

Agenda

Oxford-Ohoka Community Board

Wednesday 2 April 2025

6.30pm

Ohoka Hall
Mill Road
Ohoka

Members:

Sarah Barkle (Chairperson)

Thomas Robson (Deputy Chairperson)

Mark Brown

Tim Fulton

Ray Harpur

Niki Mealings

Pete Merrifield

Michelle Wilson



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AGENDA FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD TO BE HELD AT THE OHOKA HALL, MILL ROAD, OHOKA ON WEDNESDAY 2 APRIL 2025 AT 6.30PM.

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

BUSINESS

PAGES

1. **APOLOGIES**

2. **PUBLIC FORUM**

3. **CONFLICTS OF INTEREST**

4. **CONFIRMATION OF MINUTES**

4.1. **Minutes of the Oxford-Ohoka Community Board Meeting –5 March 2025**

8-18

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Confirms** the circulated Minutes of the Oxford-Ohoka Community Board meeting, held on 5 March 2025, as a true and accurate record.

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

5. **DEPUTATIONS AND PRESENTATIONS**

6. **ADJOURNED BUSINESS**

Nil.

7. **REPORTS**

7.1. **Kowhai Street Reserve Lighting – Justine Rae (Senior Advisor – Assets and Capital) and Ken Howat (Parks and Facilities Team Leader)** 19-26

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 250224030307.
- (b) **Approves** Option Three (Section 4.6.3 of this report), which is to decline to proceed with this project.
- (c) **Notes** that the budget will remain unspent and become a savings.
- (d) **Notes** that there are no recorded service requests regarding the lighting, or lack of lighting, within the Kowhai Street reserve.
- (e) **Circulates** this report to Council for their information.

7.2. **Road Naming – Misco Developments Limited – Scott Morrow (Rates Officer – Property Specialist)** 27-35

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 250319046989.
- (b) Approves the following proposed new road name for a private Right of Way shown as Road 1 on the attached plan.
 - 1. Gainsford Mews (Pvt).

7.3. **Applications to the Oxford-Ohoka Community Board's 2024/25 Discretionary Grant Fund – Kay Rabe (Governance Advisor)** 36-55

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 250128013604.
- (b) **Approves** a grant of \$.....to the Oxford Alpine Taekwondo Club towards the cost of hosting the 2025 TUNZ South Island Taekwondo Tournament.

OR
- (c) **Declines** the application from the Oxford Alpine Taekwondo Club.
- (d) **Approves** a grant of \$.....to the Oxford Dementia Support Group towards the cost of hosting their monthly meetings.

OR
- (e) **Declines** the application from the Oxford Dementia Support Group.

7.4. **ANZAC Day Services 2025 – Thea Kunkel (Governance Team Leader)**

56-58

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 250319046898.
- (b) **Appoints** Board members to attend the Ohoka Anzac Day Service to be held at 11am on Thursday, 24 April 2025, 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 9am on Friday, 25 April 2025, 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 Friday, 25 April 2025, at the West Eyreton Memorial Gates, and lay a wreath. Noting that the wreath will be laid in conjunction with a Council representative.

8. **CORRESPONDENCE**

Nil.

9. **CHAIRPERSON’S REPORT**

9.1. **Chairperson’s Report for March 2025**

The Chairperson will provide a verbal update.

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

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

10. **MATTERS FOR INFORMATION**

- 10.1. **Woodend-Sefton Community Board Meeting Minutes 11 March 2025.**
- 10.2. **Rangiora-Ashley Community Board Meeting Minutes 12 March 2025.**
- 10.3. **Kaiapoi-Tuahiwi Community Board Meeting Minutes 17 March 2025.**
- 10.4. **Submission on State Highway Speed Limit Reversals – Report to Council Meeting 4 March 2025 – Circulates to all Boards**
- 10.5. **Alcohol Control Bylaw 2025 – Draft for Formal Public Consultation – Report to Council Meeting 4 March 2025 – Circulates to all Boards**
- 10.6. **Electoral Candidate Order on Local Body Election Voting Papers – Report to Council Meeting 4 March 2025 – Circulates to all Boards**
- 10.7. **Health, Safety and Wellbeing Report January 2025 to Current – Report to Council Meeting 4 March 2025 – Circulates to all Boards**
- 10.8. **Enterprise North Canterbury’s Draft Statement of Intent for the Financial Year beginning 1 July 2025 and Approved Six Month Report to Council 31 December 2024 – Report to Audit and Risk Committee Meeting 11 March 2025 – Circulates to all Boards**

Public Excluded

10.9. **Rangiora Airfield – New Lease Agreements – Report to Council Meeting 4 March 2025 – Circulates to all Boards**

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the information in items.10.1 to 10.8.
- (b) **Receives** the separately circulated public excluded information in item 10.9.

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**

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 2025/26**

<https://letstalk.waimakariri.govt.nz/draft-annual-plan-2025-26>

Consultation closes Monday 21 April 2025.

12.2. **Environment Canterbury Draft Annual Plan 2025/26**

<https://haveyoursay.ecan.govt.nz/annual-plan-2025-26>

Consultation closes Wednesday 3 April 2025.

13. **BOARD FUNDING UPDATE**

13.1. **Board Discretionary Grant**

Balance as at 31 March 2025: \$2,102.

13.2. **General Landscaping Fund**

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

14. **MEDIA ITEMS**

15. **QUESTIONS UNDER STANDING ORDERS**

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

17. MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

Section 48, Local Government Official Information and Meetings Act 1987.

In accordance with section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act (or sections 6, 7 or 9 of the Official Information Act 1982, as the case may be), it is moved:

That the public is excluded from the following parts of the proceedings of this meeting.

17.1 Minutes of the Public Excluded Oxford-Ohoka Community Board meeting of 5 March 2025

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

Item No.	Subject	Reason for excluding the public	Grounds for excluding the public-
17.1	Minutes of the Public Excluded Oxford-Ohoka Community Board meeting of 5 March 2025	Good reason to withhold exists under section 7	To protect information where the making available of the information would disclose a trade secret as per LGOIMA Section 7 (2)(b(i)).

NEXT MEETING

The next meeting of the Oxford-Ohoka Community Board is scheduled for 6.30pm, Wednesday 7 May 2025 at the Oxford Town Hall.

Workshop
<ul style="list-style-type: none">• <i>Members Forum</i>

MINUTES FOR THE OXFORD-OHOKA COMMUNITY BOARD MEETING HELD AT THE OXFORD TOWN HALL, 34 MAIN STREET, OXFORD, ON WEDNESDAY, 5 MARCH 2025, AT 6.30 PM.

PRESENT

S Barkle (Chairperson), T Robson (Deputy Chairperson), M Brown, T Fulton (arrived at 6.45pm), R Harpur, N Mealings, P Merrifield and M Wilson.

IN ATTENDANCE

G Cleary (General Manager Utilities and Roading), K Howat (Parks and Facilities Team Leader) S Binder (Senior Transportation Engineer) and T Kunkel (Governance Team Leader).

1. APOLOGIES

There were no apologies.

2. PUBLIC FORUM

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

3. CONFLICTS OF INTEREST

There were no conflicts declared.

4. CONFIRMATION OF MINUTES

4.1. Minutes of the Oxford-Ohoka Community Board Meeting – 5 February 2025

Moved: M Wilson

Seconded: M Brown

THAT the Oxford-Ohoka Community Board:

- (a) **Confirms** the circulated Minutes of the Oxford-Ohoka Community Board meeting, held on 5 February 2025, as a true and accurate record.

CARRIED

4.2. Matters Arising (From Minutes)

There were no matters arising.

5. DEPUTATIONS AND PRESENTATIONS

5.1. Councillor Claire McKay – Environment Canterbury

Councillor C McKay advised that Environment Canterbury (ECan) was committed to the work programme set out in its 2024-34 Long-Term Plan. However, some of its planned work was potentially at risk due to reliance on funding from the Central Government to support other revenue. The majority of this sits within its public transport core service, which would not impact the Oxford-Ohoka Ward. There had been an increase in the uptake of transport services in the southern regions, with an increase in bus services planned for Rolleston and Darfield to the City.

Councillor McKay noted that ECan buses had been running with a flat-fare structure since July 2023. The flat-fare structure started as a two-year trial, and ECan had now agreed to

continue the trial until February 2026, when a zone structure would be introduced. However, the current plan was to increase fares with the rollout of Motu Move. This structure would see adult bus travel within a district cost \$3. Travel between districts would be \$4. For example, a trip completed within Waimakariri (e.g., from Rangiora to Kaiapoi) would also be \$3; however, travelling across zones from Rangiora into Christchurch City would cost \$4.

In conclusion, Councillor McKay advised that ECan would also review its consent services fees and charges. ECan wanted to ensure that the amount people paid for consent services aligned with its Revenue and Financing Policy. To do this, the hourly charge for consent services needed to increase by, on average, 14.1% to reflect actual costs better.

Responding to a question for N Mealings, Councillor McKay explained that bus fares covered less than 12% of the cost of providing public transport; the Central Government wishes to increase the user payment to 18%. However, negotiations were still underway with the New Zealand Transport Agency (NZTA).

P Merryfield questioned ECan's reluctance to test private wells for nitrates. Councillor McKay commented that it was not ECan's role to do water testing. ECan worked closely with the Council and the National Public Health Services to provide private well owners with all the necessary information on ensuring private water supplies were safe. It was important that property owners be made aware of the possible health risks, especially E. coli.

S Barkle noted that the consent for shingle extraction in the Eyer River had expired, and the consent holder was finding it difficult to secure a new resource consent for extracting shingle upriver. Councillor McKay undertook to investigate the matter and report back to the Board. G Cleary noted that ECan had advised that further shingle extraction in the Eyer River was planned near Two Chain Road. It would also promote extraction further up in the Eyer River, and LIDAR was currently underway.

S Barkle asked if another river gauge would be installed further down the Eyer River. Councillor McKay reported that ECan staff believed there was no need for an additional river gauge downstream.

S Barkle questioned if ECan had any relevant geological data regarding the Mandeville resurgent. Councillor McKay noted that most of ECan's data was available on its website and had been shared with the Council.

5.2. **Mark Brown – Oxford Health Trust**

M Brown provided the Board with a brief update regarding the Oxford Health Charitable Trust (the Trust), which owned Oxford Health Ltd, which ran the Oxford Medical Centre. The Trust would not be redeveloping the current facility but would be developing a new medical centre in Oxford. It had investigated the possibility of acquiring land for the Ministry of Health next to the Oxford Hospital. However, the process was estimated to take approximately three years, and the trust was not prepared to delay development that long.

