

**MINUTES FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD HELD IN THE A&P ROOM OF THE OXFORD TOWN HALL, 34 MAIN STREET, OXFORD, ON WEDNESDAY,9 NOVEMBER AT 7PM.**

**PRESENT**

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

**IN ATTENDANCE**

G Cleary (General Manager Utilities and Roading), J McBride (Roading Manager), A Mace-Cochrane (Project Engineer), S Binder (Senior Transport Engineer), Mike Kwant (Greenspace Community Projects Officer) virtually, K Rabe (Governance Advisor) and A Connor (Governance Support Officer).

There was one member of the public present.

**1. APOLOGIES**

There were no apologies.

**2. PUBLIC FORUM**

No members of the public wished to speak.

**3. CONFLICTS OF INTEREST**

There were no conflicts of interest declared.

**4. CONFIRMATION OF MINUTES**

**4.1. Minutes of the Oxford-Ohoka Community Board – 27 October 2022**

Moved: M Brown

Seconded: N Mealings

**THAT** the Oxford-Ohoka Community Board:

- (a) **Confirms** the circulated Minutes of the Oxford-Ohoka Community Board meeting, held on 27 October 2022, as a true and accurate record.

**CARRIED**

**4.2. Matters Arising**

There were no matters arising from the minutes.

**5. DEPUTATIONS AND PRESENTATIONS**

Nil.

**6. ADJOURNED BUSINESS**

Nil.

## 7. REPORTS

### 7.1. Ashley Gorge Bridge – Approval of No-Stopping Restriction – S Binder (Senior Transportation Engineer)

S Binder spoke to the report which sought a recommendation to the Utilities and Roading Committee the installation of a no-stopping restriction on Ashley Gorge Road. He clarified that the bridge concerned was known as the Ashley Gorge Bridge and not the Ashley River Bridge as was stated in the report.

He highlighted the following points

- Staff were trying to rectify issues regarding parking and visibility.
- There would be new signage indicating where parking was prohibited and encouraging people to park in the reserve car park instead.

P Merrifield questioned if the Groups consulted about the changes had any comments. S Binder answered that most of their feedback had been regarding the lack of visibility. He was holding a site meeting with members of the Ashley Gorge Reserve Advisory Group to walk the road and discuss the changes at a later date and there may be further feedback at that time.

N Mealings asked if there was a safe option for people with mobility issues to be able to park closer to the trail entrance. S Binder noted there was a limited amount of parking on the west side of the bridge. Currently there were informal no parking signs in place, however after the area had been the signs would be moved so that parking on the bank would not inhibit visibility to the bridge. Parking on the west side would result in only needing to walk across the bridge to reach the trail head. He did not recommend parking on the east bank as visibility was compromised.

T Fulton inquired if staff typically looked at crash site data during their evaluations and what other issues were considered. S Binder replied that there was limited crash history at this point and that crash data was not always a good indicator of risk. Although there was a low number of crashes at this site the risk was still present shown by known 'near miss' incidents. Main criteria considered were visibility, the likelihood of frost, volume of traffic and other such factors. Near misses were hard to quantify as they were not reported.

Moved: S Barkle

Seconded: P Merrifield

**THAT** the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 210812132935.
- (b) **Notes** that Council staff would work with the road maintenance contractor to remove vegetation and trees on the south side of the east approach to further improve visibility to the bridge.
- (c) **Notes** that other improvements proposed in the vicinity of the bridge included the following:
  - i. New guide signage to direct car parking to the holiday park car park.
  - ii. Removal of informal parking signage.
  - iii. Relocation of curve speed chevron sign at holiday park entry on the west approach.

*AND*

**THAT** the Oxford-Ohoka Community Board recommends:

**THAT** the Utilities and Roading Committee:

- (d) **Approve** installation of the following no-stopping restriction on Ashley Gorge Road at the Ashley Gorge Bridge:
  - i. For a distance from 15m west of the bridge to 25m east of the bridge railing on the north side.
  - ii. For 25m east of the bridge on the south side.

**CARRIED**

S Barkle commented it was good to see action being taken on an issue raised by the community.

7.2. **Approval to Proceed with Upgrading the Main Street Oxford Pedestrian Crossings – J McBride (Roading and Transport Manager) and A Mace-Cochrane (Project Engineer)**

A Mace-Cochrane noted the scope of works to be carried out outside the Fresh Choice Supermarket and the bakery to upgrade the pedestrian crossing markings to align with the new requirement of 600mm wide crossing bars and to replace current discs to 400mm belisha discs. The pedestrian crossing outside the bakery would also have directional and warning tactile pavers installed on both sides of the road.

