advisory Group be authorised to proceed with construction using available allocated funds.

OR

- (d) **Declines** the proposal to install a roof over the stage, noting that there is no offered evidence on the use and activation of the stage area, and detailed costings and an estimated maintenance plan have not been provided.
- (e) **Notes** that hiring a covered stage is standard practice across Canterbury for event organisers, and that the associated costs relate to hire only, rather than creating a Council-owned asset that would require depreciation, renewal funding, and ongoing maintenance. This is an avenue that the Pearson Park Advisory Group may be interested in pursuing.

- (f) **Notes** that the Pearson Park Advisory Group are invited to give a deputation to the Community Board to outline recent project proposals from the community and how it intends to use the funds it has from Council to meet these needs.
- (g) **Notes** that the proposal is supported by the Oxford Community Trust, Oxford Promotions Action Committee and Oxford Lions Club.
- (h) **Notes** that no events are currently booked or have enquired about the stage including no indication that the presence of a roof would attract artists.
- (i) **Notes** the supplied concept design is only a visual concept, and no engineering design or costings have been undertaken.

7.2. **Oxford Ohoka General Landscaping Budget – Ken Howat (Parks and Facilities Team Leader)**

40-48

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 260316077487.
- (b) **Notes** the Community Board currently has \$14,330 available to allocate to general landscape projects within the Oxford Ohoka ward from the 2026/2027 General Landscaping Budget, plus an additional \$6,000 is available for reallocation following the withdrawal for consideration for the Oxford Dog Park shelter and seating from the 2024/2025 financial year (PJ 101052.000.5223).
- (c) **Approves** the allocation of \$3,000 for a picnic table at West Eyreton Oaks Reserve.
- (d) **Approves** the allocation of \$1,200 for Oxford Cemetery Commemorative Plaque recognising the unmarked graves.
- (e) **Approves** the allocation of \$1,500 for way-finder signage at Ohoka Domain.
- (f) **Approves** the allocation of \$2,000 for stage 2 of Wards Roding walkway planting project.
- (g) **Approves** the allocation of \$3,600 for clearing overgrown shelter trees at West Eyreton Community Centre.
- (h) **Approves** the allocation of \$3,000 for the installation of two railway siding signs in Ohoka and East Oxford.
- (i) **Notes** with the allocation of the funds in recommendation (c) through to (h) there is no further funding available in the current financial year for the Oxford Ohoka Community Board general landscape budget.
- (j) **Notes** that staff will keep the Oxford Ohoka Community Board updated on the above projects and their delivery in the 2025/2026 financial year.

7.3. **Approval to Install Two Cattle Stops on Dixon Road, Between Carleton Road and Wrights Road – Shaun Maxwell (Roding Compliance Officer) and Joanne McBride (Roding and Transport Manager)**

49-77

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 260323082003.
- (b) **Approves** the construction of two cattle stops and associated fences on Dixon Road at the location shown on the attached diagram (TRIM no. 260323082001) for the purpose of enabling the efficient movement of cows across Dixon Road while at the same time keeping the road safe and accessible for road users.
- (c) **Approves** the drafting of a Licence to Occupy (LTO) to ensure that all costs for the construction and ongoing maintenance of the cattle stops and associated fences and gates are met by the property owner and enables the Council to require the cattle stops to be removed if, for some reason, circumstances change in the future. (LTO template TRIM no. 230301027827).
- (d) **Notes** that all costs associated with the construction/installation, maintenance, and removal of the cattle stops, fences, gates, permanent warning signs, and sealing of the road up to and between the stops will be met by the property owner.
- (e) **Notes** that the property owner will be required to remove the cattle stops, fences and gates if and when they cease dairy farming operations or if they change their method of operation that does not require the regular movement of cows across Dixon Road.
- (f) **Circulates** this report to the Utilities and Roding Committee for information.

7.4. **Nitrate Issue in the Oxford Rural 1 Drinking Water Supply – Caroline Fahey (Water and Wastewater Asset Manager)**

78-82

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 260318078920.
- (b) **Notes** that the Oxford Rural 1 drinking water supply is now solely supplied by McPhedrons Bore 2, which has a nitrate level of 3.9 mg/L (maximum) and 3.5 mg/L (median) to ensure that the community continues to receive drinking water with nitrate levels less than half of the nitrate MAV for drinking water.
- (c) **Notes** that in response to the changes in the nitrate levels in McPhedrons Bore 1, it is no longer being used as a primary source to supply the Oxford Rural 1 drinking water supply. This is now a backup source only.
- (d) **Notes** that Bore 1 has been observed to reach or exceed half of the legislative maximum allowable value (MAV) for nitrates in drinking water (5.65 mg/L NO₃-N per the Water Services (Drinking Water Standards for New Zealand) Regulations 2022) since January 2026. The MAV for nitrate is (NO₃-N) 11.3 mg/L.
- (e) **Notes** that the maximum nitrate level measured to date in Bore 1 is 6.3 mg/L, compared to the historic median of 4.9 mg/L over the previous 12 months.
- (f) **Notes** that all the Waimakariri District Council drinking water supplies, including Oxford Rural 1, provide drinking water that is in compliance with the New Zealand Drinking Water Standards and are safe to drink.
- (g) **Notes** that staff are undertaking some investigations to understand the nitrate levels observed in Bore 1. Results will help inform understanding of trends and potential options for managing the issue in the short- to long-term.
- (h) **Circulates** this report to the Utilities and Roding Committee for information.

7.5. **Road Naming – Morgan McIntosh Limited – Scott Morrow (Rates Officer – Property Specialist)**

83-98

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 260326084823.
- (b) **Approves** the following proposed road names for the new subdivision shown as Roads 1 to 5 on the attached plan.
 - 1. Black Beech Drive.
 - 2. Reevehill Road.
 - 3. Littledene Lane.
 - 4. Kenrick Lane.
 - 5. Sawmill Lane (Private Road).
- (c) **Notes that** the Oxford Ohoka Community Board may replace any of the names with a name of their own choice.

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

99-120

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 260220060624.
 - (b) **Approves** a grant of \$..... to the Rangiora Boxing Club towards the cost of medical care for athletes during the South Island Golden Glove tournament.
- OR**
- (c) **Declines** a grant to the Rangiora Boxing Club.

7.7. **ANZAC Day Services 2026 – Kay Rabe (Governance Advisor)**

121-124

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 260316076862.
- (b) **Appoints** Board member(s) to attend the Ohoka Anzac Day Service to be held at 11am on Friday, 24 April 2026, at Ohoka Hall, Mill Road, and to lay a wreath. Noting that the wreath will be laid in conjunction with a Council representative.
- (c) **Appoints** Board member(s) to attend the Oxford Anzac Day Service at 9.30am on Saturday, 25 April 2026, at the Oxford Cenotaph and lay a wreath. Noting that a Council representative will also be laying a wreath.
- (d) **Appoints** Board member(s) to attend the West Eyreton Anzac Day Service to be held at 11.30am on Saturday, 25 April 2026, at the West Eyreton Memorial Gates, and lay a wreath. Noting that the wreath will be laid in conjunction with a Council representative.

7.8. **Approval of the Oxford-Ohoka Community Board Plan 2025-28 – Kay Rabe (Governance Advisor)**

125-163

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 260309072074.
- (b) **Approves** the Oxford-Ohoka Community Board Plan 2025-28 (Trim: 260112003773).
- (c) **Authorises** the Chairperson to approve the final version of the updated Oxford-Ohoka Community Plan 2025-28 if any further minor editorial corrections are required.

8. **CORRESPONDENCE**

Nil.

9. **CHAIRPERSON'S REPORT**

9.1. **Chairperson's Report for March 2026**

164-165

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the report from the Oxford-Ohoka Community Board Chairperson (Trim: 260401088654).

10. **MATTERS FOR INFORMATION**

- 10.1. **Woodend-Sefton Community Board Meeting Minutes 10 March 2026.**
- 10.2. **Rangiora-Ashley Community Board Meeting Minutes 11 March 2026.**
- 10.3. **Kaiapoi-Tuahiwi Community Board Meeting Minutes 16 March 2026.**
- 10.4. **Proposed Stock Movement Bylaw 2026 – Draft for Formal Public Consultation Request – Report to Council Meeting 3 March 2026 – Circulates to all Boards.**
- 10.5. **Rangiora Airfield Governance Review 2026 – Report to Council Meeting 3 March 2026 – Circulates to all Boards.**
- 10.6. **Health, Safety and Wellbeing Report January 2026 to February 2026 – Report to Council Meeting 3 March 2026 – Circulates to all Boards.**
- 10.7. **Enterprise North Canterbury's Approved Six-Month Report to Council 31 December 2025, Draft Statement of Intent for the Financial Year Beginning 1 July 2026 and ENC Actual Expenditure to 31 December 2025 – Report to Audit and Risk Meeting 17 March 2026 – Circulates to all Boards.**
- 10.8. **Water Services Alternative Rating Structure Review – Report to Council Meeting 31 March 2026 – Circulates to all Boards**
- 10.9. **Fee Waiver Terms of Reference and Grants Scheme Update – Report to Council Meeting 31 March 2026 – Circulates to all Boards**
- 10.10. **Storm Related Tree Damage Response – Report to Council Meeting 31 March 2026 – Circulates to all Boards**
- 10.11. **Council Submissions to Central Government for the Local Government Consultation Period, February 2026 – Report to Council Meeting 31 March 2026 – Circulates to all Boards**

- 10.12. **ANZAC Day Services 2026 – Report to Council Meeting 31 March 2026 – Circulates to all Boards**
- 10.13. **Adoption of the 2025-2028 Governance Statement – Report to Council Meeting 31 March 2026 – Circulates to all Boards**
- 10.14. **Health, Safety and Wellbeing Report February 2026 to March 16 2026 – Report to Council Meeting 31 March 2026 – Circulates to all Boards**

Public Excluded

- 10.15. **Partial Acquisition of Lees Valley Road, Oxford – Report to Council Meeting 3 March 2026 – Circulates to the Oxford-Ohoka Community Board**

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (b) **Receives** the information in Items 10.1 to 10.14.
- (c) **Receives** the separately circulated public excluded information in Item 10.15.

Note:

1. *The links for Matters for Information were previously circulated to members as part of the relevant meeting agendas.*
2. *Hard copies of the public excluded items were circulated to members separately.*

11. MEMBERS' INFORMATION EXCHANGE

11.1. **Mark Brown**

166

(Trim: 260330086631).

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

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

12. CONSULTATION PROJECTS

12.1. **Waimakariri District Council Draft Annual Plan 2026-27**

<https://letstalk.waimakariri.govt.nz/draft-annual-plan-2026-27>

Consultation closes on Monday, 20 April 2026.

12.2. **Woodend/Pegasus Area Strategy Review**

<https://letstalk.waimakariri.govt.nz/woodend-pegasus-area-strategy-review>

13. BOARD FUNDING UPDATE

13.1. **Board Discretionary Grant**

Balance as at 31 March 2026: \$2,984.

13.2. **General Landscaping Fund**

Balance as at 31 March 2026: \$14,330.

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 May 2026 at the Oxford Town Hall.

Workshops

- *Landscaping Budget Review – Grant Stephens (Design and Planning Team Leader) 20 mins*
- *Members Forum*

MINUTES FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD HELD AT THE MANDEVILLE SPORTS CLUB, 431 MANDEVILLE ROAD, MANDEVILLE, ON WEDNESDAY 4 MARCH 2026 AT 6.30PM.

PRESENT

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

IN ATTENDANCE

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

There were four members of the public present.

1. APOLOGIES

There were no apologies.

2. PUBLIC FORUM

Nil.

3. CONFLICTS OF INTEREST

There were no conflicts declared.

4. CONFIRMATION OF MINUTES

4.1. Minutes of the Oxford-Ohoka Community Board – 4 February 2026

Moved: R Harpur Seconded: M Brown

THAT the Oxford-Ohoka Community Board:

- (a) **Confirms**, as a true and accurate record, the circulated Minutes of the Inaugural Oxford-Ohoka Community Board meeting, held on 4 February 2026.

CARRIED

4.2. Matters Arising (From Minutes)

There were no matters arising.

5. DEPUTATIONS AND PRESENTATIONS

5.1. Councillor McKay – Environment Canterbury

Councillor McKay advised that the Canterbury Regional Council had adopted its Draft Annual Plan, which was open for public feedback until 31 March 2026. The draft proposed a 2.9% increase in total rates for the coming year. She noted that the increase for Waimakariri was slightly higher due to recent property revaluations. Despite the rate increase, the Council expected to maintain current service levels, with the exception of planning and consent-processing timeframes, both of which were affected by recent Government-driven RMA changes.

She explained that the Council was not on track to meet its 66% cost-recovery target for its consenting activity. Initial forecasts had been as high as 17.2%, influenced by deferred work from 2025/26 to 2026/27 and the lack of new public transport funding. Increased bus fares had provided some financial benefit, and revised inflation modelling had reduced costs by 3.4%. The organisation was also operating with a 7% vacancy rate.

Instead of holding formal hearings, the Council planned to offer community drop-in sessions.

With Zone Committees now inactive, the Mayoral Forum, Environment Canterbury and Runanga were working to establish new local leadership groups.

S Barkle noted that the Board frequently received enquiries from residents regarding consents—many of which related primarily to Environment Canterbury rather than the Waimakariri District Council. She highlighted two current matters: the Canterbury Landscape Supplies consent renewal and the Burnt Hill Dam. Councillor McKay advised that in relation to the Canterbury Landscape consents; only the air-discharge consent for Canterbury Landscape Supplies had been notified initially, and only to residents within 1.5 km of the site. As the process should have included both the air-discharge and groundwater-discharge consents, staff intended to renotify the complete application to all owners and occupiers.

She further noted that the Burnt Hill consent included numerous conditions, with multiple monitoring obligations for Environment Canterbury. Staff had developed a clear plan and timeline to ensure all conditions were met, and she assured the Board that the Council took its regulatory responsibilities seriously.

In response to a question from S Barkle regarding potential local government amalgamations, Councillor McKay stated that the Government's intentions were unclear beyond the release of its discussion paper. The Canterbury Regional Council had submitted on the Simplifying Local Government proposal, opposing the removal of elected Governors in favour of a council of territorial mayors. She expected territorial authorities to be focused on developing the reorganisation plans the Government anticipated over the next two years. The Mayoral Forum's report indicated that most respondents supported retaining the Canterbury Regional Council for the remainder of the current term.

6. **ADJOURNED BUSINESS**

Nil.

7. **REPORTS**

7.1. **Request for Approval to Install One-Lane Road Priority Controls on Perhams Road at the First Eyre Stream Ford – S Binder (Senior Transportation Engineer) and J McBride (Roading and Transport Manager)**

S Binder presented the report which requested approval for a one-lane priority road control on Perhams Road at the first Eyre Stream ford and took the report as read.

There were no questions from members.

Moved: T Robson Seconded: N Mealings

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 250618111005.
- (b) **Approves** the following one-lane priority road control 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	Direction to remain Uncontrolled	Direction to be Controlled
1	Perhams Road at Eyre Stream ford	Westbound	Eastbound

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

CARRIED

7.2. **Request to Approve Intersection Controls on Woodfield's Road and Catherwood's Road – N Puthupparambil (Transportation Engineer) and S Binder (Senior Transportation Engineer)**

S Binder presented the report seeking approval for intersection controls at Woodfields and Catherwood Roads and took the report as read. He advised that Woodfield's Road and Chapmans Boundary Road were unsealed roads with no formalised controls and noted that a recent vehicle accident had prompted the review of priority at these intersections. He further advised that, at the Catherwood's Road and Davis Road intersection, staff proposed to change the controlled approach and replace the existing give-way control with a stop sign.

T Fulton asked about the process for determining road priority. S Binder explained that decisions were based on traffic data, which showed higher traffic volumes on Chapmans Boundary Road. S Barkle disagreed, noting that Boundary Road carried higher traffic volumes and that all other intersecting roads were controlled by give-way signs, making the proposed arrangement inconsistent and potentially unsafe. S Binder confirmed that the information would be verified before any changes were implemented.

T Fulton also asked whether there were any provisions requiring residents to trim hedges for safety reasons. S Binder confirmed that the Council could request hedge trimming but could not require it.

Moved: S Barkle Seconded: T Fulton

THAT the Oxford-Ohoka Community Board:

(a) **Lays** the report on the table until further information on the consistency of controls along Woodfields Road was verified.

CARRIED

7.3. **Oxford Museum Container Storage Proposal – K Howat (Parks and Facilities Team Leader)**

K Howat presented the report seeking the Board's approval to install a storage container at Pearson Park for the Oxford Museum and provided a brief overview of the proposal.

In response to a question from T Fulton regarding whether the site was the originally proposed location, he advised that the container had been repositioned onto the grassed area to avoid the loss of carparks.

T Robson observed that while the report indicated the Museum had agreed to paint the container, this was not reflected in the recommendations. K Howat confirmed that this could be added if the Board wished.

Moved: T Robson Seconded: M Brown

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 260208021464.
- (b) **Approves** the location of a 6m x 2.5m container to be used as temporary storage until 1 December 2029 for the Oxford Museum at Pearson Park, 68 Main Street, Oxford.
- (c) **Approves** that the container is reviewed 1 December 2029 and an updated lease variation request is sent to the Oxford Ohoka Community Board.
- (d) **Notes** that a longer-term storage solution should be considered by the Museum prior to the review date of December 2029, noting that containers are relocatable and not a permanent solution and do not provide temperature and humidity control.
- (e) **Notes** that the container will not be powered, and no electrical connection is proposed as part of this installation.
- (f) **Notes** that the Oxford Arts Trust and Pearson Park Advisory Group support the installation of a storage container.
- (g) **Notes** that staff working on the district-wide review of museum storage requirements, and that the Oxford Museum project be included within this work to support a coordinated long-term storage solution.
- (h) **Notes** that the Oxford Museum Committee consider engaging a qualified archivist to review current collection practices and provide guidance to ensure the museum's collections are being managed, stored, and documented appropriately.
- (i) **Notes** all costs associated with this proposal would be met by the Oxford Historical Records Society including purchase, installation, insurance and ongoing management, plus removal if required.
- (j) **Notes** that any security measures for the containers are the responsibility of the Oxford Historical Records Society and Council takes no responsibility for the container or the contents.
- (k) **Notes** that the container be appropriately painted within six months of installation.

CARRIED

7.4. **West Oxford Reserve Donation Box (Oxford Lions) – K Howat (Parks and Facilities Team Leader)**

K Howat presented the report providing an update on the collaborative donation initiative between the Council and the Oxford Lions at the West Oxford Reserve, noting that all proceeds were directed to community projects.

T Robson highlighted ongoing issues with campers staying for extended periods and observed that the existing gate sign was small and faded. He requested that staff, on behalf of the Board, asked the Lions to install appropriately sized signage outlining the Reserve's camping rules. K Howat confirmed that new signage could be funded from the Greenspace operational budget.

Moved: T Robson Seconded: P Merrifield

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 260216027799.
- (b) **Approves** the ongoing installation of the donation box at West-Oxford Reserve with proceeds going to the Oxford Lions. The Oxford Lions will distribute the funding into Community Based projects within Oxford.
- (c) **Notes** that the donation box should be reviewed after a period of five years from approval date (being 4th March 2031) this being through a report from staff to the Community Board outlining community benefit, amount collected and if the donation box should be granted a further tenure.
- (d) **Notes** that staff are to request that the Oxford Lions are to report back annually to the Oxford Ohoka Community Board to outline funding received and projects supported by this fund.
- (e) **Notes** that staff will prepare a short-written agreement between Council and Lions Club which will outline the purpose of the collection, how funds are to be handled and reporting expectations.
- (f) **Notes** that the Lions have allocated \$5,000 from total revenue received to December 2025, leaving an unallocated balance of \$5,000.
- (g) **Notes** that the \$5,000 that was allocated was invested in a community led project for security cameras in central Oxford.
- (h) **Notes** that there is an opportunity cost to Council in not applying donation-box revenue toward reserve maintenance, as these funds could otherwise offset the annual maintenance cost of approximately \$2,700.

CARRIED

8. **CORRESPONDENCE**

Nil.

9. **CHAIRPERSON'S REPORT**

9.1. **Chairperson's Report for February 2026**

- **Canterbury Landscape Supplies Liaison Group Meeting** – The Group met to discuss the recent site visit, community feedback, and succession planning. Current members indicated their intention to step down, allowing residents within the 1.5 km area who held ongoing concerns to join the Group.
- **All Boards Annual Plan Workshop** – Received a briefing from Council staff on the upcoming 2026/27 Annual Plan.
- **Burnt Hill Storage Dam Meeting** – Waimakariri Irrigation Limited held a public meeting outlining its consent requirements and the establishment of a liaison group. Several downstream residents' questions remained unanswered, and WIL undertook to circulate further information. A follow-up public meeting was yet to be confirmed.
- **Wolffs Road Bridge Meeting** – Discussed promotional material and planning for upcoming engagement events.
- **Swannanoa Fair** – Attended the event, which was well supported until the weather deteriorated. The Board received more than 120 hamper-draw entries.
- **Ohoka Mandeville Rural Drainage Advisory Group Meeting** – Attended the meeting.

- **Woodstock Quarries Limited** – Spoke with the planner, who advised that the Judge’s interim decision was likely to be delayed due to competing District Plan-related priorities.
- **Cust Rumble** – Spoke with the event organiser, who reported an improved experience with Council following meetings with the Mayor and senior planning staff.
- **Swannanoa School – Wards Road Walkway** – Engaged with the school regarding potential planting for the walkway. The school expressed interest in planting koromiko propagated through its science programme, with additional plants potentially supplied by the Eco Warriors. A response on timing was pending.
- **Canterbury Landscape Supplies Consent Hearing** – Spoke with a resident who was willing to support others by explaining the process and advising on key matters of focus. She also emphasised the value of maintaining an active liaison group and bringing in new members to replace those stepping down

Moved: P Merrifield

Seconded: N Mealings

THAT the Oxford-Ohoka Community Board:

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

CARRIED

10. **MATTERS FOR INFORMATION**

- 10.1. Woodend-Sefton Community Board Meeting Minutes 9 February 2026.
- 10.2. Rangiora-Ashley Community Board Meeting Minutes 11 February 2026.
- 10.3. Kaiapoi-Tuahiwi Community Board Meeting Minutes 16 February 2026.
- 10.4. Proposed Parking and Traffic Bylaw 2026 – Drat for Formal Public Consultation Request – Report to Council Meeting 3 February 2026 – Circulates to all Boards.
- 10.5. Bylaw Programme Update February 2026 – Report to Council Meeting 3 February 2026 – Circulates to all Boards.
- 10.6. Health, Safety and Wellbeing Report October 2025 to Current – Report to Council Meeting 3 February 2026 – Circulates to all Boards.
- 10.7. Approval to Consult on the Draft Youth Action Plan 2026-2029 – Report to Audit and Risk Committee Meeting 17 February 2026 – Circulates to all Boards
- 10.8. Aquatics December Update – Report to Community and Recreation Committee Meeting 17 February 2026 – Circulates to all Boards
- 10.9. Libraries Update to December 2025 – Report to Community and Recreation Committee Meeting 17 February 2026 – Circulates to all Boards

Moved: S Barkle

Seconded: T Fulton

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the information in items.10.1 to 10.9.

CARRIED

11. MEMBERS' INFORMATION EXCHANGE

R Harpur

- Waimakariri Access Group Meeting.
 - Thursday 12 March Accessibility Training.
 - Proposed carpark extension for Blake Street discussed, 169 parks increased to 220. Five mobility parks were proposed as well as EV parking.
 - The Council was currently seeking feedback on a new Parking and Traffic Bylaw. Questions were raised around the time limits for disabled parks.
 - Pop-up libraries were starting a three month trial. Going to the West Eyreton School 9:30am every second Friday of the month.
- All Boards Briefing.
- Swannanoa Fair – huge attendance very lucky with the weather.

T Robson

- Woodstock Quarries Landfill – He had received several requests for further information on this matter and suggested that the Board publish an updated Facebook post.
- West Oxford Reserve – He had received calls and emails regarding campers staying for extended periods, which continued to affect nearby properties. Additional signage outlining camping rules had been requested.
- Oxford Promotions Action Committee Meeting – He attended the meeting as a community member.
- Oxford Community Trust – He participated in a debrief of recent events and programmes and discussed the Trust's upcoming activities for the year.
- All Boards Briefing – He attended the briefing.
- Waimakariri Irrigation Limited / Burnt Hill Storage Public Meeting – He attended the meeting, which, while informative, did not provide many resolutions. Further information and a follow-up public meeting were anticipated.
- Swannanoa Fair – He attended the well-supported event and noted the value of Council's presence in facilitating community engagement.

N Mealings

- Received a call from the Ohoka School caretaker regarding concerns about vehicles speeding past the school during school hours.
- Received an email from an Oxford resident raising concerns about speed and road conditions on High Street near the dog park.
- Received a call from a resident seeking arrangements for key and access requirements for a recurring seven-week booking at the Ohoka Pavilion.
- Met with the Mandeville Sports Club Board Chairperson to clarify areas of responsibility between the Club and the Council.
- Attended the Arohatia te Awa meeting, where the concept plan for the Ohoka Esplanade Reserve was confirmed as complete, with planting underway and infrastructure planning progressing.
- Attended the Mandeville Sports Club All Clubs meeting and Special General Meeting, where the Club adopted its new constitution under the Incorporated Societies Act 2022. Due to an initial lack of quorum, a follow-up meeting was held the following week. An updated Park Run course was being developed, and recruitment for a new groundsman was underway.
- Met with the owners of the Ohoka Farmers Market to discuss access, signage, and related operational matters.

- Attended the Waimakariri Youth Council meeting, which held an open evening for prospective new members during the recruitment period.
- Attended the Ohoka Domain Advisory Group meeting and the monthly Ohoka Bush working bee. The group was considering making an Annual Plan submission for operational requirements and separately discussing understory planting as recommended by staff.
- Attended the Swannanoa Fair, engaging with attendees prior to the afternoon weather change. A Mandeville resident won the prize draw.
- Spoke at the North Canterbury Federation of Women's Institute Annual General Meeting, attended by representatives from all seven branches, including Ohoka.
- Attended the first meeting of the term for the Ohoka Rural Drainage Advisory Group, where T. McBrearty was re-elected as Chair. Staff and the new contractor were present, and the group identified a significant programme of work to progress consultation projects.

11.1. **Beach Users Survey 2025/26**

<https://letstalk.waimakariri.govt.nz/beach-users-survey-2025>

11.2. **Parking and Traffic Bylaw**

<https://letstalk.waimakariri.govt.nz/parking-and-traffic-bylaw-2026>

Consultation closes on Monday 9 March 2026.

11.3. **Youth Action Plan**

<https://letstalk.waimakariri.govt.nz/youth-action-plan>

Consultation closes Wednesday 18 March 2026.

The Board noted the consultation projects.

12. **BOARD FUNDING UPDATE**

12.1. **Board Discretionary Grant**

Balance as at 28 February 2026: \$3,484.

12.2. **General Landscaping Fund**

Balance as at 28 February 2026: \$14,330.

The Board noted the funding update.

13. **MEDIA ITEMS**

Nil.

14. **QUESTIONS UNDER STANDING ORDERS**

Nil.

15. **URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

Nil.

NEXT MEETING

The next meeting of the Oxford-Ohoka Community Board is scheduled for 6.30pm, Wednesday 8 April 2026 at the Ohoka Hall.

- Workshops 8:01pm to 8:24pm**
- *Members Forum*
 - *Annual Plan Submission*

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 8:24PM.

CONFIRMED

Chairperson

Date

UNCONFIRMED

WAIMAKARIRI DISTRICT COUNCIL**MEMO**

FILE NO AND TRIM NO: RDG-03-09 / 260319079652

DATE: 26 March 2026

MEMO TO: OXFORD-OHOKA COMMUNITY BOARD

FROM: Shane Binder, Senior Transportation Engineer

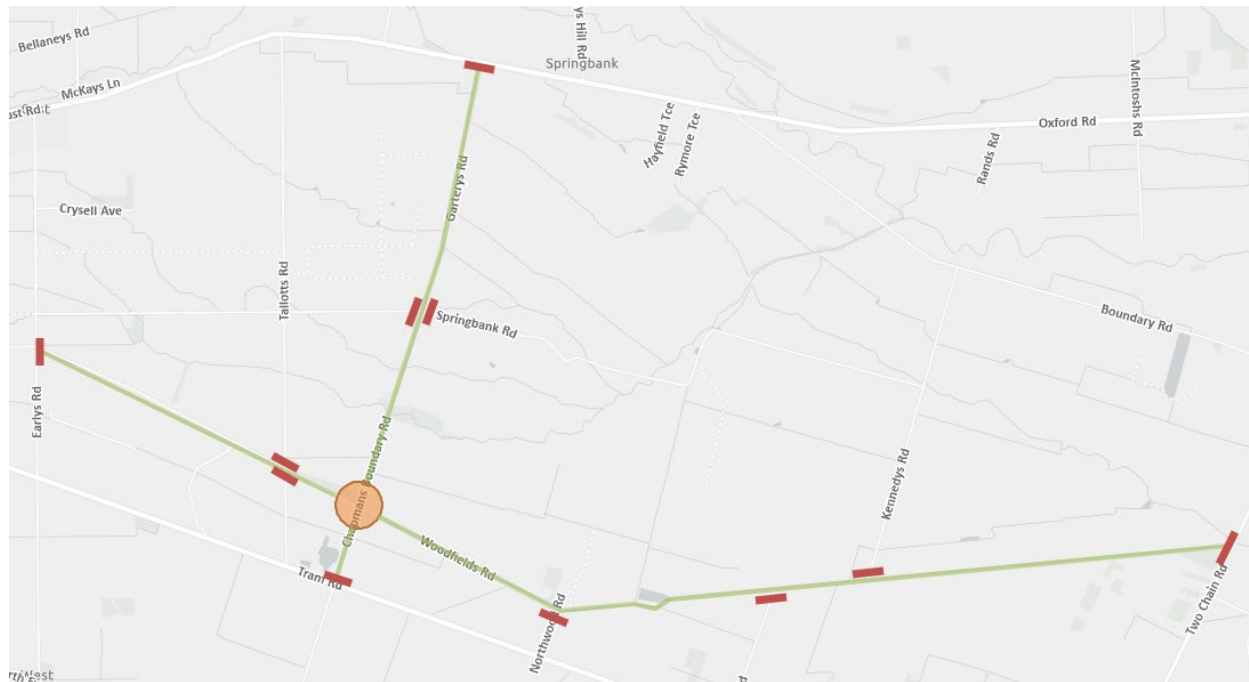
SUBJECT: Stop control approval, Chapmans Boundary Road & Woodfields Road, further information request

At the 4th March meeting, staff presented “Report to Oxford-Ohoka Community Board - Intersection Controls Powells Woodfields Catherwoods” (TRIM no. 251201228465). The recommendation in the original report was to implement stop control on Woodfields Road (i.e., Chapmans Boundary Road would remain uncontrolled). The report was tabled pending a request for further information on the traffic patterns in the area.

This memo addresses that request so that the Community Board can make a fully informed decision.

Adjacent intersection controls:

Both roads have priority at upstream intersections out to the surrounding primary routes (i.e., Oxford Road, Two Chain Road, Tram Road, and Earlys Road). The map below shows intersection controls at surrounding intersections. Roads which have priority are shown in green with stop- or give way-control in red.



Approach traffic counts:

Approach	Year measured	Daily volume	Operating (85 th percentile) speed
East (Woodfields)	2024	42	77 km/h
West (Woodfields)	2024 estimate from 2021 count	56-60	n/a
North (Chapmans Boundary)	2024	63	78 km/h
South (Chapmans Boundary)	2024	69	77 km/h

Commentary:

Traffic counts from 2024 indicate slightly higher traffic on Chapmans Boundary Road than Woodfields Road, but both are considered to be low-volume rural roads with similar operating speeds and priority at surrounding intersections.

Council does not have specific turning movement counts at the Chapmans Boundary / Woodfields intersection or comprehensive data on travel patterns in the area. However, it is likely that traffic on both roads is through traffic rather than turning onto the side road.

As Woodfields Road is relatively parallel to and near Tram Road, it is likely to have a lower volume of through traffic travelling to Earlys Road than Chapmans Boundary Road, which is much further removed from parallel primary (e.g., faster) routes.

Recommendation:

The recommended option remains as per the original report, to implement stop-control on Woodfields Road and maintain Chapmans Boundary Road as the priority road.

Item	Road to have Control imposed	Road to remain Uncontrolled	Type of Control to be Imposed	Type of Control to be Revoked
1	Woodfields Road	Chapmans Boundary Road	Stop	-

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: RDG-03-09 / 251201228465

REPORT TO: OXFORD-OHOKA COMMUNITY BOARD

DATE OF MEETING: 4 March 2026

AUTHOR(S): Nithin Puthupparambil, Transportation Engineer
Shane Binder, Senior Transportation Engineer

SUBJECT: Request to Approve Intersection Controls on Woodfields Road and Catherwoods Road.

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 change the following intersection controls:
 - 1.1.1. Install stop control on Woodfields Road at Chapmans Boundary Road
 - 1.1.2. Remove give way control on Davis Road at Catherwoods Road and replace with a new stop control on Catherwoods Road at Davis Road. Note this would change the priority from Davis Road to Catherwoods Road.
- 1.2. A review of Woodfields Road and Chapmans Boundary Road intersection was undertaken following a service request which indicated that vehicles were failing to give way when entering Chapmans Boundary Road from Woodfields Road, resulting in near misses.
- 1.3. A lack of visibility was identified for vehicles on Woodfields Road, to oncoming traffic traveling along Chapmans Boundary Road. This lack of visibility is primarily caused by vegetation within private property.
- 1.4. A review of the Catherwoods Road and Davis Road was also undertaken following a service request which indicated that, the existing Give Way control is not appropriately aligned with the traffic environment at the intersection.
- 1.5. A lack of visibility was also identified at this intersection, to oncoming traffic traveling along Catherwoods Road. This lack of visibility is primarily caused by vegetation within private property.
- 1.6. Staff reviewed the visibility at the Powells Road / Barracks Road / Weld Street intersection following concerns raised by elected members. Visibility for drivers on the Powells Road approach was found to meet the requirements of the NZTA Traffic Control Devices Manual, with adequate sightlines to approaching traffic on both Weld Street and Barracks Road. Therefore no changes in intersection control are recommended at this intersection.

