

MINUTES FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD HELD AT THE WEST EYRETON HALL, 2 EARLYS ROAD, WEST EYRETON ON WEDNESDAY 5 FEBRUARY 2025 AT 6.30PM.

PRESENT

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

IN ATTENDANCE

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

1. APOLOGIES

Moved: N Mealings Seconded: M Wilson

THAT apologies for absence be received and sustained from S Barkle and T Fulton.

CARRIED

2. PUBLIC FORUM

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

3. CONFLICTS OF INTEREST

There were no conflicts declared.

4. CONFIRMATION OF MINUTES

4.1. Minutes of the Oxford-Ohoka Community Board Meeting – 4 December 2024

Moved: P Merrifield Seconded: R Harpur

THAT the Oxford-Ohoka Community Board:

- (a) **Confirms** the circulated Minutes of the Oxford-Ohoka Community Board meeting, held on 4 December 2024, as a true and accurate record.

CARRIED

4.2. Matters Arising (From Minutes)

There were no matters arising.

4.3. Notes of the Oxford-Ohoka Community Board Workshop – 4 December 2024

Moved: P Merrifield Seconded: N Mealings

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the notes of the Oxford-Ohoka Community Board Workshop held on 4 December 2024.

CARRIED

5. DEPUTATIONS AND PRESENTATIONS

Nil.

6. **ADJOURNED BUSINESS**

Nil.

7. **REPORTS**

7.1. **Updating Parking Restrictions at Different Locations in Oxford and Approval to Consult on Proposed New Restrictions – S Binder (Senior Transportation Engineer) and N Puthupparambil (Transportation Engineer)**

S Binder spoke to the report noting the Board had a workshop in 2024 on this matter. The report included some existing restrictions already in place that needed to be formally added to the Schedule of Parking Restrictions in order for them to be enforceable.

T Robson noted the carparks outside the Butcher in Meyer Place were currently P30. He asked if they were staying as P30s. S Binder noted that they were already in the schedule.

M Brown asked when the time restrictions were applicable. S Binder understood that the those restrictions applied generally from 8am to 5pm.

P Merrifield queried whether staff expected negative feedback from the community on these restrictions. S Binder replied that staff spoke with the owner of the supermarket and they did not have any objections. This would likely impact supermarket staff however he did not anticipate negative feedback from the community.

Moved: P Merrifield

Seconded: N Mealings

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 241025186823.
- (b) **Approves** public consultation on new P60 parking restrictions for Main Street in the vicinity of the grocery store:

Town	Street	Location	Side of Street	Restriction	Qualifying Remarks	Comments
Oxford	Main St	West of No. 52	North	P60	6 parks	West of No. 52 for 60m
Oxford	Main St	In front of No. 55	South	P60	3 parks	

AND

THAT the Oxford-Ohoka Community Board recommends:

THAT the District Planning and Regulation Committee:

- (c) **Approves** formalising of the following existing signed parking restrictions around Oxford town centre:

Town	Street	Location	Side of Street	Restriction	Qualifying Remarks	Comments
Oxford	Bay Rd	North of Main St	East	P15 Loading Zone		North of intersection for 30m
Oxford	Meyer Pl	North of Main St	Both	P60	3 parks west side, 6 parks east side	North of intersection for 32m
Oxford	Main St	West of Meyer Pl	North	P30	4 parks	West of intersection for 32m
Oxford	Main St	West of Burnett St	North	Mobility park		
Oxford	Main St	Town Hall Carpark	West	Mobility park	5 parks	
Oxford	Main St	Pearson Park Carpark	West	Electric vehicle park	2 parks, Mon-Sat only	

- (d) **Approves** the following modifications (in *red italics*) to existing parking restrictions on Bay Road outside of Oxford Area School:

Town	Street	Location	Side of Street	Restriction	Qualifying Remarks	Comments
Oxford	Bay Rd	<i>From 21m north of Observatory Gate to 66m south of that gate</i>	East	<i>Reserved Parking - Buses Only</i>	8:20-9:30am, 2:30-3:20pm school days	<i>Requested by school</i>
Oxford	Bay Rd	<i>From 33m north of Main (Middle) School Gate to 40m south of that gate</i>	East	Loading Zone, P2	8:45-9:15am, 2:45-3:15pm school days	Requested by school
Oxford	Bay Rd	<i>For 21m outside middle northern entrance of the school</i>	East	No Parking	8:20-9:20am, 2:30-3:20pm school days	<i>Requested by school</i>

CARRIED

7.2. **Application to the Board’s Discretionary Grant Fund 2024/25 – K Rabe (Governance Advisor)**

K Rabe spoke to the report noting that the Board may consider donations for musicians, who were volunteering their time and talent to be payment and therefore the grant would not fit the criteria laid out for the fund.

P Merrifield also noted that as the event was not being held in the ward the number of the ward’s residents attending the event would be far less than those attending from the Kaiapoi-Tuahiwi area.

