

Agenda

Oxford-Ohoka Community Board

Wednesday 3 April 2024

7pm

Ohoka Community Hall
Mill Road
Ohoka

Members:

Thomas Robson (Chairperson)

Sarah Barkle (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 COMMUNITY HALL, MILL ROAD, OHOKA ON WEDNESDAY 3 APRIL 2024 AT 7PM.

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 – 6 March 2024**

RECOMMENDATION

7 – 15

THAT the Oxford-Ohoka Community Board:

- (a) **Confirms** the circulated Minutes of the Oxford-Ohoka Community Board meeting, held on 6 March 2024, as a true and accurate record.

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

5. **DEPUTATIONS AND PRESENTATIONS**

5.1. **Pearson Park Pump Track – Nicky Stagg**

N Stagg will be in attendance to discuss the Pearson park Pump Track with the Board.

6. **ADJOURNED BUSINESS**

Nil.

7. **REPORTS**

7.1. **ANZAC Day Services 2024 – Kay Rabe (Governance Advisor)**

RECOMMENDATION

16 – 18

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 240212019878.

- (b) **Appoints** Board members to attend the Ohoka Anzac Day Service to be held at 11am on Wednesday, 24 April 2024, 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 Thursday, 25 April 2024, at the Oxford Cenotaph and lay a wreath. Noting 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 12pm on Thursday, 25 April 2024, at the West Eyreton Memorial Gates, and lay a wreath. Noting that the wreath will be laid in conjunction with a Council representative.

7.2. **Application to the Oxford-Ohoka Community Board's Discretionary Grant Fund 2023/24 – Kay Rabe (Governance Advisor)**

RECOMMENDATION

19 – 46

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 240227029407.
- (b) **Approves** a grant of \$..... to North Canterbury Pony Club towards providing on-site first aid services.

OR

- (c) **Declines** the application from North Canterbury Pony Club.

8. **CORRESPONDENCE**

Nil.

9. **CHAIRPERSON'S REPORT**

9.1. **Chairperson's Report for March 2024**

RECOMMENDATION

47

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the update from the Oxford-Ohoka Community Board Chairperson (Trim 240326047820).

10. **MATTERS FOR INFORMATION**

- 10.1. **Rangiora-Ashley Community Board Meeting Minutes 14 February 2024.**
- 10.2. **Kaiapoi-Tuahiwi Community Board Meeting Minutes 19 February 2024.**
- 10.3. **Chlorine Exemption Revised Strategy – Report to Council Meeting 7 February 2024 – Circulates to all Boards.**
- 10.4. **Submission: Environment Canterbury Regional Council Regional Land Transport Plan – Report to Council Meeting 5 March 2024 – Circulates to all Boards.**
- 10.5. **Kerbside Collection Standardisation: Amendments to Solid Waste and Waste Handling Licensing Bylaw Terms and Conditions – Report to Council Meeting 5 March 2024 – Circulates to all Boards.**
- 10.6. **Health, Safety and Wellbeing Report February 2024 – Report to Council Meeting 5 March 2024 – Circulates to all Boards.**

- 10.7. **Enterprise North Canterbury's Draft Statement of Intent for the Financial Year Beginning 1 July 2024, Approved Six Month Report to Council 31 December 2023, and Promotion of Waimakariri District Six Month Report 31 December 2023 – Report to Audit and Risk Committee Meeting 12 March 2024 – Circulates to all Boards.**
- 10.8. **July 2023 Flood Recovery Progress Update – Report to Utilities and Rooding Committee Meeting 19 March 2024 – Circulates to all Boards.**
- 10.9. **Libraries Update to 7 March 2024 – Report to Community and Recreation Committee Meeting 19 March 2024 – Circulates to all Boards.**
- 10.10. **Aquatics March Report – Report to Community and Recreation Committee Meeting 19 March 2024 – Circulates to all Boards.**

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the information in Items.10.1 to 10.10.

Note:

1. *The links for Matters for Information were previously circulated to members as part of the relevant meeting agendas.*

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. **Environment Canterbury Draft Long Term Plan**

Consultation runs from Wednesday 13 March to Sunday 14 April 2024.

ecan.govt.nz/whatsthecost

12.2. **Council Long Term Plan**

Consultation from Friday 15 March to Monday 15 April 2024.