The Trust had agreed to purchase private land in Oxford and build a new medical centre. The Oxford Medical Centre currently served approximately 4,500 patients; over 1,600 people attended the acute clinic, which ran from Monday to Friday. So, the Trust had commenced the search for at least four hectares of land as close to Oxford as possible. It was envisaged that the new facility would have room for at least eight full-time doctors. There would also be consulting rooms for visiting specialists, such as paediatrics and training rooms. The possibility of a helipad was also being investigated.

M Brown explained that the facility would be developed in phases with a 50-year outlook. He acknowledged the community's concern regarding the deterioration of the Oxford Hospital and the loss of the end-of-life facility. The Trust had indicated that it would be

willing to take over the provision of this care at its new centre to guarantee long-term stability for the residents of Oxford. The Trust was able to secure private funding and would, therefore, not require any finding from the Council. M Brown advised that the Prime contract had been reinstated, which meant a medical responder was available in Oxford for medical emergencies.

The Board congratulated the Trust on securing the funding for the new medical facility in Oxford.

6. **ADJOURNED BUSINESS**

Nil.

7. **REPORTS**

7.1. **Oxford-Ohoka Community Board General Landscaping Budget – K Howat (Parks and Facilities Team Leader)**

K Howat highlighted the following potential projects for the Board to consider for funding allocation from its General Landscaping Budget:

- Ashley Gorge Information Kiosk—The Ashley Gorge Reserve Advisory Group requested funding to construct an information kiosk on Williams Flat. The cost of the proposed kiosk was still to be determined.
- Mandeville Reserve Legacy Area—The Mandeville Committee wished to establish an area recognising the contribution of local families in establishing the Mandeville Reserve. The area may include seating, planting, and artwork that reflects Mandeville's history and significance.
- Mandeville Cemetery Enhancement—The Mandeville Cemetery on Bradleys Road had approximately 13 old grave sites in disrepair. A neighbouring resident was currently leasing the reserve for sheep grazing. It was proposed that the grave sites be tidied up to preserve local heritage and create a more respectful and inviting environment.
- Oxford Dog Park Shelter and Seat—The Oxford Dog Park currently had a seat, and two new seats would be installed in this financial year. However, there was no shelter, although the cost of constructing a shelter similar to those in the Milton Dog Park in Rangiora would be high. However, the Board could choose to allocate seed funding to this project, with the balance sourced via external funding.
- Railway Siding Signage - As part of the Board-funded West Eyreton Heritage Project, a railway siding sign had been installed at West Eyreton. It was proposed that railway siding signs be installed at Mandeville North, Bradleys Road, Swannanoa, and Ohoka. Signs would be built by Oxford Men's Shed and installed by a Council contractor.

S Barkle noted that the Allen family had indicated they wished to sponsor and dedicate a seat in the Oxford Dog Park to Vic Allen. V Allen had been an active member of the Oxford community for many years, including being Chairperson of the Oxford Ward Advisory Group, a member of the Pearson Park Advisory Group, and the Oxford Promotions Action Committee. V Allen had been a keen supporter of the establishment of the Oxford Dog Park. The Board agreed that a seat in the Oxford Dog Park should be dedicated to V Allen. K Howat was requested to work with the Allen family to decide where the seat should be located.

T Robson noted that the Board had previously funded the plating of wildflowers on the unmarked graves in the Oak Reserve. There had been some discussion in the community about the reasons for the planting. He suggested erecting signage to recognise the area as part of the planned signage for the Oxford Dog Park.

S Barkle enquired if the Council was aware of the private individuals planting at the edges of the drainage pond at the corner of Dawson and Ward Roads in Mandeville. The same private individuals wished to beautify a neglected Council walkway between Ward and Tram Road. S Barkle noted that there seemed to be a dedicated community group that, with support from the Board's Landscaping Budget, could create a unique area for all to appreciate. K Howat undertook to investigate the matter and report to the Board at a subsequent meeting to allow for the possible allocation of the Landscaping Budget.

M Brown expressed concern that the Council contractor removed and damaged some plants at The Oaks Reserve in West Eyreton, which was previously funded from the Board's Landscaping Budget. The contractor also removed a large Pine tree, and M Brown was worried about the effect of the removal of the tree on the remaining plants. G Cleary confirmed that if a Council contractor damaged the plants, the Council would replace them.

N Mealings advised that she had received a request to landscape the road reserve area in the Mandeville Park Drive 'circle road'. G undertook to look into the matter and reported it to the Board at a subsequent meeting.

Regarding the proposed Railway Siding Signage, T Fulton noted that the Ohoka Station was actually called the Wetheral Station, as it serviced the flour mill at Wetheral (Evans Mill) until the early 1960s.

Moved: T Fulton

Seconded: R Harpur

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 250220028257.
- (b) **Notes** the Board currently has \$27,083 available to allocate to general landscape projects within the Oxford Ohoka ward from the Board's General Landscaping Budget (PJ 101052.000.5223).
- (c) **Approves** the allocation of \$5,000 towards an information kiosk at Ashley Gorge Reserve.
- (d) **Approves** the allocation of \$5,000 to establish a legacy area at Mandeville Sports Centre to recognise the input of local families in establishing the Mandeville reserve and pavilion.
- (e) **Approves** the allocation of \$5,000 to develop a native planting area and enhance the gravesite area.
- (f) **Approves** the allocation of \$3,000 towards installing a further three railway siding signs at historical railway sites.
- (g) **Approves** the allocation of \$6,000 as seed funding for installing a shelter, seating, and signage to recognise the area planted with wildflowers at Oxford Dog Park.

CARRIED

Public Excluded Report 17.1 was taken at this time. However, the order of the agenda was retained in the minutes to mitigate confusion. Therefore, in accordance with Section 48(1) of the Local Government Official Information and Meetings Act 1987, the public was excluded from the Board meeting from 7.20pm to 7.30pm.

7.2. Changes to the Appointment of the Oxford-Ohoka Community Board Representative to the Landmarks Committee – K Rabe (Governance Advisor)

T Kunkel advised that M Brown was appointed the Board's representative to the Landmarks Committee in September 2024. However, the Landmarks Committee meetings were held during business hours, and M Brown was unable to attend. Therefore, the Board was requested to appoint a new representative to the Landmarks Committee.

T Fulton noted that the Landmarks Committee was created to recognise buildings, sites, and locations of historic significance within the Waimakariri District. Currently, there were statutory changes in the way landmarks were being dealt with. There also seemed to be a revitalisation in the preservation of historic buildings. He was the Council's representative on the Committee and would be willing also to represent the Board.

M Brown observed that plaques could only be awarded to buildings, sites, and locations on the Waimakariri Heritage List. He expressed his frustration that there were not many such places in the Oxford-Ohoka Ward.

Responding to a question from N Mealings, T Fulton explained that the historic places had to be in the Rangiora, Kaiapoi, or Oxford town centres. A few landmark locations were identified in Oxford; however, most seemed to be in Rangiora and Kaiapoi.

Moved: N Mealings

Seconded: M Wilson

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 250128013071.
- (b) **Accepts** M Brown's resignation as the Board's representative and liaison person to the Landmarks Committee.
- (c) **Approves** the appointment of Board Member Tim Fulton as the Board representative and liaison person to the Landmarks Committee until the end of the term in October 2025.
- (d) **Thanked** M Brown for his work on the Landmarks Committee.

CARRIED

N Mealings supported the motion, noting that it would make sense for T Fulton to also represent the Board, given his interest in and knowledge of Waimakariri history. He already served on the Landmarks Committee.

7.3. Approval of the Updated Oxford-Ohoka Community Board Plan 2022-25 – K Rabe (Governance Advisor)

T Kunkel thanked the members who contributed to the 2025 Board Plan. She noted that the meeting dates and venues in the plan would be updated before it was published.

N Mealings noted some minor changes in the list of people who addressed the Board in the public forum. Also, there were three photos of Wolffs Road Suspension Bridge, and it was suggested that other photos be considered.

Moved: M Brown

Seconded: N M Wilson

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 250130014976.
- (b) **Approves** the updated Oxford-Ohoka Community Board Plan 2022-25 (Trim: 230222024481).
- (c) **Authorises** the Chairperson to approve the final version of the updated Oxford-Ohoka Community Plan 2022-25 if any further minor editorial corrections are required.

CARRIED

8. CORRESPONDENCE

Nil.

9. CHAIRPERSON'S REPORT

9.1. Chairperson's Report for February 2025

Moved: T Fulton

Seconded: P Merrifield

THAT the Oxford-Ohoka Community Board:

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

10. MATTERS FOR INFORMATION

- 10.1. Woodend-Sefton Community Board Meeting Minutes 10 February 2025.
- 10.2. Rangiora-Ashley Community Board Meeting Minutes 12 February 2025.
- 10.3. Kaiapoi-Tuahiwi Community Board Meeting Minutes 17 February 2025.
- 10.4. Parking Management Plan Project: Approaches to Managing Parking Demand and Supply for Rangiora and Kaiapoi Town Centres to 2040 – Report to Council Meeting 4 February 2025 – Circulates to all Boards
- 10.5. Chairperson's Performance Report for the Kaiapoi-Tuahiwi Community Board, 1 February to 31 December 2024 - Report to Council Meeting 4 February 2025 - Circulates to all Boards
- 10.6. Chairperson's Report for the Rangiora-Ashley Community Board, Period 1 January to 31 December 2024– Report to Council Meeting 4 February 2025 – Circulates to all Boards
- 10.7. Chairperson's Report for the Oxford-Ohoka Community Board, Period 1 January to 31 December 2024 – Report to Council Meeting 4 February 2025– Circulates to all Boards
- 10.8. Chairperson's Report for the Woodend-Sefton Community Board, period 1 January to 31 December 2024 – Report to Council Meeting 4 February 2025 - Circulates to all Boards
- 10.9. Health, Safety and Wellbeing Report December 2024 to Current – Report to Council Meeting 4 February 2025 – Circulates to all Boards
- 10.10. Youth Action Plan – Report to Community and Recreation Committee Meeting 25 February 2025 – Circulates to all Boards
- 10.11. Libraries Update from 14 November 2024 to 13 February 2025 – Report to Community and Recreation Committee Meeting 25 February 2025 – Circulates to all Boards
- 10.12. Aquatics February Update – Report to Community and Recreation Committee Meeting 25 February 2025 – Circulates to all Boards

S Barkle noted that she attended the Wolffs Road Suspension Bridge meeting

Moved: R Harpur

Seconded: M Brown

THAT the Oxford-Ohoka Community Board:

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

CARRIED

11. **MEMBERS' INFORMATION EXCHANGE**

R Harpur

- Waimakariri Access Group – Accessibility Training would be held on Thursday, 13 March 2025.
- Attended the Joint Community Board Session on 19 February 2025.
- Attended the Mandeville Sports Club meeting on 25 February 2025 – The Board would be developing a Long-term Plan for the next five years. The Board would use the plan to enter into a discussion with the Council about the projected growth in the area.
- Attended the Mandeville Ohoka Rural Drainage Advisory Group meeting on 27 February 2025 – There was much discussion regarding the maintenance of the drains.