2. **RECOMMENDATION**

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 251201228465.
- (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	Woodfields Road	Chapmans Boundary Road	Stop	-
2	Catherwoods Road	Davis Road	Stop	See Note 1
Note 1: Davis Road presently has Give Way control, while Catherwoods Road is uncontrolled.				

- (c) **Notes** that staff evaluated visibility at the intersection of Powells Road at Barracks Road / Weld Street, and consider that the available visibility was appropriate for the existing intersection priority (Powells Road has Give Way control).
- (d) **Circulates** this report to the Utilities and Roading Committee for information.

3. **BACKGROUND**

- 3.1. Woodfields Road is a low-volume rural Local Road with an Average Daily Traffic (ADT) of 42 vehicles and an operating (85th percentile) speed of 77 km/h. It forms an uncontrolled crossroads with Chapmans Boundary Road, another rural Local Road with an ADT of 69 vehicles and an operating (85th percentile) speed of 78 km/h.
- 3.2. Catherwoods Road is a rural Local Road with an Average Daily Traffic (ADT) of 56 vehicles and an operating (85th percentile) speed of 80 km/h. It intersects Davis Road, a rural Local Road carrying a higher ADT of 281 vehicles and an (85th percentile) speed of 86 km/h.

4. **ISSUES AND OPTIONS**

- 4.1. Per the NZTA *Traffic Control Devices Manual Part 4*, give-way control is recommended as the default intersection control under normal operating circumstances.
- 4.2. Section 4.1.2 of the Manual, recommends that a stop control should be implemented at intersections “where at a point 9 m from the limit line on a controlled approach to the intersection a lack of visibility means that, at an approach speed of more than 10 km/h, a driver could not see a vehicle on an uncontrolled approach at a distance (in metres) of 1.2 times the numeric value of the speed (in km/h) exceeded by 15% of vehicles approaching on the main road.”
- 4.3. The Waka Kotahi *Guidelines for the implementation of traffic control at crossroads* (RTS 1), recommends that the use of different controls (e.g., stop control, give-way control) on opposite approaches of a crossroads should be avoided to minimise driver confusion. It is therefore considered best practice to have the same traffic control on both side streets unless other safety considerations take higher priority.

Woodfields Road / Chapmans Boundary Road

- 4.4. A service request was lodged regarding visibility at the intersection of Woodfields Road and Chapmans Boundary Road. Staff have compiled available traffic data and site visit observations and assessed intersection visibility.

- 4.5. Staff observations of traffic movements at this intersection indicate restricted visibility for drivers on Woodfields Road to the traffic on Chapmans Boundary Road when approaching the intersection (refer Figure 1)., The available intersection sight distance does not meet the requirements for a Give Way control within a 100 km/h speed environment in the Traffic Control Devices (TCD) Manual guidance. Accordingly, installation of a Stop control on Woodfields Road is considered appropriate to ensure safe operation of the intersection.



Figure 1: Woodfields Road / Chapmans Boundary Road intersection with restricted visibility(photo taken from Woodfields Road looking south towards Chapmans Boundary Road (east approach))

- 4.6. To improve safety at this location, Stop controls are proposed to be installed on both approaches of Woodfields Road to Chapmans Boundary Road.

Catherwoods Road / Davis Road Intersection

- 4.7. A service request was lodged regarding visibility at the intersection of Catherwoods Road and Davis Road. Staff have compiled available traffic data and site visit observations and assessed intersection visibility.
- 4.8. The intersection currently has Give Way controls on both the Davis Road approaches. Staff observed traffic volumes for morning and afternoon peak periods:

Traffic from		No. Of Vehicles	
Davis Road	South approach	20 (40%)	32
	North approach	12 (24%)	
Catherwood Road	West approach	10 (20%)	18
	East approach	8 (16%)	

- 4.10. Based on these traffic volumes it is recommended to switch the intersection controls on to Catherwoods Road and make Davis Road the priority.
- 4.11. Staff observations have also identified restricted visibility for drivers on Catherwoods Road to the traffic on Davis Road when approaching the intersection (refer Figure 2).
- 4.12. The available intersection sight distance does not meet the requirements for a Give Way control within a 100 km/h speed environment in the Traffic Control Devices (TCD) Manual guidance. Accordingly, installation of a Stop control on Catherwoods Road is considered appropriate to ensure safe operation of the intersection.



Figure 2: Catherwoods Road / Davis Road intersection with restricted visibility (photo taken from Catherwoods Road looking west towards Davis Road (south approach))

- 4.13. To improve safety at this location, Stop controls are proposed to be installed on both approaches of Catherwoods Road to Davis Road.

Powells Road / Barracks Road / Weld Street Intersection

- 4.14. Concerns were raised by elected members regarding visibility at the intersection of Powells Road at Barracks Road / Weld Street. Staff have compiled available traffic data and site visit observations and assessed intersection visibility.



Figure 2: Powells Road / Barracks Road / Weld Street intersection with adequate visibility (photo taken from Powells Road looking west towards Weld Street (north approach))

- 4.15. The intersection currently has Give Way controls on Powells Road approach. Staff observations have identified adequate visibility for drivers on Powells Road to the traffic on Weld Street and Barracks Road when approaching the intersection, which meets the requirements set out in the NZTA *Traffic Control Devices Manual Part 4*. Therefore no changes to the intersection controls at this intersection are recommended.
- 4.16. The Oxford-Ohoka Community Board has the following options available to them:

4.17. Option One: Approve changes of intersection controls at the following locations

4.17.1. Install stop control on Woodfields Road at Chapmans Boundary Road

4.17.2. Remove give way control on Davis Road at Catherwoods Road and replace with a new stop control on Catherwoods Road at Davis Road; note this would change the priority from Davis Road to Catherwoods Road

This option involves Oxford-Ohoka Community Board approving the installation of Stop controls, consisting of signs and road markings, on all the above locations.

This is the recommended option because it allows:

- Improved safety by ensuring vehicles come to a complete stop where sight distance does not meet Give Way thresholds.
- Reduced risk of collisions through clearer priority and improved driver compliance, better aligning with higher volume travel patterns.

4.18. Option Two: Approve a partial installation of Stop controls

This option involves the Oxford-Ohoka Community Board approving the change of intersection controls at only one of the locations.

This is not the recommended option as it does not address identified visibility or travel pattern concerns, which could still pose safety risks and perpetuate driver confusion.

4.19. Option Three: Decline approval of any new intersection controls (retain status quo)

This option would see the current intersection controls retained.

This is not the recommended option as it does not address safety concerns at the two intersections.

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.

4.20. 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 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. There are limited costs associated with installing intersection control, chiefly new signs and limit line pavement marking.

The costs are estimated to be \$3,700 and can be accommodated within the Road Maintenance budgets (Signs Renewal GL 100183.000.5134 & Pavement Marking GL 10.270.582.2500).

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

6.2. **Sustainability and Climate Change Impacts**

The recommendations in this report do not have sustainability and/or climate change impacts as the effects of intersection control are quite localised.

6.3. **Risk Management**

There adoption/implementation of the recommendations in this report will help reduce the risk at the intersections where the changes are proposed..

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 the 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

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

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.

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.

7.4. **Authorising Delegations**

Part 3 of the WDC *Delegations Manual*, gives 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: Gov-26-10-06 / 250812148839

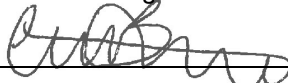
REPORT TO: OXFORD OHOKA COMMUNITY BOARD

DATE OF MEETING: 8 April 2026

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

SUBJECT: Pearson Park Stage Cover Proposal

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

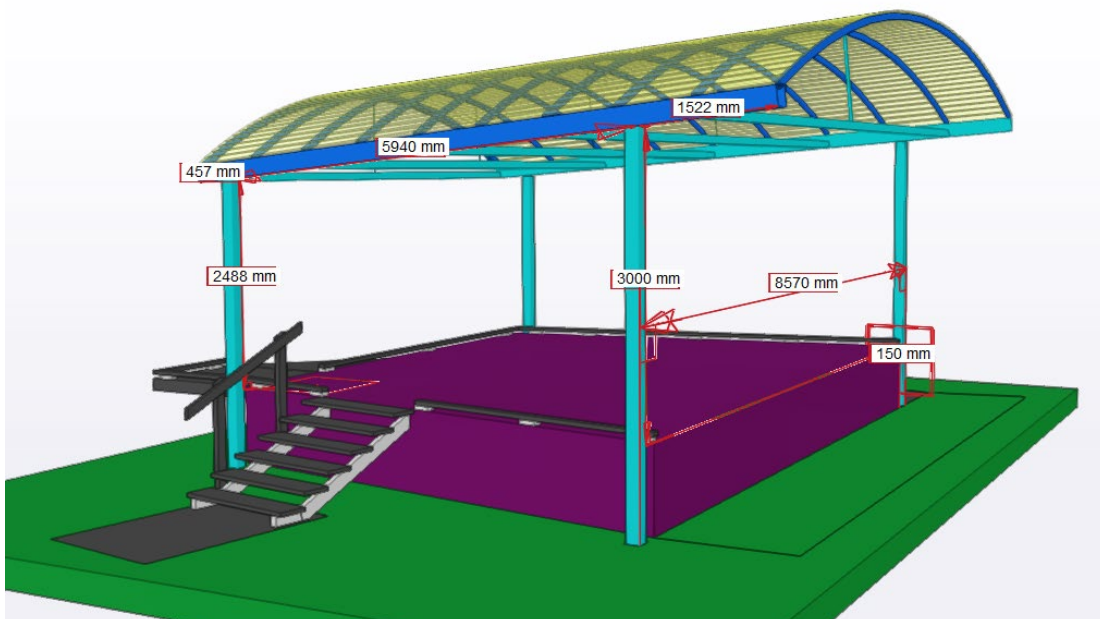

General Manager


Chief Executive

1. SUMMARY

- 1.1. The purpose of this report is to consider a request from the Pearson Park Advisory Group (PPAG) to install a cover over the stage located within the old bowling green area (referred to as the village green) in Pearson Park, Oxford.
- 1.2. The stage was installed in 2016 as part of Stage One of the Pearson Park Concept Plan, which was approved by the Oxford Eyre Ward Advisory Board in 2015. While the Concept Plan identified the stage as a priority community asset, it did not include a roof structure. During the detailed design and approval process in 2016, the option of a roof was considered but was not progressed at that time due to budget constraints. It was explicitly noted that a roof could be added at a later date, subject to funding being sourced externally to Council's capital contribution.
- 1.3. Since 2017, PPAG has received an annual \$10,000 grant from Council through the Long Term Plan for capital improvements within Pearson Park. As a result, the group has accumulated approximately \$57,000. PPAG has now indicated that it wishes to pursue the installation of a roof over the stage using these accumulated funds, potentially supplemented by external fundraising.
- 1.4. The Concept Plan did not include the installation of a cover / roof over the stage. It was noted in a report to the Oxford Eyre Ward Advisory Board in August 2016 proposing the installation of the stage, that the inclusion of a roof over the stage would push the project beyond budget provision and that external funding should be sought.
- 1.5. The proposed roof over the Pearson Park stage is a concept design only. No engineering specifications or formal costings have been undertaken at this point. The PPAG has provided an estimated cost of up to \$40,000 for the project based on preliminary discussions with the supplier. PPAG is seeking approval from the Community Board before committing further funds to detailed design and investigation.
- 1.6. While a roof may offer some functional benefits, its ability to significantly increase stage use or contribute to broader economic or community activation has not yet been clearly established.
- 1.7. PPAG currently holds \$57,000 for capital improvements for Pearson Park. It is believed that this could be sufficient to meet the cost of a roof, however this would mean the funds the group has are likely to be exhausted. The PPAG have indicated a willingness to undertake fundraising efforts to avoid exhausting this fund, as these will be needed for other future projects within Pearson Park. It is also noted that \$5,600 was recently spent on park improvements including realignment of paths, relocation of a park bench, and installation of a concrete pad for an additional bench.

- 1.8. There are other projects that could be done and have not been progressed over the years as the PPAG looks to install the stage cover. This includes discussions around skate park improvements, general seating and other amenity items. The below is a list of projects that have been raised from within the community:
- Community led bike track installation (they require financial support to proceed and have identified a location within Pearson Park).
 - Skate park improvements, this has been raised by the community.
 - Local school submissions to the 2024 Long Term Plan. This has included setting up dirt track for bikes and skate park improvements,
 - A number of community and sporting initiatives including Menzshed, Oxford Football and the recent gym installation, all of which required funding to realise.
- 1.9. Staff have assessed the proposal and consider that a sufficiently robust business case has not yet been demonstrated. Since its construction in 2016, the stage has been used infrequently and has not yet developed into a regularly activated community space. While the proposal is supported by several local organisations and the Pearson Park Advisory Group has funding available, there is currently limited evidence of broader community demand or a clearly defined programme of use that would indicate a significant increase in activation. Staff therefore have concerns about adopting a “build it and they will come” approach and recommend that a clearer activation strategy be developed before proceeding with additional infrastructure investment.
- 1.10. Parks projects are driven by a demonstrated demand within a community, to this end, there has not been community support evidenced for the installation of a roof over the stage. During this period as stated above, bike tracks, sports groups and skate park improvements have all been raised. The PPAG budget is the mechanism for such projects to be considered. Below is a concept design of the stage roof.



2. **RECOMMENDATION**

THAT the Oxford Ohoka Community Board:

- (a) **Receives** Report No. 250812148839.
- (b) **Approves** deferring a decision on the request to install a roof over the Pearson Park stage until a clear activation and use strategy is provided and evidence of community demand and need has been demonstrated.

OR

- (c) **Recommends** to Council that the request to install a roof over the Pearson Park stage be approved and that the Pearson Park Advisory Group be authorised to proceed with construction using available allocated funds.

OR

- (d) **Declines** the proposal to install a roof over the stage noting that there is no offered evidence on the use and activation of the stage area and detailed costings and estimated maintenance plan have not been provided.
- (e) **Notes** that hiring a covered stage is standard practice across Canterbury for event organisers, and that the associated costs relate to hire only, rather than creating a Council-owned asset that would require depreciation, renewal funding, and ongoing maintenance. This is an avenue that the Pearson Park Advisory Group may be interested in pursuing.
- (f) **Notes** that the Pearson Park Advisory Group are invited to give a deputation to the Community Board to outline recent project proposals from the community and how it intends to use the funds it has from Council to meet these needs.
- (g) **Notes** that the proposal is supported by the Oxford Community Trust, Oxford Promotions Action Committee and Oxford Lions Club.
- (h) **Notes** that no events are currently booked or have enquired about the stage including no indication that the presence of a roof would attract artists.
- (i) **Notes** the supplied concept design is only a visual concept, and no engineering design or costings have been undertaken.

3. **BACKGROUND**

- 3.1. In 2013 staff as part of the consultation for the development of the Sport and Recreation Reserve Management Plan, gathered ideas from the Oxford community regarding the development of a concept plan for Pearson Park. The concept plan was developed and approved by Oxford Eyre Ward Advisory Board in 2015.
- 3.2. Due to the diverse nature of Pearson Park, the approved concept plan was divided into four distinct stages to guide development. These stages were prioritised, with Stage One addressing the high priority elements. This included the transformation of the former bowling green into a vibrant community space, with the installation of the stage as a central feature.
- 3.3. The Pearson Park Concept Plan 2015 has since been implemented and included installation of a stage on the former bowling green, basketball half court, skate area, playground, pétanque court, additional seating, community garden, sealing of the market car park and additional amenity planting and landscaping.

- 3.4. In August 2016 the Greenspace Manager reported on the stage development to the then Oxford / Eyre Ward Advisory Board. The report has extracts relating to the idea of a roof as part of the original installation of the stage. This included conversations at the time with staff and Oxford Promotions Action Committee (OPAC). This detailed that at the time members of OPAC were split in their support for the stage. OPAC at this time decided that they would not provide any feedback but instead leave it to individual members to comment on the stage.
- 3.5. The following table has been taken from the 2016 report to outline the previous discussion on the stage and the concerns and comments made relating to the idea of a roof. This discussion shows the level of work that the PPAG, OPAC members and staff have previously put into the stage.

Concern Raised	Staff comment
<p>There is no need to have the stage near the pavilion to use the pavilion amenities as these have not been required before for the Christmas Carols and the head drama teacher of the Oxford Area School has stated that they will not use the stage for larger performances instead preferring the Oxford Town Hall.</p>	<p>The stage is not only being built to cater for events which already take place but to provide more opportunity for different types of events. It is expected that large performances will still use the Oxford Town Hall as this has been built fit for this purpose.</p>
<p>There will be an 8m gap between the stage and the Pavilion doors, During drama performances the audience will see the performers</p>	<p>The 8m gap can easily be screened so that the audience can-not see performers. This is only the case for theatre type performances. Other types of performances can still use the amenities such as the kitchen and toilets available in the pavilion without needing to provide screening</p>
<p>Bands will have to cart their gear some 21 metres to get to the stage. If located on the western side vehicles would have direct access</p>	<p>The surface of the green as very free draining and is very rarely wet. It can therefore be driven on to allow access to the stage. There will also be fully sealed access from the Pearson Park Pavilion Car Park. While it is always easier to have direct access to a stage musicians who play in pubs and bars and provide their own sounds equipment often move this a reasonable distance.</p>
<p>Current location makes it difficult to perform with sun in the performers eyes.</p>	<p>The sun will only be in the performers eyes for a short period of time. The large trees will ensure that there is shade late in the day. The alternative proposed location will have the opposite effect of having the audience staring at the sun and not being able to see the performance.</p>
<p>Any performance which is in the open the sound is disbursed, a shelter would bounce sound directing it.</p> <p>The stage needs a roof a back and two thirds of each side</p> <p>Locating next to the sheds is better for pushing out the sound</p>	<p>The majority of performances now use amplified speakers to project the sound. The speakers are placed at the front of the stage and therefore do not benefit from having any surrounding structure. If a sound shell is created then the performers should be standing right at the back of the stage to allow sound to be projected. A sound shell was originally created to project sound in the absence of amplified music.</p>

<p>Without shelter performers are at risk of sun burn and the elements. Under Health and Safety legislation the Pearson Park Advisory Group has a duty of care to provide shelter to performers on the stage and while this could be done using gazebo's history suggests this is not practical in Oxford</p>	<p>It is felt that weather or the effects of the elements should be identified in the required health and safety plan for an event. The plan would identify the hazards and ways these can be mitigated. A lack of shelter does not represent a particular challenge to the health and safety of performers. The audience would of course be experiencing the same elements. The cost of an additional roof and sides to the stage would push the project beyond its current budget provision. A separate roof structure can be added at a later date and the Pearson Park Advisory Group have committed to trying to source outside funding for this. The current design does provide a kick rail to allow tents either 3x3 or 3x6 to be lashed to the stage.</p>
<p>The stage location would mean that sound is directed towards the Ringwood Flats. It would be better if the stage was on the western side then sound would be directed towards the supermarket and absorbed by the large trees</p>	<p>A number of factors have been considered in the location of the stage these are described in more detail in section 3.6.5. While the stage would face more towards Ringwood Flats than the supermarket the distance is still significant. If large events were being planned with amplified music such as an outdoor concert then all effected neighbours would be contacted regardless of the location of the stage. It should also be noted that locating the stage on the western side would face the Meyer Place flats which are closer.</p>
<p>Any concern about the stage being used by locals for drinking if located next to the sheds the stage could be deer fenced and locked</p>	<p>There is no plan to fence the stage area. The stage can easily be lit using sensor lights on the Pearson Park Pavilion should antisocial behaviour become an issue.</p>
<p>If the stage was located on the western side with a roof and sides it would act as a wind break for the audience</p>	<p>The village green is surrounded on two sides by large trees and another side by fences and the Pearson Park Pavilion. This creates a very sheltered location. If North West Winds are strong and this is going to effect the stage or the spectators then the event should be postponed.</p>
<p>If the stage is located on the western side then parents can watch the stage as well as keeping an eye on children in the playground. Having the stage in the north eastern corner means parents will have their backs to the playground.</p>	<p>Staff believe that it is safer to make parents choose between looking after their children and watching a performance. If a child is young enough to require parental supervision then parents should be doing this without distraction.</p>
<p>Under stage three of the concept plan it is proposed to move the fencing from around the village green. The removal of the fence between the Oval and the Bowling Green will remove wind protection from NW wind and create a wind tunnel.</p>	<p>While this is on the concept plan it is at this point just a concept and a very long way into the future. More detailed design work would be done before any fences were removed and consultation with user groups.</p>

<p>The existing eastern fence provides a large seating area which would not be used if stage located in current proposed location. This means more seating would be required at an additional cost.</p>	<p>The eastern seating can be moved or more seats provided in other locations. Providing more seats will come with an additional cost however this cost is considered acceptable when compared to the benefits of the stage location</p>
<p>It has been suggested that there is sufficient flat ground remaining in the rest of Pearson Park however it is the only flat area in the children's playground area of the park and as such is used for many activities. The creation of grass mounds will prevent this.</p>	<p>There are no immediate plans to create the mounds that are shown on the concept plan. At this stage it is proposed that the existing concrete surrounds are removed and the drop is shaped and grassed however this would not take place until 2017. The current concrete surrounds create a sense of separation of the village green to the rest of the park. Removing these and contouring the transition will create a better connection while still creating a sunken lawn feel.</p>
<p>If the community built the structure it could be built more economically</p>	<p>The Pearson Park Advisory Group moved a motion at their July 2016 meeting to have a contractor complete the work. The reason for this was the acceptable quote price and the time it will take to organise the community to undertake the works.</p>
<p>The closest power outlet in the Pavilion is 21 metres away. If the stage was located next to the sheds it would only be 15.5m. Exposed cabling is a risk especially when 21 m long</p>	<p>If power is required for an event this can be taken from inside the pavilion which will be no more that 8m from the stage. Long term the plan is to provide power to the outside of the building for performers to use. This is consistent with other halls such as Ohoka Hall and also some premier parks (public gardens) Victoria Park and Trousselot Park.</p>
<p>The stage needs to be something that Council and the community can be proud of.</p>	<p>The Pearson Park Advisory Group believe that the stage will be something the community will be proud off however they have also considered how much the stage is likely to be used, the cost of the stage, the functionality of the stage and the surrounding natural environment.</p>
<p>A roof will provide the opportunity for lighting effects</p>	<p>While having a roof would be beneficial in allowing lighting displays at this stage this would not justify the added cost.</p>
<p>The proposed grass mounds will be used as a bmx track</p>	<p>The grass mounds are not proposed as part of this report. The grass mounds have not yet been designed in detail however it should be noted that grass mounds would have to be mown easily so would only be able to be at a 1:4 gradient. This would make them difficult to be used for BMX</p>

Wind will be an issue in the proposed location which will effect either microphones or people not using microphones	The entire village green is reasonably sheltered. If the wind is strong then this will be an issue no matter where the stage is located and should be a consideration of the health and safety plan for the event.
---	--

- 3.6. The above table demonstrates that at the time of installation, the roof was not included and any further funding for this would be sourced externally from Council by the PPAG. At the time the thinking for the roof was to shield performers and provide for lighting shows, both of these concerns have been addressed above with feedback. At this time, the option of hiring a stage with roof (generally a trailer that is brought in via a truck) would have its own lighting set up. Lighting set ups are generally very technical in nature and would have to be designed in at the time of installation.
- 3.7. During the 2021-2031 Long Term Plan consultation, there were several requests for assets at Pearson Park. This included Bike based recreation, skate area improvements and general youth focused facilities. This included a submission by the Oxford Ohoka Community Board. The Board specifically stated that it wanted an extension to the Oxford Skate Park, noting that members have observed high usage by both locals and visitors to the area.
- 3.8. In the 2024-2034 Long Term Plan consultation, facilities for youth in Oxford were put forward. This included a further submission on an upgrade to Pearson Park skate park from members of the public. Others also advocated for bike jumps, although this was generally in Oxford, not specifically Pearson Park. Along side the bike jump there was also call for a dirt bike track (non-motorised). Each of these facilities could be projects that the Pearson Park Advisory Group looks to implement or work with the wider community to implement. In one example this has occurred with the Bike Oxford group which has led to a lets talk at Pearson Park.
- 3.9. In each of the above instances, the submitters have been pointed to the Pearson Park Advisory Group. It is unclear if these offers were followed through, what is known is that demand exists for such facilities and Pearson Park and the Advisory Group do hold a key position in helping enable this demand.
- 3.10. During this period, the stage roof has not been raised as an item of interest by the wider community. At present no program of activation or how the stage might benefit the wider Oxford economy has been presented or understood. Interest in the roof has been expressed by the Pearson Park Advisory Group and several local organisations, who view it as a way to improve the functionality of the stage, provide greater comfort and certainty for performers, and reduce weather-related barriers to hosting small community events. Supporters have indicated that even modest shelter could make the stage more practical for acoustic performances, school or community group use, and informal gatherings.
- 3.11. Staff note that the proposed roof would provide limited protection from sun and rain due to orientation and weather conditions, and it is not designed to enhance sound amplification. As such, while the aspirations of those supporting the roof are acknowledged, there remains uncertainty about whether the proposed structure would materially change the level of activation or use of the stage.

4. ISSUES AND OPTIONS

- 4.1. Extensive community feedback was gathered during the initial development of the Pearson Park Concept Plan in 2013, which supported the inclusion of a stage within the village green area. While the original consultation captured general interest in a stage, including some feedback regarding a roof structure, no formal consultation has been carried out with the broader community to determine current levels of interest or demand for the proposed addition. However, support for the roof installation has been expressed from local groups including the Oxford Community Trust, Lion Club, Oxford Area School and OPAC.

- 4.2. Staff have provided a range of options for the Community Board to consider in response to the request to install a roof over the Pearson Park stage. These options recognise that any decision to proceed with the installation of a permanent roof structure would introduce a new Council owned asset and associated operational and depreciation costs. For small assets (like those usually approved by the Board through its general landscape fund) the operational and depreciation costs are relatively minor and can be absorbed into existing budgets. The stage roof has an estimated cost of over \$50,000 and therefore requires Council approval of additional operational funding.
- 4.3. The options presented enable the Community Board to determine whether it wishes to recommend that Council proceed with the installation, defer a decision pending further information, or decline the proposal at this time. Variants to these options are also included, such as requesting further investigation or trialling alternative approaches, including the temporary hire of a covered stage, which may allow activation of the space to be tested without committing to long-term infrastructure investment.
- 4.4. Pros and Cons of the Proposed Stage Roof

Potential Benefits

- A roof over the stage could improve its usability by providing some shelter for performers and equipment, potentially reducing weather-related constraints for small events.
- Covered infrastructure may make the stage more attractive to community groups and local organisations seeking an outdoor venue for performances, ceremonies, or gatherings.
- Several local organisations, including OPAC, the Oxford Community Trust, the Lions Club, and the Oxford Area School, have expressed support for the addition, indicating some local advocacy for the proposal.
- Funding is currently available through the Pearson Park Advisory Group's accumulated capital budget, meaning the project would not require additional immediate capital funding from Council.
- Installing a roof may help protect the existing stage structure from weather exposure, which could contribute to asset longevity.

Potential Risks and Limitations

- Since its installation in 2016, the stage has seen limited use and has not been consistently activated as a community space, raising uncertainty about whether a roof would materially increase usage.
- There is currently no demonstrated programme of events, forward bookings, or activation plan to indicate that the roof would generate additional or regular community use.
- Proceeding without clear evidence of demand risks a "build it and they will come" outcome, where further investment does not translate into meaningful community benefit.
- Ongoing maintenance, inspection, and renewal costs associated with a roof structure are currently unquantified and unbudgeted, which may create future operational and financial implications for Council.
- Allocating a significant portion of the PPAG's available funding to the roof could limit the group's ability to support other community-identified priorities, such as skate park upgrades, bike-based recreation, seating, or youth facilities.

- The proposed design is conceptual only, with no engineering assessments or confirmed costings completed at this stage, increasing the risk of cost escalation or design changes.
- Portable covered stage hire is a commonly used alternative across Canterbury and may provide a more flexible, lower-risk way to support events without committing to permanent infrastructure.

4.5. Option 1. The Oxford Ohoka Community Board could approve the request to install a roof over the stage.

This option would allow the Pearson Park Advisory Group to proceed with the installation of a roof over the existing stage using their available funds. While this aligns with the group's long-standing aspirations and has support from several local organisations, staff note that the stage area has not been well utilised since its construction and remains largely inactive. Proceeding without clear evidence of demand or a programme of use may risk further underutilisation of the space.

4.6. Option 2. The Oxford Ohoka Community Board could approve the request to install a roof over the stage in principle subject to the provision of detailed costings and construction specifications.

This option would allow the Pearson Park Advisory Group to progress the proposal while ensuring appropriate oversight and due diligence, requiring that detailed costings and engineered construction plans be provided before final approval is granted.

4.7. Option 3. The Oxford Ohoka Community Board could decline the request to install a roof over the stage.

According to the Pearson Park Advisory Group, declining the proposal to install a roof over the Pearson Park stage, may result in missed opportunities to enhance the usability and appeal of the space. This is discussed in some detail in section 3.5 above which is an extract from the original report that approved the installation of the stage.

4.8. Option 4. The Oxford Ohoka Community Board request that the Pearson Park Advisory Group investigates the option to hire a stage.

The Pearson Park Advisory Group could explore working with event organisers to try out a covered stage on a small scale, rather than building something permanent. There are options for portable stage hire across Canterbury that are used for community events. This could be a helpful way to support an event and get a feel for how a covered stage might be used and received by the community. It would also allow the idea to be tested as an event finds its feet, before any longer-term decisions are made around capital funding. Many community events already use hired stages when needed, with set-up managed by experienced event providers. This is often accompanied with specialist AV or sound technicians who can further lessen the burden of set up on volunteers.

There is a local provider who has indicated prices that start from approximately \$2,500 depending on size of stage, transport and set up requirements. This also allows flexibility for where an event can occur as a portable covered stage can be moved to suit an events layout.

Option 5. The Oxford Ohoka Community Board could defer a decision to approve the request to install a roof over the stage subject to a clear activation strategy and evidence of need. (Staff recommend this option)

This option would allow the Community Board to withhold support for the proposed stage roof at this time, pending further evidence of need. Staff note that the stage area has not been actively used or well activated since its installation in 2016. Without a clear programme of use or demonstrated community demand, investing further in infrastructure may not be justified. Deferring the decision would allow time to assess how the space could be better utilised and whether broader community support exists for the proposed addition.

Implications for Community Wellbeing

There are implications on community wellbeing by the issues and options that are the subject matter of this report. The installation of a roof over the Pearson Park stage has the potential to positively impact community wellbeing by enhancing the usability and accessibility of the space for a wider range of events and activities. Providing shelter would improve comfort and safety for performers and audiences, encouraging more frequent and diverse use of the park for cultural, recreational, and community gatherings. This could help foster social connection, local identity, and community pride. However, without a clear plan for activation or demonstrated demand, the benefits may not be fully realised, and the investment may not deliver meaningful outcomes for the wider community.

4.9. 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. Several key local organisations, including the Oxford Community Trust, OPAC, Lions Club, and the Oxford Area school have expressed their support for the proposed stage roof, recognising its potential to enhance the functionality of the space for community events and performances.

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. The wider Oxford community may benefit from improved infrastructure at Pearson Park if the stage roof encourages more frequent and diverse events. A covered stage could support greater participation in outdoor performances, cultural activities, and community gatherings. However, it is unclear whether there is broad community support or demand for this investment. If the proposal is declined, some members of the community may feel their aspirations for a more vibrant public space are not being met, while others may view the decision as a responsible approach to ensuring public funds are used where there is clear and demonstrated benefit.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

There are financial implications of the decisions sought by this report.

As part of the 2015-2025 Long Term Plan the Council allocated \$140,000 to the implementation of the Pearson Park Concept Plan. The money is spread across 10 years with \$50,000 in the first year and \$10,000 for the remaining 9 years with annual CPI adjustments. The Pearson Park Advisory Group currently have \$57,000 available.

If progressed, the stage roof would become a Council owned asset, with Waimakariri District Council responsible for its ongoing depreciation, inspection, maintenance, and renewal. While detailed design and specifications have not yet been undertaken, it is anticipated that the asset would be treated similarly to other small built park structures such as band rotundas.

Based on comparable assets, annual maintenance costs are estimated to be in the order of \$1,500 to \$2,000 per annum, covering routine inspections, cleaning, minor repairs, and upkeep. These costs are not currently budgeted for and would create an additional ongoing operational cost to Council.

The asset would also be subject to annual depreciation. Based on an indicative capital cost of \$50,000 and assuming a life span of 30 years, depreciation is estimated at approximately \$1,667 per year which would need to be factored into future renewals planning.

Should the Pearson Park Advisory Group be supported to further investigate or progress this proposal, a further report would be required to confirm final project costs. Any new operational or renewal funding pressures would need to be considered by Council, potentially through an Annual Plan or Long Term Plan process.

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

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 risks arising from the adoption/implementation of the recommendations in this report. Without detailed engineering plans or costings, there is a risk of unforeseen construction challenges or budget overruns. Additionally, investing in infrastructure for a space that has not been consistently activated may result in underutilisation, raising concerns about value for money and long-term maintenance obligations. There is also a reputational risk if the project proceeds without broader community support or clear evidence of need.

6.4. **Health and Safety**

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

The installation of a roof over the Pearson Park stage may offer health and safety benefits by providing shelter for performers and equipment during events, reducing exposure to weather conditions. This could help mitigate risks such as sunburn, heat stress, and weather-related damage to electrical equipment. However, it is also noted that performers typically occupy the stage for relatively short periods, and any exposure to weather conditions would be shared equally by the audience. As such, protection from the elements may not be a critical health and safety consideration.