<https://letstalk.waimakariri.govt.nz/draft-long-term-plan-2024-2034>

Community Drop-In Sessions

Rangiora	Tuesday 26 March	4pm to 6pm	Council Chambers
Woodend	Wednesday 3 April	4pm to 6pm	Woodend Community Centre
Oxford	Monday 8 April	4pm to 6pm	Oxford Town Hall
Pegasus	Wednesday 10 April	10am	Pegasus Community Centre (Ronel's Community Cuppa)
Kaipoi	Thursday 11 April	5pm to 7pm	Kaipoi Library
Mandeville	Thursday 11 April	7pm to 9pm	Ohoka Domain Pavilion

13. BOARD FUNDING UPDATE

13.1. Board Discretionary Grant

Balance as at 31 March 2024: \$2,276.00.

13.2. General Landscaping Fund

Balance as at 31 March 2024: \$13,680.

14. MEDIA ITEMS

16. QUESTIONS UNDER STANDING ORDERS

17. URGENT GENERAL BUSINESS UNDER STANDING ORDERS

NEXT MEETING

The next meeting of the Oxford-Ohoka Community Board is scheduled for 7pm, Wednesday 8 May 2024 at the Oxford Town Hall.

Workshop

- *Members Forum*

MINUTES FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD HELD AT THE OHOKA COMMUNITY HALL, MILL ROAD, OHOKA ON WEDNESDAY 6 MARCH 2024 AT 7PM.

PRESENT

T Robson (Chairperson), S Barkle (Deputy Chairperson), T Fulton, R Harpur, N Mealings, P Merrifield (arrived 7:12pm) and M Wilson.

IN ATTENDANCE

S Hart (General Manager Strategy, Engagement and Economic Development), K Rabe (Governance Advisor) and C Fowler-Jenkins (Governance Support Officer).

1. APOLOGIES

Moved: N Mealings Seconded: R Harpur

THAT an apology be received and sustained from M Brown for absence.

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 – 8 February 2024

Moved: T Fulton Seconded: M Wilson

THAT the Oxford-Ohoka Community Board:

- (a) **Confirms** the circulated Minutes of the Oxford-Ohoka Community Board meeting, held on 8 February 2024, as a true and accurate record.

CARRIED

4.2. Matters Arising (From Minutes)

There were no matters arising.

PUBLIC EXCLUDED MINUTES (Refer to public excluded agenda)

4.3. Minutes of the public excluded portion of the Oxford-Ohoka Community Board meeting held on 8 February 2024

5. **DEPUTATIONS AND PRESENTATIONS**

5.1. **Environment Canterbury – Councillor Claire McKay**

C McKay spoke to the Board regarding the Environment Canterbury's (ECan) Draft Long Term Plan (LTP). ECan adopted the consultation document and the supplementary information on 28 February 2024. The Draft LTP was an aspirational document which signalled substantial rate rises. ECan was looking at collecting an increase in \$40 million in rates revenue for year one and some significant investments and requests from ratepayers if the public agreed to the preferred options. Councillor McKay provided the Board with a high level overview of the changes in the LTP.

N Mealings asked what ECan was proposing for Kaiapoi and Rangiora in relation to bus services. C McKay noted that ECan had not developed specifics as yet and explained that the increased direct services currently proposed were scheduled for year 2026/27. There were some contingencies around what the Government would be subsidising in the future.

T Robson asked how ECan was going to consult on this LTP at a ground level. C McKay noted that there would be an advertising campaign. She was happy to attend any meeting or drop in session. The communications plan was yet to be finalised.

S Barkle asked if the increased service public transport would it specify which areas of the district would benefit. C McKay noted that at the end of each public transport section the impact on specific areas were noted in the consultation document.

T Fulton asked about the media release from the Chair of the Council. There was a reference to climate change, resilience, flood protection infrastructure, pest management and biodiversity outcomes and enquired what that would look like. C McKay noted that there was quite a bit of detail in the supplementary information, under the 30 year infrastructure heading. Significantly increases in resilience cost was due to the fact ECan had not invested in maintenance over the last four years which had resulted in a 16% increase in the maintenance over the river rating districts.

M Wilson noted that the LTP talked about active involvement of Ngai Tahu. She asked how ECan were planning to explain the LTP when it went out for consultation. C McKay noted that ECan had statutory obligations to involve Ngai Tahu in all regulatory matters to the degree that they wanted to be involved in. Over the years they had developed, and continued to develop a relationship which was working strongly.