R Harpur asked if the organisers would be charging for admittance and was told that this was a free family event.

Moved: M Brown

Seconded: M Wilson

THAT the Oxford-Ohoka Community Board:

(a) **Receives** report No. 250121008388.

(b) **Declines** the application from Silverstream Reserve and Down by the River.

CARRIED

8. **CORRESPONDENCE**

Nil.

9. **CHAIRPERSON’S REPORT**

9.1. **Chairperson’s Report for December 2024 and January 2025**

As the Chairperson was absent and her report had not been circulated prior to the meeting the matter was deferred to the next meeting.

10. **MATTERS FOR INFORMATION**

10.1. Woodend-Sefton Community Board Meeting Minutes 3 December 2024.

10.2. Rangiora-Ashley Community Board Meeting Minutes 11 December 2024.

10.3. Woodend-Sefton Community Board Meeting Minutes 12 December 2024.

10.4. Mandeville Resurgence Channel Upgrade Project Stage 1 – Approval to consult with residents – Report to Council Meeting 3 December 2024 – Circulates to Oxford-Ohoka Community Board

10.5. Parking Bylaw 2019 Section 155 Review Assessment – Report to Council Meeting 3 December 2024 – Circulates to all Boards

10.6. Adoption of Road Reserve Management Policy with Revisions - Report to Council Meeting 3 December 2024 - Circulates to all Boards

10.7. Health, Safety and Wellbeing Report November 2024 – Report to Council Meeting 3 December 2024 – Circulates to all Boards

10.8. Annual Report and audited accounts for Enterprise North Canterbury for the year ended 30 June 2024 and Promotion of Waimakariri District Business Plan Report to June 2024 – Report to Audit and Risk Committee Meeting 10 December 2024 – Circulates to all Boards

10.9. School Cycle Skills Education Programme “Cycle Sense” – Report to Utilities and Roading Committee Meeting 10 December 2024 – Circulates to all Boards

10.10. Herbicide Update and Usage by Council and Contractors in 2023/24 – Report to utilities and Roading Committee Meeting 10 December 2024 – Circulates to all Boards

- 10.11. Rangiora Stormwater Annual Report 2023/24 and Monitoring Programme Report 2023/24 – Report to Utilities and Roading Committee Meeting 10 December 2024 – Circulates to all Boards
- 10.12. Approval to Enter into Agreement with Auto Stewardship New Zealand for Removal of Tyres Under the Tyrewise Product Stewardship Scheme – Report to Management Team Operations Meeting – Circulates to all Boards

Public Excluded

- 10.13. Partial Acquisition 344 Bradleys Road, Ohoka (WTP Upgrade) – Report to Council Meeting 3 December 2024 – Circulates to Oxford-Ohoka Community Board

Moved: M Wilson

Seconded: M Brown

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the information in Items.10.1 to 10.12.
- (b) **Receives** the separately circulated public excluded information in item 10.13.

CARRIED

11. MEMBERS' INFORMATION EXCHANGE

T Robson

- Ashley Gorge Advisory Group Meeting – planned a gala day for 6 February 2025. Discussion around the promotion of the reserve and the impacts that the increased numbers were having on the reserve. Promotion was from the One News segment on the entry to Tree of the Year. It was having some negative effects such as extra rubbish, foot traffic and anti-social behavior.
- Oxford Promotions Action Committee Workshop.
- Community Trust – Santa Parade, not as busy as previous year. Good event. The Trust also hosted the Christmas wonderland which was a big undertaking.
- West Oxford Reserve – due to the lack of housing in Oxford currently there was an increase in people living in the reserve permanently. There were no rental properties in Oxford which was forcing people into homelessness.

M Wilson

- Women's Institute meeting – they were the holders of a lot of historic information about the area and trying to connect them in with library staff to record that information. There were a lot of groups in the district that would have information important to the area.

R Harpur

- Ahsley Gorge – amazing set up with the new walks.

M Brown

- Winter Wonderland – amazing. He encouraged more people to attend.
- West Eyreton Railway sign had been installed. He had received three sets of design drawings for the signage.
- UV building going in at the Reserve, grateful that staff consulted with members around moving some shrubs that the Board had funded. There was a large tree that also needed to be cut down.
- Oxford Promotions Association strategy night – agreed on their vision mission and values. The discussed what a board looked like.
- New Chairperson of the Oxford Health Trust.

P Merrifield

- Wolffs Road bridge – someone went in and did some heavy work in a tidying the area up.
- They were having a meeting at the Oxford Town Hall at 7pm on 18 February 2025.
- Grey Power – were struggling to get people on the committee and would possibly disband because there was no one to help run things.