The crossing outside the Oxford Town Hall would be shifted east to increase the distance from the Main Street / Burnett Street intersection. This would result in the loss of one car park which could not be accommodated anywhere else. As part of these works the curb build out would be extended on the northern side southern sides. The cost estimates for these works had increased since the Board's workshop in August due to increased market rates. However, these costs would be covered by the minor safety budget.

N Mealings questioned if the materials being removed and replaced would be replaced with new items or if the old ones would be refreshed and reused. J McBride answered that some materials would be replacing what was lacking and others would be upgraded like the belisha discs which were bigger and more visible.

P Merrifield asked if the Fresh Choice car park could be reviewed to allow for a one way in and one way out system. J McBride explained this was a resource consent issue, and the owners did acknowledge the difficulties experience in accessing and leaving the car park. N Mealings noted they had been working with the owners of Fresh Choice to create a strategic parking plan.

M Brown asked how staff planned to inform the public of the changes. J McBride stated they would work with the Council's Communication Team to ensure the community was informed of the works. G Cleary added that it could be added as a notes into the recommendation.

Moved: T Fulton

Seconded: M Brown

**THAT** the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 220209016538.
- (b) **Approves** the design shown in Trim No.22100774577, which included relocating the crossing outside of the Community Hall further east, updated markings (600 mm wide white crossing bars), enlarged belisha discs, and tactile pavers.
- (c) **Approves** the removal of one carpark on the northern side of Main Street, outside of the Community Hall, due to the extension of the kerb buildout when the crossing was to be relocated.
- (d) **Notes** that as there were no additional no-stopping lines to be installed and there was no change required to the Parking Schedule.
- (e) **Notes** that the current location of the eastern pedestrian crossing (outside the Community Hall) had health and safety issues due to its close proximity to Burnett Street, which prevented motorists turning left onto Main Street from aligning themselves perpendicular to the crossing, and hence, created problems with pedestrian visibility in vehicle blind spots.
- (f) **Notes** the southern crossing point of the eastern pedestrian crossing, in its existing location, aligns with a vehicle entrance servicing the Queenette backpackers and a residential property, which also created health and safety issues around pedestrian visibility when vehicles are reversing out onto Main Street.
- (g) **Notes** that by shifting the eastern pedestrian crossing, approximately 10 metres further east, mitigated the health and safety issues noted in Recommendation (f) and (g) by enabling motorists turning left onto Main Street, from Burnett Street, to align themselves perpendicular with the crossing, and by removing the conflict with the double vehicle entrance on the southern side.
- (h) **Notes** that each pedestrian crossing would be monitored, and any further improvements would be brought back to the Board for consideration.
- (i) **Notes** that the pedestrian crossing upgrades were included in the 2022/23 Roding Capital Works Programme which was consulted with the Community Boards and approved by Utilities and Roding Committee, and that there was a budget allowance for this project.
- (j) **Circulates** this report to the Utilities and Roding Committee for information.
- (k) **Notes** staff would work with the Communications Team to establish a communication plan regarding why and when this would be happening.

**CARRIED**

N Mealings commented that within the communication it should state why these changes were happening to enable the community to have a better understanding of the health and safety implications.

## 8. CORRESPONDENCE

### 8.1. West Eyreton Community Hall

N Mealings asked if holding the meeting on Tuesday 4 April 2023 would clash with the Council Long Term Plan Budget Meeting. K Rabe noted she would check.

Moved: P Merrifield

Seconded: M Wilson

**THAT** the Oxford-Ohoka Community Board:

- (a) **Receives** the correspondence regarding the West Eyreton Community Hall.

**CARRIED**

K Rabe commented she had visited the Swannanoa Hall as requested by a Board member with the view of holding meetings in the Swannanoa area. However currently the Hall had insufficient tables and chairs to accommodate a meeting of the Board and she had encouraged the Committee to apply to the Board's Discretionary Grant to enable them to equip their Hall. The Board may wish to consider this venue when considering the 2024 meeting schedule.

## 9. CHAIRPERSON'S REPORT

### 9.1. Chairperson's Report for October 2022

T Robson also attended computer training and the Oxford Area School Prize Giving as well as those mentioned in the report.