6. **ADJOURNED BUSINESS**

Nil.

7. **REPORTS**

7.1. **Approval of the Oxford-Ohoka Community Board Plan 2023 – K Rabe (Governance Advisor)**

K Rabe took the report as read.

The Board discussed the plan noting a few amendments and corrections to be signed off by the Chair.

M Wilson noted that being a new Board member she was excited to see what the Board had achieved over the past year. She was proud of the ongoing work and some of the new projects that had been picked up across the area.

Moved: M Wilson Seconded: S Barkle

THAT the Oxford-Ohoka Community Board:

(a) **Receives** report No. 240112003394.

(b) **Approves** the Oxford-Ohoka Community Board Plan 2022-25 (Trim: 230222024481).

- (c) **Authorises** the Chairperson to approve the final version of the Oxford-Ohoka Community Board Plan 2023, if any further minor editorial corrections are required.

CARRIED

8. CORRESPONDENCE

8.1. Letter from Casey Costello about smokefree regulations

Trim Ref: 240219023999

Moved: N Mealings

Seconded: R Harpur

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the letter from Casey Costello (Trim. 240219023999).

CARRIED

The Board discussed letters received from the Oxford Area School which were to be circulated to all members.

9. CHAIRPERSON'S REPORT

9.1. Chairperson's Report for February 2024

- Attended an Oxford Promotions Action (OPAC) Committee Meeting – held a debrief on the Christmas Carols and Christmas Parade. There was discussion with the Lions Club regarding the preparation for the 2024 parade. There was discussion regarding the Community Trust Winter Wonderland and how OPAC could support the event in the future. It was agreed to put some money aside to cover the costs. Their Annual General Meeting would be held in March 2024.
- Attended a Community Trust Meeting – Debrief on the Wings with Wheels event and the Santa Parade. The Trust looked forward to events happening in 2024 and upcoming challenges. Overall, the Trust was in a strong position going forward. The walk in freezer was up and running which enabled the Trust to have a lot more options with the foodbank.
- Attended an Ashley Gorge Advisory Group Meeting – planned for the Gala Day.
- Attended the Ashley Gorge Gala Day – reasonably well attended however weather had been an issue. Good fundraiser for the reserve. Thanked Jean-Pierre for organising the event.
- Pearson Park Advisory Group Meeting – a report on the pump track and stage roof would be coming to the Board in April. There was talk on Facebook about the bike jumps being removed.
- Attended a meeting in Cust to discuss the West Eyreton heritage signs. Good to see project progressing.
- Attended a Promotions Association Review Working Group Meeting – good discussion. There were lots of good ideas discussed on how to centralise advertising and promotions to find some savings for all groups in the district. Discussion on what the funding model could look like for the groups going forward and how to get around the health and safety and traffic management compliance costs.

Moved: P Merrifield

Seconded: M Wilson

THAT the Oxford-Ohoka Community Board:

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

CARRIED

10. **MATTERS FOR INFORMATION**

- 10.1. Woodend-Sefton Community Board Meeting Minutes 13 February 2024.
- 10.2. Chlorine Exemption Revised Strategy – Report to Council Meeting 7 February 2024 – Circulates to all Boards.
- 10.3. Adoption of Greater Christchurch Partnership Housing Action Plan – Report to Council Meeting 7 February 2024 – Circulates to all Boards.
- 10.4. Bradleys Road/McHughs Road/Tram Road Roundabout – Approval of Scheme Design and Purchase of Land at No.3 Wards Road, Mandeville – Report to Council Meeting 7 February 2024 – Circulates to the Oxford -Ohoka Community Board.
- 10.5. Rangiora-Ashley Community Board Chairpersons Report for the period October 2022 to December 2023 – Report to Council Meeting 7 February 2024 – Circulates to all Boards
- 10.6. Woodend-Sefton Community Board Chairpersons Report for the period October 2022 to December 2023 – Report to Council Meeting 7 February 2024 – Circulates to all Boards.
- 10.7. Oxford-Ohoka Community Board Chairpersons Report for the period October 2022 to December 2023 – Report to Council Meeting 7 February 2024 – Circulates to all Boards.
- 10.8. Kaiapoi-Tuahiwi Community Board Chairpersons Report for the period October 2022 to December 2023 – Report to Council Meeting 7 February 2024 – Circulates to all Boards.
- 10.9. Health, Safety and Wellbeing Report January 2024 – Report to Council Meeting 7 February 2024 – Circulates to all Boards.
- 10.10. July 2023 Flood Recovery Progress Update – Report to Utilities and Roading Committee 20 February 2024 – Circulates to all Boards.
- 10.11. Libraries Update to 29 January 2024 – Report to Community and Recreation Committee 20 February 2024 – Circulates to all Boards.
- 10.12. Aquatics February Report – Report to Community and Recreation Committee 20 February 2024 – Circulates to all Boards.