P Merrifield

- Attended the Wolffs Road Suspension Bridge meeting
- Attended the Joint Community Board Session on 19 February 2025.
- Attended the Grey Power meeting – Noted that the abuse of staff from older people was increasing. It was anticipated that the rollout of Motu Move would confuse the elderly.
- Attended the Rangiora-Ashley Community Board meeting regarding the use of the Oxford Football Club using the Cust domain.

T Fulton

- North Canterbury Neighbourhood Support—The General Manager worked closely with Civil Defence, Community Emergency Hubs, good neighbourliness, and security. So, her role was being redefined to ensure support and more structure. The establishment of a new support group in Oxford had been mentioned, but no information was available yet.
- Attended the Wolffs Road Suspension Bridge meeting—it would now be called the Wolffs Footbridge. The meeting was positive, and an incorporated society, the Wolffs Footbridge Restoration Group, was established to lead the restoration project. The Group would meet on Monday, 10 March 2025.
- Oxford Health and Fitness Centre – The extension was almost completed, and the official opening would be held on Friday, 2 May 2025.
- Trail signage—An Oxford landowner approached him about linking existing Oxford walking trails into Leeds Vally and increasing public awareness of Oxford trails. He did not believe that it would be costly just to ask farmers and property owners to make their properties more accessible to hikers.

T Robson

- Attended the Wolffs Road Suspension Bridge meeting
- Attended the Joint Community Board Session on 19 February 2025.
- Attended the Oxford Promotions Action Committee (OPAC) meeting, working with other groups in Oxford to promote Oxford.

- Attended the Ashely Gorge Family Fun Gala on 6 February 2025, which was very well attended and enjoyed by all.
- Attended the Oxford Community Trust meeting – Discuss how to assist OPAC and upcoming events.

N Mealings

- Attended:
 - A Council Briefing and meeting with residents on 11 February 2025.
 - Property Portfolio Working Group meeting and Council Briefing on 13 February 2025.
- Attended a Towards Pest Free Waitaha (TPFW) joint meeting on 14 February 2025 - TPFW was an extension of Pest Free Banks Peninsula that was looking at achieving landscape-scale biodiversity gains through working together with groups across the Greater Christchurch and the Waimakariri District.
- Attended the Social Services Waimakariri Hui on 17 February 2025 - A bi-monthly meeting of social service providers in the Waimakariri District.
- Attended an audiovisual meeting with the new South Island Minister, the Honourable James Meager -The Minister would have input into all issues affecting the South Island. He spoke about his various portfolios and, correspondingly, his areas of focus, such as balancing hunting and fishing with pest management in sensitive areas, youth education and employment and how to continue the momentum of the Mayor's Taskforce for Jobs with funding coming to an end, energy production and water storage, and how to maintain transport connectivity with road, rail, coastal shipping and aviation to ensure regional reliability and resilience.
- Attended a Council Workshop on 18 February 2025.
- Attended an Alcohol and Drug Harm Prevention Steering Group meeting on 19 February 2025 – The Council's Local Alcohol and Smokefree Policies were coming up for review. The Steering Group's action plan was also being reviewed.
- Attended the Joint Community Board Session and the Rangiora Link Road Drop-in Session on 19 February 2025.
- Attended the joint Council and Ohoka-Mandeville Rural Drainage Advisory Group meeting on 20 February 2025 - Meeting for the Council to get the views of the Advisory Group regarding the proposed Mandeville Resurgence Upgrade project
- Attended the Mandeville Sports Club Project meeting on 21 February 2025 - Greenspace was updating the Club's concept plan for the reserve, so it held a meeting with staff and the Board to gather information about current use, future aspirations, gaps, etc.
- Attended:
 - Community Wellbeing North Canterbury Trust Board and Mandeville Sports Club Board meetings on 24 February 2025.
 - Utilities and Roading Committee and Community and Recreation Committee meetings on 25 February 2025.
 - A Waimakariri Youth Council meeting on 25 February 2025. – The Council was looking for new applicants.
 - Ohoka-Mandeville Rural Drainage Advisory Group meeting on 27 February 2025
 - A Council meeting on 4 March 2025
 - Solid and Hazard Haz Waste Working Group meeting on 5 March 2025

M Wilson

- Attended the Ashely Gorge Family Fun Gala on 6 February 2025, which was very enjoyable.
- Attended the Ohoka Residents Association meeting on 10 February 2025. The Association's constitution was being updated, and the association made a submission on the fast-tracking of Plan Change 31. The community concern regarding the proposed Plan Change was very high.
- Attended the Waimakariri Health Advisory Group meeting
 - Rachel Pickles was appointed as the new independent Chairperson.
 - Awanui Labs explained that their facilities in Kaiapoi had been intermittently closed due to staff shortage.
 - Also, there had been a whooping cough outbreak in North Canterbury.
 - Concerns were raised regarding the new Vape store in Rangiora.
- Attended the Joint Community Board Session and the Rangiora Link Road Drop-in Session on 19 February 2025.
- Attended an Alcohol and Drug Harm Prevention Steering Group meeting on 19 February 2025.

M Brown

- Attended the Rangiora-Ashley Community Board meeting regarding the use of the Oxford Football Club using the Cust domain. – The users seemed to be moving to a mutual understanding of using the Cust Domain.
- Attended the Oxford Promotions Action Committee (OPAC) meeting, which focused on redefining OPAC's role in promoting Oxford. The lack of business owners attending OPAC meetings was concerning. It was clear that OPAC's current strategy was not working, and the successful promotion of Oxford, therefore, needed to be reconsidered.

12. CONSULTATION PROJECT**12.1. Let's Talk about Parking**

<https://letstalk.waimakariri.govt.nz/let-s-talk-about-parking>

The consultation would close on Wednesday, 12 March 2025.

The Board noted the consultation project.

13. BOARD FUNDING UPDATE**13.1. Board Discretionary Grant**

Balance as at 28 February 2025: \$2,102.

13.2. General Landscaping Fund

Balance as at 28 February 2025: \$28,010.

The Board noted the funding update.

14. MEDIA ITEMS

T Robson confirmed that the Swannanoa Fair had been promoted on the Board's Facebook page. He would also be posting photos on the day of the fair.

P Merrifield noted that the historic signage of the West Eyreton railway had been published on the Board's Facebook page.

S Barkle suggested that the establishment of Wolffs Footbridge Restoration Group, be published on the Board's Facebook page.

15. QUESTIONS UNDER STANDING ORDERS

Nil.

16. URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil.

17. MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

Section 48, Local Government Official Information and Meetings Act 1987.

In accordance with section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act (or sections 6, 7 or 9 of the Official Information Act 1982, as the case may be), it was moved:

Moved: S Barkle

Seconded: M Brown

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

17.1 Upgrade EV Charger Upgrade in the Pearson Park Carpark

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

Item No.	Subject	Reason for excluding the public	Grounds for excluding the public-
17.1	EV Charger Upgrade in the Pearson Park Carpark	Good reason to withhold exists under section 7	To protect information where making it available would disclose a trade secret, as per LGOIMA Section 7 (2)(b(i)).

CLOSED MEETING

The public-excluded portion of the meeting was held from 7.20pm to 7.30pm.

Resolution to resume in Open Meeting

Moved: M Brown

Seconded: M Wilson

THAT the Oxford-Ohoka Community Board:

- (a) **Approved** the open meeting resuming, and the business discussed with the public excluded remains public excluded or as resolved in individual reports.

CARRIED**OPEN MEETING****17.1 EV Charger Upgrade in the Pearson Park Carpark - V Thompson (Senior Advisor Business and Centers)**

Moved: T Robson

Seconded: M Wilson

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 250204017768.
- (b) **Approves** Option One which accepts Meridian's proposed upgrade of the remaining 22 Kw AC Charger on Council land at Pearson Park carpark to a high-capacity DC fast charger, and the proposed extension to the existing Operational Term.
- (e) **Notes** that the body of this report is public excluded in accordance with Section 7, 2b (i) of the Local Government Official Information and Meetings Act 1987, which supports the protection of information where the releasing of it would disclose a [Meridian] trade secret. But recommendations (a), (b) and (e) can be released publicly.

CARRIED**Resolution to resume in Open Meeting****NEXT MEETING**

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

THERE BEING NO FURTHER BUSINESS, THE MEETING CONCLUDED AT 8.30PM.

CONFIRMED

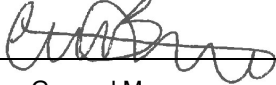
Chairperson_____
Date

WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR DECISION

FILE NO and TRIM NO: CPR-04-20-42 / 250224030307
REPORT TO: OXFORD OHOKA COMMUNITY BOARD
DATE OF MEETING: 2 April 2025
AUTHOR(S): Justine Rae- Senior Advisor – Assets and Capital
Ken Howat – Park and Facilities Team Leader
SUBJECT: Kowhai Street Reserve Lighting

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


General Manager


Chief Executive

1. SUMMARY

- 1.1. This report is seeking a decision on how to proceed regarding the lighting within Kowhai Street Reserve, Oxford.
- 1.2. Budget of \$67,618 was allocated in the 2023 / 2024 year and carried forward into the 2024/2025 current financial year for the installation of lighting within the Kowhai Street Reserve.
- 1.3. Options have been assessed and the installation of lighting in compliance with the Engineering Code of Practice is unable to be achieved within the current budget.
- 1.4. Lighting requirements of the Engineering Code of Practice are based on NZS 1158 Lighting for Roads and Public Spaces.
- 1.5. The location of the Kowhai Street Reserve is shown in the snip below:



2. **RECOMMENDATION**

THAT the Oxford Ohoka Community Board:

- (a) **Receives** Report No. 250224030307.
- (b) **Approves** Option Three (Section 4.6.3 of this report), which is to decline to proceed with this project.
- (c) **Notes** that the budget will remain unspent and become a savings.
- (d) **Notes** that there are no recorded service requests regarding the lighting, or lack of lighting, within the Kowhai Street reserve.
- (e) **Circulates** this report to Council for their information.