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**

The management of reserves is legislated through the 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.

Environmental

Our communities are able to access and enjoy natural areas and public spaces

Social

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

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

7.4. Authorising Delegations

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

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: Gov-26-10-06 / 260316077487

REPORT TO: OXFORD OHOKA COMMUNITY BOARD

DATE OF MEETING: 8 April 2026

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

SUBJECT: Oxford Ohoka General Landscaping Budget

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 Community Board on potential projects to be considered for support by the Oxford Ohoka Community Board's General Landscaping Budget for the current financial year which runs to 30th June 2026.
- 1.2. The General Landscaping Budget is an annual discretionary sum the Board can allocate towards landscape projects within their ward such as seats, planting or local walkways. These projects may be initiated by the board, or in response to information brought to the Board's attention by staff or by their community. The total may be allocated to one project or divided between multiple projects.
- 1.3. The Oxford Ohoka Community Board has \$14,330 available to allocate to general landscape projects within its ward area. The Board also has a sum of \$6,000 to add to this which has been carried over from the previous financial year, meaning it has a total of \$20,330 to allocate. Noting that this additional amount has not been tagged for a project and remains unallocated.
- 1.4. This carry forward is due to the withdrawal of the Oxford Dog Park shelter and seating project because of cost pressures and the absence of additional funding to address the resulting shortfall. In accordance with Community Board financial provisions, unspent funds may be carried forward between financial years, allowing this balance to be retained for future allocation.
- 1.5. In December 2025 staff and the Oxford Ohoka Community Board engaged in a workshop to identify potential projects for the general landscape budget. At this workshop, five projects were presented to the Community Board for consideration. The Community Board requested a report from staff outlining the costs and considerations regarding these potential projects.
- 1.6. The projects presented at the Board workshop were West Eyreton Community Centre – removal of overgrown vegetation, railway siding signage, Ohoka Domain way-finder signage, Oxford Cemetery commemorative plaque for unmarked graves and further support for the Wards Road walkway planting project. Since the Board workshop a new project has been put forward for a picnic table at West Eyreton Oaks Reserve for consideration. The cost information of these six projects is listed:

• Oaks Reserve picnic table	\$3,000
• Oxford Cemetery Commemorative Plaque	\$1,200
• Ohoka Domain Wayfinder signage	\$1,500
• Wards Road Walkway planting	\$2,000
• West Eyreton Community Centre	\$3,600
• Railway Siding Signage x 2	\$3,000

Total \$14,300

- 1.7. The funds sought are consistent with the types of projects which funds from this budget are commonly allocated towards. While staff have spoken with suppliers to provide these estimates, any project approved by the board would be implemented under Council's procurement policy so prices may vary at time of tender or purchase.

2. **RECOMMENDATION**

THAT the Oxford Ohoka Community Board:

- (a) **Receives** Report No. 260316077487.
- (b) **Notes** the Community Board currently has \$14,330 available to allocate to general landscape projects within the Oxford Ohoka ward from the 2026/2027 General Landscaping Budget, plus an additional \$6,000 is available for reallocation following the withdraw for consideration for the Oxford Dog Park shelter and seating from the 2024/2025 financial year (PJ 101052.000.5223).
- (c) **Approves** the allocation of \$3,000 for a picnic table at West Eyreton Oaks Reserve.
- (d) **Approves** the allocation of \$1,200 for Oxford Cemetery Commemorative Plaque recognising the unmarked graves.
- (e) **Approves** the allocation of \$1,500 for way-finder signage at Ohoka Domain.
- (f) **Approves** the allocation of \$2,000 for stage 2 of Wards Roading walkway planting project.
- (g) **Approves** the allocation of \$3,600 for clearing overgrown shelter trees at West Eyreton Community Centre.
- (h) **Approves** the allocation of \$3,000 for installation of two railway siding signs in Ohoka and East Oxford.
- (i) **Notes** with the allocation of the funds in recommendation (c) through to (h) there is no further funding available in the current financial year for the Oxford Ohoka Community Board general landscape budget.
- (j) **Notes** that staff will keep the Oxford Ohoka Community Board updated through memo of the above projects and their delivery in the 2025/2026 financial year.

3. **BACKGROUND**

- 3.1. The General Landscaping Budget is an annual discretionary budget the Community Board can allocate towards landscape projects within their ward. There have been varying projects that this money has been spent on over the years to enhance the landscape of the Oxford Ohoka area. Projects have included seating in parks, signage, planting, and The Oaks Reserve as examples.

- 3.2. The Board currently has \$14,330 available to allocate to general landscape projects within the Oxford Ohoka ward from the Boards 2026/2027 General Landscaping Budget, plus an additional \$6,000 is available for reallocation following the withdraw for consideration for the Oxford Dog Park shelter and seating from the 2024/2025 financial year. A total budget of \$20,330 available to be allocated within the 2026/2027 financial year with \$6,000 currently unallocated.
- 3.3. Staff attended a workshop with the Community Board in December 2025 to discuss possible projects. As this was the beginning of a new term, staff ran the members through the general process for what the landscape budget covers and how it works.
- 3.4. Five projects were discussed at the workshop in December 2025. These included
- West Eyreton Community Centre – removal of overgrown shelter trees
 - Railway siding signage (Mandeville and Swannanoa)
 - Ohoka Domain way-finder signage
 - Oxford Cemetery commemorative plaque for unmarked graves
 - Wards Road walkway planting project
- 3.5. One additional project have been raised post workshop, which is a picnic table at West Eyreton Oaks Reserve.

4. **ISSUES AND OPTIONS**

- 4.1. As noted in section three above, there are six projects identified as potential projects for the board to consider to be funded from their General Landscaping Budget. These projects are discussed in more detail as follows.

West Eyreton Oaks Reserve Picnic Table

- 4.2. The installation of a picnic table at West Eyreton Oaks Reserve would enhance the usability and amenity of the reserve by providing a designated space for visitors to sit, rest, and gather. This infrastructure would complement the adjacent West Eyreton Pit restoration project, which is focused on improving safety, visual amenity, and biodiversity, by encouraging people to spend time in the area and engage with the restored landscape. The picnic table would also support the historic information kiosk that is due to be installed within the reserve, providing a place for visitors to pause, read interpretive material, and reflect on the site's local history. Together, these elements would create a more cohesive and inviting destination that supports recreation, education, and community use of the reserve.
- 4.3. The installation of the picnic table will result in a minor increase in ongoing operational costs for Council. These costs are expected to be minimal and limited to routine inspections, occasional cleaning, and periodic maintenance or replacement over the asset's life. The seat will be incorporated into Council's existing parks and reserves maintenance programme, and any ongoing costs can be accommodated within current operational budgets

Oxford Cemetery Commemorative Plaque

- 4.4. The Oxford Cemetery Commemorative Plaque project seeks to recognise and acknowledge individuals buried in unmarked graves within Oxford Cemetery. These graves represent an important part of the district's early history and community heritage, and the absence of formal recognition means their stories and contributions risk being lost over time. Council staff have previously undertaken an exercise to identify these locations utilising ground penetrating (GPR) and identified a number of clusters of likely graves in the southern area between the cemetery and The Oaks Reserve. The Board have previously funded the establishment of wildflower seedlings over these spaces to show respect for the graves however also indicated that they wanted a way for these to be recognised and for the public to understand the purpose of the flowers as well as the need to respect these spaces. As identifying the graves is not possible and interment was not appropriate, it was suggested that a large rock in a centrally visible location could be installed with a plaque commemorating and reflecting the lives of those within the unmarked graves. The proposed plaque would provide a respectful and permanent acknowledgment of those interred without individual headstones, offering a place for reflection visitors and the wider community. The plaque would be sensitively designed and installed within the cemetery in a location agreed with the Community Board and relevant stakeholders, ensuring it complements the existing landscape and maintains the dignity of the site.
- 4.5. The installation of the commemorative plaque will result in minimal ongoing operational costs for Council. While the final design is yet to be confirmed, it has been suggested that the memorial may comprise a natural boulder with an attached metal plaque. This form of installation is expected to be low maintenance, with ongoing costs largely limited to periodic inspection and occasional cleaning of the plaque.

Ohoka Domain Wayfinder signage

- 4.6. Ohoka Domain has benefited from extensive native planting and landscape enhancement over a number of years, led by the Ohoka Domain Advisory Group with support from Council and community volunteers. These efforts have significantly improved the visual amenity, ecological values, and overall attractiveness of the domain, creating a well-used and valued open space for both local residents and visitors. As planting has matured and the network of informal paths and open spaces has expanded, there is an increasing need for clear and sympathetic wayfinder signage within the domain. Wayfinder signage would assist visitors strolling through the reserve to better understand where paths lead, identify key features and entrances, and navigate the space with confidence.
- 4.7. Signage will be designed in accordance with Council signage guidelines. The installation of wayfinder signage within Ohoka Domain will result in minor ongoing operational costs for Council. Once installed, maintenance requirements are expected to be low and primarily limited to periodic inspection, cleaning, and occasional repair or replacement if vandalism or weathering occurs.

Railway Siding Signs

- 4.8. As part of the Board funded West Eyreton Heritage Project a railway siding sign has been installed at West Eyreton. Prior to this a number of these signs have been replaced/maintained on the former Rangiora Oxford railway line such as Bennets, Stoke, Fernside and Springbank. These have created a standard visual for the portrayal of the location of previous railway stations within the district. This proposal is to install railway siding signs at Ohoka and East Oxford. Signs would be built by Oxford Men's Shed and installed by a council contractor.
- 4.9. The installation of additional railway siding signs at Ohoka and East Oxford will result in minimal operational maintenance costs for Council. Once installed, the signs will require periodic inspection with occasional maintenance such as cleaning and paint touch ups due to weathering over time.



Swannanoa railway siding sign on North Eyre Road

West Eyreton Community Centre Vegetation Removal

- 4.10. The management committee of the community centre have requested the removal of overgrown vegetation and a section of the existing shelter belt as the current growth significantly shades the facility's north-facing aspect, including the main decking area. This reduction in sunlight impacts the usability and comfort of the space, particularly given the centre hosts numerous community functions, events, and gatherings where access to natural light and warmth is important to the overall experience. Addressing the overgrowth will improve amenity and enhance the functionality of the outdoor area.
- 4.11. The removal of overgrown vegetation and part of the existing shelter belt is expected to result in a reduction in ongoing maintenance requirements associated with managing excessive shading and unmanaged growth around the community centre. Any replacement planting required can be met through the Biodiversity Team's "Promote the Urban Wild Concept" budget, with anticipated costs expected to be under \$1,000. Ongoing maintenance of any replacement planting would be incorporated into existing maintenance programmes and is not expected to result in any material increase in operational costs for Council.



Section of shelter belt proposed for removal

Wards Road Walkway Planting

- 4.12. The Wards Road Planting Restoration Project involves the enhancement of an informal walkway located on a paper road between Wards Road and Tram Road in Mandeville. The project seeks to restore a largely open and under-utilised area through native planting to improve visual amenity, biodiversity values, and the overall experience for people using the walkway. The initiative is community-led, with local residents and Swannanoa School contributing volunteer labour and plant propagation, supported by Council oversight to ensure appropriate species selection and long-term sustainability. A previous allocation of \$3,000 has enabled initial planting to occur; however, the Board is requested to consider allocating additional funding to allow a larger area to be planted out, thereby maximising the environmental and community benefits of the project.
- 4.13. This project is community-driven, with all planting, establishment, and ongoing maintenance activities undertaken by local volunteers, including local residents and Swannanoa School. As a result, no material increase in ongoing operational or maintenance costs for Council is anticipated.



Stage 1 of Wards Road walkway planting programme (community planting day).

- 4.14. **Option One: The Board approves the projects as outlined and recommended in this report.**

Staff recommend this option as the projects outlined in this report are consistent with the intended purpose of the General Landscaping Budget and reflect the types of local amenity, landscape, and community enhancement initiatives it is designed to support. The projects are expected to deliver positive benefits across the Oxford Ohoka ward, with minimal foreseeable adverse impacts. Sufficient funding is available to deliver the recommended projects within the current budget of \$20,330. This option ensures the budget is fully utilised within the current financial year.

4.15. **Option Two: The Board approves some of the projects presented in this report.**

Under this option, the Board may choose to approve some, but not all, of the projects outlined in this report. This would allow flexibility for the Board to prioritise particular projects based on factors such as community benefit, project readiness, affordability, geographic spread across the ward, or alignment with current priorities. Projects not approved at this time could be deferred for consideration. While this option allows greater discretion and staged decision-making, it may result in some projects being delayed and community benefits not being realised in the current financial year.

4.16. **Option Three: The Board does not approve any projects presented in this report.**

Staff do not recommend this option as the General Landscaping Budget is a discretionary sum and should it not be used or allocated to projects, it is at risk of being reassigned. This would not see any of the positive impacts achieved within the Boards area associated to the projects above.

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

Implications for Community Wellbeing

There are implications on community wellbeing by the issues and options that are the subject matter of this report. The projects included are all projects which have come from the community to enhance the landscapes within the Oxford Ohoka area which would have positive impacts on community wellbeing.

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. The projects proposed in this report represent small scale, local enhancements that are not expected to adversely impact Mana Whenua.

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. These groups are discussed above as they pertain to each of the individual projects.

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. Staff believe that the projects recommended within this report will have positive impacts on the community with few foreseeable negative impacts. Staff do not believe that there is additional need for wider consultation with the community regarding the recommended projects although note that should budget be allocated to the Mandeville Legacy Project, consultation would be carried out with stakeholders to decide upon a suitable design.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. **Financial Implications**

There are financial implications of the decisions sought by this report. The Oxford Ohoka Community Board the Board currently has \$14,330 available to allocate to general landscape projects within 2026/2027 General Landscaping Budget, plus an additional \$6,000 is available for reallocation following the withdraw for consideration for the Oxford Dog Park shelter and seating from the 2024/2025 financial year (PJ 101052.000.5223)

Overall, the projects recommended in this report are expected to result in minimal ongoing operational and maintenance cost impacts for Council. Where new assets are introduced, such as seats, signage, or commemorative elements, maintenance requirements are anticipated to be low and limited to routine inspection, cleaning, and occasional repair or replacement, all of which can be accommodated within existing parks, reserves, cemetery, and signage maintenance programmes.

Some projects, such as the West Eyreton Community Centre vegetation removal, are expected to reduce ongoing maintenance demands, with any replacement planting costs able to be met through existing Biodiversity Team budgets. The community led Wards Road Walkway Planting Project, will continue to rely on volunteer labour for planting and ongoing maintenance, resulting in no material operational cost increase for Council.

Collectively, the operational impacts of the proposed projects are considered minor, manageable within current budgets, and do not create any significant or unfunded future maintenance liabilities for Council.

This report discusses six projects, and the following projects have been recommended by staff. The estimated costs of these recommended projects are listed below.

• Oaks Reserve picnic table	\$3,000
• Oxford Cemetery Commemorative Plaque	\$1,200
• Ohoka Domain Wayfinder signage	\$1,500
• Wards Road Walkway planting	\$2,000
• West Eyreton Community Centre	\$3,600
• Railway Siding Signage x 2	\$3,000
Total	\$14,300

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

Table 1: Oxford Ohoka General Landscaping Previous Projects

Project Description	Status	Budget Allocated
Ashely Gorge Development	Completed	\$5,000
Ohoka Stream Walkway Seat	Completed	\$3,500
Mandeville Railway Siding Sign	Completed	\$1,500
Swannanoa Railway Siding Sign	Completed	\$1,500

Table 2: Oxford Ohoka General Landscaping Budget Current Projects

Project Description	Status	Budget Allocated
West Eyreton Historical Sign	Underway, design options under consideration	\$5,150
Mandeville Reserve Legacy Area	Underway	\$5,000
Mandeville Cemetery	Underway	\$5,000

6.2. **Sustainability and Climate Change Impacts**

The recommendations in this report do have sustainability and/or climate change impacts. The projects discussed in this report collectively contribute to greener, more vibrant community spaces promoting local identity and connection to place. Where possible staff will use local contractors and materials to reduce impacts on the environment.

6.3. **Risk Management**

There are no significant 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 because this would result in work being undertaken on site. If approved, the health and safety of any contractor would be managed by the Waimakariri District Council Greenspace Team. Contractors would be required to be appropriately prequalified (e.g. Sitewise) and to submit a suitable Site Specific Safety Plan (SSSP) for review and approval by the project manager prior to works commencing.

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**

7.3. The management of reserves is legislated through the Reserves Act 1977.

7.4. In terms of the railway siding signs, all signage shall be in accordance with the District Plan and the Signage Bylaw (2012). Additional Government and NZTA legislation apply relating to signage dependent on the particular road/location of signs being proposed. Therefore, Staff will work with the Roding Team who are familiar with this legislation to determine a safe location for the sign and any specific details around the sign's construction as part of the initial report to approve the signs.

7.5. **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.

7.6. **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: RDG-06-02 / 260323082003



REPORT TO: OXFORD OHOKA COMMUNITY BOARD

DATE OF MEETING: 08 April 2026

AUTHOR(S): Shaun Maxwell – Roading Compliance Officer
Joanne McBride – Roading and Transport Manager

SUBJECT: Approval to install two cattle stops on Dixon Road, between Carleton Road and Wrights Road

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

1. SUMMARY

- 1.1. This report is to obtain the Boards approval to install two cattle stops and associated fences and gates on Dixon Road, between Carleton Road and Wrights Road, to enable the adjoining dairy farmer to move cows across Dixon Road in a more efficient and safe manner.
- 1.2. Brentworth Dairying own land on both sides of Dixon Road, and as part of their farming operations, are intending to move stock across Dixon Road daily. There is currently no stock crossing at this location but is planned to be constructed with cattle stops on either side. This is to ensure that stock can be kept under control while being moved from one side of the road to the other. Appropriate signage will be installed to warn motorists of the cattle stops ahead.
- 1.3. An underpass at this location is not feasible, as there is a water race running along the south side of Dixon Road. Brentworth Dairying are seeking approval from Waimakariri Irrigation Limited to install a culvert across the water race as part of the stock crossing works. This report seeks approval only for the cattle stop and fencing infrastructure within the legal road reserve.
- 1.4. There have been previous approvals for the installation of cattle stops on various roads within the district, for the same purpose as the proposed cattle stops in Dixon Road. All of these cases are working well and so it is recommended the cattle stops are approved for Dixon Road.
- 1.5. All costs for the construction and the ongoing maintenance of the cattle stops and associated fences and gates will be met by the property owner and this will be covered by a standard Council Licence to Occupy Agreement. This agreement enables the Council to require the cattle stops to be removed if for some reason circumstances change in the future.

Attachments:

- i. Licence to Occupy Template (Trim no. 260325084240)
- ii. Cattle Stops Location Diagram & Construction Details (Trim no. 260323082001)

2. **RECOMMENDATION**

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 260323082003.
- (b) **Approves** the construction of two cattle stops and associated fences on Dixon Road at the location shown on the attached diagram (TRIM no. 260323082001) for the purpose of enabling the efficient movement of cows across Dixon Road while at the same time keeping the road safe and accessible for road users.
- (c) **Approves** the drafting of a Licence to Occupy to ensure that all costs for the construction and ongoing maintenance of the cattle stops and associated fences and gates are met by the property owner, and enables the Council to require the cattle stops to be removed if for some reason circumstances change in the future. (LTO template TRIM no. 230301027827).
- (d) **Notes** that all costs associated with the construction/installation, maintenance and removal of the cattle stops, fences, gates, permanent warning signs, and sealing of the road up to and between the stops will be met by the property owner.
- (e) **Notes** that the property owner will be required to remove the cattle stops, fences and gates if and when they cease dairy farming operations or if they change their method of operation that does not require the regular movement of cows across Dixon Road.
- (f) **Circulates** this report to the Utilities and Roothing Committee for information.

3. **BACKGROUND**

- 3.1. Brentworth Dairying own land on both sides of Dixon Road, and as part of their farming operations, are intending to move stock across Dixon Road daily. There is currently no stock crossing at this location but is planned to be constructed with cattle stops on either side. This is to ensure that stock can be kept under control while being moved from one side of the road to the other.

4. **ISSUES AND OPTIONS**

- 4.1. There are a number of options that are available to improve the current situation. They include:
 - Option 1 – Farmer installs cattle stops on Dixon Road on each side of the stock crossing point with associated fences and gates as requested and recommended.
 - Option 2 – Require the farmer to supervise and control the cows across Dixon Road in accordance with the provisions in the Stock Movement Bylaw and associated stock crossing permit.
 - Option 3 – Require the farmer to construct a cattle underpass.

4.2. Option assessment.

Option 1 – Farmer installs cattle stops on Dixon Road on each side of the crossing point with associated fences and gates as requested and recommended.

Advantages	Disadvantages
Creates a highly visible crossing, and slower vehicle speeds through perceived narrowing of the road, and the uneven surface of the cattle stops.	Provides an inconvenience to horse riders and walkers along Dixon Road in that they will have to open and close gates. (Gates would be left open when cows are not crossing)
Cheaper and are more appropriate at this location than an underpass.	Could become a Council liability if the property owner does not properly maintain the cattle stops, fences and gates.
No cost to Council.	Drivers may not see cows crossing the road. This is unlikely as visibility is good and signs will be in place to warn drivers of the cows.
Enables cows to cross Dixon Road with minimal supervision and at the same time allowing unrestricted movement of vehicles, except when cows are crossing. (Signs would need be in place to warn drivers when cows are crossing)	

Option 2 – Require the farmer to supervise and control the cows across Dixon Road in accordance with the provisions in the Stock Movement Bylaw and associated stock crossing permit.

Advantages	Disadvantages
Fully supervised so low risk of cows escaping or vehicles and other road users being inconvenienced.	Inefficient from a farm management perspective and so there is a risk it may not be followed at all times.
No cost to the Council and no separate agreement apart from the Stock Crossing Permit	Higher enforcement requirement from Council staff.
	This is a lesser option than what the farmer is offering.

Option 3 – Require the farmer to construct a cattle underpass.

Advantages	Disadvantages
Separates cow movement from road users so no impact on road users.	Not possible at this location due to adjacent water race.
	Unnecessarily expensive and because of low traffic volumes there would be no Waka Kotahi or Council contribution.
	Council could not compel the farmer to install an underpass.

Implications for Community Wellbeing

There are not implications on community wellbeing by the issues and options that are the subject matter of this report.

- 4.3. 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. This report relates only to the infrastructure in the legal road reserve, the associated culvert across the water race is being authorised directly by Waimakariri Irrigation Limited.

5.3. Wider Community

The wider community is not likely to be affected by, or to have an interest in the subject matter of this report.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

There are not financial implications of the decisions sought by this report. The landowner will be required to cover all costs associated with the installation, maintenance and removal of all infrastructure associated with the proposed cattle stops, by way of Licence to Occupy agreement.

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

There is a risk the property owner will not properly maintain the cattle stops, fences and gates and they will become a Council liability. This is unlikely as Brentworth Dairying is an established property owner in the area and it is in their best interest to keep the infrastructure in good condition. Regular monitoring will identify any issues at an early stage and will allow action to be taken.

6.4. Health and Safety

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

There is a risk that drivers of vehicles may not see the cows and could hit them. It is noted that this risk exists with all available options and the proposed method increases visibility of the crossing point to the public. The cattle stops and fences will provide definitive road narrowing and visual clues to the motorist of a change in road environment and a reason to take care. In addition, visibility to the crossing is very good in each direction.

It is also noted that the farmer has responsibilities under the Health and Safety in the Workplace Act in regard to his operations, so he will need to have procedures in place in his farm operations health and safety management plan for managing this crossing.

The property owner and their contractor will be required to submit a Site Specific Health & Safety Plan for approval, prior to work commencing on site. This will include a temporary traffic management plan.

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

The Local Government Act 1974 Section 344, is the relevant legislation in this matter.

7.3. Consistency with Community Outcomes

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

7.4. Authorising Delegations

The Board has the authority to approve this type of work within the Road Reserve.

**Waimakariri District Council
("WDC")**

and

**[insert name of Licensee]
("Licensee")**

and

**[insert name of Guarantor]
("Guarantor")**

Licence to Occupy – Road Adjacent to

[insert Licensee's property address]

PARTIES

1. **WAIMAKARIRI DISTRICT COUNCIL ("WDC")**
2. **[insert name of Licensee] ("Licensee")**
3. **[insert name of Guarantor] ("Guarantor")**

BACKGROUND

- A WDC is the administering authority of the legal road, known as [insert road name], which is located adjacent to the Licensee's Land.
- B The area to be licensed to the Licensee is situated within legal road and is more specifically shown for general identification purposes as the approximate area shaded in [colour] on the plan attached at Schedule 1 to this Licence.
- C In consideration of the registration of the Encumbrance on the Record of Title to the Licensee's Land and the Licensee paying to WDC the Establishment Fee (if any), and the Licence Fee as specified, WDC agrees to grant to the Licensee a non-exclusive right to occupy and use the Licensed Area on the terms and conditions set out in this Licence.
- D The parties have also agreed that this Licence is to be subject to WDC and its duly appointed agents, staff, and contractors and the general public having access on to the Licensed Area as set out in this Licence.
- E This Licence records the terms of the parties' agreement for the occupation and use of the Licensed Area by the Licensee.
- F In consideration of WDC agreeing to grant this Licence to the Licensee the Guarantor (if any) has agreed to give a guarantee and indemnity on the terms set out in this Licence.

REFERENCE SCHEDULE

The Land: The road known as [insert name of road] and any land adjoining such road owned or administered by WDC.

The Licensed Area: The area to be licensed to the Licensee which is situated within legal road known as [insert name of road] and is more specifically shown for general identification purposes as the approximate area shaded in [colour] on the plan attached at Schedule 1 to this Licence.

Commencement Date: The later of:

- (1) [insert date];
- (2) The date WDC notifies the Licensee of registration of the Encumbrance; or
- (3) The date five (5) working days after the Licence has been executed by all parties.

Licensee's Land: The land owned by the Licensee comprised in Record of Title [title identifier] and known as [legal description/address].

Term: The period from and including the Commencement Date to the Expiry Date

Expiry Date: [insert date]

Licensee

Termination Right: [insert number of months]

Establishment Fee: \$[insert amount], plus GST (if any)

Licence Fee: \$[insert amount] per annum, plus GST (if any)

Licence Fee

Payment Frequency: [Annually]

Licence Fee

Instalment Amount: \$[insert amount], plus GST (if any)

Licence Fee

Payment Dates: The Commencement Date and annually thereafter

Default Interest Rate: [14%] per annum

Licensee's Public

Liability Insurance: Not less than one million dollars (\$1,000,000.00) - see clause 5.3.

Permitted Use: [Installation, use and maintenance of the Licensee's Works]

1. Special Conditions:

- 1.1. The following Special Conditions (if any) are included in this Licence. In the event of a conflict between a Special Condition and any term or condition of this Licence, WDC shall determine which prevails.

- 1.2. The design and construction of any and all Licensee's Works must be carried out to the satisfaction of WDC or nominated staff. A traffic management plan must be used by the contractor undertaking the work and submitted to WDC for approval.
- 1.3. The Land must be left to a standard comparable to its condition before the Licensee's Works commenced, after the completion of any and all work. If any gorse or noxious weeds appear due to the work undertaken, it will be the responsibility of the Licensee to eradicate such gorse or noxious weeds.
- 1.4. The Licensee shall be responsible at all times under this Licence for all repairs and maintenance of the Licensee's Works and any damage to the Land caused directly or indirectly by the Licensee's Works.
- 1.5. The Licensee will during the continuance of this Licence keep the Licensee's Works in good order and condition as may be reasonably required by WDC.
- 1.6. To the extent that the Licensed Area is on or over Road, nothing in this Licence entitles the Licensee to exclude or remove the public, or any member of the public, from the Licensed Area without WDC's prior written consent.
- 1.7. To the extent that the Licensed Area is on or over Road, if at any time WDC is of the opinion in its sole and absolute discretion that the use of the Licensed Area (including the installation, repair or maintenance of the Licensee's Works by or on behalf of the Licensee) is giving rise to a material hazard or risk to public safety, WDC may immediately terminate this Licence by notice in writing (including, without limitation, by email) and the Licensee shall not be entitled to any compensation (including, without limitation, by way of abatement or refund of the Establishment Fee or the Licence Fee). Without limitation to WDC's discretion to terminate this Licence, WDC may prior to termination make such enquiries as it chooses and offer the Licensee the opportunity to explain the causes of the hazard or risk and possible ways of mitigating it.
- 1.8. This Licence grants the Licensee non-exclusive rights to use the Licensed Area and WDC has the right to grant additional licences over the Licensed Area in WDC's sole and absolute discretion.

THE PARTIES AGREE

2. Definitions and Interpretation

- 2.1. Terms used in the Reference Schedule are as defined in the Reference Schedule.
- 2.2. In this Licence:

Encumbrance means the encumbrance over the Licensee's Land in the form attached at Schedule 3;

Licensee's Works means the works described in Schedule 2;

Plan means the plan attached at Schedule 1; and

Road means a carriageway (including, without limitation, unformed road, paper road, road "reserve" and foot paths on one side or either side of a carriageway).

2.3. In this Licence unless the context otherwise requires:

- (a) where obligations bind more than one person those obligations will bind those persons jointly and severally;
- (b) the benefits and burdens will be binding upon the parties and their respective successors and personal representatives and any permitted assigns or transferees and references to the parties must be construed accordingly;
- (c) words importing one gender include all other genders and words importing the singular number include the plural and vice versa;
- (d) a "person" includes any individual, company, corporation, incorporated society, limited partnership, firm, partnership, joint venture, association, organisation, trust, state, or agency of state, government department or territorial authority in each case whether or not having separate legal personality;
- (e) any Schedules to this Licence have the same effect as if set out in the body of this Licence;
- (f) clause headings are inserted for reference only and will not affect the interpretation of this Licence;
- (g) references to any statute refer also to any legislative instrument, bylaw, order or notice made under or pursuant to the statute and:
 - (i) references to statutes and legislative instruments refer also to statutes and legislative instruments amending, consolidating or re-enacting those referred to (including any enactment passed in substitution therefore); and
 - (ii) expressions defined or explained in any statute will bear those meanings in this Licence;
- (h) any covenant not to do anything also imposes an obligation not to suffer, permit or cause that thing to be done;
- (i) references to covenants include conditions and agreements;
- (j) references to covenants include covenants expressed or implied;
- (k) to "perform" a covenant includes to keep, observe and fulfil that covenant;
- (l) a right granted or reserved may be exercised from time to time and at all times;
- (m) references to consent, permission, approval, discretion, or agreement, of WDC is a reference to such in WDC's sole, absolute, and unfettered discretion;
- (n) any reference to a "month" or "monthly" mean respectively calendar month and calendar monthly; and
- (o) terms defined in a Schedule including, without limitation, the Reference Schedule have the meanings given to them in that Schedule.

3. Commencement and Term

- 3.1. WDC agrees that the Licensee may use the Licensed Area, as a licensee from the Commencement Date on the terms set out in this Licence. This does not give the Licensee the right to exclude the public, WDC or WDC's authorised agents, staff, or contractors, from the Licensed Area and does not give the Licensee any interest in the Land. The Licensee recognises and agrees that the Licensee has no caveatable interest in the Land.
- 3.2. The term of this Licence is the Term.
- 3.3. The Licence is for a single term and subject to clause 3.7 no renewal terms or extensions shall apply. If the Licensee wishes to have an extension or a further term the Licensee may give WDC written notice of this wish three (3) months prior to the Expiry Date but no equitable or legal obligation or effect shall arise thereby.
- 3.4. WDC may terminate this Licence at any time by giving to the Licensee three (3) months' notice in writing (including, without limitation, by email) and on the expiration of such notice this Licence shall absolutely cease and determine, and the Licensee shall leave the Licensed Area in good order and condition.
- 3.5. If the Reference Schedule records a Licensee Termination Right then, but not otherwise, the Licensee may terminate this Licence at any time by giving to WDC the greater of:
- (a) three (3) months' notice in writing; and
 - (b) the period of notice (in writing) specified in the Licensee Termination Right;
- and on the expiration of such notice this Licence shall absolutely cease and determine, and the Licensee shall leave the Licensed Area in good order and condition.
- 3.6. If the Licence is terminated by either party in accordance with clause 3.4 or 3.5 of this Licence:
- (a) No compensation will be payable in relation to the Establishment Fee or the Licensee's Works;
 - (b) WDC shall reimburse the Licensee for any pre-paid Licence Fee on a pro rata basis; and
 - (c) The parties shall remain liable to the extent of any default arising prior to such termination.
- 3.7. If WDC permits the Licensee to remain in occupation of the Licensed Area after the expiration or earlier determination of the Term, the occupation shall be a licence at will terminable by either party on a minimum of ten (10) working days' notice (including, without limitation, for notice by WDC, by email) with the licence terminating on the expiry of the notice at the Licence Fee then payable and otherwise on the same covenants and agreements as expressed or implied under this Licence. Permission for the Licensee to remain in occupation of the Licensed Area after the expiration or earlier determination of the Term shall be valid and effective only if given by WDC in writing.

4. Establishment Fee and Licence Fee

- 4.1. The Licensee shall pay to WDC the Establishment Fee (without deduction or set-off) forthwith

and immediately to WDC's bank account as specified by WDC to the Licensee in writing. This is an essential term of this Licence.

- 4.2. The Licensee shall pay to WDC the Licence Fee in advance on the Licence Fee Payment Dates at the Licence Fee Payment Frequency and in the corresponding Licence Fee Instalment Amounts to WDC's bank account as specified by WDC to the Licensee in writing from time to time. All Licence Fees shall be paid without deduction or set-off.