Moved: R Harpur

Seconded: P Merrifield

THAT the Oxford-Ohoka Community Board:

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

CARRIED

11. **MEMBERS' INFORMATION EXCHANGE**

S Barkle

- Attended the Ohoka Mandeville Rural Drainage Advisory Group Meeting – they had discussed the Mandeville Resurgence plan that was included in the Council's Draft Long Term Plan 2024-34. There would be a drop-in session held on 11 April at the Mandeville Sports Centre to discuss the new options.
- Woodstock Quarry – there was conferencing happening which would have a representative going on the Boards behalf. Once that was done it would progress to the next stage.
- Swannanoa Fair on 10 March.

N Mealings

- Mandeville Sports Club Meeting with Council staff – monthly catchup regarding Council related Mandeville Sports Club matters.
- Council Workshop and Briefing – Te Whatu Ora updated Council on 'localities' work. There was a new formalized approach to rural health with more money tagged for rural areas and a more collaborative way of working. Live streaming was planned for Council and Standing Committee meetings.
- Waimakariri Youth Council Meeting.

- Drug and Alcohol Harm Prevention Steering Group Meeting – Great to see new representatives around the table.
- Greater Christchurch Partnership Briefing.
- Property Portfolio Working Group Meeting.
- Greater Christchurch Partnership Committee Meeting – Endorsed the Greater Christchurch Spatial Plan to go to partner Council's for approval.
- Mandeville Cemetery Site Visit – Attended a meeting with residents led by K Howat and B Dollery with residents to gather thoughts on plans for the cemetery reserve post-grazing lease. Next step was to get a design drawn up and go back to residents for feedback. It was a positive meeting with engaged residents.
- Proposed District Plan Hearings – Stream 10 and 10a heard over three days.
- Eyreton Hall Meeting – met with Hall Committee and local residents regarding power cost issues.
- Utilities and Roading Committee Meeting.
- Mandeville Sports Club All Clubs Meeting – Clubs in good heart. Tree Maintenance Plan was received, new clubhouse chairs had arrived, improvements to cricket batting area made. Mandeville Bowling Club was growing, Eyreton Pony Club was at capacity.
- Mandeville Sports Club Board Meeting – New Operations Subcommittee of club members appointed.
- Addressed and reported vandalism of local street signs and mailboxes – Overnight damage done to street signs and mailboxes which were pushed over on Bradleys and Mill Roads. Mailboxes were set alight on Mandeville Road. Sent seven Snap, Send, Solve service requests.
- Community Wellbeing North Canterbury Trust Board Meeting – In process of recruiting two new Trustees. They were very pleased that the Ohoka Farmers Market Good Friday Cake Competition would benefit the Trust this year.
- Council Briefing and Meeting – Adoption of Long Term Plan to go out for consultation from 15 March to 15 April 2024. Waimakariri were the first Council to be audited this year and it had achieved an 'unmodified opinion' from the auditor. Proposed 8.94% average increase. Starting point was originally 19.1% but the lower rate was achieved through six months of workshops and Council staff efforts to find savings.
- Solid and Hazardous Waste Working Party Meeting – Changes needed to the Solid Waste and Waste Handling Bylaw to comply with the new national kerbside collection standardization recommended to Council.
- Waimakariri Youth Council – Farewelled Eris, their retiring notetaker. Recruitment for seven new members was underway. Youth VoiceTakeover Survey planned for 2024 on Long Term Plan and youth issues. WaiYouth were planning to hold a basic cooking skills class before the end of term one and possibly a driving skills workshop and two social events.
- Site visit to Lees Valley – Councillors toured Lees Valley roading sites with Utilities and Roading engineers to view roading challenges and recent works done. Follow up visit with residents planned.
- Portfolio update meeting.
- Canterbury Climate Change Action planning Reference Group Meeting – Joint meeting held with elected members group and staff technical advisory group to discuss proposed actions in the Canterbury Climate partnership Plan to go back to partner Councils for approval. Focus on collaboration.
- Ohoka Bush working bee – organised by the Ohoka Domain Advisory group. Worked in the bush at the Domain at the monthly working bee alongside some awesome local people who looked after this community treasure. New helpers were always welcome.
- Council meeting.
- Deer hazard in Jacksons/Tram Road vicinity.