3. **BACKGROUND**

- 3.1. The Kowhai Street Reserve runs between Main Street (at the north) and Baxter Place (to the south). The reserve walkway from Main Street is 4m wide and bordered by large trees. The 4m width extends for approximately 90m before widening out into a wider reserve, linking to both Kowhai Street and Baxter Place.
- 3.2. Due to the narrow width of the walkway, it is believed that the origin of the project for reserve lighting has stemmed from this section of the walkway, however there is no record of service requests relating to the request for lighting within the reserve.
- 3.3. The Engineering Code of Practice requires Category P lighting on all cycleways and paths in reserves within new developments, however there are many existing reserves throughout all of the district that do not have lighting within them.
- 3.4. The "Oxford Dark Sky Group" has recently applied to the International Dark-Sky Association for Oxford and the surrounding area to become a recognised dark sky reserve. Regardless of the status of this application, the importance of the night sky in Oxford is important to the community, and any new lighting should work towards this goal, ensuring that any new lighting installed complies with the requirements for lighting within a dark sky reserve.
- 3.5. A report (TRIM 231213200166) was presented to the Oxford Ohoka Community Board on the 8th of February 2024 seeking a board decision on whether to proceed with the installation of lighting within Kowhai Street Reserve, Oxford. At this time, the staff recommendation was to decline to proceed with the project as a compliant design within the available budget was unachievable.

The Board indicated its preference to continue with the project, noting it would need to apply for funding in the Long Term Plan. To have compliant lighting the project would need an estimated \$130,000. The project budget is \$67,618, meaning it could not proceed.

The project exceeds the standard Levels of Service for this type of asset (a linkage). Therefore, both the increased budget and the installation of an asset that surpasses the Level of Service provision should be reviewed by the Council. The Board had indicated that this will be included in its Long Term Plan submission.

The minutes of the 8th of February 2024 meeting noted that the Board made the following decision:

THAT the Oxford-Ohoka Community Board:

Receives Report No. 231213200166.

Requests that the current budget of \$67,618 be retained until the Board submits a request for further funding to the Annual Plan to enable the implementation of Option One which was to seek additional funding to proceed with a fully compliant lighting design and to include consideration of the Dark Sky initiative.

It was also noted within the 8th of February 2024 community board meeting that there was little advantage in delaying the project for a few years as costs would continue to increase.

3.6. Lighting requirements of the Engineering Code of Practice are based on NZS 1158 Lighting for Roads and Public Spaces.

3.7. Design options have been investigation in relation to this location, these are as follows:

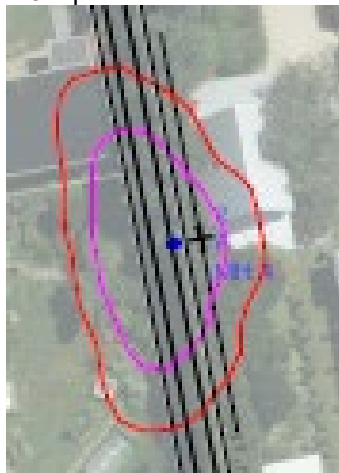
- Wired (either into network or on their own ICP) – compliant with AS NZS 1158 & dark sky reserves.
- Wired (either into network or on their own ICP) – non-compliant
- Solar – not recommended due to bollards being non-compliant with dark sky reserves, and proximity of large trees.

4. **ISSUES AND OPTIONS**

4.1. Council staff have sought high-level proposals from two separate lighting suppliers, which has highlighted the following issues:

4.1.1. Spill lighting into neighbouring properties.

Due to the narrow width of the reserve walkway to Main Street, lighting within this section of the reserve will result in spill lighting entering neighbouring properties. The snip below shows the lighting lux levels (pink = 2 lux, red 0.5 lux) based on 4.0m poles.



To overcome this issue, the pole mounted luminaires within this section should be swapped out for dark-sky compliant bollard lights. These require installation at closer spacing, but do not adversely impact the neighbouring properties.

4.1.2. Insufficient budget

The cost estimate to provide a compliant lighting design (based on the bollards) is \$130,000, which is in excess of the available budget.

4.1.3. Lighting Colour

Dark sky compliance requires a colour temperature of 3000K or below. The supplied lighting designs are based on a colour temperature of 3000K, however amber lighting, or 2,200K lighting is superior for dark-sky reserves, and is available at an additional cost. The price premium is approximately 9% over and above the cost of the 3000K light fittings and is not included in the cost estimates provided.

4.1.4. MainPower Power Connection

The Project Estimate includes an allowance for MainPower to provide a new power connection for the lighting. The cost for these varies greatly, and there is a significant risk that the estimate allowed for this portion of works is inadequate.

Furthermore, it is unlikely that MainPower will be able to provide an estimate for the works and complete the new power connection within the current financial year.

4.2. Level of Service Requirements

4.2.1. The Councils current position on lighting Greenspace reserves is located within the Parks Levels of Service.

The Parks Levels of Service document states recreation and ecological linkages will have a low level of development, except where usage and demand warrant more. Increased level of service may include tracks, park furniture and signage.

The following are requirements of the Waimakariri District Councils Parks Levels of Service:

Development	
Facilities	LoS Guideline
Roads & car parking	Not likely to be required.
Toilets	Not generally required. Toilets may be provided at gathering points on significant cycle or walkway systems
Tracks and paths	Formed paths and tracks provided to enhance walking/cycling opportunities for recreation and transport purposes. NZS HB 8630:2004 category system should be utilised.
Furniture & structures	Seating and picnic tables may be supplied where appropriate. Standard quality furniture, fencing and structures provided.
Visitor information	Directional signage as appropriate, particularly if part of a walkway/linked park system.
Trees and other planting	Planting objectives will utilise appropriate plants to achieve desired outcomes. Use of specific plant types may be required e.g. N.Z. native species to enhance biodiversity.

An example of a non-lit pathway is the Ravenswood linkage which is an urban esplanade network in Ravenswood. This is not being lit; even though it forms a spine through the whole development. There is also a light spillage consideration for neighbouring residents if parks/reserves are fully lit.

4.3. Under Crime Prevention Through Environmental Design (or best practice approach), lighting of parks is generally not supported. This gives the impression that an area may appear safe to use when there is no passive surveillance.

- 4.4. The Greenspace Planner has indicated bollard lighting is generally undesirable for linkages as you cannot see who is in the shadows. Lighting Kowhai Street Reserve would be classed as exceeding level of services and would not be the standard practice of a reserve of this nature. Linkage lighting is typically restricted to high-traffic and prominent urban streetscape connections. The Council aims to discourage nighttime use of quieter areas that lack residential oversight. Consequently, staff do not support moving forward with this project.
- 4.5. Installation of lighting to a compliant standard (in this location) would create light pollution for neighbouring properties. Oxford is a dark sky location where the community promotes practical lighting solutions to reduce light pollution. We wish to support the community and prevent further light pollution. Any new lighting work should work towards this goal, ensuring that any new lighting installed complies with the requirements for lighting within a dark sky location.
- 4.6. The Oxford Ohoka Community Board have the following options available to them:

4.6.1. Option One – Seek additional budget and proceed with fully compliant lighting design.

This option would require a board submission to the Annual Plan seeking additional budget to light the Kowhai Street reserve to Category P5 as per the Engineering Code of Practice. This would refer the project to Council for a final decision. Staff to carry the current budget allocation into the next financial year.

Staff have discussed this option and do not recommend this due to the following reasons:

- Lack of recorded requests for lighting within this reserve
- While the walkway serves as a pedestrian link to the Main Street, residents out walking at night to the Oxford town centre have the option of using Kowhai Street and Rata Street which is comparable in distance and is serviced with street lighting.
- A decision to complete is over the current level of service the disadvantage of setting a precedence that all existing reserves will be lit to the required standards without good reason.

4.6.2. Option Two – Provide lighting within the available budget.

This option would authorise staff to proceed with the installation of lighting to fit within the available budget. This option focuses the installation of lighting within the narrow walkway section of the reserve, locating four bollards at 30m intervals, and a single pole-mounted luminaire within the wider reserve.

This option does not comply with NZS 1158 but would provide lighting to help guide pedestrians along the walkway.

Staff have discussed this option and do not recommend this due to the following reasons:

- It is anticipated that sections of up to 20m between each bollard would remain in darkness following the commissioning of the new lights.
- This option does not comply with good Crime Prevention through environmental design (CPTED) principles, and therefore is not supported.
- This may be poorly received by the community given that this new lighting installation would provide a poor level of lighting.

4.6.3. Option Three – Withdraw this project from the programme.

This option would see this project withdrawn from the programme and no further work proceed. This is the staff recommendation due to the following reasons:

- Insufficient budget
- Lack of historic requests for lighting within the reserve
- Alternative pedestrian connections to the Main Street exist.
- Prevent a precedent being set for lighting within existing reserves.

4.7. There are no implications on community wellbeing by the issues and options that are the subject matter of this report.

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

5. COMMUNITY VIEWS

5.1. **Mana whenua**

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

5.2. **Groups and Organisations**

There are groups and organisations likely to be affected by, or to have an interest in the subject matter of this report.

The Oxford Dark Sky Group will have an interest in any proposed new lighting in Oxford. Should the Board choose to decline staff recommendations in favour of either Option 1 or 2 of this report, further consideration will need to be given to the lighting temperature to be installed.

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.

Residents of south-east Oxford may use this reserve on a regular basis. No consultation has been carried out with the wider community, however the residents immediately adjacent to the reserve have been notified of the intent to install lighting within the walkway. Should the project be withdrawn, these residents will be provided with a Project Information Notice to advise them of the status.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. **Financial Implications**

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

The budget of \$67,618 was allocated within the 2023 / 2024 financial year for the installation of lighting within the Kowhai Street Reserve. The budget was carried into the 2024/2025 financial year. Options have been assessed and the installation of lighting in compliance with the Engineering Code of Practice is unable to be achieved within the current budget. To make a compliant lighting installation has a budget short fall of \$62,413.

Supplementary budget was not sought through the Long-Term Plan process, therefore there is not sufficient budget available to continue with this project. Not proceeding with this project will mean the budget will remain unspent and become a saving. If the project is to continue the budget may need to be carried forward into the 2025/2026 financial year.

Additional budget requirements have been explored through other sources, including support from roading budgets. The roading team have been considering pathway lighting where (a) it serves a transport function and (b) where there is a legitimate expectation for safe nighttime use. Also noting that NZTA funding has been cut considerably and is

generally only available where there is demonstrable demand. At this time, there is no intention of roading to prioritise this project over other road projects.

The table below shows the cost estimate of each option against the available budget:

	Option One	Option Two	Option Three
Expenditure to Date	\$2,090	\$2,090	\$2,090
Remaining Commitments Estimate	\$11,000	\$11,000	\$2,000 ⁴
Physical Works Estimate ^{1,2}	\$116,941.20	\$65,041.70	\$0.00
Total Predicted Expenditure	\$130,031.20	\$78,131.70 ³	\$4,090.00

Notes:

1. The Physical Works Estimate includes a MainPower allowance of \$5,000 for a new power supply. Previous costs for these have had a large variance.
2. The Physical Works Estimate includes a construction contingency of 15%
3. Total predicted expenditure of Option Two is still in excess of the available budget, but depending on the detailed design may be able to be engineered to within budget.
4. Remaining commitments against option three allows for Professional fees during month of November and December (not showing in TechOne at time of writing), and an allowance for a Project Update notice to the residents previously informed of the project.