5. Outgoings and Insurance

- 5.1. The Licence Fee is a gross fee which includes all outgoings (other than utilities). If the outgoings relating to the Licensed Area increase as a result of any act, activity, neglect, inactivity, or omission, by the Licensee in connection with the Licensed Area the Licensee must pay on demand all extra outgoings (and GST) arising as WDC shall reasonably determine.
- 5.2. The Licensee shall be responsible for arranging the supply of any utilities that may be required from Local Authorities or other providers and shall pay all fees and charges associated with this including, without limitation, line charges.
- 5.3. Unless otherwise expressly provided to the contrary in this Licence or the Reference Schedule, the Licensee must keep, at their own expense, a current policy of public liability insurance for the amount specified in the Reference Schedule and where no amount is specified then for not less than one million dollars (\$1,000,000.00) for the duration of this Licence and WDC shall be entitled to require the Licensee to provide evidence that they have this cover.
- 5.4. Unless otherwise expressly provided to the contrary in this Licence or the Reference Schedule, the Licensee must keep, at their own expense, a current policy for the full replacement value of the Licensee's Works and any other Licensee's improvements on the Licensed Area.

6. Services

- 6.1. The Licensee acknowledges and agrees that WDC shall have no liability and the Licensee shall not be entitled to any compensation (including, without limitation, by way of abatement or refund of the Establishment Fee or the Licence Fee) in connection with any reduction or cessation of services (if any).
- 6.2. Any existing sewers, stormwater, water pipes, cables and other underground services and structures shown on any plans are for the information of the Licensee. The relevant service authorities have supplied this information, but their positions and completeness are not guaranteed.
- 6.3. It shall be the Licensee's responsibility to ascertain the existence and location on site of all utilities and services before commencing occupation, to promptly inform WDC of the location of all such utilities and services, and to protect these utilities and services from damage. The Licensee shall be responsible for any damage caused to utilities and services during the Term or any subsequent term. The Licensee shall promptly inform WDC of any on site damage that may occur to any utilities and services.

7. Default Interest and GST

- 7.1. If any Establishment Fee, Licence Fee, or other monies payable by the Licensee remain unpaid for five (5) working days after their due date, then the Licensee will pay to WDC interest on those monies at the Default Interest Rate calculated from the due date to the date of payment

and WDC may recover the monies in arrears and interest as a liquidated sum.

- 7.2. The Licensee shall, at the time it falls due for payment, pay to WDC or as WDC shall direct, all goods and services tax payable on the Establishment Fee, Licence Fee and any other amounts payable under the Licence.

8. Permitted Use

- 8.1. Where a Permitted Use is specified in the Reference Schedule the Licensee shall not use the Licensed Area for any other use or purpose than the Permitted Use without the prior written consent of WDC.

9. Assignment

- 9.1. Subject to clause 9.2, this Licence is personal to the Licensee, and the Licensee may not assign, transfer, sub-licence or otherwise share their rights under this Licence to or with any other party unless agreed to in writing by WDC. If the Licensee is a company, any change in the shareholding of the Licensee will constitute a deemed assignment of this Licence requiring the consent of WDC.

- 9.2. The Licensee must assign this licence to the purchaser of the Licensee's Land.

- 9.3. WDC authorises the Licensee to assign this Licence to the purchaser of the Licensee's Land without the need to join WDC as a party to such assignment agreement. The assignment agreement must:

- (a) Assign all of the Licensee's rights and obligations under this Licence to the assignee from the date that the assignee becomes the owner of the Licensee's Land; and
- (b) Not release the Licensee from any liability for default under this Licence prior to the effective date of the assignment.

10. Licensee's Responsibilities and Obligations

- 10.1. The Licensee warrants and undertakes that the Licensee:

- (a) Will not at any time undertake anything on the Licensed Area or cause any act on the Licensed Area which shall be a disturbance, nuisance or annoyance to WDC or the occupiers or owners of adjoining land or cause contamination of the Land, the Licensed Area or adjoining land.
- (b) Will comply with all relevant legislation, regulations and bylaws affecting the Licensed Area and their use of it. This includes, without limitation, any applicable liquor and alcohol laws, smoke free legislation, and fire safety.
- (c) Will comply with all relevant statutory and common law obligations, regulations and bylaws affecting the Licensee's use of the Licensed Area including but not limited to:
 - (i) complying with all legislation, regulations and bylaws in relation to water quality protection and standards including, without limitation, The National Policy Statement for Freshwater 2020, National Environmental Standards for Freshwater, Stock exclusion regulations under section 360 of the Resource Management Act 1991, and Local Authority rules and bylaws; and

- (ii) complying with all legislation, regulations and bylaws in relation to health and safety, including (without limitation) all obligations imposed under the Health and Safety at Work Act 2015, and will take all necessary steps to ensure that the obligations imposed upon WDC as owner under the Health and Safety at Work Act 2015 will at all times be complied with, and will (to the maximum extent permitted by law) indemnify WDC for any loss, claim, complaint, liability, cost, penalty or award of damages WDC may suffer as a consequence of its failure to so comply with any of the foregoing obligations in this clause.
- (d) Will at the Licensee's cost, obtain and comply with all resource consents, permits and other planning approvals and licences and permissions required for the Licensee's use of the Licensed Area.
- (e) Shall not litter or otherwise cause any rubbish to be on the Licensed Area, including on or in any improvements or structures (if any).
- (f) Shall not cause any damage to the Licensed Area and must at WDC's option either promptly repair any damage caused by them or compensate WDC for such damage and any associated repair costs.
- (g) Shall not remove any improvements (if any) owned by WDC from the Licensed Area and shall replace all damaged or lost improvements owned by WDC with others of like value.
- (h) Shall notify WDC as soon as practicable, of any hazards arising upon the Licensed Area identified by the Licensee, its agents, contractors, guests, tenants or invitees.
- (i) Shall notify WDC if any damage occurs to the Licensed Area or any injury or harm occurs to any person on the Licensed Area, of the details of the damage, injury, or harm, and, to the best of the Licensee's knowledge, details of how it occurred as soon as practicable after the Licensee becomes aware of such damage.
- (j) Shall ensure that all Licensee's Works and any other work on the Licensed Area shall be carried out in a professional and workmanlike manner and in accordance with relevant industry standards.

11. Licensee Works

- 11.1. The Licensee shall not make any alteration or addition to the Licensed Area without WDC's prior written approval.
- 11.2. WDC consents to the Licensee completing the Licensee's Works subject to clauses 11.2(a) to 11.2(h).
 - (a) WDC's consent under this Licence is in WDC's capacity as Licensor and the Licensee must still obtain any consents required from WDC in its capacity as the local authority.
 - (b) The Licensee must submit a programme for completion of the Licensee's Works which is acceptable to WDC and addresses:
 - (i) Traffic management plans;

- (ii) Road closures;
 - (iii) On site health and safety; and
 - (iv) Such other matters as are appropriate given the nature of the Licensee's Works.
- (c) The Licensee must use suitably qualified persons to carry out the Licensee's Works and ensure that the Licensee's Works are completed to a good and workmanlike standard to the reasonable satisfaction of WDC.
- (d) Without limitation to clauses 10 and 11, the Licensee shall be responsible for notifying any relevant authorities prior to the commencement of any work on the Licensed Area that would require a consent, and shall comply with any additional requirements imposed by those authorities.
- (e) Should any services be required to be supported or relocated, then the Licensee shall liaise with the appropriate authority to gain approval, and shall comply with all instructions issued by the relevant authority.
- (f) Where other existing services are disrupted or damaged in any way by the operations of the Licensee, they shall be repaired and reinstated to the satisfaction of WDC and the appropriate Local Authority or service authority, entirely at the expense of the Licensee, including the cost of any supervision and/or inspections.
- (g) The Licensee shall maintain the Licensee's Works in good condition.
- (h) After completing the Licensee's Works, the Licensee must repair any damage caused to the Licensed Area to the satisfaction of WDC and in compliance with the requirements of any relevant authorities.

12. WDC's Use of the Licensed Area

- 12.1. The Licensee acknowledges and agrees that save to the extent inconsistent with this Licence, WDC's rights and interest in the Land and the Licensed Area and right to use, administer, and deal with the Land and the Licensed Area are preserved and in no way restricted, reduced or fettered and WDC shall have no obligation or duty to the Licensee with respect to the same.

13. Access

- 13.1. The Licensee acknowledges that the Licensed Area includes Road and as such access will be available to WDC and the general public at all times. Further to this general access right, WDC reserves the right, without notice to the Licensee, for WDC staff or their contractors (including all required machinery, vehicles, equipment and tools) to enter the Licensed Area at any time to carry out maintenance. The Licensee shall not be entitled to compensation (including, without limitation, by way of abatement or refund of the Establishment Fee or the Licence Fee) for any activities carried out by WDC in accordance with this clause.
- 13.2. An on-site inspection may be carried out by WDC at the commencement and expiry of this Licence and at any other time which it deems appropriate during the Term or any subsequent term, to identify the condition of the Licensed Area including its improvements (if any).

- 13.3. WDC may carry out any works on the land adjacent to or near the Licensed Area. WDC will take all reasonable steps to ensure that such works are carried out in a way that causes a minimum of inconvenience to the Licensee where practicable. The Licensee agrees not to take any injunction, proceedings or otherwise make any objection to the works, and will not make any claim for compensation (including, without limitation, by way of abatement or refund of the Establishment Fee or the Licence Fee).

14. Indemnity

- 14.1. To the maximum extent permitted by law, the Licensee indemnifies WDC against any loss, claim, damage, expense, fine, penalty, liability or proceeding suffered or incurred at any time by WDC as a direct or indirect result of any breach of the Licensee's obligations, undertakings or warranties contained or implied in this Licence, or as a direct or indirect result of the Licensee activities on the Licensed Area.

15. Default, Termination, and Expiry

- 15.1. The Licensee must meet all costs and expenses (including legal costs on a solicitor/client basis) which WDC may incur in enforcing its rights under this Licence.
- 15.2. In the event that the Licensee breaches any of the terms and conditions of this Licence or any warranty contained herein including, without limitation, in clause 10, WDC may (in addition to its other rights) do either or both of the following:
- (a) give the Licensee notice (including, without limitation, by email) requiring them to remedy such breach within a reasonable period of time, and if the Licensee fails to do so then WDC may remedy any breach and recover the costs from the Licensee;
 - (b) immediately terminate this Licence by notice in writing (including, without limitation, by email) and/or remedy any damage and recover the costs from the Licensee.
- 15.3. The costs of any work required by WDC to remedy any failure by the Licensee to comply with the terms of this Licence may be recovered by WDC as a debt of a liquidated sum amount.
- 15.4. Subject to a written notice from WDC to the contrary, the Licensee must remove any Licensee's Works or any other structures or improvements installed for or on behalf of the Licensee, from the Licensed Area, no later than fourteen (14) days after the termination or expiry of this Licence, and must make good any damage caused by their installation or removal, leaving the Licensed Area in a clean and tidy condition to the satisfaction of WDC and in compliance with the requirements of any relevant authorities. If the Licensee fails to comply with its obligations Council may remove any of the Licensee's Works or any other structures or improvements installed for or on behalf of the Licensee, from either of the Licensed Areas and the Licensee indemnifies the Council for any costs or claims incurred by Council in relation to such works by Council
- 15.5. Subject to the Licensee having complied with its obligations under this Licence, WDC will on request from and at the cost of the Licensee co-operate to enable the removal of the Encumbrance following expiry or earlier termination of this Licence.

16. Encumbrance

- 16.1. The Licensee must complete and assist WDC to enable registration of the Encumbrance over the Licensee's Land, (including procuring and providing any necessary consents but excluding

the payment of registration fees which the parties agree are included in the Establishment Fee), as soon as practicable after the date of this Licence and acknowledges that the Commencement Date will not occur and the Licensee will have no right to use the Licensed Area or commence the Licensee's Works until after the Encumbrance has been registered over the Licensee's Land.

17. General

- 17.1. WDC makes no warranty or representation that the Licensed Area is fit for any particular use, and the Licensee acknowledges that they have entered into this Licence completely in reliance upon their own investigations, skill and judgment. The Licensee agrees to occupy and use the Licensed Area at their own risk, and releases WDC from any claim for any loss or damage they may suffer or incur.
- 17.2. For the avoidance of doubt, the Licensee acknowledges that this Licence is entered into by WDC in its capacity as landowner and not as regulatory authority. The two roles of WDC are different, and any consent or approval given by WDC in relation to this Licence in its capacity as licensor under this Licence does not waive or imply WDC's consent or approval in its capacity as regulatory authority.
- 17.3. The Licensee agrees not to take or participate in any action (including, without limitation, lodging any objection to any statutory authority) which may have the effect of preventing or interfering with WDC's future plans for the Licensed Area or any adjoining land.
- 17.4. In the event the Licensed Area is damaged to the extent that WDC deems, at its discretion, that it is no longer appropriate for the Licence to continue to use the Licensed Area, WDC may immediately terminate this Licence by notice in writing (including, without limitation, by email) at WDC's discretion.
- 17.5. This Licence is the entire agreement (and replaces all earlier negotiations, representations, warranties, understandings and agreements) between the Licensee and WDC regarding the Licensee's use of the Licensed Area. Any amendments to this Licence must be recorded in writing and signed by both the Licensee and WDC.
- 17.6. Any covenants and powers implied in licences by virtue of the provisions of the Property Law Act 2007, or any other Act, legislative instrument or bylaw which are not to the benefit of WDC are (to the maximum extent permitted by law) expressly excluded from this Licence.
- 17.7. The natural vegetation of New Zealand is unique and diverse in keeping with its isolation from other lands. Within the Waimakariri District are areas of indigenous vegetation which include (but are not limited to) specimens of Kanuka, Matagouri, Cassina, Pommaderris and Cop Intertexta. These plants are the last remains of this type of vegetation that once used to cover the Canterbury Plains and therefore are considered to be of high importance. Where this vegetation is encountered by the Licensee in the course of this Licence, the Licensee shall protect this vegetation from any damage occurring as a result of their occupation of the Licensed Areas.
- 17.8. The parties agree that:
 - (a) This Licence may be executed in two or more counterparts, all of which will together be deemed to constitute one and the same document. A party may enter into this Licence by signing a counterpart copy and sending it to the other party, including by email; and

- (b) The production of a scanned and emailed copy or copies of the Licence signed by all parties shall be deemed to be sufficient to satisfy the requirements of the Property Law Act 2007.

17.9. In the event a dispute arises between the parties, if WDC requires it then the parties agree to in the first instance negotiate in good faith for a period of at least ten (10) working days. Following this if the parties cannot reach resolution, WDC shall instigate arbitration and shall appoint an appropriate arbitrator to assist in resolving the dispute.

18. Legal Costs

18.1. The Licensee must pay WDC's legal costs in relation to the preparation, negotiation and execution of this Licence.

19. Guarantee and Indemnity

19.1. In consideration of WDC entering into this Licence at the Guarantor's request, the Guarantor:

- (a) guarantees the payment of the Establishment Fee, Licence Fee and all other monies (howsoever described) and the performance by the Licensee of all of its obligations under this Licence; and
- (b) indemnifies WDC against any loss WDC might suffer should the Licence be lawfully disclaimed or abandoned by any liquidator, receiver, or other person.

19.2. In consideration of WDC entering into this Licence at the Guarantor's request, the Guarantor covenants with WDC that:

- (a) no release, delay, or other indulgence given by WDC to the Licensee or to the Licensee's successors or assigns or any other thing by which the Guarantor would have been released had the Guarantor been merely a surety shall release, prejudice, or affect the liability of the Guarantor as a guarantor or as indemnifier;
- (b) as between the Guarantor and WDC the Guarantor may for all purposes be treated as the Licensee and WDC shall be under no obligation to take proceedings against the Licensee before taking proceedings against the Guarantor;
- (c) the guarantee and indemnity is for the benefit of and may be enforced by any person entitled for the time being to enforce the Licence and/or receive the monies payable under the Licence;
- (d) an assignment of the Licence shall not release the Guarantor from liability;
- (e) should there be more than one Guarantor their liability under this guarantee and indemnity shall be joint and several; and
- (f) this guarantee and indemnity shall extend to any continuation of the Licence including, without limitation, under clause 3.7, past any specified expiry date or earlier termination date and shall survive any termination of the Licence.

Dated this day of

20[xx]

SIGNED for and behalf of
the **Waimakariri District Council**
by its **Authorised Officer**:

.....
Name of Authorised Officer

.....
Signature of Authorised Officer

in the presence of:

Witness:

Signature:

Name:

Occupation:

Address:

Signed by [insert name of Licensee]
as Licensee:

.....
Signature of Licensee

in the presence of:

Witness:

Signature:

Name:

Occupation:

Address:

Signed by **[insert name of Guarantor]**
as Guarantor:

.....
Signature of Guarantor

in the presence of:

Witness:

Signature:

Name:

Occupation:

Address:

Draft

**Schedule 1
Plan**

[To be added]

Draft

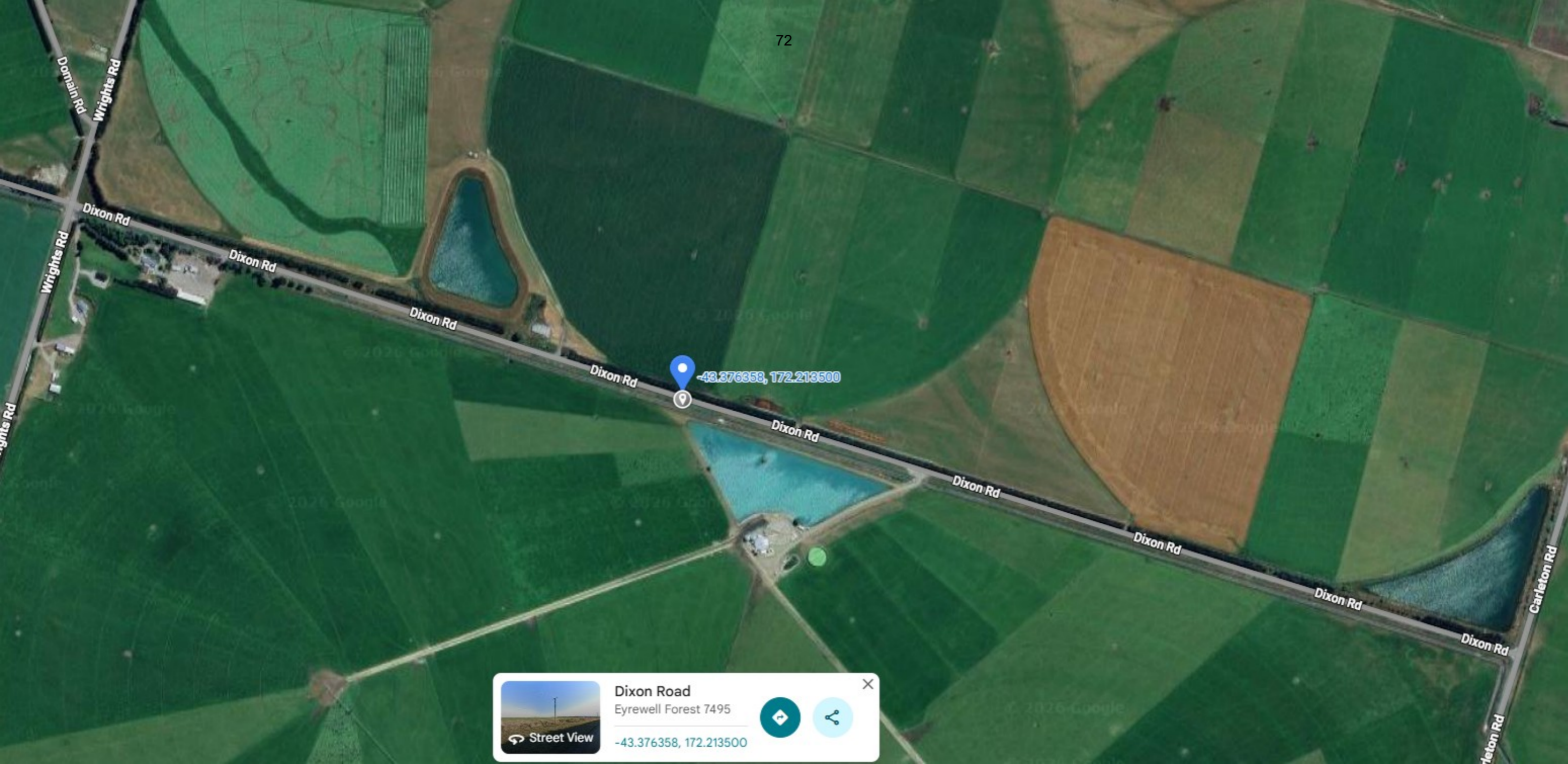
Schedule 2
Licensee's Works

[Insert description of Licensee's Works]

Draft

**Schedule 3
Encumbrance**

Draft






-43.376358, 172.213500

 Street View

Dixon Road
Eyrewell Forest 7495

-43.376358, 172.213500





Dixon Rd

Hynds Hystop Cattle Stop

Technical Guide R5.2

The Hystop is a compact, one piece, fully assembled cattle stop unit suitable for a range of applications.



0726 RURAL R52 HYNDI - HYSTOP CATTLESTOP

Applications

Dairy, dry stock farms and lifestyle blocks
 Quarries
 Forestry and parks

Product Attributes

Easy handling and installation
 Can be installed in steep gradients

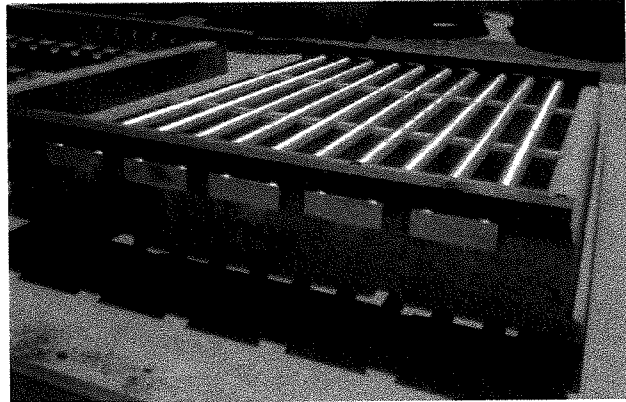
Quality/Environment/Health & Safety

Hynds management systems are certified to ISO 9001:2015, 45001:2015, and 14001:2018 standards.

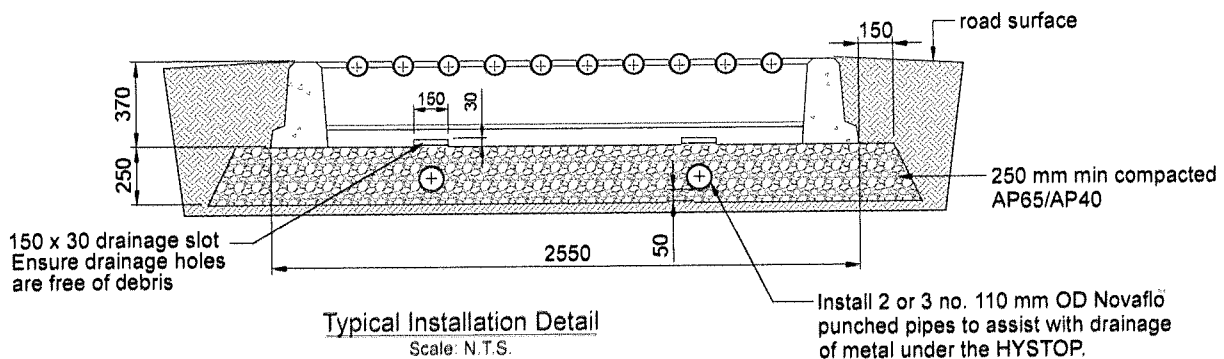
The Hystop is a compact, one piece, fully assembled cattle stop unit suitable for a range of applications.

Design Specifications

- Manufactured from high strength reinforced concrete.
- 3240 mm and 4610 mm widths available.
- Drainage holes provided to eliminate ponding inside the Hystop.
- Medium duty galvanised tubes are welded in pairs to stop spinning, and are easily removed when necessary.
- Double chamfered wooden edge kerbs clamp down the tubes, reducing wheel noise for quieter crossing and deterring stock.
- Suitable for 0.85HN (Class 1 loadings) with reduced speeds.
- Typical allowable loads:
 - Single axle: 7.2 Tonnes
 - Single axle twin tyres: 8.2 Tonnes
 - Tandem axle x twin tyres: 14.5 Tonnes
 - Speed Limit: 30 – 50 km/h



Code	Width (mm)	Length (mm)	Depth (mm)	Weight (Tonnes)
HYSTOPSTD	3240	2550	370	2.63
HYSTOPWIDE	4610	2550	370	3.90



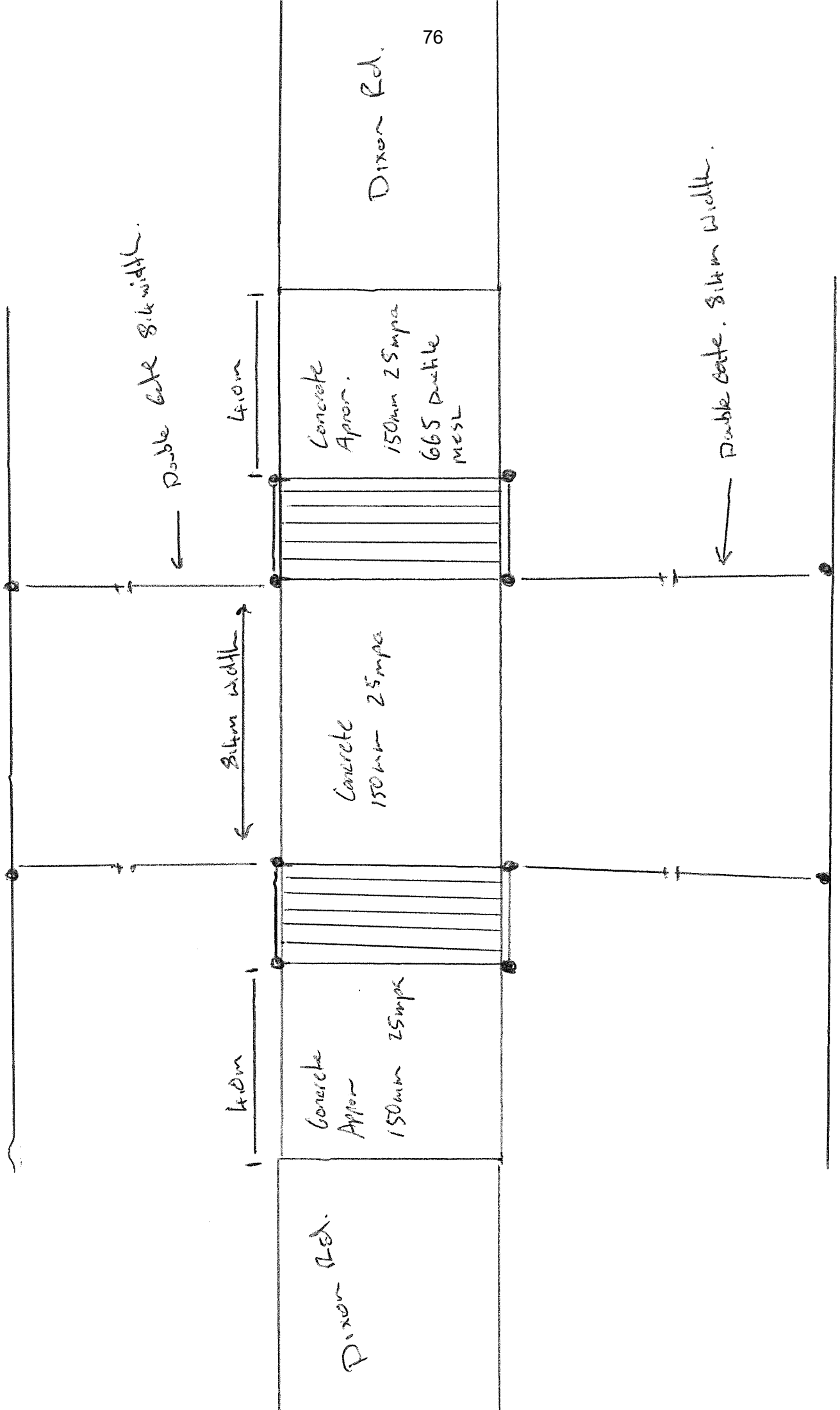
Branches Nationwide Support Office & Technical Services 09 274 0316

Disclaimer: While every effort has been made to ensure that the information in this document is correct and accurate, users of Hynds product or information within this document must make their own assessment of suitability for their particular application. Product dimensions are nominal only, and should be verified if critical in a particular installation. No warranty is either expressed, implied, or statutory made by Hynds unless expressly stated in any sale and purchase agreement entered into between Hynds and the user.

0800 496 377

hyndsrural.co.nz | rural@hynds.co.nz

HYNDS
RURAL



Double Gate Siltation

Siltation width

4.0m

4.0m

Concrete Apron.
150mm 25mpa
665 Ductile MESH

Concrete
150mm 25mpa

Concrete Apron
150mm 25mpa

Dixon Rd.

Dixon Rd.

Double Gate. Siltation width.

Example of similar cattle stops
constructed on Carleton Road in 2021



WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR INFORMATION**

FILE NO and TRIM NO: WAT-03 / 260318078920

REPORT TO: OXFORD-OHOKA COMMUNITY BOARD


DATE OF MEETING: 8 April 2026

AUTHOR(S): Caroline Fahey, Water and Wastewater Asset Manager

SUBJECT: Nitrate Issue in the Oxford Rural 1 Drinking Water Supply

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


General Manager


Chief Executive

1. SUMMARY

- 1.1. This purpose of this report is to inform the Oxford-Ohoka Community Board of an emerging issue in the Oxford Rural 1 drinking water supply, where nitrate levels have been observed to reach over half of the maximum allowable value (MAV) in McPhedrons Bore 1, one of two deep bore sources for the drinking water supply.
- 1.2. As a precautionary response to this issue, operational changes have been made to ensure that the McPhedrons Bore 1 is no longer being used as a primary source. Instead, McPhedrons Bore 2 which has a lower nitrate level (median of 3.5 mg/L and maximum of 3.9 mg/L) is now the primary bore supplying the Oxford Rural 1 drinking water supply. Bore 1 has been turned off and will only serve as a backup source for the Oxford Rural 1 drinking water supply.
- 1.3. Through routine sampling and testing of nitrate in the source water, it has been observed that the nitrate levels in Bore 1 have been at or exceeding half of the maximum allowable value (MAV) for nitrate in drinking water since January 2026, with a maximum level of 6.3mg/L tested to date. The MAV for nitrate is (NO3-N) 11.3 mg/L based on the NZ drinking water standard and half the MAV is 5.65 mg/L. As we already test the source for nitrates at least once per month and are no longer using it as a primary source, there are no additional requirements under the Drinking Water Quality Assurance Rules (DWQAR) as a result of being at half the nitrate MAV.
- 1.4. It is important to note that the water being delivered to customers fully complies with the New Zealand Drinking Water Standards and is safe to drink.
- 1.5. Staff are undertaking investigations to understand the nitrate levels trends observed in Bore 1 and potential options for managing the issue in the short to long term.

Attachments:

- i. Nil.

2. RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

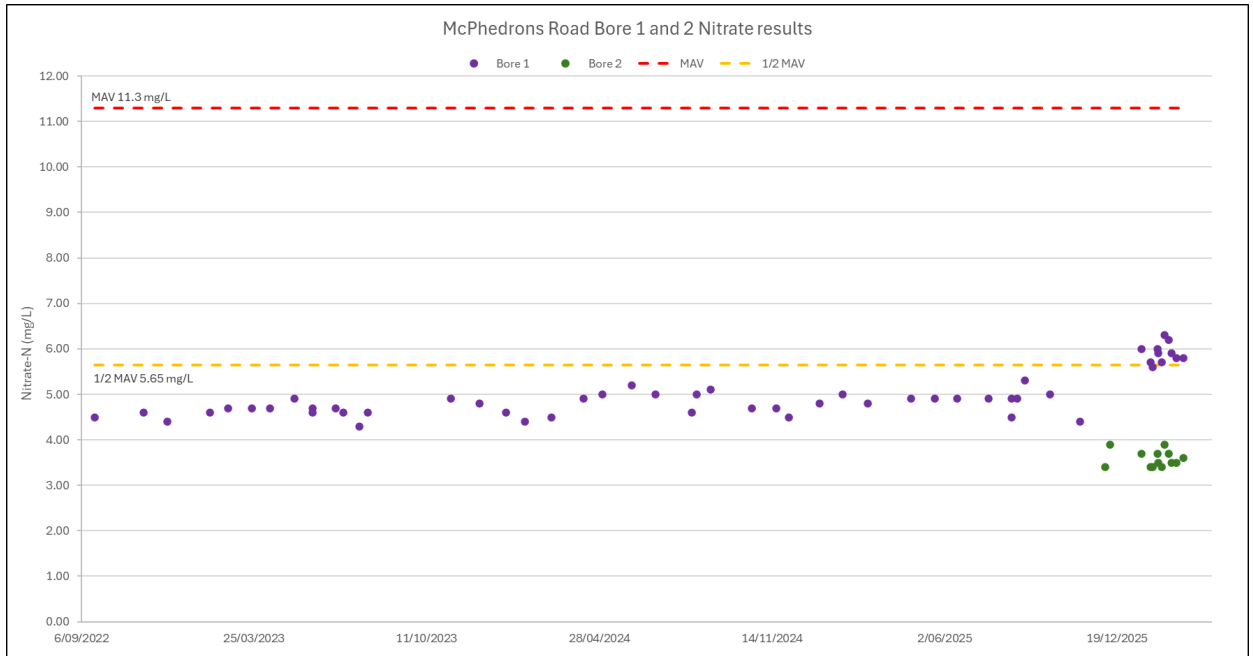
- (a) **Receives** Report No. 260318078920.
- (b) **Notes** that the Oxford Rural 1 drinking water supply is now solely supplied by McPhedrons Bore 2 which has a nitrate level of 3.9 mg/L (maximum) and 3.5 mg/L (median) to ensure that the community continues to receive drinking water with nitrate levels less than half of the nitrate MAV for drinking water.