R Harpur

- Attended a meeting at the Mandeville Cemetery – there were a dozen neighbors who attended the meeting. There was some concern about the size of the pine trees there and that little to no maintenance had been done on them for several decades. There was a Council staff member taking notes that would present something to the Board. The neighbors were keen to have some kind of Council funded general landscaping there however were not so keen on opening the cemetery up to the public.
- Attended a meeting at the Eyreton Hall – it did not have the same advantage as Swannanoa or Ohoka in that they did not have a growing population. They were finding it extremely hard. They did not want to give the hall to the Council because they were worried that it would be sold. Council were looking at what could be done for them. They were potentially looking at doing away with electricity and having a generator for events.
- Attended the Delegates meeting at the Mandeville Sports Centre – met the new secretary.
- Swannanoa Fair 10 March.
- Attended Accessibility Training. Very valuable.

T Fulton

- Attended a Promotions Association Review Working Group Meeting – the Oxford Promotions Action Committee operated on a basis, they had different needs. One of the things discussed was taking away some of the administrative burden, traffic management in particular. There was discussion of a secretary that could be overarching for promotions working with Enterprise North Canterbury to help enable the promotions groups to continue what they were doing.
- Oxford Promotions Action Committee – there were some good things being done. He noted the Main Street flags which had been difficult for OPAC to determine where the responsibility lay in paying for and maintaining them. There was some discrepancy with what happened in Oxford whether they were funded by OPAC or the Council. Councillor Cairns attended the meeting and believed that they should be funded by Council to coincide with the rest of the district.
- Plan Change 31 – pleasing to see some alignment in the position of Council with the Ohoka Residents Association and Environment Canterbury. Council was determined to hold the line and their current position but also be responsive to what the community was telling them.
- Visited the Mandeville Cemetery – the discussion from the adjacent landowners was interesting. They wanted it maintained, there were people in there doing a lot of good work. They also wanted to maintain their privacy.
- Attended the Ashley Gorge Gala – it was a good event.
- Thanked Ken Howat on his responsiveness and proactive approach. He believed Ken was an excellent addition to the staff.

P Merrifield

- Attended an Oxford Museum Meeting.
- Visited the Artisan Market.
- Attended the Ashley Gorge Gala Day.
- Oxford Museum Working Bee.
- Attended Council meeting to listen to the Climate Change presentation.

M Wilson

- Attended the Alcohol and Drug Harm Prevention Steering Group Meeting – discussed an action plan that resulted from its current condition report. There was data that was being fed through. It was positive to have new faces around the table. A good discussion was held regarding the fact that there were some grass root needs when connecting the different groups. There was also the need to look at the bigger picture which was a role they could play in around strategy for the future and meeting the needs of the community. The other side was getting local stories to have some action points that would come out of the information.
- Attended the Council meeting.

- Attended Waimakariri Health Advisory Group Meeting – Heard from Te Whatu Ora. It was a great discussion on the intent of what was happening with the previous Government was still there to look at getting local solutions.
- Attended Accessibility Training – it was interesting, there was a discussion beforehand on how they thought our area was doing a good job. When they went out in a wheelchair or with glasses on and it wasn't so easy. There were some very steep entrances into shops, and it was difficult to get up some ramps.

12. **CONSULTATION PROJECTS**

Nil.

13. **BOARD FUNDING UPDATE**

13.1. **Board Discretionary Grant**

Balance as at 29 February 2024: \$2,276.00.

13.2. **General Landscaping Fund**

Balance as at 29 February 2024: \$13,680.

The Board noted the funding update.

14. **MEDIA ITEMS**

Nil.