The financial implications of this report do not extend or include the on-going maintenance and energy costs of the installation of new reserve lighting.

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 are risks associated with each of the available options, and these are outlined within Section 4.2 of this report. Specifically, if the recommendations of this report are adopted, there is a risk that the community will view this negatively and that funding is being removed from Oxford.

6.3 Health and Safety

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

There are health and safety risks associated with each of the available options, and these are outlined within Section 4.6 of this report. Specifically, if the recommendations of this report are adopted, the reserve will remain unlit, which may be considered as a health and safety risk.

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 2002

7.3. Consistency with Community Outcomes

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

Social:


- Public spaces are diverse, respond to changing demographics and meet local needs for leisure and recreation.
- Council commits to minimizing the risk of social harm to its communities.

Environmental:

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

7.4. Authorising Delegations

The Oxford Ohoka Community Board have the delegations to receive this report and withdraw this project from the Annual Plan.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** RDG-26/ GOV-26-10-06/ 250319046989**REPORT TO:** OXFORD - OHOKA COMMUNITY BOARD**DATE OF MEETING:** 2 April 2025**AUTHOR(S):** Scott Morrow – Rates Officer – Property Specialist**SUBJECT:** Road Naming – Misco Developments Limited**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)


 General Manager



 pp Chief Executive
1. SUMMARY

- 1.1. This report seeks a decision by the Oxford – Ohoka Community Board to approve a road name as part of a residential subdivision in Oxford.
- 1.2. The land being developed is Lot 2 DP 79493 known as 18 Main Street, Oxford which will be subdivided into 14 new residential lots.

Attachments:

- i. Plan of the subdivision showing the new private right of ways to be name. (Trim. 250318045659)
- ii. Waimakariri District Council Naming Policy (Trim. 230321039443)
- iii. List of Pre-approved Road Names for all Boards. (Trim. 221026186036)

2. RECOMMENDATION**THAT** the Rangiora – Ashey Community Board:

- (a) **Receives** Report No. 250319046989.
- (b) Approves the following proposed new road name for a private Right of Way shown as Road 1 on the attached plan.
 1. Gainsford Mews (Pvt).

3. BACKGROUND

- 3.1. The developer Misco Developments Limited is undertaking a residential subdivision of approximately 14 new lots as part of the development of 18 Main Street, Oxford.
- 3.2. The new road to be named is designated as a private Right of Way.

4. ISSUES AND OPTIONS

- 4.1. The developer has provided the name for new Right of Way as part of the subdivision.
- 4.2. The name Gainsford was taken from the list of Pre-approved Road Names for Oxford – Ohoka Board and has historical significance to the area.

- 4.3. Mrs R H Gainsford was the first President on the Women's Christian Temperance Union which was formed in 1911 and Robert Gainsford was Clerk, Surveyor and Treasurer of the Oxford Road Board in 1901.
- 4.4. The road type chosen by the developer 'Mews' is deemed suitable for use in this development as it refers to a road within a group of houses.
- 4.5. The Council's Naming Policy states that a private Right of Way with a minimum of four lots with access can be named.
- 4.6. None of the names chosen are the same or similar to existing road names in the District and in accordance with the Council's Naming Policy.

Implications for Community Wellbeing

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

- 4.7. 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. However, the proposed names will have some local significance to the area.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

There are not financial implications of the decisions sought by this report. The developer will meet the cost of the new road name blades or signage.

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.

NOTES

_Subdivision proposal plan only.
 _Areas and dimensions subject to final survey.
 _Plan prepared for the purpose of obtaining a Resource Consent.
 Note : Scandlyn Surveying accepts no responsibility for the use of this plan for any other purpose other than that intended (obtaining a Resource Consent)

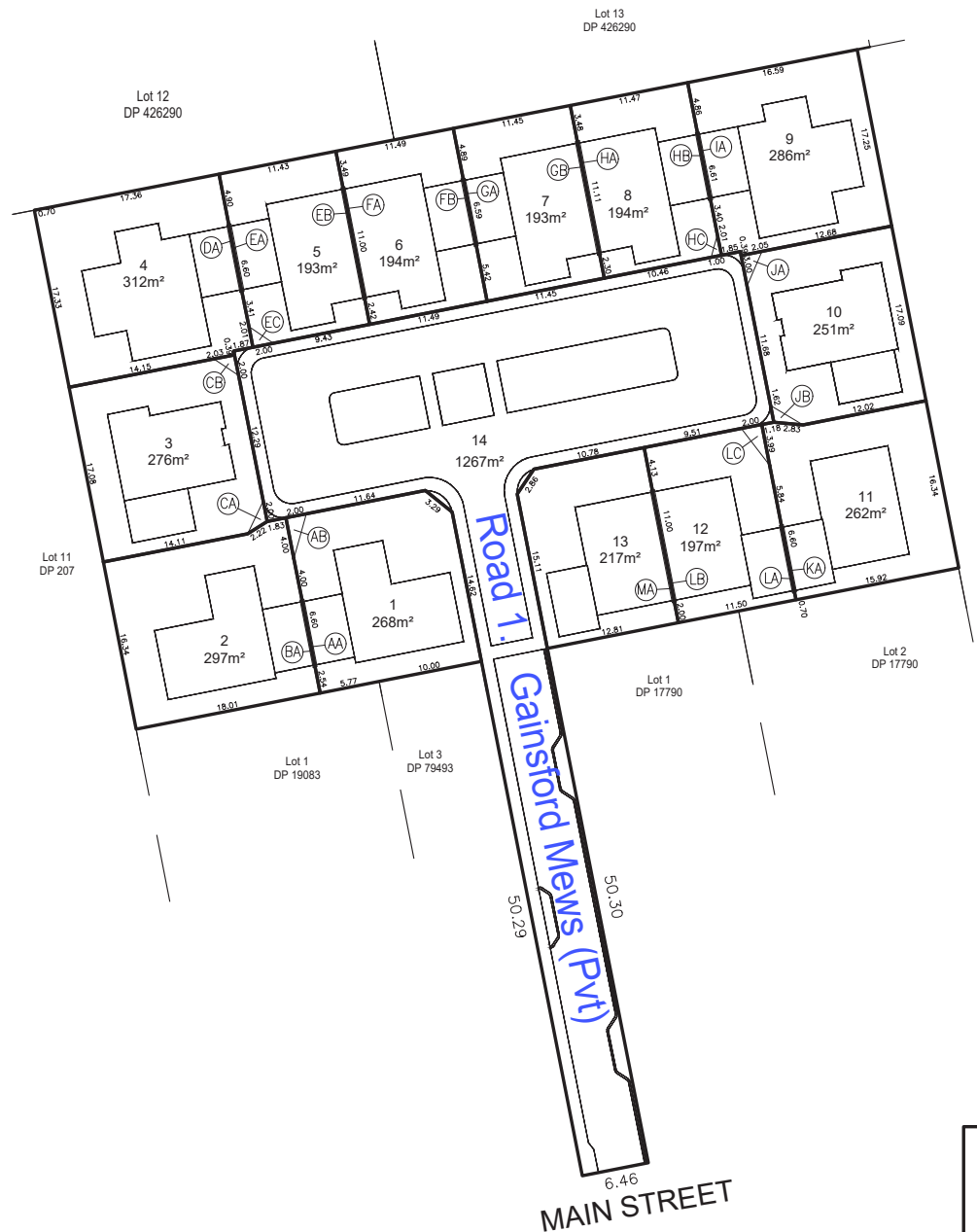
STAGING

Stage 1 Lots 1-2,11-13 & Lot 14 (Bal RT)
 Stage 2 Lots 3, 10 & Lot 4 (Bal RT)
 Stage 3 Lots 4-9

AMALGAMATION CONDITIONS

That Lot 14 hereon be held in 13 1/13th undivided shares with the owners of Lots 1-13 heron as tenants in common in the said shares and that individual computer registers be issued.

WAIMAKARIRI DISTRICT COUNCIL
 - APPROVED APPLICATION -
 RC195348 / RC195349
 APPROVED by Authorised Officer
 Wendy Harris 14/05/2020



Lot 1
 DP 79493

Waimakariri District Council
 Comprised in CB45C/728 0.4407ha
 Original scale 1: 1000 Format (A3)

Lots 1 -14 being a proposed subdivision of
 Lot 2 DP 79493. 18 Main Street, OXFORD

Prepared by: Scandlyn Surveying Ltd
 PO Box 111, SEFTON
 Reference: 1829 R2 7 April 2020

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 CC

KEY

Kaiapoi-Tuahiwi Community Board (KTCB)

Rangiora-Ashley Community Board (RACB)

Oxford-Ohoka Community Board (OOCB)

Woodend-Sefton Community Board (WSCB)

Board	Historic Names	Reference
OOCB	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.
OOCB	Crowe	Thomas Crowe arrived in Oxford in 1860 and commenced dairy farming. Followed that occupation till he was 80 years old (41 years)
OOCB	Dell	Signed the Women's Suffrage Petition in Ohoka
OOCB	Ffitch	Henry Ffitch served on the Oxford Road Board for four years and was Chairman of the Kiri Kiri School Committee for 5 years
OOCB	Frahm	Is a name associated with the area for many years. A Creek was named Frahm's Creek in the early 1860's, still runs through Rowes property to Main Drain
OOCB	Gainsford	Mrs R H Gainsford was the first President on the Women's Christian Temperance Union which was formed on 11September 1911. Robert Henry Gainsford was Clerk, Surveyor, and Treasurer of the Oxford Road Board, appointed in 1901
OOCB	Hitchcox	Signed the Women's Suffrage Petition in Ohoka
OOCB	Humphries	Signed the Women's Suffrage Petition in Ohoka
OOCB	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
OOCB	Malland	Signed the Women's Suffrage Petition in Ohoka
OOCB	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
OOCB	McCormack	James McCormack was the treasurer and collector to the Waimakariri-Ashley Supply Board, joined the Board in 1895
OOCB	Pachnatz	F Pachnatz lived in Oxford and was a soldier 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
OOCB	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.
OOCB	Sides	Signed the Women's Suffrage Petition in Ohoka
OOCB	Skurr	Janice Skurr was Mayor of Waimakariri District Council from 1942-1946.
OOCB	Stevenson	Rev N.J Stevenson first produced the Bulletin from 1942-1946
OOCB	Stoppes	Agnes Stopps Formed the Ohoka Women's Institute
OOCB	Walls	Collin Atholwood Stewart Walls, [1902-1992] purchased land and a bake house on Mill Road Ohoka in 1923, when he was 21 years of age. From there he baked bread and did some deliveries with his motorcycle and side car. In 1927 he built a new brick bake house which still stands today. Many of Colin's descendants still live in Ohoka and the wider North Canterbury area
OOCB	Volkman	Surgeon-Sergeant
OOCB	Zimmerman	Mr and Mrs Zimmerman, produced the Bulletin from 1946 to 1960.

WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR DECISION

FILE NO and TRIM NO: GOV-26-10-06 / 250128013604

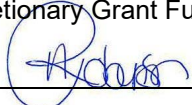
REPORT TO: OXFORD-OHOKA COMMUNITY BOARD

DATE OF MEETING: 2 April 2025

AUTHOR(S): Kay Rabe, Governance Advisor

SUBJECT: Applications to the Oxford-Ohoka Community Board's 2024/25 Discretionary Grant Fund

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



General Manager



pp Chief Executive

1. SUMMARY

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

Name of Organisation	Purpose	Amount requested	Does the application comply with the Discretionary Grant Fund Criteria
Oxford Alpine Taekwondo Club	Towards the cost of hosting the 2025 TUNZ South Island Taekwondo Tournament	\$1,000	This application partially complies with the criteria.
Oxford Dementia Support Group	Towards the cost of hosting monthly meetings	\$960	This application partially complies with the criteria
Total		\$1,960	

Attachments:

- i. An application from the Oxford Alpine Taekwondo Club (Trim 250228033554).
- ii. An application from the Oxford Dementia Support Group (Trim 250305036573).
- iii. A spreadsheet showing the grants for the previous two years.
- iv. Board funding criteria 2024/25 (Trim: 210603089866).

2. RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 250128013604.
- (b) **Approves** a grant of \$.....to the Oxford Alpine Taekwondo Club towards the cost of hosting the 2025 TUNZ South Island Taekwondo Tournament.

OR

- (c) **Declines** the application from the Oxford Alpine Taekwondo Club.

- (d) **Approves** a grant of \$.....to the Oxford Dementia Support Group towards the cost of hosting their monthly meetings.

OR

- (e) **Declines** the application from the Oxford Dementia Support Group.

3. **BACKGROUND**

- 3.1 The ***Oxford Alpine Taekwondo Club*** seeks funding to host the 2025 Taekwondo Union New Zealand (TUNZ) South Island Taekwondo Tournament.
- 3.2 The ***Oxford Dementia Support Group*** is seeking funding to host monthly meetings.
- 3.3 The current balance of the Oxford-Ohoka Community Board's 2024/25 Discretionary Grant Fund is \$2,102.

4. **ISSUES AND OPTIONS**

Oxford Alpine Taekwondo Club (the Club)

4.1 Information provided by the Club:

- 4.1.1 The Club is a Kukkiwon-style Taekwondo club that provides a local community-based programme for families and individuals to learn. According to the Club, Taekwondo has five tenets – courtesy, integrity, self-control, perseverance, and indomitable spirit. It also promotes respect, honesty, and cooperation. It builds self-esteem and builds confidence by heightening physical coordination and mental discipline. All these attributes translate to private lives and the community.
- 4.1.2 The Club is based at the JP Hall in Oxford, and members range in age from five to adult and come from various backgrounds. While most of the membership is local, some travel from further afield. The Club holds classes on Mondays and Wednesdays, which are designed to be suitable for all ages and abilities, from beginner to advanced levels.
- 4.1.3 The Club will have the honour of hosting the 2025 TUNZ South Island Taekwondo Tournament in August 2025. It is anticipated that the tournament will be a major event attended by members of clubs from around the South Island and that it will attract approximately 1,000 visitors to Oxford.
- 4.1.4 Hosting the tournament is expected to cost approximately \$9,000, so the Club has requested a grant of \$1,000. Expenses incurred by the Club will include the cost of medals, the provision of St John Ambulance services, airfares for the judges and referees, venue hire, and equipment costs. Funding and/or sponsorships have also been sought from Subway (for referee/judges lunch), New World, Christchurch City Council, ANZ Bank, Hireace, Toyota, Mainpower, and the Lions Foundation. If this funding application is unsuccessful, the tournament will go ahead.

4.2 Council Evaluation:

- 4.2.1 The application complies with the Board's Discretionary Grant Application Criteria, as it is from a non-profit organisation. However, grants are generally limited to \$750, with a maximum of \$1,000 in any financial year (July to June). The Board will, therefore, have to consider whether exceptional circumstances exist to exceed the present limit.
- 4.2.2 In June 2020, the Board granted the Club \$500 for uniforms for the South Island Invitational Championships. The required Accountability Form was received.

Oxford Dementia Support Group (the Group)

4.3 Information provided by the Group:

4.3.1 The Group functions under the auspices of the Oxford Community Trust and supports people diagnosed with dementia and their whānau. It provides people with information about the New Zealand Health System and how to access various services. The Group also hosts education sessions on all aspects of dementia and dementia care.

4.3.2 The Group hosts monthly support meetings, which provide an opportunity for members to gather and contribute ideas in a safe, nonjudgmental environment. These free group sessions enable struggling members to attend and gain the valuable socialisation they desperately need.

4.3.3 The requested funding will be used to advertise and host the Group's monthly meetings, including venue hire and catering costs. Most of the 30 families being supported by the Group are from the Oxford-Ohoka Ward. The monthly meetings allow the members to interact with others facing the same challenges, give them a sense of belonging and self-worth, and develop friendships. If this application is unsuccessful, the Group will continue to meet.

4.4 Council Evaluation:

4.4.1 The application complies with the Board's Discretionary Grant Application Criteria, as it is from a non-profit community group. However, grants are generally limited to \$750, with a maximum of \$1,000 in any financial year (July to June). The Board will, therefore, have to consider whether exceptional circumstances exist to exceed the present limit.

4.4.2 This is the first time that the Group has applied for Discretionary Grant funding. However, it has also applied for a Community Facilities Grant.

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

4.6 **Implications for Community Wellbeing:**

There are social and cultural implications, as social and sports events provide opportunities for social interaction and build a sense of community.

4.7 The current balance of the Board's 2024/25 Discretionary Grant Fund is \$2,102. If the applications are granted, the Board will have only \$142 left for the remainder of the financial year.

4.8 The Management Team has reviewed this report.

5. **COMMUNITY VIEWS**

5.1 **Mana Whenua**

Te Ngāi Tūāhuriri hapū is not likely to be interested in the subject matter of this report.

5.2 **Groups and Organisations**

No other groups and 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 is not likely to be affected by or have an interest in the subject matter of this report.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1 **Financial Implications**

6.1.1 The 2024-34 Long Term Plan included a budget provision of \$6,330 for the Board to approve grants to community groups for the 2024/25 financial year (July 2024 to June 2025).

6.1.2 The current balance of the Board's 2024/25 Discretionary Grant Fund is \$2,102. If \$1,960 is granted, the Board will have only \$142 left for the remaining two months of the financial year.

6.1.3 The application criteria specify that grants are customarily limited to \$750 per application with a maximum of \$1,000 in any financial year. However, groups can apply twice a year, provided it is for different projects. Where applicable, GST values are calculated and added to appropriately registered groups if decided benefits exceed 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 arising from the adoption/implementation of the recommendations in this report.

6.4 **Health and Safety**

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

7. **CONTEXT**

7.1 **Consistency with Policy**

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

7.2 **Authorising Legislation**

Not applicable.

7.3 **Consistency with Community Outcomes**

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

7.4 **Authorising Delegations**

Community Boards have delegated authority to approve Discretionary Grant Funding.

What happens now?

40

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

What happens next?

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

Groups applying for Board Discretionary Grants 2024/2025

Name of group: _____

Address: _____

Contact person within organisation: _____

Position within organisation: _____

Contact phone number: _____

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

What is the timeframe of the project/event? _____

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

How many people will directly benefit from this project? _____

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

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

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

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

Other (please specify): _____

What are the direct benefit(s) to the participants? 41

What is the benefit(s) to your organisation?

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

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

If yes, name of parent group: _____

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

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

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

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

If yes, please supply details:

If this application is declined, will this event/project still occur? ⁴² Yes No

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

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

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

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

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

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

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

Signed:  _____ Date: _____

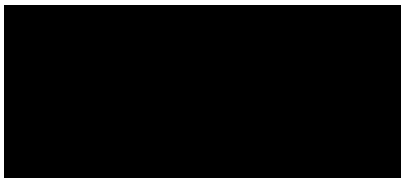


QUOTE

Taekwondo Union of New Zealand Incorporated

UNITAS PER AMICITIAM UNITY THROUGH FRIENDSHIP

QUOTE # 2025/17
DATE: FEBRUARY 15, 2025



To Oxford Alpine Taekwondo
C/- secretary.oxatkd@gmail.com

THIS QUOTE IS VALID FOR FOUR MONTHS FROM THE DATE ABOVE

DESCRIPTION	TOTAL
TUNZ charges in relation to the 2025 South Island Championship tournament being held in Christchurch August 2025	
Charge covers:	
(a) Travel costs and time of TUNZ officials	
(b) Transport of mats	
(c) Electronic equipment used for poomsae and sparring	
(d) Use of TUNZ branding, marketing and resources	\$4,500.00
Total	\$4,500.00

Michelle Sim
Treasurer
Taekwondo Union of New Zealand Incorporated

Any questions regarding this quote should be directed to:
Michelle Sim
Ph: 027 748 5251
Email: shellnz65@velocitynet.co.nz

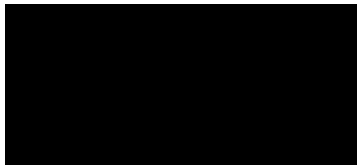


QUOTE

Taekwondo Union of New Zealand Incorporated

UNITAS PER AMICITIAM UNITY THROUGH FRIENDSHIP

QUOTE # 2025/18
DATE: FEBRUARY 15, 2025



To Oxford Alpine Taekwondo
C/- secretary.oxatkd@gmail.com

THIS QUOTE IS VALID FOR FOUR MONTHS FROM THE DATE ABOVE

DESCRIPTION	TOTAL
Medals in relation to the 2025 South Island Championship tournament being held in Christchurch August 2025	
450 medals @ \$6 each	\$2,700.00
Total	\$2,700.00

Michelle Sim
Treasurer
Taekwondo Union of New Zealand Incorporated

Any questions regarding this quote should be directed to:
Michelle Sim
Ph: 027 748 5251
Email: shellnz65@velocitynet.co.nz



Quotation for event cover

Customer no: C114524
Quotation no: Q273393
Dated: 24/02/2025

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

St John
Private Bag 14902
Panmure
Auckland 1741
New Zealand
Telephone 0800 4 EVENTS
GST Number 10-686-539

Dear [REDACTED]

Thank you for contacting us about your event. Below is a summary of the event booking that is included in this quotation. This quotation is forwarded on the basis that the services will be provided in accordance with the terms set out in this quotation and subject to the Terms and Conditions attached and available at stjohn.org.nz/ehsterms. The following pages provide a detailed description of what resources have been requested for your event.