Moved: N Mealings

Seconded: S Barkle

**THAT** the Oxford-Ohoka Community Board:

- (a) **Receives** the report from the Oxford-Ohoka Community Board Chairperson (TRIM: 220905153098).

**CARRIED**

## 10. MATTERS FOR INFORMATION

- 10.1. Woodend-Sefton Community Board Meeting Minutes 12 September 2022.
- 10.2. Rangiora-Ashley Community Board Meeting Minutes 14 September 2022.
- 10.3. Kaiapoi-Tuahiwi Community Board Meeting Minutes 19 September 2022.
- 10.4. Three Waters Reform - Transition Support Package Agreement with Dept of Internal Affairs – Report to Council Meeting 6 September 2022 – Circulates to All Boards.
- 10.5. District Regeneration - Annual Progress Report to June 2022 – Report to Council Meeting 6 September 2022 – Circulates to All Boards.
- 10.6. July 2022 Flood Response – Emergency and Immediate Works Expenditure – Report to Council meeting 6 September 2022 – Circulates to All Boards.
- 10.7. Adoption of Policy - Briefings and Workshops – Report to Council meeting 6 September 2022 – Circulates to All Boards.
- 10.8. Summary of Discretionary Grant Accountability 1 July 2021 to 30 June 2021 – Report to Woodend-Sefton Community Board Meeting 12 September 2022 – Circulates to Oxford-Ohoka, Rangiora-Ashley and Kaiapoi-Tuahiwi Community Boards.
- 10.9. Summary of Discretionary Grant Accountability 1 July 2021 to 30 June 2022 – Report to Rangiora-Ashley Community Board Meeting

14 September 2022 – Circulates to Oxford-Ohoka, Woodend-Sefton and Kaiapoi-Tuahiwi Community Boards.

- 10.10. Summary of Discretionary Grant Accountability 1 July 2021 to 30 June 2022 – Report to Kaiapoi-Tuahiwi Community Board Meeting 19 September 2022 – Circulates to Oxford-Ohoka, Woodend-Sefton and Rangiora-Ashley Community Boards.
- 10.11. Aquatics September Update – Report to Community and Recreation Committee Meeting 20 September 2022 – Circulates to All Boards.
- 10.12. Library update to 8 September – Report to Community and Recreation Committee Meeting 20 September 2022 – Circulates to All Boards.
- 10.13. Annual Report to the Alcohol Regulatory and Licensing Authority 2022 – Report to District Planning and Regulation Committee Meeting 20 September 2022 – Circulates to All Boards
- 10.14. Analysis of Recent Reports Covering Regional Water Quality Trends and Issues – Report to Land and Water Committee Meeting 27 September 2022 – Circulates to All Boards
- 10.15. Solid Waste Services and Waste Data Update for 2021/22 – Report to Utilities and Roading Committee Meeting 27 September 2022 – Circulates to All Boards
- 10.16. 2021-2022 Flood Recovery: September Update – Report to Utilities and Roading Committee Meeting 27 September 2022 – Circulates to All Boards
- 10.17. Eastern Districts Sewer Scheme and Oxford Wastewater Treatment Plant Annual Compliance Monitoring Reports 2021 – 2022 – Report to Utilities and Roading Committee Meeting 27 September 2022 – Circulates to All Boards
- 10.18. Approval of the Transportation Procurement Strategy – Report to Council Meeting 4 October 2022 – Circulates to All Boards
- 10.19. July 2022 Flood Response – Forecast Costs and Funding Sources – Report to Council Meeting 4 October 2022 – Circulates to All Boards
- 10.20. Submissions: Water Services Entity Bill, Proposed National Policy Statement for Indigenous Biodiversity, and ME 1669 Discussion Document: Managing Wetlands in the CMA – Report to Council Meeting 4 October 2022 – Circulates to All Boards
- 10.21. Health, Safety and Wellbeing Report September 2022 – Report to Council Meeting 4 October 2022 – Circulates to All Boards
- 10.22. Council meeting schedule – Report to Council Meeting 27 October 2022 – Circulates to All Boards

Moved: M Brown

Seconded: M Wilson

**THAT** the Oxford-Ohoka Community Board:

- (a) **Receives** the information in Items.10.1 to 10.22.