- (c) **Notes** that in response to the changes in the nitrate levels in Mc Phedrions Bore 1, it is no longer being used as a primary source to supply the Oxford Rural 1 drinking water supply. This is now a backup source only.
- (d) **Notes** that Bore 1 has been observed to reach or exceed half of the legislative maximum allowable value (MAV) for nitrates in drinking water (5.65 mg/L NO₃-N per the Water Services (Drinking Water Standards for New Zealand) Regulations 2022) since January 2026. The MAV for nitrate is (NO₃-N) 11.3 mg/L.
- (e) **Notes** that the maximum nitrate level measured to date in Bore 1 is 6.3 mg/L, compared to the historic median of 4.9 mg/L over the previous 12 months.
- (f) **Notes** that all of the Waimakariri District Council drinking water supplies, including Oxford Rural 1, provide drinking water that is in compliance with the New Zealand Drinking Water Standards and are safe to drink,
- (g) **Notes** that staff are undertaking some investigations to understand the nitrate levels observed in Bore 1. Results will help inform understanding of the trends and potential options for managing the issue in the short to long term.
- (h) **Circulates** this report to the Utilities and Roothing Committee for information.

3. **BACKGROUND**

- 3.1. There are two primary bores (McPhedrions Bores 1 and 2) that supply the Oxford Rural 1 drinking water supply. These are deep groundwater bores located about 55m apart and are between 81 m – 105 m in depths.
- 3.2. Bore 1 has been in operation since November 2018 and Bore 2 was constructed recently and has been in operation since October 2025.
- 3.3. Nitrate testing of the primary sources is being undertaken monthly as required by the Drinking Water Quality Assurance Rules (DWQAR) under the Water Services Act.
- 3.4. The maximum allowable value (MAV) of nitrate (NO₃-N) in drinking water in New Zealand is 11.3 mg/L, per the Water Services (Drinking Water Standards for New Zealand) Regulations 2022, and half of the MAV is 5.65 mg/L.
- 3.5. There was a change observed in the nitrate level in Bore 1 in January 2026 from a median value of 4.9 mg/L (previous 12 months) to 6.0 mg/L. Following this result, increased testing of nitrate twice a week was carried out to closely monitor the nitrate levels in the bore.
- 3.6. Subsequent sampling results showed that the nitrate levels in Bore 1 were consistently at around half of the nitrate MAV for drinking water. The maximum nitrate level measure to date for Bore 1 is 6.3 mg/L.

- 3.7. The median nitrate level in Bore 2 is 3.5 mg/L and has remained unchanged since it was commissioned in October 2025.



4. **ISSUES AND OPTIONS**

- 4.1. Once additional sampling confirmed that the increase in nitrate levels in Bore 1 was ongoing, a decision was made to stop using Bore 1 to supply the community. The supply is now solely supplied by Bore 2 which has lower nitrate levels by comparison.
- 4.2. Bore 1 will continued to be sampled and tested for nitrate alongside Bore 2 to ensure that the nitrate levels of the bores are continued to be monitored. It has however been turned off and will only serve as a backup bore.
- 4.3. Staff are undertaking investigations to understand the nitrate levels observed in Bore 1, specifically why the higher nitrate levels have only affected Bore 1 but not Bore 2 considering their similarities in both location and depth.
- 4.4. Results from the investigations will help inform if there are any practical interventions available to address the nitrate issue in Bore 1 in the immediate short to medium term, potentially making slight physical modifications to the bore.
- 4.5. If nitrate levels are found to increase over the long term potential long-term options include treatment to remove nitrates in groundwater (reverse osmosis/ion exchange), blending of sources (to dilute the effects of nitrate in groundwater) or alternative sources that are less affected by nitrates (surface sources).
- 4.6. Bore 1 will continue to remain offline while Bore 2 is used solely to supply the Oxford Rural 1 drinking water supply. This will ensure that the community does not receive drinking water with nitrate levels above half the MAV where a better alternative is available.

Implications for Community Wellbeing

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

The safe amount of nitrates in drinking water is guided by the New Zealand Drinking Water Standard which has a MAV of 11.3 mg/L for nitrates (NO₃-N). Even though there is an increase in nitrate level in the McPhedrions Bore 1, this is still well within the legislative limit. The precautionary operational response to turn off Bore 1 and only use Bore 2 to supply the community drinking water is to help reassure the community that Council is doing everything to ensure that they are supplied with the best quality drinking water. Any further work to address the nitrate issue in the short to long term will also have cost impacts to the community.

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

5. **COMMUNITY VIEWS**

5.1. **Mana whenua**

Te Ngāi Tūāhuriri hapū may 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, including Greenpeace and the Waimakariri Residents Against Nitrates..

5.3. **Wider Community**

The wider Oxford community is likely to have an interest in the subject matter of this report.

The nitrate information for the Oxford Rural 1 drinking water supply is published on our website, which reflects the most recent monitoring results. This update includes confirmation that the McPhedrions Bore 1 is no longer being used as a primary supply and McPhedrions Bore 2 is currently the main source in use for the Oxford Rural 1 drinking water supply.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

There are no financial implications of the decisions sought by this report.

Current investigation and assessment work will be undertaken from existing asset management budgets.

Any additional cost required for implementing interventions to address the nitrate issues in the short to long term will be requested through future reports to Council and via the Annual Plan/Long Term Plan process.

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**

The precautionary operational approach of using Bore 2 as the primary, helps reduce the risk of high nitrates in the water supply.

6.4. **Health and Safety**

There no direct health and safety risks arising from the adoption/implementation of the recommendations in this report. The measures taken by staff as a precaution help reduce risks.

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**

The Local Government Act and Water Services Act are relevant in this matter.

7.3. **Consistency with Community Outcomes**

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

- Our community has equitable access to the essential infrastructure and services required to support community wellbeing.
- Infrastructure and services are sustainable, resilient, and affordable.

7.4. **Authorising Delegations**

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

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: RDG-26/ GOV-26-10-06/ 260326084823

REPORT TO: OXFORD - OHOKA COMMUNITY BOARD

DATE OF MEETING: 8 April 2026

AUTHOR(S): Scott Morrow Rates Officer – Property Specialist

SUBJECT: Road Naming – Morgan McIntosh Limited

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


General Manager


Chief Executive

1. SUMMARY

- 1.1. This report seeks a decision by the Oxford – Ohoka Community Board to approve new road names as part of an 80 lot rural lifestyle development in Oxford.
- 1.2. The land parcels being developed are Lots RS 1956 1391 2405 PT 1504 1560 1561 1626 2090 which are known as 25 Ashley Gorge Road.

Attachments:

- i. Plan of the subdivision showing the new roads to be named. (Trim 260326084433)
- ii. Waimakariri District Council Naming Policy. (Trim 230321039443)
- iii. Pre-approved Road Naming List for Oxford - Ohoka. (Trim 251107212027)

2. RECOMMENDATION

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 260326084823.
- (b) **Approves** the following proposed road names for the new subdivision shown as Roads 1 to 5 on the attached plan.
 1. Black Beech Drive.
 2. Reevehill Road.
 3. Littledene Lane.
 4. Kenrick Lane.
 5. Sawmill Lane (Private Road).
- (c) **Notes** the Oxford Ohoka Community Board may replace any of the names with a name of their own choice.

3. BACKGROUND

- 3.1 The developer, Morgan McIntosh Limited is undertaking a residential lifestyle development which is part of 25 Ashley Gorge Road, Oxford. The development is to be known as Oxford Green.

- 3.2 There are five roads to be named, four of which will be vested to the Waimakariri District Council and one road will be designated as a private right of way.
- 3.3 The right of way which services five new lots including the existing dwelling is a private right of way and will be shown as a private road on the signage.

4. ISSUES AND OPTIONS

- 4.1. The developer has provided names to be considered for the new five roads as part of this development.
- 4.2. The developer notes that the names have been carefully researched to honour the history of Oxford and the area.
- 4.3. The name Black Beech is Road #1 which runs from Ashley Gorge Road to Bay Road comes from the original forest that covered the area that contained black beech trees. Reevehill is Road #2 is named after the two settlers in the area Mr Reeves and Mr Hill who built the first houses in Oxford. The name Littledene which will be Road #3 is the fictional name given to Oxford in the book 'Littledene' by the author Crawford Somerset in 1938 to give a picture of New Zealand rural life. Road #4, Kenrick is named after Henry Kenrick who was the first owner of one of the runs on Oxford Green. Road #5 Sawmill, a private road, is in honour of the milling done in the area.
- 4.4. Of the names provided by the developer only one of the names, Kenrick is taken from the list of pre-approved road names for Oxford – Ohoka area.
- 4.5. The developer had provided alternative names for each of the roads, however their preference is for the names as shown listed in the recommendations. Two of the alternative names Reeve and Walnut are the same or similar as existing road names in the District.
- 4.6. The road name Millers was proposed for Road #5 however Miller Lane was approved by the Board in 2021. The alternative name of Sawmill has been provided in its place.
- 4.7. The name Reevehill is made up of a combination of two names and if the Board didn't wish to choose this name, then they may choose one of the alternative names provided by the developer such as Beech Tree or Crawford.
- 4.8. The road types as proposed by the developer fit with the definitions provided in the Council's Naming Policy. The type 'Drive' is described as a wide main roadway without many cross streets. A 'Road' is an open roadway primarily for vehicles and a 'Lane' is a narrow roadway between walls, buildings or a narrow country roadway.
- 4.9. The names have been checked against the Council's Street name database and only those mentioned are the same or similar to any existing road names. However alternative names have been provided in their place.
- 4.10. The Board may choose to replace any of the proposed names with a name of their choice, either from the alternatives provided by the developer or from the list of pre-approved road names.

Implications for Community Wellbeing

There are not implications on community wellbeing by the issues and options that are the subject matter of this report.

- 4.11. 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 not likely to be affected by, or to have an interest in the subject matter of this report.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

There are no financial implications of the decisions sought by this report.

The developer will meet the costs of the new road name blades. Future maintenance of the private roadway will be met by residents of the properties that have access from the private road.

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

6.4. **Health and Safety**

There are not 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**

Local Government Act 1974 sec 319 (1) (j)

The Council shall have power in respect of roads to: name and to alter the name of any road and to place on any building or erection on or abutting on any road a plate bearing the name of the road.

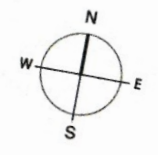
7.3. **Consistency with Community Outcomes**

The Council's community outcomes are not relevant to the actions arising from recommendations in this report.

7.4. **Authorising Delegations**

The Oxford - Ohoka Community Board has the delegated power on behalf of the council to approve the naming of new roads.

OXFORD GREEN 25 Ashley Gorge Road. Road Names.



OXFORD GREEN : Road Names

Note: These first option road names (in bold) have been carefully researched to honour the history of Oxford. The alternative names provided are not preferred by us as we think the first option names are more historical and tie in with the feel of the subdivision.

Road #	Name	What	Why
Road #1	Blackbeech Drive	Main road which runs from Ashley Gorge Road through to Bay Road (Lot 34 to Lot 11)	To honour the original extensive forest that covered the area that contained black beech trees ⁱ . The origin of the “Bay Road” name which Blackbeech Drive will connect with, is from a bay (or clearing) in the original black beech forest that covered that area.
Road #1 Alternative	Beechtree Drive	Ditto	Ditto
Road #2	Reevehill Road	Secondary main road which comes off Ashley Gorge Road and includes lots 56-80	A combination of the names of Mr Reeves and Mr Hill who were the first two settlers in Oxford, Mr Reeves having purchased land (Block 201) from the Canterbury Association and with his partner Mr Hill, built the first two houses in Oxford ⁱⁱ
Road #2 Alternative	Reeve Road	Ditto	Ditto
Road #3	Littledene Lane	Comes off Reevehill Road and includes lots 71-78	The fictional name given to Oxford in the book “Littledene” written by Crawford Somerset in 1938 to give a picture of NZ rural life. This book is of historical significance ⁱⁱⁱ
Road #3 Alternative	Crawford Lane	Ditto	As above. First name of author of the Littledene book

Road #4	Kenrick Lane	Comes off Reevehill Road and includes lots 49-54	Harry Kenrick was the first owner of one of the runs on Oxford Green - possibly the old homestead site on reserve 106. He was also the first chairman of the Oxford Road Board and owned a mill ^{iv}
Road #4 Alternative	Walnut Lane	Ditto	To honour the old walnut trees on the property, specifically in Reserve 106 and Lot 34.
Road #5 (Private right of way)	Millers Lane	Comes off Ashley Gorge Road and includes lots 16-21	To honour the huge amount of milling done in the area to provide the early settlers their timber for building and farming ^v
Road #5 Alternative	Sawmill Lane	Ditto	Ditto

Naming Policy

1. Introduction

This policy describes how the Council allocates names to new roads, streets, parks, reserves and Council owned assets.

2. Purpose

The purpose of the policy is to provide Council staff and the public with information about how the Council manages the naming and renaming of its various assets and facilities within its boundaries.

3. Scope

3.1. The scope of the policy covers naming procedures and criteria for the following types of infrastructure within the district:

- Naming of roads and streets
- Naming of parks and reserves
- Naming of Council assets, including open spaces, facilities, swimming pools, and Council owned buildings and properties (excluding utilities).

3.2. When undertaking its processes to name Council owned or managed infrastructure or assets, the policy includes Council's obligations under the Treaty of Waitangi and recognises the importance of the Memorandum of Understanding with our Treaty partner, Te Ngāi Tūāhuriri Rūnanga.

4. Policy objectives

- 4.1. The overall policy objective is to ensure roads, streets, parks, reserves and Council assets or facilities naming procedures reflect local identity.
- 4.2. The policy provides direction to the public or Council staff about how to apply for approval to name, rename or dedicate Council property, buildings, or park elements.
- 4.3. The policy will provide clarity and consistency in the naming of all Council assets.

5. Policy statement

5.1. Overview approach

When naming all roads, streets, parks, reserves and facilities, the Council and its representatives will seek to work with Te Ngāi Tūāhuriri Rūnanga to select suitable options, which:

- Tell the story of Waimakariri and reflect the district's natural and cultural heritage
- Do not cause confusion with existing names in the Waimakariri District or neighbouring districts
- Pay homage to the historical significance of particular locations

- Acknowledge the cultural significance of the area to Te Ngāi Tūāhuriri
- Reflect local flora, fauna, and topographical features of the district.

6. Naming of roads and streets

- 6.1. The Council's four Community Boards have the delegated authority for the naming of new streets and roads and altering existing street names within their respective wards.
- 6.2. Re-naming of existing streets and roads will only be undertaken if the Council considers the change will result in a clear benefit to the community.
- 6.3. Where a street is named for the first time, or a street name is altered, then the District Land Registrar, the Chief Surveyor, Fire and Emergency New Zealand, Chorus, MainPower, valuation service provider, NZ Police, Civil Defense, and the Canterbury Regional Council shall be informed of the new name or change.
- 6.4. Where an existing street is extended, the street extension will be the same name as that of the existing street.
- 6.5. All new private roads in the Waimakariri District shall be named in consultation with the applicant, and at the applicant's expense, and relevant road signs shall be suitably annotated "Private Road" as per the Engineering Code of Practice.
- 6.6. All private roads that are to be named are to have a minimum of four lots with access from the private road.
- 6.7. **Council's 'List of Approved but Unallocated Road Names':**
 - 6.7.1. The list of unallocated potential road names for the Waimakariri District is maintained by the Governance Department. Names approved for addition to the List of Approved but Unallocated Road Names will remain there until they are either allocated to a road or removed as the result of a review of the list.
 - 6.7.2. From time to time a road name may no longer need to be used as two or more roads may be joined into one road, or a road may be permanently closed. In both cases, the road name(s) may be put back on the list for potential reallocation, usually for a new or renamed road in the same general area.
 - 6.7.3. The review of the list will be undertaken every six years in line with the approach set out in clause 5.1 above.
- 6.8. **Naming of Streets in New Subdivisions:**

The rights of the subdivision developer to promote preferred road names for the subdivision will be taken into consideration, but the decision regarding road names will be made by the Community Boards by applying the clauses of this policy.
- 6.9. **Road Type:**

The road type should be one that most accurately reflects the type of roadway that is being named. Selection of Road Name from AS/NZS 4819:2011 should be used where appropriate, however, this list is not exclusive – refer to AS/NZS 4819:2011 (see Appendix 1).

7. Naming of parks and reserves

- 7.1. The Council's four Community Boards have the delegated authority for the naming of parks and reserves within their respective wards.
- 7.2. The Community Boards shall take the following factors into consideration when approving names for parks and reserves:
 - It is desirable for small neighbourhood reserves to be named after the main street they are located on to enable them to be easily located

- Names of rural neighbourhood reserves with community catchments should have some relationship to the community they are located within to enable them to be located and to signify their connection to the community
- Reserves should only be named after the person/family subdividing the land if the chosen name fits into one of the categories listed under clause 5.1.

8. Naming of Council assets

8.1. Naming where there is no sponsorship:

- 8.1.1. Where there is no sponsorship, the decision on naming will be made by the relevant committee of Council according to the current delegations.
- 8.1.2. Selection of a name will be made in accordance with clause 5.1.

8.2. Naming where there is sponsorship:

- 8.2.1. The final decision for naming of corporate assets will rest with the Council, including naming opportunities as a result of gifts or sponsorships.
- 8.2.2. Where the naming opportunity is as a result of sponsorship or gift, the following factors must be considered alongside Clause 5.1 above:
 - The significance of the contribution made relative to the construction and operating costs of the item being named
 - The cost of establishing the naming option
 - A sunset clause associated with the length of time that the name will be used. Naming agreements may be renewed if the appropriate gift or sponsorship is received
 - The degree of exclusivity requested by the sponsor and the corresponding restrictions regarding advertising or use of competitors' brands
 - Names of tobacco companies or alcohol companies and products will not be used.
- 8.2.3. Applications for naming rights from major donors shall be submitted in writing to the Chief Executive for consideration of the Council. The written request shall include the following:
 - Biographical information if named after an individual or organisation
 - Documentation providing the detail of the terms and quantum of payment being proposed and the consideration required from the Council
 - The Chief Executive will report to relevant committee of Council which may make a recommendation to Council, to be considered in committee.
- 8.2.4. Existing names will not be changed without consideration of the historical significance of the existing name, the impact on the individual or organisation previously named and the cost and impact of changing existing signage, rebuilding community recognition, and updating records. Each application will be considered on a case-by-case basis.

9. Responsibilities

- 9.1. The naming of roads and streets will be administered by the Roading and Transport Unit of the Council.
- 9.2. The naming of parks and reserves or other Council assets or facilities will be administered by the Community and Recreation Department of Council.

10. Questions

- 10.1. Any questions regarding the naming of roads and streets should be directed to the Roading and Transport Manager in the first instance.
- 10.2. Any questions regarding the naming of parks or reserves or other Council assets should be directed to the Community and Recreation Manager in the first instance.

11. Relevant documents and legislation

- AS/NZS 4819:2011 Geographic Information – Rural and Urban addressing (for naming of roads and streets)
- Local Government Act 1974 S317 - S319 (j) naming of roads and streets
- Parks and Recreation, Recreation and Reserves Management, Reserve Naming (QS-R015) (for naming parks and reserves)
- Reserves Act 1977 s16(10) (for naming roads and reserves)
- Memorandum of Understanding with Te Ngāi Tūāhuriri Rūnanga.

12. Effective date

2 May 2023

13. Review date

2 May 2029

14. Policy owned by

General Manager, Strategy, Engagement and Economic Development

15. Approval

Adopted by Waimakariri District Council on 2 May 2023

Pre-approved New Road Name Lists for Community Boards

Kaiapoi-Tuahiwi Community Board (KTCB)

Historic Names	Reference
Bastings	Local early business owner.
Begg	
Bevan Wright	Kaiapoi brass band stalwart.
Blackie	
Booker	Shop owner during the 50's and 60's.
Braun (Karel)	Still resident.
Brown (Kitt)	Local identity.
Brownlee (Arthur)	Family owned the Kaiaknui Hotel.
Brundell (Alfred)	Local farming family.
Bunker	Shop owner during the 50's and 60's.
Checketts	
Ching	Early settler family in Kaiapoi.
Dudding	Purchased George Jackson's punt.
Dudley (Dr Charles)	Town clerk and on the Kaiapoi Roads Board.
Eagleston	Early settler family in Kaiapoi.
Eckersley	First accountant in Kaiapoi and built a flax mill.
Endacott	Name returned to the list (19 September) as no longer required by Lime Developments Ltd.
Engelbrecht	Farmers to the north west of Coutts Island.
Fox [check]	Name returned to the list (19 September) as no longer required by Lime Developments Ltd.
Grimshaw	Local business family.
Hatchwell	Shop owner during the 50's and 60's.
Hayman (JA)	Councillor in 1906.
Hopkins	Brothers who were local wool and hide buyers and returned service men.
Hudson (Rev Lewis)	Methodist minister.
Jacob McGarry	Soldier honored for his participation in the Crimean War.
Joseph	
Karaitiana	To be considered as a future Reserve name.

Continued over page

Historic Names	Reference
Kennett	Local family live on Giles Road in the 50s and 60s.
Knighton	
Levey	
Lipscombe	Shop owner during the 50's and 60's.
McFellen	
McGregor	
Mealings	Long time local residents (5 generations) with members of the family working at the wollen mill and heavily involved in local sports.
Midgley	Shop owner and school teacher.
Midland	Midland bus company operated in the Kaiapoi area from WWII to the early 1980.
Ohapuku	Original name of area between end of Mill Road and Ohoka.
Pinkham	Local family.
Pollard (J)	Councillor in 1928.
Richards	The family have been in Kaiapoi for several generations and Mrs Moody's parents donated a South Island Rifle Championship medal plus six photographs relating to members of the family dating back to 1912.
Riseley	Name returned to the list (19 September) as no longer required y Lime Developments Ltd.
Thew	CR Thew was on the Council in 1950.
Vermeulen (Hans)	Keep New Zealand Beautiful.
Waverley	Name of farm on corner of Mill and Island Roads and home of Charles Morgan Williams MP and farmer.
Woolcott	Kaiapoi family of renown.
Wright (Bevan)	Kaiapoi brass band stalwart.
Redmond	Kaiapoi Borough Councillor in 1980-85 and KTCB member between 2019-19. Solicitor and partner in Corcoran French from 1981-2017. Life member of KPA Patron and life member of Coastguard North Canterbury and foundation chair of Kaiapoi Maritime Heritage Trust from 2005-2020. Awarded the Queens Service Medal for community service in 2019 and a WDC councillor.
Wheeler	Family lived and worked in Kaiapoi from the late 60s to the early 90s. Community involvement included membership of the rugby hockey and model aeroplane clubs working mens club and competing in the Kane Shield during the 1980s.

Historic Names	Reference
Ancall	Alfred Ancall was one of the first to see the 'magnificent bush and birds' as it was in 1856 and lived here for 63 years. Alfred Ancall carted timber from Oxford to Kaiapoi and Saltwater Creek as a lad of 14 years. He also managed Plaskett Mill and was also a butcher in the early days of Oxford.
Crowe	Thomas Crowe arrived in Oxford in 1860 and commenced dairy farming. Followed that occupation for 41 years until he was 80 years old.
Dell	Signed the Women's Suffrage Petition in Ohoka.
Ffitch	Henry Ffitch served on the Oxford Road Board for four years and as Chairman of the Kiri Kiri School Committee for 5 years.
Frahm	Is a name associated with the area for many years. A creek named Frahm's Creek, in the early 1860's, still runs through Rowes property to Main Drain.
Gainsford	Mrs R H Gainsford was the first President on the Women's Christian Temperance Union which was formed on 11 September 1911. Robert Henry Gainsford was Clerk, Surveyor, and Treasurer of the Oxford Road Board, appointed in 1901.
Hitchcox	Signed the Women's Suffrage Petition in Ohoka.
Humphries	Signed the Women's Suffrage Petition in Ohoka.
Kenrick	Harry Kenrick was the first Chairman of Oxford Road Board. He started up a commercial sawmill with steam-driven saws. The first timber built house was Mr Kenricks.
Malland	Signed the Women's Suffrage Petition in Ohoka.
Mann	Mrs J Mann died in 1914 and was the first woman to arrive at the Oxford settlement in 1860. We still have Jeanette (Mann) Wells living in Oxford on the same block of land that her family owned many years ago.
McCormack	James McCormack was the treasurer and collector to the Waimakariri-Ashley Supply Board, joined the Board in 1895.
Pachnatz	F Pachnatz lived in Oxford and was a solder in 1896. He is also named in 'The Oxford – The First 100 years' as a Platelayer. Marcia Patchnatz gave many hours of service to the library in Oxford from 1947-1949 and again from 1957-1991.
Rees	Mr Howard Rees came to Oxford about 1860, built his house and surgery and dispensary on Main Street, West Oxford. Was Registrar of Births, Marriages and Deaths for Oxford in 1867.
Sides	Signed the Women's Suffrage Petition in Ohoka.
Skurr	Janice Skurr was Mayor of Waimakariri District Council from 1942-1946.
Stevenson	Rev N.J Stevenson first produced The Bulletin from 1995-2001.
Stopps	Agnes Stopps Formed the Ohoka Women's Institute.
Walls	Collin Atholwood Stewart Walls, [1902-1992] purchased land and a bakehouse on Mill Road Ohoka in 1923, when he was 21 years of age. From there he baked bread and did some deliveries with is motorcycle and side car. In 1927 he built a new brick bakehouse which still stands today. Many of Colin's descendants still ive in Ohoka and the wider North Canterbury area.
Volkman	Surgeon-Sergeant.
Zimmerman	Mr and Mrs Zimmerman, produced The Bulletin from 1946 to 1960.

Historic Names	Reference
Borrell	(Full name Win Borrell).
Breach	Early farmers in south Rangiora.
Duffell	Family had owned land in various parts of the District from 1850 and had a long association with Rangiora.
Gilsenan	Gilsenan family resided in the northern West Belt area.
Horoeka	Native plant (Lancewood).
Hunnibell	Early local bootmaker.
James Seed	Ran flax mill and general store in Southbrook and was the local ropemaker.
Kahikatea	Native plant that grows in district (White Pine).
Koromiko	Native plant that grows in district (Hebe).
Laird	Coalman.
Lane (Frederick)	Mayor in 1921.
Langley (Doris)	Business women who ran a well known dairy and had many years service to photographic and early records societies.
Les Farr	Mayor 1961-1971.
Loffhagen	Long time residents of the Ward.
Pulley	Resident request.
Phyllis Hollow	Senior Mistress of RHS when Nursery school established in 1938.
Relph	Mayor 1905-08.
Robinson	Early settler and son was a builder of several early High Street buildings.
Sansom	Rangiora Borough Councillor from 1888-1914 and Mayor three times (1892-94, 1901-2 and 1912-14).
Schluter	Local farming family who gifted Hagen Reserve.
Skurr	Janice A Skurr had a long standing involvement in North Canterbury local body politics, serving both the Oxford County Council, and after reorganisation, the Waimakariri District Council, a total of 21 years. As Deputy Mayor in 1995, she took over the Mayoral duties when Trevor Inch resigned. She won the following two terms until defeated by Jim Gerard in 2001.
Sheehan	Returned Service Association involvement.
Skilling	Early local blacksmith and later engineers.

Historic Names	Reference
Betty Wright	Farming family in Ravenswood.
Brockenhurst	Farm where Ravenswood is located (name to be used in conjunction with development on Pegasus side of SH1 where farm was situated).
Catton (Eleanor)	Novelist.
Cooper (Anton)	Top New Zealand Cyclist.
Corlett (Alfred)	Early settler in Woodend.
Crawford	Serviceman from the WWII.
Curnick	Serviceman from the 1914 war.
Dearbridge	Charles Dearbridge born in Herefordshire in England and farmed property in Woodend. - Sounds similar to Derbridge.
Dellow (Rev John)	Methodist minister at Woodend.
Drake	Serviceman from the WWII.
Ealgeson	Serviceman from the WWII.
Field	Serviceman from the WWII.
Frame (Janet Paterson)	Author.
Graham	Serviceman from the WWII.
Gregg	Serviceman from the WWII.
Haslam (Rev JF)	Methodist minister at Woodend.
Hayman	Serviceman from the 1914 war.
Herridge	Fred Herridge Farmer and Clergyman.
Hulme (Keri-Ann Ruhi)	Novelist and Poet.
Joughin (Rev Thomas Alfred)	Wesleyan Methodist minister.
Kotua (Rau)	An early resident of Woodend.
Lacebark	Native plant.
Lancewood	Native plant.
Lemonwood	Native plant.
Leunens (Christine)	Novelist.
Lovegrove	Woodend family.
Mahy (Margaret)	Author of Children's and Young Adult books.
Mander (Jane)	Novelist.
McConachey	Serviceman from the WWII.
McMillan	Catherine McMillan - Postmistress for Saltwater Creek settlement.
Morriss	Serviceman from the 1914 war.
Parker	Serviceman from the WWII.
Pateman	Edward C Pateman - Farmer of Beaconsfield Farm, Woodend.
Platt	Serviceman from the WWII.
Ribbonwood	Native plant.

Historic Names	Reference
Robertshaw	Serviceman from the WWII.
Rudd	Serviceman from the WWII.
Sills (Robert)	Contractor in Woodend.
Standage (Rev CH)	Methodist minister.
Walsh (Dame Frances Rosemary)	Screenwriter and Film Producer.
Whiteywood	
Witte (Bernard P H)	Brickmaker at Woodend.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: GOV-26-10-06 / 260220060624

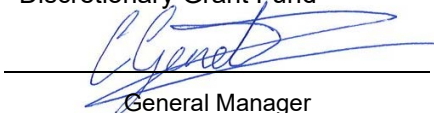
REPORT TO: OXFORD-OHOKA COMMUNITY BOARD


DATE OF MEETING: 8 April 2026

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 (excluding GST)	Does the application comply with the Discretionary Grant Fund Criteria
Rangiora Boxing Club	Towards the cost of providing medical care for the athletes during the event.	\$500	This application partially complies with the following Criteria: <ul style="list-style-type: none"> • Only 10% of attendees are from the Oxford-Ohoka Ward. The criteria require that grant funding be limited to projects primarily within the Board area or that benefit its residents.
Total		\$500	

1.2 The current balance of the Oxford-Ohoka Community Board's 2025/26 Discretionary Grant Fund is \$2,984.

1.3 The Rangiora Boxing Club has submitted applications to all Waimakariri District Community Boards seeking funding of \$500 from each Board

Attachments:

- i. An application from the Rangiora Boxing Club (Trim 260216027036).
- iii. A spreadsheet showing the Discretionary Grant Grants for the previous two years.
- iv. Board Discretionary Grant Funding Criteria for the 2025/26 financial year (Trim: 210603089866).

2. **RECOMMENDATION**

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 260220060624.
- (b) **Approves** a grant of \$..... to the Rangiora Boxing Club towards the cost of medical care for athletes during the South Island Golden Glove tournament.

OR

- (c) **Declines** a grant to the Rangiora Boxing Club.

3. **BACKGROUND**

3.1 The **Rangiora Boxing Club** seeks funding towards the cost of medical care for athletes during the South Island Golden Gloves tournament. This application does not meet the following Board Discretionary Grant Funding Criteria:

- (a) Only 10% of attendees are from the Oxford-Ohoka Ward.

3.2 The current balance of the Oxford-Ohoka Community Board's 2025/26 Discretionary Grant Fund is \$2,984.

4. **ISSUES AND OPTIONS**

Rangiora Boxing Club (RBC)

4.1 Information provided by the RBC:

4.1.1 The purpose of RBC is to provide a safe, inclusive, and supportive environment where children and young people can build physical fitness, discipline, and respect through boxing. The gym is committed to safeguarding the wellbeing of all participants by promoting positive behaviour, ensuring appropriate supervision, maintaining clear safety standards, and fostering a culture of respect. Through structured training and strong role modelling, RBC aims to empower young people to reach their potential while ensuring their physical, emotional, and social safety.

4.1.2 RBC has been selected to host the South Island Golden Gloves tournament, the largest boxing event in the region. The two-day tournament will feature approximately 90 to 100 bouts and, although hosted by RBC, will be held at the Kaiapoi Boxing Club, which provides a more suitable venue. The event offers athletes the opportunity to compete in a high-quality tournament that supports skill development, performance progression, and advancement within amateur boxing pathways

4.1.3 The funding requested will contribute to covering the cost of medical care for athletes throughout the event. The tournament is anticipated to benefit 48 young people, with participants expected to come from across the Waimakariri District. Approximately 20% of the participants would be from the Woodend–Sefton area, 60% from the Kaiapoi–Tuahiwi area, and 10% each from the Rangiora–Ashley and Oxford–Ohoka Wards. Hosting the tournament will strengthen RBC's capabilities, sustainability, and visibility, while also generating economic benefits for the Waimakariri District.

4.1.4 RBC is also pursuing sponsorship and has applied to the New Zealand Community Trust. The event is estimated to cost \$14,500, and RBC is seeking \$500 from each Community Board. This is the first funding request of its kind from a boxing club. Although RBC has not indicated whether the event would proceed without grant funding, the event's scale suggests it is likely to proceed.

Council Evaluation:

- 4.2.1 The application partly complies with the Board's Discretionary Grant Application Criteria, as it is from a community-based group. The RBC's \$500 request is also within the specified \$750 limit per application.
- 4.2.2 The Board's Discretionary Grant Application Criteria also require that grant funding be limited to projects primarily within the Board area or benefiting the residents of the area. It should be taken into consideration that only approximately 10% of participants will be from the Oxford-Ohoka Ward. Then again, the Board may wish to consider the significant economic benefit to the wider Waimakariri District from the anticipated large number of visitors and competitors attending the event.
- 4.2.3 The Rangiora Boxing Club has submitted applications to all Waimakariri District Community Boards seeking funding of \$500 from each Board.
- 4.2.4 This is the RBC's first time applying to the Board for funding.
- 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 as supporting recreational initiatives encourages social interaction, reduces isolation, and improves physical activity, which in turn enhances mental and physical wellbeing.
- 4.5 The current balance of the Oxford-Ohoka Community Board's 2025/26 Discretionary Grant fund is \$2,984. If the application was granted, the balance would be \$6,955 for the rest of the 2025/26 financial year, which ends on 30 June 2026.
- 4.6 The Management Team has reviewed this report.