Important note: This quotation is valid for 10 working days from the day of issue and must be confirmed at least 40 working days prior to the event, otherwise we may not be able to organise cover for your event. Late notice bookings or last-minute changes may incur additional charges, and we may be unable to preconfirm our ability to attend in such cases. Please carefully check the dates, timings, venues, and resources listed and notify us as soon as possible if any details are incorrect.

Events included in this quotation

E294969 - Taekwondo tournament

\$1,777.50 (excl. GST)

Saturday, 23 August 2025

11:00 a.m. - 7:00 p.m.

Pioneer Stadium, 75 Lyttelton Street, Spreydon, CHRISTCHURCH

Quotation acceptance

Please sign and email back to us.

Quotation No: 273393

Contact Person: Georgina Brooks

As an authorised representative of Oxford Alpine Tae Kwon Do I confirm that the terms set out in this quotation are correct and acknowledge that I have read and agree to the Terms and Conditions attached and available at stjohn.org.nz/ehsterms which will apply to the services contemplated by this quotation. I agree that we will pay the fees in accordance with the Terms and Conditions.

Signed

Date

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Risk assessment

The following information provided at the time of your booking request has been utilised to undertake an interim risk assessment to inform this quotation, pending a more detailed risk assessment following acceptance of this quotation. As the event organiser you are responsible for informing St John of any change in risk profile for the event, this includes but is not limited to, an increase in spectator numbers, an alteration of the timings of the event, and any intelligence that suggests a heightened risk to the health and safety of St John staff attending the event.

Spectators: 200

Participants: 400

Event type: Combat sports

Sub type: Karate

Other:

Resource recommendation and fees

The following outlines the recommended resources for your event:

1 Emergency Medical Technician

1 Ambulance & Equipment (4hrs + day rate)

1 First Responder

Total cost of resources

\$1,697.50

Administration fee

\$80.00

Total cost (excl. GST) for this event

\$1,777.50

Additional fees may apply if:

- There is a requirement for attendance at pre/post event meetings that was not requested, and confirmed, at the time of

Total

Total Exclusive of GST	\$1,777.50
GST Total	\$266.63
Amount to pay (including GST) for your event(s)	\$2,044.13

Terms and Conditions

Please read the Terms and Conditions available at stjohn.org.nz/ehsterms

Scope definition

In scope

- Health risk assessment pre-event
- Collaboration in development of H&S documentation as it relates to St John
- Provision of pre-hospital medical care to participants and spectators at event
- Electronic debrief of event.

Out of scope

- Completion of customer paperwork requiring personal health information
- Concussion Testing (Concussion screening is available as an additional extra, which may incur an additional cost)

Clinical qualifications

Details of our clinical qualifications and associated scope of practice is available at www.stjohn.org.nz/EHSqualifications. St John is externally audited against Ambulance Standard NZS 8156:2019. The Ambulance Standard requires medical event providers to operate with clinical personnel appropriate to the level of risk as identified in the event risk analysis and have a current delegated scope of practice or be registered. St John caution using the resource recommendations within this quotation when comparing other event medical providers due to the high number that do not adhere to S8156 standards or provide the same level of clinical skills/medications/interventions.

What happens now?

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

What happens next?

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

Groups applying for Board Discretionary Grants 2024/2025

Name of group: Oxford Dementia Support Group

Address: [REDACTED]

Contact person within organisation: [REDACTED]

Position within organisation: Coordinator

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)

We have need for funding to pay for a meeting place. Also for community advertising each month. And tea & coffee for our group.

What is the timeframe of the project/event? We need funds for hall here and advertising for a year.

Overall cost of project/event: \$80 month Amount requested: _____

How many people will directly benefit from this project? Presently approx 30 families

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 2 % Rangiora-Ashley _____% Woodend-Sefton _____% Kaiapoi-Tuahiwi _____%

Other (please specify): _____

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

49

We help people negotiate our Health Systems for information. We run education classesⁱⁿ all aspects of dementia, also how carers need to care for themselves

What is the benefit(s) to your organisation?

Our organisation benefits our community with being available for information and encouragement and any other support that we can give families of a dementia sufferer.

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

No benefits economically. But to have a group such as ours - can be the 'first port of call' when families are in distress as to where to go next

Is your group applying under the umbrella of another organisation (that is Charity/Trust registered)? Yes NoIf yes, name of parent group: OXFORD COMMUNITY TRUST (OCT)

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

OCT. handle our finances - any grants awarded are held at the Trust.

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.

For the moment we aren't looking elsewhere - but any donations are eagerly received and are held at OCT.

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.

We are applying for a Community Facilities Grant

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

If yes, please supply details:

If this application is declined, will this event/project still occur? ⁵⁰ 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 a simple Accountability Report.
- I accept that information provided in this application may be used in an official Council report available to the public.

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

Signed: 

Date: 4th March 2025.

**Oxford Community Trust
Account FastReport
All Transactions**

9:30 AM

08/10/24

Accrual Basis

Date	Name	Description	Amount	Balance
L8050 Oxford Dementia Support				
12/12/2023	LandSAR	Oxford Dementia Group - Land Search & Rescue Guest Speaker Donation	-50.00	-50.00
12/12/2023		Oxford Dementia Support Group Grant	1,304.35	1,254.35
31/12/2023	Cash	Givealittle donation to WanderSearch Canterbury Charitable Trust	-50.00	1,204.35
13/02/2024	Cash	Hire of Hall - Oxford Dementia Group	-26.09	1,178.26
21/02/2024	Schnurrbart Design and Publishi...	ODSG - Quarter Page Bulletin	-70.00	1,108.26
1/03/2024	Heather MacKay	ODSG - Reimburse Heather for Morning Tea (PaknSave)	-24.05	1,084.21
4/03/2024	Heather MacKay	ODSG - Reimburse Heather for Petrol Voucher purchase for Speaker	-50.00	1,034.21
5/03/2024	Anglican Parish of Oxford-Cust	Hire of Parish Hall - ODSG March Meeting	-26.09	1,008.12
11/03/2024		Adjustment - Canterbury Vintage Fair North	300.00	1,308.12
16/04/2024	Anglican Parish of Oxford-Cust	Oxford Dementia Support Group hired Church Hall - 9 April	-26.09	1,282.03
22/04/2024	Schnurrbart Design and Publishi...	Bulletin Quarter Column Advertising	-20.00	1,262.03
15/05/2024	Anglican Parish of Oxford-Cust	ODSG Hall Hire on 14 May	-26.09	1,235.94
28/05/2024	Heather MacKay	ODSG - Challenge Petrol Voucher for Guest Speaker	-43.48	1,192.46
28/05/2024	Heather MacKay	ODSG - New World Morning Tea Expenses	-10.06	1,182.40
28/05/2024	Heather MacKay	ODSG - Freshchoice Morning Tea Expenses	-2.25	1,180.15
28/05/2024	Heather MacKay	ODSG - Oxford Bakery Morning Tea Expenses	-90.00	1,090.15
28/05/2024	Heather MacKay	ODSG - Challenge Petrol Voucher	-43.48	1,046.67
14/06/2024	Anglican Parish of Oxford-Cust	ODSG Hire of Church Hall - 11 June	-29.49	1,017.18
1/07/2024	Schnurrbart Design and Publishi...	ODSG - Bulletin Advertising	-35.00	982.18
9/07/2024	Anglican Parish of Oxford-Cust	Church Hall Hire - 2 July	-26.09	956.09
23/07/2024	Heather MacKay	Challenge Fuel Voucher	-50.00	906.09
23/07/2024	Heather MacKay	PaknSave Groceries - Milk, Cake & Biscuits	-7.97	898.12
19/08/2024	Anglican Parish of Oxford-Cust	ODSG Hire of Oxford Anglican Hall - 13 Aug	-26.09	872.03
23/08/2024	Schnurrbart Design and Publishi...	ODSG - Quarter Page Advertising	-35.00	837.03
3/09/2024	Heather MacKay	PaknSave - Morning Tea Refreshments	-17.03	820.00
3/09/2024	Heather MacKay	Cafe 51 - 2 \$25 vouchers	-43.48	776.52
3/09/2024	Heather MacKay	PaknSave - Morning Tea Refreshments	-6.42	770.10
3/09/2024	Heather MacKay	Challenge Oxford Autos - 2 \$50 Petrol Vouchers	-100.00	670.10
12/09/2024	Anglican Parish of Oxford-Cust	ODSG - Hall Hire 10 Sept	-26.09	644.01
24/09/2024	Schnurrbart Design and Publishi...	ODSG - Bulletin Half Page	-60.00	584.01
4/10/2024	Anglican Parish of Oxford-Cust	ODSG - Hire of Hall 24 Sept	-26.09	557.92
Total L8050 Oxford Dementia Support			557.92	557.92
TOTAL			557.92	557.92

260.00

300.00

20
AC

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

Meeting considered	Group	Project	Accountability Received	Amount Requested	Amount Granted	Running Balance
		2024/25 \$6,330				\$ 6,330.00
3-Jul	Ohoka School Aims Games Basketball Team	towards costs to travel to Turanga for the Games	27-Aug-24	\$1,000	\$ 300.00	\$6,030
3-Jul	Oxford Museum/Oxford Historical Records Society	Towards duple sided teardrop flag	18-Sept-24	\$398	\$398	\$5,632
3-Jul	Ohoka Rugby Club Under 11	towards attending the NZ Junior Rugby Festival	16-Dec-24	\$1,000	\$500	\$5,132
3-Jul	View Hill School	Towards hosting a Dark Sky event		\$700	\$500	\$4,632
7-Aug	Oxford Football Club	Purchase of field marking paint	24-Jan-25	\$1,000	\$500	\$4,132
7-Aug	Oxford Community Trust	towards catering costs for	event cancelled, funds returned	\$750	\$500	\$4,132
4-Sept	Lees Valley House Holders	towards the purchase of two AEDs	18-Dec-24	\$3,724	\$500	\$3,632
2-Oct	North Canterbury Inclusive Sports Festival	Host the festival at Mainpower		\$500	\$150	\$3,482
2-Oct	Oxford Alpine Taekwondo	Towards safety gear for members		\$750	\$250	\$3,232
7-Nov	Oxford 24-7 Youth Work	Tag Archary	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	on hold	\$1,000		
3-Apr	Oxford Dementia Support Group	Hall hire and advertising cost of hosting TUNZ		\$960		
3-Apr	Oxford Alpine Taekwondo Club	South Island Taekwondo Tournament		\$1,000		