**CARRIED**

## **11. MEMBERS' INFORMATION EXCHANGE**

### **S Barkle**

- Attended Situational Awareness Training.
- She noted that there were several trees in the forestry area on McHugh's Road that were overhanging the fence and causing a hazard to road users.

### **M Brown**

- Attended the West Eyreton 150<sup>th</sup> celebrations.
- Attended Governance and Finance refresher trainings.
- Attended the Oxford Promotions Action Committee meeting. Had a strong business membership attending the meetings. Currently working on creating a jingle for Oxford to promote the town. Businesses would be able to buy into the Jingle to assist with their advertising. The Committee were making progress on its water tank trial initiative where encouraged water tank owners to allow artists to paint artworks on their tanks as a tourist attraction. The Committee were working with the Lions Club to change the route of the Christmas Parade which would allow it to end closer to the town.
- Stepping down as a member of the Board of Mandeville Sports Club.

### **T Fulton**

- Attended Oxford Area School Prize Giving.
- Attended West Eyreton 150<sup>th</sup> Celebrations.
- Met with a resident in Tawera Lane regarding flooding matters.
- Visited Wayne Nelsons Alpaca Farm on North Eyre Road, who was still experiencing flooding impacts on his property.
- Queries from the public on the status of Wolfs Road Bridge.
- Members of the public were also interested in seeing something done with West Eyreton Railway sites.

### **R Harpur**

- Attended Mandeville Residents Association Meeting. Met with a water engineer from the Council who presented different options he was working on to get the floods away from Mandeville.
- Attended Mandeville Sports Centre meeting. Main topic of discussion was the dog agility competition. There was over 1000 dogs in attendance.

### **N Mealings**

- The Council had a flood works progress webpage set up detailing where each project and service request was.
- Attended the Oxford Big Family Fun Day Out. Had a great turn out.
- Met with a resident regarding a drainage issue which had now been dealt with by the Council's Drainage Team.
- One of the Co-Chairs of the Youth Council would be resigning in January.
- Attended the Oxford Area School Prize Giving.
- Attended Council Meeting. Main report was regarding chlorination exemption applications. Taumata Arowai had allowed the Council to hold off on chlorinating the water supplies till after the applications had been reviewed.

### **P Merrifield**

- Attended Oxford Promotions Action Committee meeting.
- Attended Situational Awareness Safety Training.
- Attended Cust Community Hub meeting.

### **M Wilson**

- Attended Women's Institute of Ohoka. They were looking for new members.
- Attended National Dog Agility Championship. Was great for the Mandeville shopping centre also.

## **12. CONSULTATION PROJECTS**

Nil.

**13. BOARD FUNDING UPDATE**

**13.1. Board Discretionary Grant**

Balance as at 31 October 2022: \$3,039.

**13.2. General Landscaping Fund**

Balance as at 31 October 2022: \$13,090.

**14. MEDIA ITEMS**

**15. MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED**

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

Moved: M Brown

Seconded: N Mealings

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

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:

<b>Item N°</b>	<b>Reports / Minutes of:</b>	<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48(1) for the passing of this resolution</b>
15.1	Report of Mike Kwant (Greenspace Community Projects Officer)	Ashley Gorge Reserve Advisory Group appointment of members and confirmation of current Terms of Reference	Good reason to withhold exists under Section 7	Section 48(1)(a)

This resolution is made in reliance on section 48(1)(a) 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 which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

<b>Item N°</b>	<b>Reason for protection of interests</b>	<b>Ref NZS 9202:2003 Appendix A</b>
15.1	Protection of privacy of natural persons	A2(a)



**CLOSED MEETING**

*The public excluded portion of the meeting commenced at 7.54pm and concluded at 8pm.*

**OPEN MEETING**

**Resolution to resume in open meeting**

Moved: S Barkle

Seconded: M Wilson

**THAT** open meeting resumes and the business discussed within the public excluded portion of the meeting remains public excluded.

**CARRIED**

**16. QUESTIONS UNDER STANDING ORDERS**

Nil.

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

Nil.

**NEXT MEETING**

The next meeting of the Oxford-Ohoka Community Board is scheduled for 7pm, Wednesday 7 December 2022 at the Oxford Town Hall, Main Street, Oxford.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 8pm.

**CONFIRMED**

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Date

**Workshop**

- *Staff Update*
  - *Community Board Plan*
  - *End of Year function*
- *Members Forum*
  - *Board Promotion – Facebook page*