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 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 and community events provide opportunities for social interaction, improve mental wellbeing, and boost people's self-confidence.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT**6.1 Financial Implications**

6.1.1 The Council's 2025-26 Annual Plan includes a budget provision of \$6,470 for the Oxford-Ohoka Community Board to approve grants to community groups for the 2025/26 financial year (July 2025 to June 2026).

6.1.2 The current balance of the Oxford-Ohoka Board's 2025/26 Discretionary Grant Fund is \$2,984, and if the application is approved, the Board's Discretionary Grant Fund will have \$2,484 remaining for allocation for the rest of the 2025/26 financial year.

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

6.2 Sustainability and Climate Change Impacts

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

6.3 Risk Management

There are no risks associated with adopting and implementing the recommendations in this report.

6.4 Health and Safety

All health and safety-related issues will be the responsibility of the organisations and groups that have applied 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?

103

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 2025/2026

Name of group: Rangiora Boxing Clube

Address: [REDACTED]

Contact person within organisation: [REDACTED]

Position within organisation: Manager

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)

The South Island Golden Gloves is the largest amateur boxing tournament in the South Island, with both novice and open divisions, there's something for all levels - from those stepping into the ring for the first time to more experienced fighters chasing a title.

The tournament spans two action-packed days and three sessions, featuring approximately 90-100 bouts. It's an exciting spectacle open to the public, offering an up-close look at some of the South Island's most promising amateur talent.

Each year, a different club is chosen to host this prestigious event, and in 2026, the honour goes to Rangiora Boxing

What is the timeframe of the project/event? 30/31 May 2026

Overall cost of project/event: \$14,500 Amount requested: \$500

How many people will directly benefit from this project? 48

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 20% Rangiora-Ashley 20% Woodend-Sefton 20% Kaiapoi-Tuahiwi 60%

Other (please specify):

What are the direct benefit(s) to the participants? 104

Participation in the South Island Golden Gloves provides competitors with a range of direct sporting, personal, and developmental benefits.

Firstly, the event offers athletes the opportunity to compete in a high-quality tournament against matched opponents from across the South Island. This level of competition supports skill development, performance improvement, and

What is the benefit(s) to your organisation?

Hosting the Golden Gloves provides significant benefits to Rangiora Boxing Club and supporting partner clubs, contributing to organisational sustainability, capability development, and regional profile.

The event will be a major annual fundraiser for Rangiora Boxing Club, generating essential income to support ongoing club operations, equipment upgrades, coaching development, and youth participation programmes. This financial

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

The event will attract competitors, officials, supporters, and spectators from outside the district, generating increased demand for local accommodation, hospitality, retail, transport, and services. Hosting a recognised sporting event also strengthens Waimakariri's reputation as a capable and attractive destination for future events.

The Golden Gloves event will act as a focal point for community engagement, bringing together residents, visitors

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?

[Empty text box for relationship details]

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.

Sponsorship is being asked for
funding is being applied to NZCT

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.

Funding application to Enterprise North Canterbury
other community boards

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:

[Empty text box for 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: [REDACTED] _____

Date: 10/02/2026 _____

Describe your project:

The South Island Golden Gloves is the largest amateur boxing tournament in the South Island, with both novice and open divisions, there's something for all levels – from those stepping into the ring for the first time to more experienced fighters chasing a title.

The tournament spans two action-packed days and three sessions, featuring approximately 90-100 bouts. It's an exciting spectacle open to the public, offering an up-close look at some of the South Island's most promising amateur talent.

Each year, a different club is chosen to host this prestigious event, and in 2026, the honour goes to Rangiora Boxing Club.

Direct Benefits

Participation in the South Island Golden Gloves provides competitors with a range of direct sporting, personal, and developmental benefits.

Firstly, the event offers athletes the opportunity to compete in a high-quality tournament against matched opponents from across the South Island. This level of competition supports skill development, performance improvement, and progression within the amateur boxing pathway.

Organizational Benefits

Hosting the Golden Gloves provides significant benefits to Rangiora Boxing Club and supporting partner clubs, contributing to organisational sustainability, capability development, and regional profile.

The event will be a major annual fundraiser for Rangiora Boxing Club, generating essential income to support ongoing club operations, equipment upgrades, coaching development, and youth participation programmes. This financial contribution is critical to the club's ability to remain accessible and sustainable.

Other Benefits

In addition, the tournament will highlight the Kaiapoi Boxing Club and its venue as a suitable and capable host location for regional sporting events. Successfully delivering the event at this venue will strengthen its reputation, support future event opportunities, and encourage greater use of local facilities.

The event will attract competitors, officials, supporters, and spectators from outside the district, generating increased demand for local accommodation, hospitality, retail, transport, and services. Hosting a recognised sporting event also strengthens Waimakariri's reputation as a capable and attractive destination for future events.

The Golden Gloves event will act as a focal point for community engagement, bringing together residents, visitors, sports clubs, volunteers, and local organisations. Sporting events provide shared experiences that foster social connection, inclusiveness, and community pride, helping to strengthen relationships across diverse groups within the district.

Boxing has strong appeal for rangatahi (young people) and provides positive role models, discipline, and pathways for personal development. Hosting this event locally will inspire increased participation in sport and physical activity, supporting positive lifestyle choices and helping to engage youth in constructive, community-based activities.

Hosting a prestigious amateur boxing event will reinforce Waimakariri's identity as a vibrant, active, and supportive community. Successfully delivering the event will generate local pride, celebrate community achievement, and showcase the district's facilities and organisational capability.

Dear Kay,

Thank you for your email, and I apologise for the oversight in my previous message.

The funding would be used to help cover the cost of medical cover for the event. The total cost for this is \$3,000, and without this essential cover, the event would not be able to proceed.

The medical team plays a critical role in ensuring the safety of our boxers. They are responsible for confirming that each participant is medically fit to compete and are positioned ringside to intervene immediately or stop a bout if they deem it medically unsafe. Due to the specialised nature of the event, there are only a small number of qualified medical professionals who are able to provide this level of cover.

Thank you for your consideration, and please let me know if you require any further information.

Thanks

██████████

Subject: Applications to the Community Boards Discretionary Grant Fund

Good Afternoon ██████████

Thank you for your applications to the Community Board's Discretionary Grant fund towards the South Islan Golden Gloves event in May which was received today.

The applications will be assessed and reports written to be presented to the March/April meetings. We will then be in touch to let you know the Boards decisions.

On a quick glance I notice that your application does not actually state that you are looking for funding to host the event. It also does not specify where the Board funding would be spent. You have included the proposed budget which is a good start and quotes received however the Boards would prefer that you specify that the funding being requested would go towards the hire of the ring or the of promotion. It would be appreciated if you could rectify this via an email which I would include with your application.

Also be aware that the Board's traditionally do not always support applications that have been sent to all four Boards, however may be willing to make an exception given the possible economic benefits for the district as a whole.

Proposed Budget – Golden Gloves Boxing Tournament

Expenditure

Expense Category	Description	Amount (NZD)
Venue Hire	Hall, ring space, setup/pack down	0.00
Ring Hire & Equipment	Ring, gloves, headgear, scales	\$500
Officials & Referees	Referees, judges, timekeepers	\$4,000
Medical Services	Ringside doctor, medics, first aid	\$2,500
Affiliation & Sanctioning	Boxing NZ / Canterbury Boxing Association fees	\$ 200
Travel & Accommodation	Officials / medical support	\$1,800
Event Operations	Security, cleaners, stewards	\$ 500
Marketing & Promotion	Posters, flyers, digital promotion	\$1,800
Trophies & Awards	Medals, trophies, certificates	\$1,000
Administration	Printing, stationery, registrations	\$500
Contingency	Unforeseen costs	\$1,500
Total Expenditure		\$14,300

Budget Summary

- **Total Expenditure:** \$14,300
- **Net Position:** \$0 (balanced budget)

Notes for Funders

- Rangiora Boxing Club operates on a **not-for-profit basis**, with significant volunteer contribution reducing overall costs.
- Any surplus generated will be reinvested into **club development, youth participation, and future community events**.

CANTERBURY BOXING ASSOCIATION
INCORPORATED



MAKING CHAMPIONS SINCE 1905

Canterbury Boxing
C/O Holly Sullivan
174 Huxley St
Sydenham
CHRISTCHURCH

QUOTE # 00002

15th October 2025

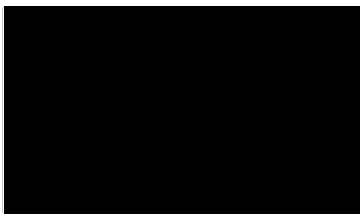
ATTN: [REDACTED] Rangiora Boxing Club

Find below quote for The South Island Golden Gloves 2026. 30th and 31st May 2026.

Ring Hire for affiliated clubs Includes use of: Gloves, Head Gear + Scales	\$400	
Permit	\$80	
	Payment to Canterbury Boxing	\$480
Trailer delivery and Removal Fee	\$65	Cash Payment Made Direct
Total cost:		\$545

Any questions please do not hesitate to contact me.

Yours sincerely,



Holly Sullivan
Secretary
Canterbury Boxing
canterburyboxingassociation@gmail.com



Wednesday, 11 February 2026

Quote Ref # 51798-1

Rangiora Boxing Club

Hi [REDACTED]

We have put together a quotation to produce and supply corflute signs as requested.

Corflute Sign (x1, 1830x1220mm)

Digitally print and supply a 5mm thick sponsors sign as discussed (x1, 1830x1220mm).

Your Investment: 150.00

Corflute Signs (x20, 900x600mm)

Digitally print and supply 3mm thick advertising signs as discussed (x20, 900x600mm).

Your Investment: 350.00

***Your Total Investment:* \$500.00**

All pricing excludes GST & freight/delivery. Prices quoted are valid for 30 days from date of quotation.

Jess, our team of trade's people are NZQA qualified and perform this kind of project to the highest possible industry and safety standards.

- Note 1 :** Expected turnaround time from acceptance of quotation, payment terms and receipt of artwork would be approx. 9-12 working days. This could be negotiated to meet a required timeframe.
- Note 2 :** Included in this quotation is the allowance for the provision of an initial design concept and one round of revisions. Any further revisions may require an additional charge.
- Note 3 :** Upon acceptance of quotation we will require a 50% deposit to be paid with the balance on completion, unless credit terms have been agreed upon prior.

If you have any questions or want to discuss this proposal further feel free to get in contact at any time.

continued on next page...

HortonSIGNS.

85 Ivory Street, Rangiora ■ P 03 377 2000 or 03 313 5846 ■ F 03 313 3161

www.hortonsigns.co.nz

Horton Signs is a division of Gerald Horton Signs Limited.

Members of:





The Riverstone¹¹¹

18 Southbrook Road
Rangiora New Zealand
Tel: 03 313 1863
Reservations: 03 313 1863

Quotation

GST No. 126-660-413

Quote No.: 1424

Date: 30 Jan 2026

██████████
C/- Rangiora Boxing Club
Rangiora
New Zealand

Ref : Rangiora Boxing Club

Site	Description	Date In	Nights	Site Rate	Based On	Extras Rate	Guests	Total
17 2-	2-Bedroom Suite (Room No.	28 May 26	2	295.00	2		2	590.00
18	4-Bedroom Apartment	28 May 26	2	650.00	6		4	1,300.00

Payment Terms: On Arrival GST Content 246.52 Subtotal 1,890.00

Total Guests 6 Total Unit Nights 4 Grand Total 1,890.00

per Night per Head per Head/Night
Cost 472.50 315.00 157.50

Deposit required 50% or 945.00 Bond and Deposit Payment 945.00
Bond per guest Balance Payment 945.00

Thank you for your inquiry, we appreciate you choosing to select us for your accommodation.

Acceptance

Quote No.: 1424 

I accept the above costings and agree to pay the non refundable booking deposit.

Signed (on behalf of ██████████)

Signed

Organiser Signature

For The Riverstone

Please find our quote for accommodation attached and note our terms and policies below

Availability: We have reserved these rooms and dates for your occupation; please confirm this group booking within 7 days with the payment of the deposit as below. If the reservation is not confirmed, we will release the rooms and they will be able to be booked by others

Payment: Payment can be made by Direct Credit (to the bank account below) prior to check-in, or by an eftpos transaction on arrival; we accept the following cards: EFTPOS (Debit), AMEX, VISA and MasterCard. Please note, there is a 1.5% transaction surcharge (5% for AMEX) for contactless payments using EFTPOS (Debit), VISA or MasterCard. If an EFTPOS (Debit) card is swiped through, or inserted into our EFTPOS terminal, then there is no card surcharge

The Riverstone accepts these cards and reserves the right to temporarily hold an amount against the total reservation cost prior to arrival. Although payment is not required at the time of booking, we do require valid credit card details to hold and secure your booking

Payment is processed on arrival, unless your booking is non-refundable, in which case your credit card may be charged at any time after your booking is confirmed

Please note, The Riverstone does not accept cheques as a form of payment

Deposit: For group bookings such as this one, we require a 50% deposit (non-refundable) with the acceptance/confirmation. Please pay the deposit into the following bank account
MCMT Ltd (CA & MC Dougan) The Riverstone: 38-9022-0512171-00

Payment of the balance: The remaining balance is payable on arrival

Cancellation Policy for Group Bookings: Once you confirm a reservation we guarantee your rooms are held for you; unable to be booked by any other party. Due to the nature of our business, cancellations affect us significantly as we may turn away other guests while holding your reservation. Our standard cancellation policy for a single room reservation is 7-days

For this reason, we apply the following policy should the entire group booking be cancelled / partially amended (based on a 3 pm check-in time on the arrival day):

For group bookings such as this one: at least 8 weeks' notice of cancellation is required with no penalty

A cancellation of your entire booking within 8 weeks to 4 weeks will lose the deposit paid

A cancellation of your entire booking within 4 weeks to 7 days, will require 75% of the total booking value to be paid

A cancellation of your entire booking made less than 7 days before check-in, will require 100% of the total booking value to be paid

We will consider individual room cancellations/ amendments on a case-by-case basis, as and when they arise, and we are advised of such

A request to reduce the length of your stay on an existing reservation may result in having the rate re-quoted or the reservation being reviewed for acceptance. Early termination of a booked term may not result in a refund, unless we are able to re-let the booked accommodation on the same terms

The Riverstone is not responsible for any personal, unforeseen circumstances, such as cancelled events, flights or ferry sailings, breakdowns, change of mind, illness, etc.

We strongly suggest that guests take out travel insurance in the event that you may need to cancel and/or reduce the length of your reservation with us, for any reason

Child, infant and porta-cot policy: For infants under 2 years, The Riverstone has porta-cots for hire, subject to availability. Due to fire regulations, there is no capacity for extra beds at this property

Andrew Bell Medical Ltd
 2/565 Manchester Street
 Christchurch 8014
 New Zealand

To: Rangiora Boxing Club

Attn: [REDACTED]

Invoice 0162
 12 October 2025

Description	Quantity	Unit Price	GST	Amount NZD
Medical Cover - South Island Golden Gloves	1.0	2608.70	391.30	3000.00
Total NZD				\$ 3,000.00

Please pay to:
 Andrew Bell Medical Limited
 2/565 Manchester Street
 Christchurch 8014

GST Number: 100-251-337

Internet Banking
 Please quote your invoice number when paying by Internet Banking

Bank: ANZ
 Account Name: Andrew Bell Medical Ltd.
 Account Number: 06 0831 0217905 00

Statement of Financial Performance

Rangiora Boxing Club Incorporated For the year ended 31 December 2025

'How was it funded?' and 'What did it cost?'

	NOTES	2025	2024
Revenue			
Donations, koha, bequest and other fundraising	1	9,528	2,858
Grants received	1	29,500	38,500
Membership fees and subscriptions	1	24,006	18,051
Sale of goods or services	1	9,935	1,243
Other cash received	1	765	-
Total Revenue		73,734	60,652
Expenses			
Employee and volunteer related costs	2	10,719	25,251
Rental and utility costs	2	23,523	24,062
Costs related to sale goods or services	2	26,106	18,780
Other cash paid	2	21	36
Total Expenses		60,369	68,129
Surplus/(Deficit) for the Year		13,365	(7,478)

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

Statement of Financial Position

Rangiora Boxing Club Incorporated As at 31 December 2025

'What the entity owns?' and 'What the entity owes?'

	NOTES	31 DEC 2025	31 DEC 2024
Assets			
Cash or cash equivalents	3	11,703	4,964
Other current assets	3	1,099	1,099
Property Plant Equipment	5	28,452	24,126
Total Assets		41,254	30,188
Liabilities			
Employee Costs Payable	4	-	2,300
Total Liabilities		-	2,300
Total Assets less Total Liabilities (Net Assets)		41,254	27,889
Accumulated Funds			
Accumulated surpluses or (deficits)	6	41,254	27,889
Total Accumulated Funds		41,254	27,889

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

Statement of Cash Flows

Rangiora Boxing Club Incorporated For the year ended 31 December 2025

	2025	2024
Cash Flows from Operating Activities		
Operating receipts		
Donations, koha, bequests and other general fundraising activities	9,528	2,858
General grants	29,500	38,500
Membership fees and subscriptions	24,006	18,051
Other cash received	10,700	1,243
Total Operating receipts	73,734	60,652
Operating payments		
Employee remuneration and other related payments	(25,423)	(31,915)
Payments related to commercial activities	(40,988)	(33,748)
Other payments	(584)	(488)
Total Operating payments	(66,995)	(66,151)
Total Cash Flows from Operating Activities	6,740	(5,499)
Net Increase/(Decrease) in Cash	6,740	(5,499)
Bank Accounts and Cash		
Opening cash	4,964	10,463
Net change in cash for period	6,740	(5,499)
Closing cash	11,703	4,964

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

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
2-Jul	Ohoka Rugby Club Year 6	Playing uniforms		\$750	\$ 500.00	\$6,255
2-Jul	Oxford Dark Sky	Purchase of Dark Sky Measure & traveling costs	31-Jul-25	\$713	\$381	\$5,874
6-Aug	Ohoka Netball Club	Towards the purchase of uniforms	28-Nov-25	\$750	\$ 500.00	\$5,374
12-Aug	Waimakariri Kennel Club	<i>Funds from 6 April 2023 returned as not spent</i>			\$500	\$5,874
3-Sep	West Eyreton Friends of the School Committee	towards High-visibility safety vests		\$500	\$500	\$5,374
3-Sep	North Canterbury Pony Club	Towards the purchase of ribbons and rosetts	Declined	\$750	\$0	\$5,384
3-Sep	North Canterbury Kennel Association	Towards paint for Club rooms	23-Dec-25	\$750	\$500	\$4,874
5-Nov	Noaia Charitable Trust	Community market for equipment and promotion		\$1,000	\$600	\$4,274
3-Dec	Oxford Dark Sky	Phase 2 of Dark Sky Reserve accreditation		\$440	\$440	\$3,834
3-Dec	Swannanoa Home and school Inc	Purchase of sports balls	5-Mar-26	\$495	\$350	\$3,484
4-Feb	Waimakariri Dog Training Club Inc	Purchase of a water heater		\$500 - \$750	\$500	\$2,984
8-Apr	Rangiora Boxing Club	towards medical care		\$500		

Oxford-Ohoka
Community
Board
10.139.100.2410

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	9-Jul-25	\$700	\$500	\$4,632
7-Aug	Oxford Football Club	Purchase of field marking paint	24-Jan-25	\$1,000	\$500	\$4,132
7-Aug	Oxford Community Trust	towards catering costs for Day Out event	event cancelled, funds returned	\$750	\$500	\$4,132
4-Sept	Lees Valley House Holders	towards the purchase of two AEDs	18-Dec-24	\$3,724	\$500	\$3,632
2-Oct	North Canterbury Inclusive Sports Festival	Host the festival at Mainpower	Funds not claimed	\$500	\$150	\$3,482
2-Oct	Oxford Alpine Taekwondo	Towards safety gear for members	22-Apr-25	\$750	\$250	\$3,232
7-Nov	Oxford 24-7 Youth Work	Tag Archery	20-Dec-24	\$750	\$750	\$2,482
4-Dec	Swannanoa Home and School	Picnic Tables	26-Feb-25	\$750	\$380	\$2,102
5-Feb	Silverstream Reserve Volunteer Group and Down by the River	Donation for Musicians		\$750	Declined	\$2,102
5-Mar	Swannanoa Cricket Club	Plantings	not going	\$1,000		
2-Apr	Oxford Alpine Taekwondo	Hosting 2025 TUNZ South Island Taekwondo Tournament		\$1,000	\$500	\$1,602
2-Apr	Oxford Dementia Support Group	Hall hire and advertising		\$980	\$500	\$1,102
7-May	Oxford Pony Club	NZPCA Conference	27.06.2025 only used \$467	\$640	\$600	\$502
7-May	Ohoka Rugby Club Year 6	Playing uniforms	laid on table for 2025/26	\$750		
7-May	Waimakariri Dog Training Club	towards competition ribbons	4-Aug-25	\$500	\$ 500.00	\$2
	Inclusive sports				\$ 150.00	\$152
	Oxford Pony Club				\$ 133.00	\$285

GOVERNANCE

Oxford-Ohoka Community Board Discretionary Grant Application

Information to assist groups with their application

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

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

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

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

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

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

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

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** GOV-26-10-06 / 260316076862**REPORT TO:** Oxford-Ohoka Community Board**DATE OF MEETING:** 8 April 2026**FROM:** Kay Rabe Governance Adviser**SUBJECT:** ANZAC Day Services 2026**SIGNED BY:**
(for Reports to Council,
Committees or Boards)


General Manager



Chief Executive
1 SUMMARY

The purpose of this report is to appoint the Oxford-Ohoka Community Board (the Board) representation to attend the 2026 Anzac Day services around the Oxford-Ohoka Ward and for the representative(s) to lay wreaths on behalf of the community.

2 RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 260316076862.
- (b) **Appoints** Board member(s) to attend the Ohoka Anzac Day Service to be held at 11am on Friday, 24 April 2026, at Ohoka Hall, Mill Road, and to lay a wreath. Noting that the wreath will be laid in conjunction with a Council representative.
- (c) **Appoints** Board member(s) to attend the Oxford Anzac Day Service at 9.30am on Saturday, 25 April 2026, at the Oxford Cenotaph and lay a wreath. Noting that a Council representative will also be laying a wreath.
- (d) **Appoints** Board member(s) to attend the West Eyreton Anzac Day Service to be held at 11.30am on Saturday, 25 April 2026, at the West Eyreton Memorial Gates, and lay a wreath. Noting that the wreath will be laid in conjunction with a Council representative.

3 BACKGROUND

- 3.1 Anzac Day will be commemorated on Saturday, 25 April 2026, and it is normal for a representative of the Community Boards to attend the services and lay wreaths on behalf of the community.
- 3.2 Representatives from the Community Boards will lay wreaths on behalf of the community at the Woodend, Kaiapoi Citizens, Oxford, and Rangiora services, which Councillors will also attend. Community Board representatives will also lay wreaths alongside Council representatives at other Anzac Day services.

4 **ISSUES AND OPTIONS**

- 4.1 Three services will be held in the Waimakariri District on Friday, 24 April 2026, starting with a service at the Ohoka Hall (Mill Road), followed by services at the Sefton Domain and the Woodend Community Centre.
- 4.2 All other services will be held on Saturday, 25 April 2026, with the service in Rangiora taking place at the Rangiora Cenotaph. However, the Council and the Rangiora-Ashley Community Board will also lay a wreath at the Wall of Remembrance at Rangiora High School.
- 4.3 The Ashley School will commemorate ANZAC Day with a short ceremony on Thursday, 2 April 2026, at 2.15pm in the Ashley School Hall. Staff approached the school; it is advised that this is a school function and, therefore, no Community Board representative has been sought to be present.
- 4.4 On Saturday, 25 April 2026, the Kaiapoi Citizens' Service will be held at 9.45am at the Kaiapoi Cenotaph (Trousselot Park). However, members are also invited to the dawn service at 6.30am at the War Memorial at Raven Quay. Community participation is welcome at this service. A breakfast for 100 people will follow the dawn service at the Kaiapoi Club. This is a pre-ticketed event.
- 4.5 The primary service in Oxford will be held at the Oxford Cenotaph. A more intimate service will be held at the Cust Cenotaph, followed by a procession to the West Eyreton Memorial Gates for a wreath blessing and a community cuppa in the West Eyreton Hall.
- 4.6 The times of the services are:

Friday 24 April 2026:	Ohoka Hall	11am
	Woodend War Memorial	6pm
	Sefton Domain Service	6pm
Saturday 25 April 2026:		
	Pegasus Dawn Service	5.55am
	Dawn Parade – RSA Rangiora	6.30am
	Kaiapoi War Memorial Service	6.30am
	Oxford Cenotaph Service	9.30am
	Rangiora High School Service	9.30am
	Kaiapoi Citizens' Service	9.45am
	Cust Cenotaph Service	10am
	Fernside Service	10am
	Rangiora Cenotaph Service	11:30am
	West Eyreton Service	11.30am
	Loburn War Memorial	1.30pm

4.7 **Implications for Community Wellbeing**

The commemoration of Anzac Day has been ingrained in New Zealand culture since 1916. Many community members attend parades and/or commemorative ceremonies to acknowledge the sacrifices made by New Zealand's armed forces.

- 4.8 The Management Team have reviewed this report and supports the recommendations.

5 **COMMUNITY VIEWS**

5.1 **Mana Whenua**

The Te Ngāi Tūāhuriri hapū may be affected by or have an interest in the subject matter of this report. Many Ngāi Tūāhuriri ancestors fought in both World Wars, and their legacy should be honoured.

5.2 **Groups and Organisations**

Staff assist the local RSA representatives with traffic management plans, advertising services, and service sheets.

5.3 **Wider Community**

The events will be advertised before the day (in local newspapers, on the Council web, and on Council Service Centre TV screens), outlining the time and place of ceremonies in the Waimakariri District. The community is most welcome and encouraged to attend one or more services.

The community expects Anzac Services to be held in the district. These are public events, and everyone is welcome to attend.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1 **Financial Implications**

The costs associated with wreaths, advertising, traffic management, service sheets, and staff time are met from the Governance Budget under GL10.135.343.2465, which provides a total allocation of \$19,900 for all Anzac Day events across the district. The anticipated expenditure for these events is outlined below, noting that the figures are approximate at the time of preparing this report:

Traffic Management	\$15,000
Wreaths (18)	\$ 4,050
Staff Cost	\$ 1,550
Service Sheets	\$ 500
Total	\$21,100

The Council's Greenspace Team undertakes maintenance work at the various memorial sites prior to ANZAC Day to ensure the public areas are showcased at their best. However, this work is considered part of annual maintenance. The Council's Greenspace Team also provides annual grants of \$4,000 to various RSAs to cover miscellaneous costs associated with hosting the Anzac Day Services. The Council also covers the \$5,334.68 cost of hiring a sound system for the main Kaiapoi and Rangiora Services through the Recreation budgets.

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**

The adoption/implementation of the recommendations in this report does not involve risks. Traffic management plans have been implemented in conjunction with the RSAs.

6.4 **Health and Safety**

The local RSA, which will host the various services, will oversee all health and safety-related issues.

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.

7.4 Authorising Delegations

Not applicable.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** GOV-26-10-06/ 260309072074**REPORT TO:** OXFORD-OHOKA COMMUNITY BOARD**DATE OF MEETING:** 8 April 2026**FROM:** Kay Rabe, Governance Adviser**SUBJECT:** Approval of the Oxford-Ohoka Community Board Plan 2025-28**SIGNED BY:**
(for Reports to Council,
Committees or Boards)


 General Manager



 Acting Chief Executive
1 SUMMARY

This report seeks the Oxford-Ohoka Community Board's (the Board) approval of the Oxford-Ohoka Community Board Plan 2025-28.

Attachments:

- i. Oxford-Ohoka Community Board Plan 2025-28 (Trim: 260112003773).

2 RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 260309072074.
- (b) **Approves** the Oxford-Ohoka Community Board Plan 2025-28 (Trim: 260112003773).
- (c) **Authorises** the Chairperson to approve the final version of the updated Oxford-Ohoka Community Plan 2025-28 if any further minor editorial corrections are required.

3 BACKGROUND

- 3.1 As required by the Council, the Community Board must prepare a Community Plan (the Plan) each term and review it annually. This process enables the Board to assess progress toward its objectives, reflect on its current activities, and incorporate community feedback.
- 3.2 The plans have been developed with input from Community Board members, who maintain regular engagement with residents, community leaders, and local organisations, and should therefore be well placed to advocate on behalf of their communities. Workshops were held with the Boards in December 2025 to outline the process and obtain members' contributions.

4 ISSUES AND OPTIONS

- 4.1 The plans reflect the Board's key achievements and the progress of their projects in 2025 and highlight upcoming Board initiatives. Information on the various projects has been sourced from the relevant service departments.
- 4.2 The Plan also contains information regarding the Oxford-Ohoka community, the role of the Community Board, Discretionary Grant Funding, its Landscaping projects, and information on the Board's meetings for 2026. It is intended to help the community understand how their concerns are being acknowledged and to reinforce that they have a voice in local government decision-making.

- 4.3 The Board has the prerogative not to approve the Community Board Plan 2025-28. However, the Plan is important, as it provides a key mechanism for the Board to communicate its purpose and performance expectations to the community. It also ensures that community needs are presented to the Council in a consistent and strategic manner, informing both Annual and Long Term Plans. It is therefore recommended that the Board endorse the plan.
- 4.4 If the plan is approved, it will also serve as a promotional document for the Community Board and will be published on the Council's website.
- 4.5 Staff request that the Chairperson be authorised to approve the final version of the updated Plan if any further minor editorial corrections are required.
- 4.6 **Implications for Community Wellbeing**
The issues and options in this report have implications for community wellbeing, as the Plan is a tool to inform the community about the work and progress on issues the Board addresses during the term.
- 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**

Community groups and organisations benefit from the projects and funding delivered by the Community Board. Many may apply for funding or seek the Board's support for local initiatives. The Plan includes important information for Community groups and organisations.

5.3 **Wider Community**

The wider community is not likely to be affected by or have an interest in the subject matter of this report. However, the Plan was developed with input from Board members who communicate regularly with local residents, community leaders, and community organisations.

6 **IMPLICATIONS AND RISKS**

6.1 **Financial Implications**

The decisions sought by this report have no financial implications, as the servicing of Community Boards is met within the Council's existing Governance Budgets. There is a small cost associated with printing the documents (in-house) for the Service Centres and members.

6.2 **Sustainability and Climate Change Impacts**

The Plan includes information on several projects underway in the Oxford-Ohoka area that could affect sustainability and climate change, including alternative transport, tree planting, and food security.

6.3 **Risk Management**

There are no risks arising from the adoption of the recommendations in this report.

6.4 **Health and Safety**

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

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**

Local Government Act 2002 Clause 52.

Delegation to Community Boards, Part 3, S-DM 1041, Issue 10, as at 25 October 2016.

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.

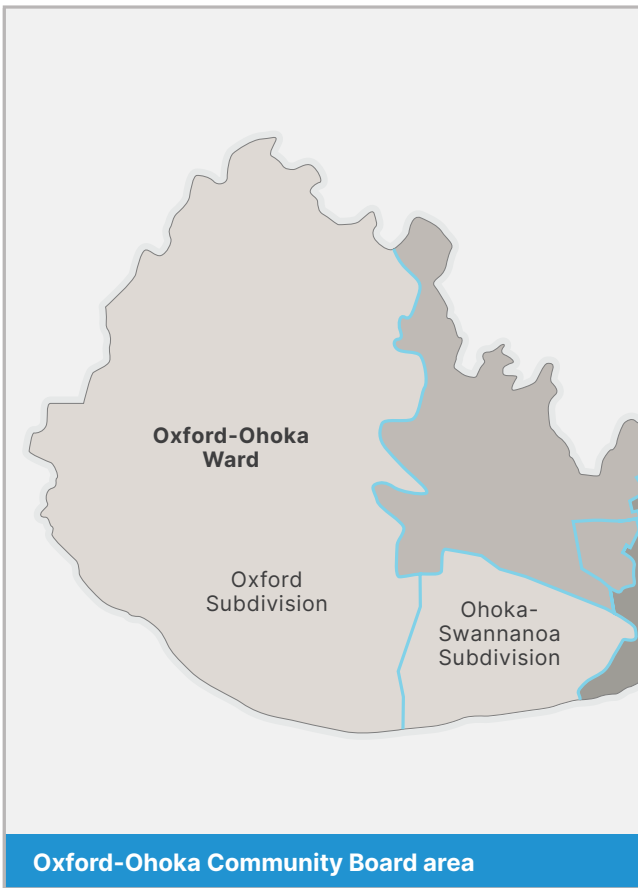
7.4 **Authorising Delegations**

The Board is required by the Council to prepare and adopt a Community Board Plan annually that highlights the key issues, priorities, and actions that the Board proposes to advance during the year.