Oxford-Ohoka
Community
Board

10.139.100.2410

Spreadsheet Showing Oxford-Ohoka Community Board Discretionary Grant for the 2023/24 Financial Year

Meeting considered	Group	Project	Accountability Received	Amount Requested	Amount Granted	Running Balance
		2023/24 \$0,120 + Carryover \$ 39 =				\$ 6,159.00
2-Aug	Oxford Land Search and Rescue	Radio handset, protective case and charger	5.9.2023	\$540	\$540	\$ 5,619.00
2-Aug	Coastguard North Canterbury	towards upgrading the swift water rescue vessel		\$500	\$500	\$ 5,119.00
2-Aug	Mandeville Bowling Club	purchase of office credenza	15-May-24	\$404	\$404	\$ 4,715.00
6-Sep	Waimakariri Dog Club	Purchase of two measuring wheels	11-Oct-23	\$500	\$500	\$ 4,215.00
6-Sep	Oxford Dark Sky Group	purchase light metre	12/20/2023	\$500	\$500	\$ 3,715.00
6-Sep	West Eyreton Friends of the school	shade sail		\$1,000	Withdrawn	\$ 3,715.00
6-Sep	Waimakariri Access Group	Towards running an Inclusive Sports Event	9-May-24	\$500	\$278.84	\$ 3,436.16
6-Sep	Standardbred Stable to Stirrup Charitable Trust	Towards monogrammed patches for clothing and horse gear	10.10.2023	\$470	\$470	\$ 2,966.16
6-Dec	Ohoka Rugby Club	Towards replacement weights		\$500	Declined	\$ 2,966.16
6-Dec	Clarkville Playcentre	Towards a replacement printer/copier	2-Apr-24	\$469	\$469	\$ 2,497.16
3-Apr	North Canterbury Pony Club	Towards St John's Ambulance services	18-Oct-24	\$500	\$500	\$ 1,997.16
8-May	Swannanoa Home and School Committee	towards picnic tables	25-Jul-24	\$760	\$750	\$ 1,247.16
5-Jun	Oxford Footaball Incorporated	towards hiring the hockey turf at Mainpower Stadium		\$1,000	withdrawn	\$ 1,247.16
5-Jun	Oxford Promotion Action Committee	Towards lighting the tree by the library for Matriki	24-Jul-24	\$750	\$750	\$ 497.16

Oxford-Ohoka
Community Board
10.139.100.2410

GOVERNANCE

Oxford-Ohoka Community Board Discretionary Grant Application

Information to assist groups with their application

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

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

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

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

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

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

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

WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR DECISION

FILE NO and TRIM NO: GOV-26-10-06 / 250319046898

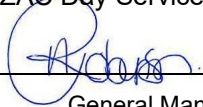
REPORT TO: Oxford-Ohoka Community Board

DATE OF MEETING: 2 April 2025

FROM: Thea Kunkel, Governance Team Leader

SUBJECT: ANZAC Day Services 2025

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



 General Manager



 pp Chief Executive

1 SUMMARY

The purpose of this report is to appoint the Oxford-Ohoka Community Board (the Board) representation to attend the 2025 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. 250319046898.
- (b) **Appoints** Board members to attend the Ohoka Anzac Day Service to be held at 11am on Thursday, 24 April 2025, 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 9am on Friday, 25 April 2025, 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 Friday, 25 April 2025, 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 Friday, 25 April 2025, 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 in conjunction with Council representatives at other Anzac Day services.

4 **ISSUES AND OPTIONS**

- 4.1 Three services will be held in the Waimakariri District on Thursday, 24 April 2025. The first will be at 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 Friday, 25 April 2025, with the service in Rangiora taking place at the Rangiora Cenotaph. However, the Council and the Rangiora-Ashley Community Board will also be laying a wreath at the Wall of Remembrance at the Rangiora High School.
- 4.3 On Friday, 25 April 2025, the Kaiapoi Citizens' Service will be held at 10am 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 will be welcomed at this service. A breakfast for 100 people will follow the dawn service at the Kaiapoi Club. This is a pre-ticketed event.
- 4.4 The primary service in Oxford will be held at the Oxford Cenotaph. A more intimate service will be held at the Cust Cenotaph, proceeding to the West Eyreton Memorial Gates for a wreath blessing and a community cuppa in the West Eyreton Hall.
- 4.5 The times of the services are:

Thursday 24 April 2025:	Ohoka Hall	11am
	Woodend War Memorial	6pm
	Sefton Domain Service	6pm
Friday 25 April 2025:		
	Dawn Parade – RSA Rangiora	6am
	Pegasus Dawn Service	6am
	Kaiapoi War Memorial Service	6.30am
	Oxford Cenotaph Service	9am
	Rangiora High School Service	9.30am
	Kaiapoi Citizens' Service	10am
	Cust Cenotaph Service	10am
	Fernside Service	10am
	Rangiora Cenotaph Service	11am
	West Eyreton Service	11.30am
	Loburn War Memorial – Striking of the Flag	2pm

- 4.6 **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.
- 4.7 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 Council's Governance budget covers the costs for wreaths, advertising, traffic management, and service sheets, and funding is not sought from the Oxford-Ohoka Community Board for these costs.

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 makes provision for annual grants of \$4,000 to the various RSAs for miscellaneous costs of hosting the Anzac Day Services. The Council also covers the cost of \$3,785.80 for the hiring of a sound system to be used at the Kaiapoi War Memorial Service.

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.

OXFORD-OHOKA COMMUNITY BOARD

MEMBERS INFORMATION EXCHANGE

For the month of February 2025

Members Name: Michelle Wilson

MEMBER'S DIARY		DISCUSSION POINTS
<i>Date</i>	<i>Events members have attended</i>	<i>Community Feedback/Issues Raised</i>
6th February	Ashley Gorge Gala - Family Fun Day	Over 500 people attended, bouncy castles, clown, duck race, biosecurity stall - pest control. Great event for families.
11th February	Ohoka Residents' Association AGM	Constitution been updated. A busy year included making submission to Select Committee on Fast Track bill. Generous donations from community to fund legal fees re proposed subdivision. Complex with a number of processes in play. Dan Gordon attended and spoke regarding the process. Community concern is high.
18th February	Waimakariri Health Advisory Group	New Chair Rachel Pickles. Looking at replacing portfolio gaps. Feedback re Awanui Lab to explain Kaiapoi often shut due to recruitment and retention of staff. Outbreak of whooping cough. Presentation sent from Kathy O'Neill from Te Whatu ora. Community service mapping. Discussion re gaps. Pregnant women having difficulty accessing healthcare if not already enrolled with GP. Concerns re new Vape Store in Rangiora. Renewed focus on what WHAG can and hopes to achieve.
19th February	Eastern Rangiora Bypass Road Drop-In for Elected Members	
19th February	All Boards Session	

OXFORD-OHOKA COMMUNITY BOARD**MEMBERS INFORMATION EXCHANGE***For the month of February 2025*

Members Name: Mark Brown

MEMBER'S DIARY		DISCUSSION POINTS
<i>Date</i>	<i>Events members have attended</i>	<i>Community Feedback/Issues Raised</i>
3.2.2025	Oxford Promotions Action Committee (OPAC) (Experience Oxford) meeting	Session around values/mission etc and board structure
17.2.2025	Oxford Promotions Action Committee (OPAC) monthly meeting	Main topic was draft 2025 budget and how to manage events inside that budget with Matariki events being reduced to achieve a balanced budget.
18.2.2025	Wolffs Road Suspension Bridge meeting	Good turn out and new Trust being formed.
19.2.2025	Oxford Rural Drainage Board Meeting	WDC staff and some board members will visit some drains in the area to look at any issues.
21.2.2025	1475 North Eyre Road Site meeting	<ul style="list-style-type: none"> To look at water race issues – attended by WDC staff and Cr Williams. Good outcome with water race also identified as irrigation race so under Waimakariri Irrigation Ltd. Residents originally came to me for help and I pointed them to their WDC Councillor. Also took opportunity to show WDC staff the Oak Reserve and the Pit next door.

Other:

- Also attended the Rangiora-Ashley Community Board meeting to listen to the Cust Domain relating to Cust Equestrian Group and Oxford Soccer Club, deferred decision pending consultation with Cust Domain Advisory Group, next day received call from Soccer Club President to discuss the previous night.

OXFORD-OHOKA COMMUNITY BOARD

MEMBERS INFORMATION EXCHANGE

For the month of February 2025

Members Name: Tim Fulton

MEMBER'S DIARY		DISCUSSION POINTS
<i>Date</i>	<i>Events members have attended</i>	<i>Community Feedback/Issues Raised</i>
13.2.2025	North Canterbury Neighbourhood Support meeting – via Teams Urgent Briefing - Rangiora	
17.2.2025	LGNZ member Zoom with South Island Minister James Meager	
17.2.2025	Oxford Promotions Action Committee (OPAC) (Experience Oxford) meeting	A second workshop with Debs Taylor-Hayhurst
18.2.2025	Council workshop	
18.2.2025	Wolffs Bridge public meeting at Oxford Town Hall	Formation of Footbridge Friends Inc, operated a group to be known as the Wolffs Bridge Restoration Group. A particularly good turnout from councillors and community board members
19.2.2025	Eastern Rangiora link road workshop	
19.2.2025	All Boards meeting	
20.2.2025	Joint Council and Ohoka-Mandeville Rural Drainage Advisory boards- Stage 1 workshop	
21.2.2025	Attended Community Hub launch event at Te Mataura school, Rangiora	
24.2.2025	Oxford Health and Fitness Centre Trust	Confirmation of an opening event for the extension on May 2 nd , Final stages of building on track
24.2.2025	District Planning and Regulation Portfolio meeting – via Teams	

Other:*Scheduled to attend*

- 25th February
Community & Recreation Committee
District Planning & Regulatory Committee
Landmarks Meeting
- 27th February
Waimakariri Irrigation Ltd
Whytes and Gilchrists farms, Swannanoa
- 4th February
Council meeting
- 5th March
Resource Management Act training – Teams

Ongoing work:

- Advocacy for trail signage
- Oak Reserve West Eyreton historical
- Public – cc'd into Mandeville pathway query with Niki, West Eyreton water race issue, interest from an Oxford landowner in promoting more public walkways in and around the hills