N Mealings

- Property Portfolio Working Group Meeting.
- Swannanoa School Assembly – had the honor of presenting the ‘Goden Wheelie Bin’ Award to the school for being the first school in 15 years to get a 100% perfect recycling bin audit result. Ka pai Tamariki!
- Canterbury Biodiversity Champions Meeting – Quarterly meeting of representatives across the 10 Canterbury councils hosted by Environment Canterbury through the Canterbury Mayoral Forum to further biodiversity issues across Canterbury.
- Waimakariri Youth Council Meeting – four members stood down including the wonderful co-chair, recruitment process to start in the new year. New co-chair Simone elected by the group.
- Council Workshop/Briefing Session.
- Utilities and Roading Committee Meeting.
- Manaaki Whenua Emissions Trading Scheme (ETS) Study and Field Visit – Met with staff and a researcher from Landcare research who came to do a field study and met with volunteers at Matawai Park, Silverstream Reserve and the Ohoka Bush as part of a study into the feasibility of inclusion of native trees into the ETS. Very exciting research!
- Citizenship Ceremony – Assisted the Mayor in officially recognising and congratulating the newest Kiwis in the district.
- Oxford-Ohoka Community Board Christmas Function.
- Greater Christchurch Partnership Briefing.
- Mayor Volunteers Christmas Morning Tea.
- Community Wellbeing North Canterbury (CWNC) Christmas Collection – Organised and carried out a Christmas collection of food items and gifts at Mandeville Sports Club during touch break up night to go to CWNC to help families in need. Aply assisted by the Waimakariri Youth Council co-chair Ruby Wilson and her sister. Thank you to our generous community. The items were much needed and well-received.
- Greater Christchurch Partnership Committee Meeting.
- Canterbury Climate Partnership Plan Launch – The launch held at the Christchurch Town Hall formalised and celebrated the partnership of the 10 Canterbury councils working together to share information, resources and expertise on furthering work done in the climate space. A huge milestone! Keynote speakers included Hon Simon Watts- Minister of Climate Change, Rod Carr- (former) Chair of the Climate Change Commission, and our own Mayor Gordon.
- Oxford Christmas Parade – Walked in the awesome annual Christmas Parade with the Mayor and fellow Board members and enjoyed looking through the Oxford Community Trust’s Christmas Grotto. A great day all round!
- Attended Rangiora Market in the Park – Great festive atmosphere and a good crowd at this pre-Christmas event!
- Day at Kaiapoi Community Services (KCS) – Dropped off the donations from the Mandeville event, helped sort and distribute goods and picked up food from Satisfy Food Rescue with KCS manager. KCS did a fine job of looking after some of our most vulnerable people and it was a privilege to spend the day with them.
- Oxford Area School Middle School Prizegiving – Had the honor of presenting awards to some well-deserving students at their end of year prizegiving.
- Meeting with Oxford A&P Association – Met with staff, elected members and Oxford A&P Association regarding Roading & drainage issues at showgrounds entrance.
- Oxford Area School Junior School Prizegiving – Presented awards to the awesome Tamariki at Oxford Area School at the Junior school prizegiving. Always a pleasure!

- Council Briefing.
- Ohoka Rural Drainage Advisory Group Site Visit – Site visit around the Ohoka Stream loop.
- Community Wellbeing North Canterbury Trust Board Meeting – Welcomed two newly appointed Trustees to the board.
- Council Annual Plan Budget Meeting – Council was on target to deliver rates below 5% as proposed in the Long Term Plan.
- Waimakariri Youth Council Meeting – Lauren T was acting Youth development coordinator while Emily was on maternity leave- off to a good start! First meeting for new co-chair Simone. Recruitment of new members is underway with applications closing 2 March 2025.
- Portfolio Update meeting with staff.
- Council meeting and workshop.
- Arohatia te Awa Working Group Meeting – New Ohoka Loop walkway being developed near Silverstream.
- Waimakariri was participating in the search for the Tree of the Year competition, seeking to track down New Zealand's most interesting trees and their stories. Got an interesting tree you'd like to nominate? Check out the website at www.treeoftheyear.co.nz.

12. **CONSULTATION PROJECT**

12.1. **Libraries Survey 2024**

<https://letstalk.waimakariri.govt.nz/libraries-survey-2024-25>

The Board noted the consultation project.

13. **BOARD FUNDING UPDATE**

13.1. **Board Discretionary Grant**

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

13.2. **General Landscaping Fund**

Balance as at 31 January 2025: \$28,010.

The Board noted the funding update.

14. **MEDIA ITEMS**

Nil.

15. **QUESTIONS UNDER STANDING ORDERS**

Nil.

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

Nil.

NEXT MEETING

The next meeting of the Oxford-Ohoka Community Board is scheduled for 6.30pm, Wednesday 5 March 2025 at the Oxford Town Hall.

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

THERE BEING NO FURTHER BUSINESS, THE MEETING CONCLUDED AT 7.21PM.

CONFIRMED



Chairperson

5 March 2025

Date