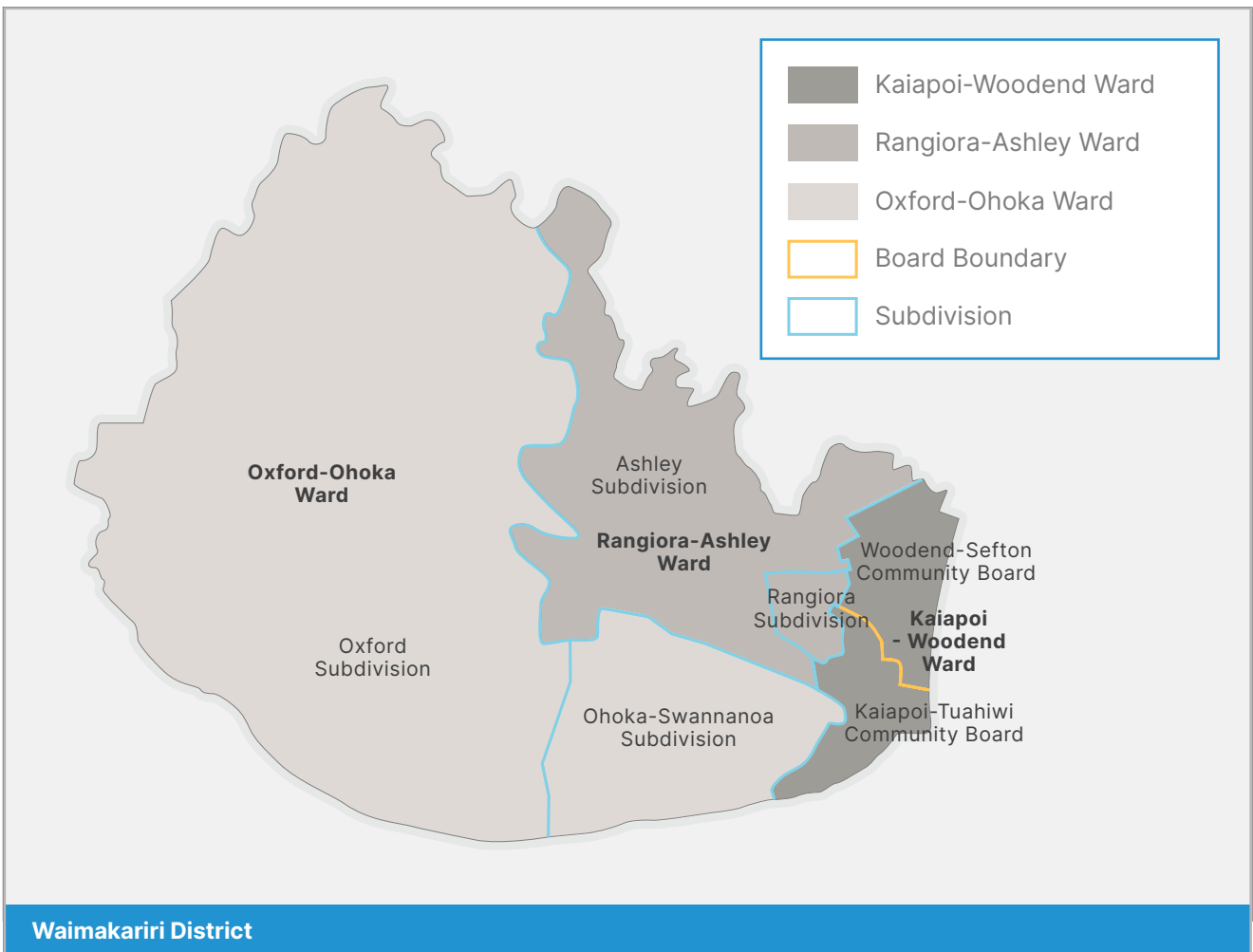
Oxford-Ohoka Community Board Community Plan 2025–2028





Ward	Population
Oxford-Ohoka Ward	14,865
Rangiora-Ashley Ward	29,126
Kaiapoi-Woodend Ward	30,082
Total	74,073
Subdivision	Population
Ohoka-Swannanoa Subdivision	7,952
Oxford	6,913
Total	14,865

* Estimated resident population as at December 2025



Chairperson's Message

Tēnā koutou katoa, to the residents of the Oxford–Ohoka Community

Here we are at the start of a new term! I am extremely proud of the Oxford–Ohoka Community Board and all that we have achieved over the past three years. With most members continuing on, we are well-positioned to build on that progress and remain a strong and effective voice for our community.

A special thank you to Thomas Robson, who has been an outstanding support and a true champion for the ward — it's a pleasure to lead alongside you. I also want to acknowledge Michelle Wilson, who has chosen to step back this term; the compassion and dedication she brought to the Board were invaluable. At the same time, we warmly welcome our new Board member, Wayne Godfrey — we look forward to working with you and the perspective you bring to the team.

Engagement in RMA processes and Environment Court proceedings remain a significant part of the Board's work. The Community Board participated in the Woodstock Quarries appeal regarding the proposed landfill in Oxford. An interim decision is expected early this year, with possible refinements before a final outcome. Our involvement ensured community views and long-term impacts were considered alongside technical evidence.

The proposed Ohoka development also remains unresolved after both the original plan change and a rezoning request under the proposed district plan were declined. The applicant has been directed to proceed via a single pathway and has chosen to continue opposing the proposed district plan, with a hearing scheduled for 2026. The Board has consistently opposed this development and will continue to advocate for residents and the wider community.

Flooding, drainage, and water management continue to be pressing challenges, particularly in the resurgence network from West Eyreton to Mandeville. A clear understanding of these systems is essential for long-term, effective solutions.

The Mandeville Resurgence Project remains a priority and will require ongoing investment. The Board will continue to advocate for research-based solutions, guided by local knowledge, open communication with affected residents, and attention to both major projects and smaller, essential drainage works.

Roading and transport safety remain ongoing priorities. The Board continues to advocate for improvements and welcomes planned upgrades at several intersections along Tram Road.

Community projects and initiatives are steaming ahead with the rail heritage sign installations in West Eyreton, Swannanoa, and Mandeville, and a new information kiosk planned for Oaks Reserve. The Wolffs Road Bridge restoration and the new accessibility track at Ashley Gorge Reserve are progressing, thanks to fantastic local volunteers.

The Oxford Dog Exercise Area is now open and already proving to be a well-used facility, with further improvements planned based on feedback. Pump track proposals in Oxford are also progressing, driven by the vision and energy of community-led groups.

The Board is mindful of the financial pressures facing residents and takes a prudent, balanced approach to spending. We are committed to ensuring ratepayer funding is used wisely, supporting essential infrastructure and services while delivering tangible benefits for the community.

We are also committed to promoting a clear understanding of who we are and the role we play. Essentially, we are here for you. We act as a link between the community and Council, helping residents navigate processes, share your views, and ensure your voice is heard.

Through our discretionary and landscaping grants, we support a wide range of community-led projects, groups, clubs, and initiatives that enhance public spaces, encourage involvement, and build local pride. We actively encourage applications and new ideas at any time.

We love hearing from you! We welcome your ideas, feedback, and questions. Email or call us, come along to our monthly meetings (first Wednesday of the month, 6.30pm at venues across the ward), or follow updates on our Oxford-Ohoka Community Board Facebook page.

Your Board is full of energy and ready to tackle the year ahead. I am proud of the expertise, care, and commitment each member brings, and look forward to working together to deliver results that matter to you.

*Manaaki whenua, manaaki tangata,
haere whakamua.*

Care for the land, care for the people,
go forward.



Sarah Barkle

Chairperson

Oxford-Ohoka Community Board

(For the Chair's report to Council on the Board's work for 2025 please see Appendix 1).



Oxford-Ohoka Community Board Members

What is a Community Board

Community Boards and the Council are partners in local democracy, but they have different roles, powers, and responsibilities. Their relationship is designed so that local voices influence district-wide decisions without creating two competing governing bodies.

How does the Community Board do this?

The Waimakariri District is divided into three wards with the Oxford-Ohoka Community Board covering predominantly the southern to the south-western area of the Waimakariri District.

The Board works closely with residents and local community groups to understand your priorities and concerns and to seek the best outcomes for communities. The Board proactively engages with the local community, including consulting and sharing information to enable the Board to represent and advocate for your interests on a local level, which is then fed back to the Council.

The Community Board is not the Council, nor is it a Council committee. The Board collaborates with the Council at the local level to achieve community goals. The Board is also responsible for any areas delegated to it by the Council.

The Local Government Act (2002), states that the role of a Community Board is to represent and advocate for the interests of its community.

The Oxford-Ohoka Community Board comprises six elected members and two appointed Councillors of the Waimakariri District Council, for a total of eight members.

The role of the Community Board includes:

- Taking an overview of the Council's services and projects affecting the community area, including water supply, sewerage, stormwater drainage, parks, recreational facilities, community activities, as well as roading and traffic management projects.
- Engaging with residents, community organisations and groups in developing local solutions and keeping you informed by using a variety of means, including a Community Board Facebook page, articles in community newsletters, and being visible and accessible.
- Encouraging community participation in local Board and Council decision-making.
- Advocating to the Council on key issues and priorities for the community area, especially through the Annual and Long Term Plan processes.
- Providing grants to community groups and organisations.
- Granting of leases or licences on reserves.
- Acting as a link for residents to access Council services.
- Maintaining positive working relationships with key Council staff and management
- Actively participating in Council business, including the annual budget, to ensure equitable spending across the district while being mindful of rates affordability.
- Working collaboratively with other Community Boards to promote an understanding that they do not work in isolation but as a team in conjunction with the Council.

Community Board Objectives 2025–2028

The Oxford-Ohoka Community Board aims to meet the needs of our diverse community through:

- Supporting the Council's Local Economic Development Strategy to encourage business growth across the Oxford-Ohoka Board area and the Waimakariri District as a whole.
- Developing closer links and relationships with key settlements and groups in the Oxford-Ohoka Board area, as well as with significant District-wide organisations.
- Developing strategies for the Board to become an effective, cohesive voice in representing the community viewpoint at meetings and policy hearings.
- Developing strategies for the Board to become an effective, cohesive voice in representing the community viewpoint at meetings and policy hearings.
- Engaging with individuals, groups, other Boards, and the Council to provide the best outcome for the Oxford-Ohoka community and the district as a whole.
- Engaging and interacting with younger generations by seeking their views and feedback on important issues in the Board area.



West Eyreton Hall

Board members often take part in the activities of community organisations within the community area.

If you would like to invite a Board member to a meeting or event, please contact the Chairperson (Sarah.Barkle@wmk.govt.nz) or Governance Team on com.board@wmk.govt.nz

- Engaging with local schools, community and advisory groups and offering encouragement for their projects and providing assistance where practical.
- Advocating for balanced growth that enhances and protects the character of the communities' recreational, opportunities, liveability and employment.
- Advocating for the continued protection and enhancement of waterways and wetlands for recreational purposes.
- Actively develop and promote the Community Board as a vehicle for residents to seek assistance and advocacy in accessing Council services and consultation processes.
- Actively maintaining positive working relationships with the Council and Council staff.
- Actively participating in Council business and the annual budget process to ensure equitable spending across the district whilst being mindful of rates affordability.

What's Happening in Your Area, Now and Looking Forward?

There are a number of projects underway in the Oxford-Ohoka Ward area, this section outlines those projects.



Oxford township

Looking back at 2025—working with and for the community to achieve great outcomes

Recent consenting opposition to support community concerns

Engagement in RMA processes and Environment Court proceedings remain a significant part of the Board's work. The Community Board participated in the Woodstock Quarries appeal regarding the proposed landfill in Oxford. An interim decision is expected early this year, with possible refinements before a final outcome. Our involvement ensured community views and long-term impacts were considered alongside technical evidence.

The proposed Ohoka development also remains unresolved after both the original plan change and a rezoning request under the proposed district plan were declined. The applicant has been directed to proceed via a single pathway and has chosen to continue opposing the proposed district plan, with a hearing scheduled for 2026. The Board has consistently opposed

this development and will continue to advocate for residents and the wider community.

Wards Road planting

Local residents approached the Board requesting support for beautifying the Ward Road area. The Chair and staff met with the residents and worked in partnership with the community to do the initial tidy up of this area. The Board allocated \$3,000 from its Landscape Budget to purchase plants and to cover other costs, while planting and tidying continues to be carried out by the community and local schools. This project will be considered for further funding from the 2025/26 Landscape Budget allocations so that new plantings will be available for the continuation of this work.

Wolffs Bridge restoration

The Wolffs Road suspension bridge is an important local heritage asset, and the Board supports its preservation, however, understands that the Council is unable to fund its restoration.

In April 2025, the Wolffs Road Footbridge Society Inc (WRFSI) was established to restore the heritage listed bridge over the Eyre River at West Eyreton. WRFSI has entered into an agreement with Waimakariri District Council to plan and privately fund the restoration of the council owned structure. Once restored, the bridge will acknowledge its historic significance and provide a valuable recreational asset for the district.

Advocating on behalf of the Community

Community Board submissions in 2025

The Board works collectively with the Council to achieve community goals. Hence, the Board made detailed submissions on Environment Canterbury and the Council's 2025/26 Annual

Plans, copies of which are attached as Appendix 2 and 3 respectively, as well as submitting on the Proposed the Proposed Waimakariri District Plan.

2026 and what projects are ahead

Lees Valley Road resilience

This project has received funding through the Crown Resilience Fund.

Proposed work along Lees Valley Road includes the upgrading of culverts, bank stabilization and replacement of the Bypass Bridge, all aimed at improving resilience for the access road.

Some disruption is likely with road closures to install upsized or new culverts. This will be communicated in advance to residents.

Estimated cost: \$1 million over the 2025/26 and 2026/27 financial years.

Tram Road/No 10 Road intersection improvements

The approved safety improvements design includes right turn lanes on Tram Road, with significant works and land purchase likely to be required. This is likely to push the estimate well above the budget. Staff are revising the plans and will come back to the Council with options including a "do minimum", and an option that addresses all deficiencies.

Estimated cost for design \$500,000 during the 2025/26 year with construction scheduled for the 2026/27 financial year.

High risk rural crossroads safety upgrades

This project includes a series of signage, line marking and minor widening works at a number of high-risk rural intersections around the network. A contract for the first tranche of sites has been awarded to On-Grade and is expected to commence in March. A second tranche of sites is also currently being planned.

All roads and intersections will remain open, with traffic managed with appropriate Temporary Traffic Management.

Budget for this work is \$300,000 for the 2025/26 financial year and \$180,000 for the 2026/27 financial year.

General road maintenance

- Council's Road Maintenance contractors continues to maintain and renew urban streets and footpaths and rural roads, as well as associated resealing and resurfacing, culverts, bridge maintenance, signs, road marking, vegetation and other road elements through a prioritised programme based on age and condition.
- Network faults are identified through inspections by both Council and Contractor staff and can be reported by members of the public using the Snap Send Solve phone app or reporting via email or phone.
Budget: \$13 million per annum.
- Street Light Maintenance
Council's Street Light Maintenance contractor maintains and renews street lighting through a prioritised programme based on age and condition. Faults are identified through inspections and service requests.
Budget \$870,000 per annum.

How Snap, Send, Solve works

(me.snapsendsolve.com/snap)

1. While at the site of the issue, tap 'Start' to file a report
2. Snap a photo
3. Choose an 'Incident Type'
4. Include your details
5. Tap 'Send' while you are on-site to get the correct GPS location
6. Council receives an email with your report and a service request is generated.

Burnett Street capacity upgrades

This project builds on the first stage of works completed in Church Street Reserve in 2024, which upgraded the local drainage system to address known issues and identified the need for further improvements upstream. The proposed works focus on reducing overland flow and flooding downstream of the Oxford A&P Showgrounds by installing a pipe through the existing drainage easement to Burnett Street, constructing a bund within the Showgrounds to retain flows from larger storm events, and redirecting any overflow from the catchment into Pearson Park. Construction is planned for the 2026/27 financial year.

(Estimated cost: \$700,000 and estimated completion March 2027)

Mandeville Resurgence Channel Project – Stage 1

Further discussions with key stakeholders recognised that while Stage One was not a preferred option overall, there are several properties that are significantly affected by ongoing flooding. To address these, it is proposed to progress targeted upgrades (removing channel pinch points) as an initial “Stage 1A,” to be undertaken in early 2026 ahead of winter. In parallel, work will continue to further develop the scope and scale of Stage Two, establishing a long-term strategy to be consulted on as part of the 2027–2037 Long Term Plan, including a proposed funding approach.

(Estimated cost: \$700,000 and estimated completion June 2026)

Bay Road drainage upgrades

The planned development within the Oxford township prompted Council to review the existing drainage layout and its integration with the surrounding network. This assessment identified potential concerns with the current configuration, particularly the inclusion of right-angle bends within the main drainage channel, which may hinder flow efficiency and future maintenance. To mitigate these issues and enhance long-term network performance, Council staff have proposed intercepting upstream flows and realigning the local drain to connect with the existing downstream drainage channel. Construction is planned for the 2026/27 financial year.

(Estimated cost: \$300,000 and estimated completion February 2027)

General Landscaping Projects for Consideration in 2025/26

The Community Board currently has \$14,330 to allocate for the 2025/26 financial year and allocations will be made in March 2026.

Mandeville legacy area

(Allocation from the 2024/25 financial year)

The Mandeville Committee is proposing to establish a legacy area recognising the contribution of Ron Dalley, Gordon Fulton and Bob Ralls in establishing the Mandeville Reserve and pavilion.

The proposal is to establish an area between the playground and the pavilion with three bench seats and planting. Staff are currently working with the Mandeville Sports Club Board on the overall concept plan for Mandeville Domain.

Mandeville cemetery enhancement

Tidy up of the cemetery area on the reserve with fencing off the grave sites and establishing areas of native planting. A reserve Concept Plan has been completed outlining the enhancement of the area for biodiversity and highlighting the history/cultural elements. This will be presented to the Community Board by Greenspace staff in March 2026. If the concept plan is approved, the total costing for the project will be \$90K to be carried out over three years. The budget source has yet to be determined.



Railway siding signage

Replica railway signs are being installed at former station stops along the old inland railway network between Kaiapoi and Waimakariri Gorge.

Working with Oxford Men's Shed for voluntary input, the Board are using annual landscape grants to install the remaining stops, adding a sense of place, community connection and historic value to our rural communities. Look out for a whistle stop near you.

Following on from the West Eyreton railway siding project the Community Board may want to consider further locations for railway siding signage.

Signs have been installed at Mandeville North and Swannanoa, funded by the Board's General Landscaping Budget. Installation of two more signs will be presented to the Board for funding during the March 2026 meeting.

Oxford Dog Park shelter

The Parks and Facilities team are currently working on designs for the Oxford dog park. The addition of a seating and shelter area would add value to this project.



Oxford Dog Park

The Board allocated \$6,000 towards this project however has a shortfall of approximately of between \$14,000, which is too much for the Lions Club to fund. Staff will be recommending the Board to reallocate this funding to another project.

West Eyreton gravel pit

The Board is interested in turning this area into a wetland with plantings to encourage biodiversity and have asked staff to work with them to achieve this objective. This project may need to be considered through the Long Term Plan process.



Ohoka Gate Keeper's Lodge



Wolffs Bridge
Credit Photos - Heritage New Zealand Pouhere Taonga 2021

Community Engagement

Supporting Community Groups

Anyone is welcome to attend the Board meetings. Public forums are held at the start of each meeting from 6.30pm to 6.55pm. This is a defined period of time which the Oxford-Ohoka Community Board has set aside for the purpose of public input. These public forums are designed to enable members of the public to bring any matter, which they deem of significance to the community, to the attention of the Community Board.

Members of the public, groups and organisations can also bring matters to the attention of the Community Board by bringing a deputation to a Board meeting. Deputations can be arranged by contacting the Governance Team and to be approved by the Chairperson.

The Board had several groups or individuals who came to speak at its public forum or as a deputation to the Board during the previous year on numerous subjects.

Group / Individuals	Subject	Outcome
PUBLIC FORUMS		
T Gardiner	Shelter belt shading in winter on Tram Road	Board noted that the Council sends reminders to all landowners in autumn to trim shelter belts to mitigate ice buildup. However, the Council cannot force landowners to comply.
Shirley Boys High School Students	Concern regarding safety at Tram Road intersections	Council will be working to improve safety at all intersections along Tram Road during the next few years.
I Shrimpton	Concerns of flooding of the water race near Weatherfield Lane	Concern noted and Chairperson to raise at the next water race meeting.
V and T Parrott	Concern regarding landowners not maintaining drains adding to flooding issues during weather events.	Noted
L and J King	Mandeville Resurgence Project status	Information provided
M Tyree	Concern regarding the Proposed District Plan and the inability to subdivide his property.	Noted
L Easton	Drainage concerns near Clearview Lane	Noted
L Rietveld	Mandeville Domain shelter belt replacement	Noted
A Lowe	Thanked the Board for support and work done on Ohoka Plan Change proposal.	Noted
J Stagg – NZ Police	Update on community cameras and other police matters	Noted and Board thanked him for his work within the community.
DEPUTATIONS		
Councillor MacKay	Environment Canterbury's Annual Plan	Board developed a submission on behalf of its residents.
Mark Brown	Oxford Health Centre	Update
Councillor MacKay	Environment Canterbury Update	Noted
B Cairns	Oxford Food Forest	Noted
D Mc Pherson	Pearson Park stage	Update

Oxford-Ohoka Community Board Members		
Member and contact details		Other responsibilities
	<p>Sarah Barkle Chair (from May 2024)</p> <p>Mobile: 027 257 5886 Email: sarah.barkle@wmk.govt.nz</p>	<ul style="list-style-type: none"> • Ohoka Residents Association • Water Race Advisory Group • Ohoka Rural Drainage Advisory Group.
	<p>Thomas Robson Deputy Chair (from May 2024)</p> <p>Mobile: 022 100 4744 Email: thomas.robson@wmk.govt.nz</p>	<ul style="list-style-type: none"> • Ashley Gorge Reserve Advisory Group • Pearson Park Advisory Group • Oxford Dark Sky Group.
	<p>Mark Brown</p> <p>Mobile: 029 777 0131 Email: mark.brown@wmk.govt.nz</p>	<ul style="list-style-type: none"> • Waimakariri Health Advisory Group • Experience Oxford Committee (Oxford Promotions Action Committee) • Oxford Rural Drainage Advisory Group.
	<p>Wayne Godfrey</p> <p>Mobile: 027 232 6791 Email: wayne.godfrey@wmk.govt.nz</p>	<ul style="list-style-type: none"> • Ohoka Domain Advisory Group • Mandeville Sports Centre.
	<p>Ray Harpur</p> <p>Mobile: 027 327 1357 Email: ray.harpur@wmk.govt.nz</p>	<ul style="list-style-type: none"> • Waimakariri Access Group.
	<p>Pete Merrifield</p> <p>Mobile: 021 435 118 Email: pete.merrifield@wmk.govt.nz</p>	<ul style="list-style-type: none"> • Oxford Historical Records Society Inc Committee • Grey Power North Canterbury Group • Pearson Park Advisory Group.

If you are a resident or part of a local community group who wishes to raise any concerns or issues, please do not hesitate to contact a member of the Community Board for advice and help.

Oxford-Ohoka Community Board Ward Councillors

Member and contact details	Other responsibilities
 <p>Cr Tim Fulton Mobile: 021 0871 6027 Email: tim.fulton@wmk.govt.nz</p>	<ul style="list-style-type: none"> • Landmark Committee • Experience Oxford Group • Promotions Association Review Working Group • Southbrook Sports Club • Facilities and Consents Fee Waiver Subcommittee • Canterbury Regional Council – Waimakariri/Eyre/Cust River Rating Committee • Canterbury Regional Council – Ashley River Rating Committee • Hurunui District Council – Ashley Rural Water Scheme Management Committee • Oxford Rural Drainage Advisory Group • Waimakariri Water Race Advisory Group.
 <p>Cr Niki Mealings Deputy Mayor (Shared role) (from 1 May 2027 to October 2028) Mobile: 027 293 4937 Email: niki.mealings@wmk.govt.nz</p>	<ul style="list-style-type: none"> • Greater Christchurch Partnership • Whakawhanake Kainga Committee, Urban Growth Partnership for Greater Christchurch • Canterbury Waste joint Committee • Canterbury Regional Landfill Joint Committee • Recovered Materials Foundation – TerraNova (Trustee) • Climate Change Action Planning Reference Group • Biodiversity Champions Group • Christchurch City Council Coastal Hazards Working Group • Waimakariri Youth Council • Property Asset Working Group • Mandeville Sports Club Committee • Ohoka Rural Drainage Advisory Group • Solid and Hazardous Waste Working Party • Ohoka-Mandeville Rural Drainage Advisory Group • Arohatia Te Awa Working Group • Natural Environment Strategy Project Control Group.

Oxford-Ohoka Community Board Discretionary Grant

The Council's 2024/34 Long Term Plan included the following budget provision for the Oxford-Ohoka Community Board to approve grants to community groups during the next three years:

2025/26 Financial year	2026/27 Financial year	2027/28 Financial year	2028/29 Financial year
\$ 6,470	\$6,610	\$6,770	\$6,920

The Board supports a wide range of community activities. 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. The Board considers grant applications every month. However, applications must be received at least four weeks before Board meeting dates to be processed on time. The application form is available on the Council's website at waimakariri.govt.nz/council/funding-and-grants/board-grants-and-funding.

Oxford-Ohoka Community Board criteria for funding applications

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

- Applications from Funding Committees and/or similar community-based groups associated with schools will be considered only if a 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.
- 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 the applications are for different projects. The Board will consider granting more than \$750 only in exceptional circumstances and will provide detailed reasons for exceeding the current limit.
- 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.
- The application should clearly state the purpose for which the funds will be used. It should be noted that the board will not fund ongoing or annual operating expenditure associated with the administration or running of the applicant's club organisation or club.
- Organisations predominantly 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.
- Applicants 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.

Application forms can be picked up at any of the Council's Service Centres.

Alternatively an application form can be printed, downloaded or completed online from the Council's website: waimakariri.govt.nz/council/funding-and-grants/board-grants-and-funding

Process by Governance Team

Once the application has been received, the Governance Team will assess it, write a report, and present it to the next Community Board meeting for a decision.

The Governance Team will notify you following the meeting of the Board's decision.

The completed application should be posted to:

The completed application should be posted to:

Governance Team

Waimakariri District Council,
Private Bag 1005, Rangiora 7440

or emailed to: com.board@wmk.govt.nz

or dropped into your local Council Service Centre (see back page for details).



Ashley Gorge Reserve

Discretionary Fund Grant allocations from 1 July 2025 to 31 June 2026

Group	Project	Amount
Ohoka Rugby Club	Towards new playing uniforms	\$500
Oxford Dark Sky	Towards the purchase of Dark Sky Measure	\$381
Ohoka Netball Club	Towards new uniforms	\$500
West Eyreton Friends of the School Committee	Toward High-Visibility safety vests for students	\$500
North Canterbury Kennel Association	Towards paint for club rooms	\$500
Noaia Charitable Trust	Towards the equipment and promotion of the Community Market	\$600
Oxford Dark Sky	Towards Dark Sky Accreditation – Phase 2	\$440
Swannanoa Home and School Inc	Towards the purchase of sports balls	\$350
Waimakariri Training Club Inc	Towards the purchase and installation of a water heater	\$500



North Canterbury Inclusive Sports

Landscaping Projects

Each financial year (July to June), the Oxford-Ohoka Community Board is allocated funds to be used for projects which enhance and beautify the community, such as landscaping, public seating and signage.

Community Boards often identify community landscaping enhancement projects for which this budget can be utilised. Equally, local community members often suggest minor landscaping improvements, such as additional seating, paving or signage

The Council's 2024/34 Long Term Plan included the following budget provision for the Oxford-Ohoka Community Board's Landscaping projects during the next three years. Note that budgets are estimated, and any underspend will be used to mitigate any overspend on other projects:

2025/26 Financial year	2026/27 Financial year	2027/28 Financial year	2028/29 Financial year
\$14,300	\$14,640	\$14,980	\$15,310

If you have a suggestion for beautifying your community that you would like the Board to consider, please contact either the Board Chairperson (sarah.barkle@wmk.govt.nz) or the Governance Adviser (com.board@wmk.govt.nz).

The following are projects currently being progressed from the Board's General Landscape Budget:

Account description	Status	Budget	Remaining
Oxford-Ohoka Community Board current projects			
The Oaks Reserve Development	In progress	\$4,710	
Information Kiosk at Ashley Gorge Reserve	In progress	\$5,000	
Legacy area at Mandeville Sports Club	Allocated	\$5,000	
Installing Historical Railway signage	Completed	\$3,000	
Installation of shelter, seating and signage at Oxford Dog Park	In progress	\$6,000	
Native planting area at Oxford Cemetery	Under review	\$5,000	
Native planting in the Wards Road area	Completed	\$3,000	

The Board has \$14,330 available for allocation in the 2025/26 financial year. Allocations will be formalised in March 2026 and the following projects will be considered:

- Continuation of Railway signage – areas considered are Waverley, Wetheral, School Road, East Oxford, West Oxford, View Hill and Bexley
- West Eyreton Community Centre – removal of shelter belt and replace with native plantings
- Ohoka Domain – Wayfinder signage
- Oxford Cemetery – commemorative plaque for unmarked graves

- Welcome to Oxford sign – at Waimakariri Gorge Bridge.



Native planting along stream

Where and When are Meetings Held?

Meetings are usually held on the first Wednesday of the month at 6.30pm at different venues within the Community Board area.

Meeting agendas are available at Council Service Centres or on the Council website two working days before a meeting:

waimakariri.govt.nz/your-council/meetings

How do you raise a concern or issue?

Do not hesitate to contact a member of the Community Board for advice and help (see pages 10-11 for contact information). You are always welcome to contact members to discuss Council and community-related matters.

The Community is encouraged to raise concerns and speak to the Board at meetings.

If you would like to avail yourself of this opportunity, please contact the Chairperson (sarah.barkle@wmk.govt.nz) or the Governance Adviser (com.board@wmk.govt.nz) at least one week prior to the scheduled meeting.

As part of the consultation process, individuals or groups can make submissions on projects and plans. These are notified on the Council's website under 'Have a Say' and in the Northern Outlook and The North Canterbury News. There may also be public meetings and/or information sessions that you can attend.

The Governance Team can be contacted for assistance with:

- Arranging deputations and workshops
- Accessing and administering Board funding
- Access to Community Board documentation
- Assisting with submissions to the Council's Long Term Plan (LTP), Annual Plan and any other community-based issues
- Assists as liaison between the community and the Board as well as between the Board and Council departments.

The 2026 meetings are scheduled for:

Date	Location
4 February	West Eyreton
4 March	Mandeville Sports Club
8 April	Ohoka Community Hall
6 May	Oxford Town Hall
3 June	Mandeville Sports Club
8 July	Oxford Town Hall
5 August	Mandeville Sports Club
2 September	Ohoka Community Hall
7 October	West Eyreton
4 November	Oxford Town Hall
2 December	Oxford Town Hall

Governance Team contact details

- 📞 0800 965 468
- ✉ com.board@wmk.govt.nz
- 📍 215 High Street, Private Bag 1005, Rangiora 7440

Council Facilities and Contact Details



Service Centres

waimakariri.govt.nz

Oxford Service Centre

34 Main Street, Oxford

☎ 03 311 9005

✉ oxford@wmk.govt.nz

Opening hours

Monday to Friday: 9am–5pm

Saturday: 10am–12 noon

(Limited services on Saturday)

Rangiora Service Centre

215 High Street, Rangiora

☎ 0800 965 468

✉ office@wmk.govt.nz

Opening hours

Monday to Friday: 8.30am–5pm

Ruataniwha Kaiapoi Civic Centre

176 Williams Street, Kaiapoi

☎ 03 375 5009

✉ kaiapoi@wmk.govt.nz

Opening hours

Monday to Friday: 9am–5pm



Libraries

waimakaririlibraries.com

Oxford Library

34 Main Street, Oxford

☎ 0800 965 542

✉ library@wmk.govt.nz

Opening hours

Monday to Friday: 9am–5pm

Saturday: 10am–12 noon

Rangiora Library

Trevor Inch Memorial Library

141 Percival Street, Rangiora

☎ 0800 965 542

✉ library@wmk.govt.nz

Opening hours

Monday to Thursday: 9am–5pm

Friday: 9am–7pm

Saturday: 10am–2pm Sunday: 1pm–4pm

Kaiapoi Library

176 Williams Street, Kaiapoi

☎ 0800 965 542

✉ library@wmk.govt.nz

Opening hours

Monday to Wednesday and Friday: 9am–5pm

Thursday: 9am–7pm

Saturday: 10am–2pm

Sunday: 1pm–4pm



Aquatic Centres

waimakariri.govt.nz/aquatic-facility

Oxford Community Aquatic Centre

9 Burnett Street, Oxford

☎ 03 311 8921

Opening hours

Summer only from late November
Monday to Friday: 8.30am–6.30pm
Saturday and Sunday: 10am–7pm
Public Holidays: 10am–7pm
Christmas Day: Closed

Dudley Park Aquatic Centre

47 Church Street, Rangiora

☎ 03 311 8905

Opening hours

Monday to Friday: 6am–9pm
Saturday and Sunday: 7.30am–7pm
Public Holidays: 10am–7pm
Christmas Day: Closed

Kaiapoi Aquatic Centre

9 Cass Street, Kaiapoi

☎ 03 375 5041

Opening hours

Monday to Friday: 6am–3.30pm and 6pm–9pm
Saturday and Sunday: 7.30am–7pm
Public Holidays: 10am–7pm
Christmas Day: Closed



Oxford Pool



Transfer Stations

Oxford Transfer Station

46 High Street, Oxford

Opening hours

Friday: 12.30–4.30pm
Sunday: 12 noon–4.30pm
Public Holidays: Closed

Southbrook Resource Recovery Park

284 Flaxton Road, Rangiora

☎ 03 313 5499

Resale Store: 03 313 5798

Opening hours

Monday to Sunday: 8.30am–4.30pm
Public Holidays: Closed

Community Facilities

Oxford Town Hall

30 Main Street, Oxford

Ohoka Domain Pavilion

493C Mill Road

Oxford Jaycee Hall

56 Main Street, Oxford

Pearson Park Pavilion

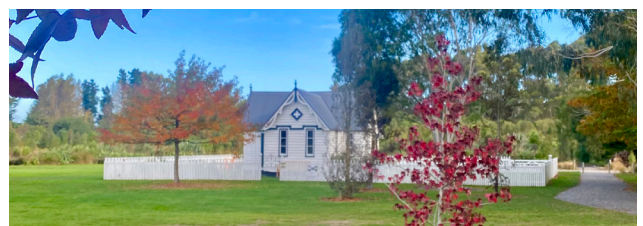
56 Main Street, Oxford

View Hill Domain Pavilion

Cnr Woodstock and Harmans Gorge Roads,
View Hill

For bookings go to:

waimakariri.govt.nz/leisure-and-recreation/facilities/wdc-halls-and-meeting-venues



Ohoka Domain with Gate Keepers Lodge

Request a Service

The following service requests can be lodged online with the Council. The location of the request is required.