15. **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:

Moved: T Robson

Seconded: N Mealings

1. That the public is 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:

Item No.	Subject	Reason for excluding the public	Grounds for excluding the public:
15.1	Confirmation of Oxford-Ohoka Community Board Minutes of 8 February 2024 meeting	Good reason to withhold exists under section 7	To maintain the effective conduct of public affairs through the protection of such members, officers, employees and persons from improper pressure or harassment, and to maintain legal professional privilege as per LGOIMA Section 7(2)(f)(ii) and (g).
15.2	Report from Council meeting 7 February 2024	Good reason to withhold exists under section 7	For reasons of protecting the privacy of natural persons and to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or is the subject of the information, and to enable any local authority holding the

Item No.	Subject	Reason for excluding the public	Grounds for excluding the public-
			information to carry out, without prejudice or disadvantage, commercial activities; as per the Local Government Official Information and Meetings Act 1987 (LGOIMA) section 7 (2)(a) & (2)(b)(ii) & (2)(h).
15.3	Report from Council meeting 7 February 2024	Good reason to withhold exists under section 7	For reasons to enable the Council holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) and prevent the disclosure or use of official information for improper gain or improper advantage as per section 7(i) (j) of the Local Government Official Information and Meetings Act 1987.

CLOSED MEETING

Resolution to resume in Open Meeting

Moved: T Robson

Seconded: P Merrifield

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

CARRIED

The public excluded portion of the meeting commenced at 8.46pm and concluded at 8.53pm.

OPEN MEETING

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 3 April 2024 at the Ohoka Community Hall.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 9.20PM.

CONFIRMED

Chairperson

Date

Workshop (8:53pm to 9:20pm)

- *Members Forum*

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** GOV-26-10-06 / 240212019878**REPORT TO:** Oxford-Ohoka Community Board**DATE OF MEETING:** 3 April 2024**FROM:** Kay Rabe (Governance Advisor)**SUBJECT:** ANZAC Day Services 2024**SIGNED BY:**
(for Reports to Council,
Committees or Boards)
Department Manager
Chief Executive**1 SUMMARY**

The purpose of this report is to appoint the Oxford-Ohoka Community Board (the Board) representation to attend the 2024 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. 240212019878.
- (b) **Appoints** Board members to attend the Ohoka Anzac Day Service to be held at 11am on Wednesday, 24 April 2024, 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 Thursday, 25 April 2024, at the Oxford Cenotaph and lay a wreath. Noting 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 12pm on Thursday, 25 April 2024, 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 Thursday, 25 April 2024, 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 be laying wreaths on behalf of the community at the Woodend, Kaiapoi Citizens, Oxford and Rangiora services, which Councillors will also attend. Community Boards representative will also lay wreaths in conjunction with the Council representatives at the other Anzac Day services.

4 **ISSUES AND OPTIONS**

- 4.1 Three services will be held in the Waimakariri District on Wednesday, 24 April 2024. The first will be at Ohoka Hall (Mill Road), followed by services at the Sefton Domain and the Woodend Rugby Football Club.
- 4.2 All other services will be held on Thursday, 25 April 2024, 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 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 on Raven Quay.
- 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:

Wednesday 24 April 2024:	Ohoka Hall	11am
	Woodend Rugby Football Club	6pm
	Sefton Domain Service	6pm
Thursday 25 April 2024:	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
	Rangiora Cenotaph Service	11.30am
	West Eyreton Service	12pm
	Tuahiwi (Urupa)	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**

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. Hence, Council and the Kaiapoi-Tuahiwi Community Board representatives will attend the Anzac Day Service at the Tuahiwi Urupa.

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, outlining the time and place of ceremonies in the Waimakariri District and inviting all community members to attend one or more services.

The community expect Anzac Services to be held in the district and for the Council to support the events, as it has done for decades, alongside the RSAs. These are public events, and everyone is welcome to attend.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1 **Financial Implications**

The costs for wreaths, advertising, traffic management, and service sheets are covered by the Council's Governance budget, and we are not seeking funding from the Oxford-Ohoka Community Board for these costs.

The Council's Greenspace Team undertakes maintenance work at the various memorial sites and cenotaphs prior to ANZAC Day to ensure the public areas are showcased at their best. However, this work is considered part of annual maintenance. The Council's Greenspace Team also provides annual grants of \$4,000 to the various RSA for miscellaneous costs of hosting the ANZAC Day services and pianos are tuned ahead of various community halls being utilised alongside the services.