Please contact Council directly on 0800 965 468 regarding urgent requests such as excessive noise, flooding or public toilet issues.

Online Service requests:

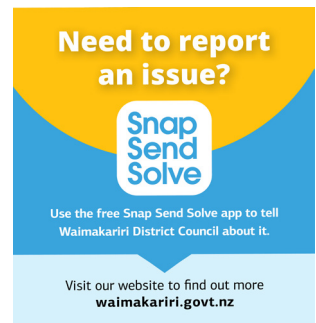
- Cemeteries
- Dog complaints
- Drains
- Footpaths
- Litter/rubbish
- Parks
- Public water supplies
- Roads and streets
- Rubbish/recycling collections
- Sewer
- Signs
- Trees
- Vandalism/graffiti
- Water races

Go to waimakariri.govt.nz/services/online-services

Snap Send Solve

You can report an issue instantly from your mobile if you spot something like a damaged footpath, litter or pothole.

Report an issue via waimakariri.govt.nz/snapsendsolve.com



The Council has a number of other facilities and venues which can be found on the websites as provided below:

Halls and Meeting Venues:

waimakariri.govt.nz/leisure-and-recreation/facilities/halls-and-meeting-venues

Sports Grounds:

waimakariri.govt.nz/leisure-and-recreation/facilities/sports-grounds

If you are new to the District you may like to visit our website which provides information on a number of Council services:

waimakariri.govt.nz/community/new-to-the-District



Oxford Library

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR INFORMATION**

FILE NO and TRIM NO: GOV-26-10-06 / 250904167536

REPORT TO: COUNCIL

DATE OF MEETING: 2 December 2025

AUTHOR(S): Sarah Barkle – Chairperson Oxford-Ohoka Community Board

SUBJECT: Chairperson’s Report for the period of 1 January 2025 to 30 September 2025

ENDORSED BY:(for Reports to Council,
Committees or Boards)_____
General Manager_____
Chief Executive**1 SUMMARY**

This report aims to inform the Council of the Oxford-Ohoka Community Board's (the Board) activities for the period 1 January 2025 to 30 September 2025 in accordance with the Board's Terms of Reference.

2 RECOMMENDATION

THAT the Council:

- (a) **Receives** report No. 250904167536.
- (b) **Circulates** a copy of this report to all the Community Boards.

3 BACKGROUND

- 3.1 It is customary for Community Board Chairpersons to report their Board's progress and achievements to the Council. The report for the previous year, covering the period from 1 January to 31 December 2024 was presented to the Council at its meeting on 7 February 2025.
- 3.2 The Board comprises eight members; six elected Board members and two appointed Ward Councillors. All members took their oath of office at the Board's inaugural meeting on 27 October 2022.
- 3.3 Following the 2022 Local Body Elections, the Board developed a three-year Community Board Plan. This Plan outlined the Board's objectives, key achievements, and work programme, which is reviewed annually. Actions detailed in this report align directly with the performance expectations set out in the Community Board Plan.

4. ISSUES AND OPTIONS

- 4.1 Between 1 January and 30 September 2025, eight ordinary Board meetings were held, as no meeting was held in January 2025. Ordinary meetings were held on the first Wednesday after the Council meeting at various venues in the Ward, such as the Ohoka Community Hall, West Eyreton Community Hall, Mandeville Sports Club and the Oxford Town Hall. Attendance records show that three members attended all Board meetings, while other members tendered apologies for several meetings.

- 4.2 On 31 October 2019, the Board resolved to hold public forums as part of its scheduled meetings, and this continued into the 2022-2025 term. As a result, public forum sessions occurred at two meetings during the period under review, where the public raised the following issues:

Meeting	Presenter	Organisations Represented	Issue
April 2025	Tony Gardiner	Local Truck Driver	Concern regarding shading by shelter belts, especially along Tram Road.
August 2025	K Arona & J Cockburn	Shirley Boys' High Students	Concern regarding intersection safety along Tram Road.
August 2025	AJ Lowe	Ohoka Residents Association	Thanked the Board for their involvement in opposing the Carter Group's proposed Ohoka Development (Plan Change 31).
August 2025	I Shrimpton	Weatherfield Lane resident	Concern regarding the periodic flooding of the stock race outside his property.
August 2025	L and J King	Redfern Lane resident	Requesting a status report on the Mandeville Resurgence programme.
August 2025	M Tyree	Resident	Concerns about the Proposed District Plan process.
August 2025	L Eason	Clear View Lane resident	Concern regarding uncompleted drainage works in the area.
August 2025	L Reidie	Resident	Concern regarding light spillage and lack of irrigation for new plantings of the replacement Mandeville Domain Shelterbelt.

- 4.3 The Board also attended numerous workshops and briefings which considered a range of matters, including:
- Annual Plan discussions for both Environment Canterbury and Waimakariri District Council
 - Woodstock Quarries Submission discussions
 - Recreation Capital Works Programme
 - Environment Canterbury updates
 - Parking issues in Oxford
 - Mandeville Resurgence Channel updates
 - Landscape Budget allocations
 - Mahi Mātātoa Trust update
 - Natural Environment Strategy
 - Three Waters update
 - Waimakariri District Plan
 - School Speed Zone Planning
 - Community Board Submission Policy
 - Election Protocols
- 4.4 The Board made three submissions during the period under review in relation to:
- Waimakariri District Council 2024-34 Draft Long Term Plan
 - Environment Canterbury's Draft Long Term Plan 2024-34
 - The Government's Woodend Bypass toll proposal.

The Board also worked extensively on:

- Opposition to Woodstock Quarry application.
- Continued opposition to the proposed Ohoka Development (became a party to the Proposed District Plan appeal).

- 4.5 The Board heard deputations on the following issues:
- Updates from Environment Canterbury's Councillor C McKay, who attended three meetings during the year.
 - Oxford Health Centre update
 - Oxford Food Forest
 - Wolffs Bridge update
 - Pearson Park stage roof project.
- 4.6 There were several significant issues the Board considered, which included:
- The Woodstock Quarry application
 - Flooding issues
 - The Mandeville Resurgence Project
 - A storage container for the Oxford Art Gallery
 - West Eyreton Scouts storage shed
 - Mandeville Domain entrance shelterbelt replacement plan
 - Parking restrictions throughout the Oxford-Ohoka Ward
 - EV charger and transformer installations at Pearson Park
 - Pearson Park Pump Track Consultation
 - Kowhai Street Reserve Lighting
 - Road naming for new roads in the Oxford-Ohoka Ward
 - Roading and Recreation Capital Works Programme
 - School Variable Speed Limits
 - ANZAC Day Services
 - Allocations of Board funding and landscape budget
 - Various Discretionary Grant funding applications
 - Changes to Board representation appointments.
- 4.7 Board members attended several public meetings and drop-in Sessions, which included:
- Mandeville Resurgence public meetings
 - Environment Canterbury and Waimakariri District Council Annual plans
 - Proposed District Plan
 - Community Hub openings and meetings
 - A8 and Tsunami presentations
 - Oxford A & P Show
 - Swannanoa School Fair
 - Oxford Networking Group
 - Oxford Gym Opening
 - Oxford Dog Park Opening
 - Community Service Awards
 - Wolffs Bridge
 - Proposed Community Police changes.
- 4.8 The Board approved a range of grants to community organisations.
- In summary, the Board approved nine applications during the period from 1 January to 30 September 2025, with two applications being declined. A total of \$4,481 was allocated during this period. The Board has also noticed an increase in discretionary grant applications, both in terms of the number of groups applying and the increased amounts being requested. (The financial year runs from 1 July to 30 June.)

Year	Amount Allocated	Approved	Declined	Balance Remaining	Balance Outcomes
2024/25	\$2,102 (as at 1 January 2025)	\$2,100	One	\$2* (as at 30 June 2025)	Funds were carried forward to the 2025/26 financial year.
2025/26	\$6,755 (As at 1 July 2025)	\$2,381	One	\$4,884 (as at 30 September 2025)	Balance to be spent before July 2025

* \$150 was not uplifted by the Group, and \$133 was returned as unspent from the Group; therefore, the funds were included with the \$2 remaining in the budget and carried forward into the next financial year.

4.9 The Board received an allocation of \$14,330 from the Council for its 2025 Landscape Budget; however, the budget has been left for the new Board to allocate to projects. Therefore, the current balance available for allocation is \$14,330, with the following projects making up some of the projects from previous financial years:

- Ashley Gorge Track – completed.
- Ashley Gorge info kiosk - currently being built, and the Board funding will be passed on once it receives an invoice.
- Ohoka Stream walkway seat – completed.
- West Eyreton historic signage – structure has been built and is awaiting the Engagement and Communication Team to provide design for the information panel.
- The Oaks Reserve development – on hold.
- Flag tracks for Oxford flags – completed.

Some of the projects considered for the 2024/25 budget were:

- Mandeville Reserve Legacy Area recognising the contribution of Ron Dalley, Gordin Fulton and Bob Ralls. Awaiting a design from the Mandeville Sports Club.
- Mandeville Cemetery (Bradleys Road cemetery tidy up) – on hold until clarity on the proposed Carter residential development process has been completed.
- Oxford Dog Park seating and shelter – currently in discussions with Oxford Lions regarding them funding half the project as well as building the shelter.
- Oxford Menz Shed has built railway siding signage. The next step is to get the sign writing done and the signs installed. This should be completed by the end of 2025.
- Wards Road Planting – gorse has been removed and the area sprayed. Planting is expected to take place by October 2025.

4.10 The Board's performance expectations link directly to the Council's Community Outcomes. The four key performance expectations are:

- (1) Develop and promote the Community Board as a vehicle for local residents to seek assistance and advocacy in accessing council services and consultation processes.
- (2) Develop closer links and relationships with key settlements and groups in the Oxford Ward, as well as with significant district-wide organisations.
- (3) Develop strategies for the Board to become a compelling, cohesive voice in representing the community viewpoint at meetings and policy hearings.
- (4) To actively participate in council business and the annual budget process to ensure equitable spending across the district whilst being mindful of rates affordability.

4.11 By reviewing the 27 reports referred to the Board and decisions for the period of 1 January to 30 September 2025, against the above-listed community outcomes, we believe the following table fairly represents the performance outcomes:

Performance Expectations	(1)	(2)	(3)	(4)
Number of Reports (27)	22	26	17	18

4.12 Chairperson's Comments

- 4.12.1 This year, the Board has continued to serve as a strong and effective voice for its community. My fellow board members have remained dedicated and supportive of each other, consistently working toward positive outcomes for the Ward. The support and respect we receive from Mayor Gordon and our Councillors is genuinely appreciated and reflects the value and effort Community Boards bring to the district. We are also fortunate to work alongside high-calibre council staff—an invaluable resource that consistently supports the Board's efforts. These strong relationships are a real win for the community.\
- 4.12.2 The pace of work has remained high in 2025. We have continued to manage our usual responsibilities while also staying actively involved in Environment Court proceedings on behalf of our community.
- 4.12.3 One major issue before the Court is the Woodstock Quarries landfill application. The Community Board has remained involved to ensure our community has a voice in the process. While Environment Court proceedings often focus heavily on expert evidence, sometimes to the exclusion of community perspectives, we believe we can contribute meaningfully as representatives of current and future ratepayers. It is our role to ensure community concerns are heard and considered.
- 4.12.4 The proposed Ohoka Development by the Carter Group has now progressed, which allows the Board to continue the community opposition. The Carter Group had appealed to the Environment Court after an earlier application for a Plan Change under the former District Plan was declined by commissioners. A separate rezoning request under the proposed District Plan was also declined. They then had three possible paths:
- (a) Continue with their appeal to the Environment Court regarding the original plan change.
 - (b) Drop that Appeal and instead appeal the zoning decision under the proposed district plan (deadline: August 22).
 - (c) Await the outcome of their application to have the project fast-tracked under central government legislation.
- 4.12.5 The Environment Court had instructed the Carter Group to choose one avenue and not pursue all three. The Carter Group decided to proceed with the appeal against the zoning decision under the district plan. The Community Board then became a party to the Appeal to ensure the community remains represented, with a hearing scheduled in November 2025.
- 4.12.6 On a more positive note, we have made significant progress in preserving our local rail history. This heritage project is already underway. The first stage includes installing a West Eyreton rail-inspired placename sign on the northern side of North Eyre Road, near West Eyreton Hall. Next, an information kiosk will be installed in the Oaks Reserve, across from the hall, to share the history of the rail line that once ran through West Eyreton. It is hoped that this initiative will expand to include other significant locations in the future.
- 4.12.7 A related and equally inspiring initiative is the restoration of the historic Wolffs Road Bridge. After learning of the bridge's deterioration, the Board considered several options: complete dismantling, partial dismantling with towers left as legacy structures, or complete restoration. Public consultation revealed strong support for full restoration; however, budget constraints made this unfeasible for the Council alone. Thanks to Councillor Tim Fulton's leadership, a new incorporated society, the Wolffs Road Footbridge Group, has been formed to lead this restoration effort. Though still in its early stages, it promises to be a community-driven project complete of local pride and participation.

- 4.12.8 The Ashley Gorge Reserve is a fantastic asset to both Oxford and the wider district. This stunning natural space is cared for by a dedicated team of volunteers who work tirelessly to preserve its beauty and uphold its high standards. A highlight this year was the opening of an accessibility track — an exciting development that further enhances the reserve’s inclusivity and broadens its appeal. The Community Board deeply appreciates the vision, dedication, and ongoing efforts of this volunteer group, whose work continues to enrich the area for all to enjoy.
- 4.12.9 On 12 April 2025, we celebrated the long-awaited opening of the Oxford Dog Exercise Area. This facility is already proving to be a valuable community asset. As people begin using the area, we expect further improvements over time, based on feedback and need.
- 4.12.10 Flood management — particularly in Mandeville — remains an ongoing challenge. Some larger projects have overshadowed more minor but critical works. This has now been recognised and will hopefully be addressed in the coming year. It is also clear that a more thorough understanding of the existing drainage systems and complex resurgence flows is needed to reduce flooding most effectively and efficiently. This will be a crucial issue for the next Board to champion. We need to continue to drive this forward.
- 4.12.11 Meanwhile, the Oxford pump track proposals are gaining momentum. Two passionate community groups have recognised this need and are driving efforts to bring this initiative to life. One proposal is about to go out for public consultation, and we look forward to the next steps once feedback is gathered. Oxford has a reputation for finding solutions and meeting needs, with this being a great example of that.
- 4.12.12 Rooding also continues to be a priority issue in our Ward and frequently features in our submissions to Council. We are pleased to see safety improvements scheduled for several intersections along Tram Road.
- 4.12.13 Another inspiring project came from a local couple who have already successfully planted areas of the Dawson Road drainage ponds. They proposed a beautification and planting project for the walkway between Wards Road and Tram Road. The Board has supported this idea and approved funding through the Landscaping Budget. We hope the project will involve contributions from the wider community, including students from Te Koromiko Swannanoa School, local residents and potentially sports clubs, to create a valuable shared space. We look forward to seeing this project take off soon.
- 4.12.14 In addition to these larger projects, we have also seen success in resolving smaller drainage and rooding issues, maximising the use of discretionary funding, and enhancing local landscaping initiatives. The Board continues to advocate for logical, efficient systems. We are acutely aware of the financial pressures our residents face and have taken a prudent approach to spending. We have worked hard to strike a balance between fiscal responsibility and maintaining essential infrastructure and services. It’s important to tighten the purse strings, however, not so much that we fall behind in ways that are difficult to recover from in the future.
- 4.12.15 I want to express my sincere thanks to the current Board. Your dedication and contributions this year have been outstanding; each of you has brought significant value to the table. We have all worked together to achieve positive outcomes for our community; you should all be proud of your efforts. I wish the incoming Board all the very best for the next term ahead.

4.13 **Implications for Community Wellbeing**

There are no implications on community wellbeing by the issues and options that are the subject matter of this report, however, the report does highlight projects and initiatives that enhance community amenity and wellbeing.

4.14 The Management Team has reviewed this report.

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 no groups or 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 not likely to be affected by, or to have an interest in, the subject matter of this report. However, the Board strives to build and maintain good relationships within the community and with Board members; therefore, they regularly attend community meetings and events and take every opportunity to gather feedback.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1 **Financial Implications**

The decisions sought by this report have no financial implications, as the servicing of Community Boards is met within the Council's existing Governance Budgets.

6.2 **Sustainability and Climate Change Impacts**

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

6.1 **Risk Management**

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

6.4 **Health and Safety**

There are no health and safety issues 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**

Local Government Act 2002 Schedule 7 clause 19 - A Local Authority must hold the meetings that are necessary for the good government of its region or district.

7.3 **Consistency with Community Outcomes**

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

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**

Delegation to Community Boards, Part 3, S-DM 1041, Issue 10, as at 25 October 2019.

Oxford-Ohoka Community Board
 Oxford Service Centre
 34 Main Street
 OXFORD
 7430

TRIM Ref: 250401056041

3 April 20254

Councillor Craig Pauling
 The Chairperson
 Environmental Canterbury Council
 200 Tuam Street
 CHRISTCHURCH, 8011

E-mail: mailroom@ecan.govt.nz

Dear Sir

SUBMISSION ON ENVIRONMENTAL CANTERBURY'S DRAFT ANNUAL PLAN 2025/26

The Oxford-Ohoka Community Board (the Board) respectfully **requests to be heard** regarding this submission.

The Oxford-Ohoka Community Board (the Board) thank Environmental Canterbury (ECan) for the opportunity to comment on its draft Annual Plan 2025/26 (AP).

Public Transport

- Rural community members continue to be frustrated by subsidising public transport they cannot use and that there is no foresight of services being supplied in the future. Due to this, on behalf of our ratepayers, the Board requests that only areas with access to public transport pay the public transport levy in their rates.
- Oxford is isolated in terms of public transport. We will continue to advocate for this community and stress that they need to be considered. Some form of public service that connects to Rangiora and/or Christchurch is needed.
- Currently the Oxford Community Trust is filling the gap left by the lack of public transport with the help of some partnering organisations. If the Trust were no longer able to provide the much needed and utilised service for people to travel to Rangiora that Oxford township would be totally isolated. The Board wishes to advocate that ECan provide small busses to cover the route between Oxford and Rangiora, in the first instance, which allows elderly people to access doctors and other medical services and the youth to get to school, sports and events.

Water

- The Board would request that ECan urgently implement a better understand of our ward's unique groundwater systems. We need to have a much more robust and intimate knowledge of water systems, the connectivity and impacts of land use, groundwater flows, and aquifers if essential water sources are maintained. The Board needs to be assured that ECan understands these unique systems so that they can make sustainable decisions when issuing consents. The Board is aware that over-allocation of water resources has occurred, which should never have happened as allocation rates should have been quantified before allocation and/or when over-allocation was identified. Then changes should be implemented to rectify it. Water is an essential of life and should be of utmost priority. By 2030, it is reported that fresh water will be over-allocated by 40% worldwide. We simply cannot survive without water, so why are we not doing more to protect it?

ECan has not indicated that groundwater is a priority, and the Board is concerned that this valuable asset is being neglected due to intense land use and climate change implications. The amount of water being extracted from our aquifers must first prioritise household supply and then farming needs after. It is no good just renewing takes when the amount that is allocated is in excess of what is being generated.

A combined effort with district councils should be implemented to collect valuable and real-life data on all our water systems - groundwater/aquifers, surface water and drainage. Drainage, resurgence flows, and increased water tables are particular issues in the Swannanoa/Mandeville/Ohoka areas. What knowledge do we have of these, what levels of rain impact them, has irrigation had an effect, and what are we to expect with climate change? If we cannot answer these questions with certainty, how will we plan for the future?

The Board would also like to see aerial documentation taken as soon as possible after high rain events to gather a more accurate record of typical flows and paths. This may be a project that could be partnered with district councils. Alongside this, studies of contaminant levels in aquifers should be conducted to gather more localised information about groundwater flows and well contamination so that residents with wells better understand what is happening in their area. This would also be a combined project with the Waimakariri District Council due to the overlap.

Alongside the abovementioned, there should also be a collection of information from the locals about ground modifications that have occurred over the years. Some drainage issues may be solved by looking at where water used to flow, what modifications have been made to the land (e.g. flattening out paddocks, diverting natural drainage flows, etc.), and how deep swales and drains used to be to cope with such flows compared to what they are now. Historical and local knowledge can be of significant use in determining some drainage and flooding issues.

River Maintenance

- The Board would like assurance that river maintenance will be carried out to a high standard to ensure the community's and infrastructure's safety during heavy weather events. It was noted that after tree maintenance on the Ashley and Eyre Rivers banks was completed, the 'slash' (trees and branches removed) was left on the banks and riverbeds, which could be dangerous during flooding. There are also many dead and dying Willow trees and stumps in the middle of the Ashley Riverbed that are diverting the river path. If dislodged, these stumps and branches could cause damage to local infrastructure.

Water flow gauges should also be installed further downstream in the Eyre River so that river flows are monitored during high flows and data collection can be carried out. A suggested point would be slightly upstream of Swannanoa. The current gauges are located at the head of the river, which is significantly different from the topography downstream. This may be in the pipeline, but just in case we will still mention it here.

More publicity should be given to the cost and environmental impact associated with people dumping rubbish in riverbeds, and realistic data should be provided to ratepayers. This may assist in educating and informing the public about the extent of the problem.

- The Board would like to once again thank Councillor Claire McKay for her continued engagement with the Board during this term, and it hopes that its closer relationship with ECan continues. This invitation to attend our board meetings is extended to all ECan Councillors. We are more than happy for you to use us as a resource and way to communicate more directly with the local residents of our ward. The Board typically meet on the first Wednesday of every month. With this

open communication, the Board can be kept updated on what has been happening on a regional level, and ECan Councillors may better understand what is happening in the Oxford Ohoka Ward.

Thank you once again for the opportunity to comment.

Regards



Sarah Barkle
Chairperson
Oxford-Ohoka Community Board

Contact: Kay Rabe, Governance Advisor com.board@wmk.govt.nz, C/- Waimakariri District Council, Private Bag 1005, Rangiora 7440.

Oxford-Ohoka Community Board
 Oxford Service Centre
 34 Main Street
 OXFORD
 7430

TRIM Ref: 250401056127

17 April 2025

Mayor D Gordon
 Waimakariri District Council
 215 High Street
RANGIORA 7400

E-mail: records@wmk.govt.nz

Dear Sir

SUBMISSION TO THE WAIMAKARIRI DISTRICT COUNCIL'S DRAFT ANNUAL PLAN 2025/26

The Chairperson wishes to be heard regarding this submission.

The Oxford-Ohoka Community Board (the Board) thanks the Council for the opportunity to submit to the 2025/26 Annual Plan (the Plan).

Key issues for Consultation

(a) *Three Waters Reform – Local Water Done Well*

The Board is supportive of the preferred option and agrees that the most cost-effective way of providing water services is through an internal business unit offering shared management and technical assistance with Hurunui and Kaikoura councils or their organisations. The Board also notes that by retaining the business internally, relationships and synergies between the different departments would be maintained which results in efficiencies and best practices which could be passed on to other councils.

(b) *Transport Funding*

The Board supports the proposal for Bennetts / Tram Road / Oxford Road receiving an upgrade.

The Board would request that the Two Chain Road/Tram Road intersection safety improvements be replaced by No 10 Road / Tram Road intersection. The Board believes that this intersection is more dangerous and in need of urgent attention to mitigate safety concerns. The Board would encourage the Council to invest in driver education in driving on rural roads and intersections. The Board noted that many city-based people are relocating to rural areas and may not be used to traveling on rural roads and judging gaps in traffic given the increased speeds compared to town travel.

The Board also queries what work is to be carried out at Ashley Gorge Road and German Road intersection. The Board was under the impression that a variable speed sign was to be installed.

(c) *Outside Factors Driving Cost Increases*

The Board understands the pressures put on current budgets given the increase in insurance, material and other outside influences and sees no way to mitigate that which is the price of doing

business in the current financial climate. The Board supports the Council in their management of these factors to the best of its ability, however requests that Council continue to review depreciation costs to ensure that budgets do not fall too far behind.

(d) Rating Policy

While the Board prefers the current rating system which gives residents options in paying rates it understands the Council's reasoning in the current financial situation. The Board supports the proposed Remission Policy as an effective and efficient process.

(e) Development Contributions

The Board believes that the Council should consider the way it rates for three waters across the Waimakariri District. Traditionally, all schemes have been rated separately. However, the district is now only served by two Council schemes, the Eastern District Scheme and the Oxford Scheme. Over recent years, all other schemes have been amalgamated into the Eastern District Scheme, and as a result, the other smaller schemes have enjoyed the benefits of the larger rating base and economies of scale. All residents should have equal rights to affordable three waters.

The Board understands that the primary driver for the treatment upgrade in Oxford is to achieve consent compliance, the need to meet higher environmental standards, and achieve consent renewal. The Council has faced a similar challenge in recent years with water supplies where UV upgrades have been carried out and this has been rated on a consistent basis across the district even though the schemes are all physically separated.

The Oxford Wastewater scheme is now an outlier in the district's rating of water and wastewater. The Board, therefore, urges the Council to explore the option of a standard Waimakariri District Wastewater rate across the Oxford and Eastern District Schemes.

Board Priorities for Consideration (IN NO SPECIFIC ORDER)

(f) Roading

Main Street Oxford

The Board also wish to bring to the Council's attention the surface condition of Main Street in Oxford. The road surface has been damaged due to the number of heavy vehicles using the road daily. Therefore, the Board urges the Council to reconsider making budgetary provisions for the resealing of Main Street. The Board urges Council to make budgetary provisions for the resealing of Main Street, particularly from the 50km town entry sign to the Police station and from the Challenge garage through to the West Oxford Pub.

The Board also requests that for speed thresholds similar to the ones that have been installed in Cust to be installed at the entrance to and from the township to try and slow traffic down.

The Board notes that the entry to the town near the Cemetery, that the shingle area has become increasingly pot holed and looks untidy and unsafe. The community requests that the Council tidy this area up so as to give a good impression as people enter the town.

Rural Roads

The Board requests that a higher level of maintenance be carried out on rural shingle roads. The Board again implores the Council to institute a 40km/h speed limit on Main Street, Oxford, as per the numerous residents' requests over the years.

(g) Footpaths

Numerous streets in Oxford have no footpath or, in some cases, only one side of the road. The Board, therefore, requests the installation of footpaths on at least one side of the road in all the residential streets in Oxford. Several streets are still not connected by footpaths – Harewood Road from Burnt Hill Road to Park Avenue, Matai Place, Redwood Place, Knights Street, and Cheapside Street, among others. It is suggested that a condition assessment is to be undertaken on the foot path on Park Avenue and Main Street (particularly between Park Avenue and Rata Street on both sides of the road) as this foot path is in poor condition with multiple trip hazards.

The Board would also like to request rural schools become better connected to their surrounding communities, particularly in peri-rural areas. We need to have the infrastructure to ensure we are future proofing our rural communities. To allow this to happen we need to invest in multiuse paths to allow students the ability to get to school via other mods other than a car.

(h) Future-proofing Oxford's infrastructure

The Board wishes to see more innovative future-proofing of Oxford's infrastructure and waste systems. An example would be looking into technologies that can use waste to generate power. Kate Valley and the Oxford waste systems would be good examples to investigate and consider.

(i) Flooding

The Board notes that there are a number of stormwater issues which result in flooding during wet weather. These include, but are not limited to, the corner of Rata and Tui Street, sections of High Street, Weka Street and Main Street. The Board would like assurance that these matters are being included in budgets with work scheduled.

Mandeville is also an area of concern for our board. We believe the stage 1 plan needs to happen to offer some relief to the residents impacted. Alongside this downstream impacts must be mitigated by maintaining flow and fixing any pinch points. There are also some other properties west of the proposed area that need some remediation work as well.

Stage 2 should be progressed but firstly by researching the drainage patterns in the greater Swannanoa/West Eyreton area so that we have a sound understanding of the subsurface flows and general hydrology before any suggested works are put forward.

(i) Property Management

The Board wishes to suggest that the Council be more diligent in utilising its property portfolio. A list of all properties should be collated with a description, what income it currently generates, and the potential market valuation for income. Any way to generate revenue would benefit ratepayers, and the Board is aware of properties that have been vacant for long periods that could have been rented. The Board feels this is an opportunity for additional revenue and would make the best use of these assets. Some properties noted are the section on the corner of McHugh's Road,

Two Chain Road and Tram Road, Pontz Road and Oxford Road corner and Tram/Woodfield Road. Most of these areas are not maintained and are an eyesore.

(j) Miscellaneous issues

- The Board does not support the purchase of land for a second cricket oval. This is not considered a priority as there are other good cricket ovals throughout the district.
- The Board supports the current landfill operation at Kate Valley. We believe that its current business model has both the councils and communities' best interest in mind. It has the capacity to hold waste for many years to come. Due to the unique geomorphology of the area it makes it a suitable place for such a facility. It also means that the waste is contained in one location rather than ad hock around the district. The Board believes such waste should not be managed by private entities. Ultimately such facilities become a financial burden to ratepayers and a potential environmental hazard. This is not a legacy that we want to leave in our district. We would support the Council in opposing such applications.
- The Board believes that the Airfield should be self-funding and an increase in rental and landing costs is in order to achieve this goal.

(k) General comment

Overall, the Board supports infrastructural development and keeping up with Council's core business. Any extras or perceived 'nice to haves' - like the cricket oval - should be seriously considered as to whether they are something that the Council needs to be investing in right now. Let's do the essentials well and integrate extra projects as funds afford.

Thank you once again for the opportunity to comment.

Regards



Sarah Barkle
Chairperson
Oxford-Ohoka Community Board

Contact: Kay Rabe, Governance Advisor com.board@wmk.govt.nz, C/- Waimakariri District Council, Private Bag 1005, Rangiora 7440.



215 High Street
Private Bag 1005
Rangiora 7440, New Zealand
Phone 0800 965 468
waimakariri.govt.nz

260112003773

OXFORD-OHOKA COMMUNITY BOARD

CHAIRPERSON'S REPORT

For the month of March

Name: Sarah Barkle

COMMUNITY INTERACTION	ISSUES RAISED	ACTION SUGGESTED
<i>i.e, Events, meetings, e-mails</i>	<i>i.e, Community Feedback and Concerns</i>	<i>i.e, Call for report, refer to Council, Service Request</i>
<i>Call from Mandeville Resident</i>	<i>Concerned about the design of Mandeville stage 1A design.</i>	<i>They spoke to relevant staff and raised their concerns. Staff met with the residents.</i>
<i>Email from Pat re Wards Rd Walkway</i>	<p><i>Pat and his wonderful wife Nicky have been looking after the plantings at Wards Rd, watering, weed maintenance and preparing for the next planting day. They have proposed the next planting day to be morning of Wednesday April 15th. Pat and Nicky have potted up 150 plants but think we will need approx. 400 for the next round of planting.</i></p> <p><i>I have also been speaking with teachers at Te Koromiko School. They are keen to plant some of their Korimiko plants there and also propagate some plants through the eco warriors program. This will be later in the planting season.</i></p>	<i>Communication and advertising the planting day on local Facebook pages and at the school once confirmed. Also call out for seedlings/propagations.</i>
<i>National Council of Women Annual Meeting</i>	<i>Attended this annual event with a number of other Waimakariri elected members. Always a lovely event to be part of. A chance to provide feedback on relevant topics to the National Council of Women. Held at Rutherford House, very fitting for such a meeting.</i>	N/A
<i>Regional Council Annual Plan Submission</i>	<i>Due to a mix up in dates, this was sent through end of March on behalf of the board. We included the relevant matters from our last submission such as public transport, water allocations, groundwater and ensuring water security and river maintenance. Also added in the concerns around compliance officers and their ability to follow up on complaints – ensuring they are adequately</i>	N/A

	<p><i>staffed and funded. As well as looking at their communications policy, are elected members accessible and listening to relevant relate payers concerns, particularly in relation to significant issues in our ward including, Woodstock quarry landfill, CLS, Burnt Hill Storage Dam and Ohoka Development. Also highlighting lack of public engagement by replacing submissions with drop ins.</i></p>	
<p><i>Woodfields Rd/Chapman Boundary Rd Intersection</i></p>	<p><i>Spoke to a number of local residents about this intersection. They felt that the Chapmans Boundary Rd was the dominant road and Woodfields Rd should be the one to stop. This aligns with the recommendation from Council Staff.</i></p>	

* *The purpose of the Chair's report is to provide a short update to Board members in relation to activities/meetings that you have attended or to provide general Board related information.*

OXFORD-OHOKA COMMUNITY BOARD

MEMBERS INFORMATION EXCHANGE

For the month of March 2026

Member' Name: Mark Brown

COMMUNITY INTERACTION	ISSUES RAISED	ACTION SUGGESTED
<i>i.e, Events, meetings, e-mails</i>	<i>i.e., Community Feedback and Concerns</i>	<i>i.e, Call for report, refer to Council, Service Request</i>
<i>Oxford Promotions-AGM and monthly meeting</i>	<i>N/a</i>	<i>n/a</i>
<i>Local resident reference dirt bike riders</i>	<i>Ongoing issues and WDC response</i>	<i>n/a-waiting follow up from WDC</i>
<i>Local resident-Wrights Road Dam</i>	<i>Concerns over project</i>	<i>Referred them to EESS and to connect with CLG once up and running</i>
<i>HNZ Oxford Health Service workshop (attended as part of Oxford Health Centre)</i>	<i>Funding of services and future of hospital</i>	<i>HNZ running a public meeting in Oxford 28/4/26</i>
<i>April events</i>		
<i>Oxford Promotions meeting</i>		
<i>Oxford A&P Show</i>		
<i>Waimakariri Health Advisory Group meeting</i>		
<i>OOCB workshop-Annual Plan</i>		

- * *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.*
- * *Members are urges to submit written information exchange in time for inclusion in the Community Board Agenda for the community's benefit.*