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**

All health and safety-related issues would fall under the auspices of the local RSA, which will host the various services.

7. **CONTEXT**

7.1 **Consistency with Policy**

This matter is not a matter of significance in terms of the Council's Significance and Engagement Policy.

7.2 **Authorising Legislation**

Not applicable.

7.3 **Consistency with Community Outcomes**

People are friendly and caring, creating a strong sense of community in our District.

There are wide-ranging opportunities for people of different ages and cultures to participate in community life.

7.4 **Authorising Delegations**

Not applicable.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** GOV-26-10-06 / 240227029499**REPORT TO:** OXFORD-OHOKA COMMUNITY BOARD**DATE OF MEETING:** 3 April 2024**AUTHOR(S):** Kay Rabe, Governance Advisor**SUBJECT:** Application to the Board's Discretionary Grant Fund 2023/24**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)
General Manager
Chief Executive**1. SUMMARY**

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

Name of Organisation	Purpose	Amount requested
North Canterbury Pony Club	Towards the cost of providing on-site first aid services	\$500
Total		\$500

Attachments:

- i. An application from North Canterbury Pony Club (Trim Ref: 240227029407).
- ii. Spreadsheet showing the previous two years' grants.
- iii. Board funding criteria 2022/23 (Trim: 210603089866).

2. RECOMMENDATION**THAT** the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 240227029407.
- (b) **Approves** a grant of \$..... to North Canterbury Pony Club towards providing on-site first aid services.

OR

- (c) **Declines** the application from North Canterbury Pony Club.

3. BACKGROUND

- 3.1 The **North Canterbury Pony Club** is seeking funding towards providing on-site first aid services at the Springston Trophy event to be held in 2024.
- 3.2 The current balance of the Oxford-Ohoka Community Board's Discretionary Grant Fund for 2023/24 is \$2,276.

4. **ISSUES AND OPTIONS**

North Canterbury Pony Club (the Club)

4.1 Information presented by the Club:

- 4.1.1 The Club is made up of affiliated pony clubs in North Canterbury, namely the Belfast Pony Club, Eyreton Pony Club, Kaiapoi Pony Club, Okuku Pony Club, Oxford Pony Club, Rangiora Pony Club and View Hill Pony Club. The Club will be hosting the prestigious Springston Trophy in October 2024 at the Rangiora Showgrounds, which is home to the Rangiora Pony Club. The Springston Trophy is the largest three-day Pony Club event in the Southern Hemisphere and will host teams from all over the South Island.
- 4.1.2 The event is anticipated to attract more than 1,000 people, of whom approximately 30% are expected to be from the Oxford-Ohoka Ward. However, this event will also attract teams and supporters from across the South Island, bringing many visitors to the district.
- 4.1.3 The Club is requesting funding to provide a staffed St Johns ambulance on-site, which is a health and safety requirement for the event. The event benefits riders and spectators, and it gives all who attend peace of mind and confidence that accidents will be speedily and competently dealt with. The event is open to all and attracts competitors from across Canterbury.
- 4.1.4 Hosting the Springston Trophy is anticipated to cost more than \$60,000 and most of the funds have been raised by volunteers over many hours of dedicated work. However, the Club also applied to the Kiwi Gaming Trust (\$10,000) and TAB Trust (\$20,000) for funding, which will be used to construct a new course. The event will proceed if this application is not successful, and the Club will continue to seek funding to assist with hosting the event. The total cost for the provision of St Johns Ambulance for three days is \$4,837.

4.2 Council Evaluation:

- 4.2.1 This is the first time the Club has applied to the Oxford-Ohoka Community Board for funding. However, the Club has successfully applied to the following other Community Boards for funding:

Date	Community Board	Project	Funding
July 2023	Rangiora-Ashley Community Board	Towards new jumps for the Springston Trophy	\$1,000
December 2023	Kaiapoi-Tuahiwi Community Board	Towards providing a staffed St Johns ambulance the Springston Trophy	\$750

- 4.2.2 Also, the Eyreton Pony Club, an affiliated club, successfully applied for funding of \$500 for assistance in building new horse yards in November 2021.
- 4.2.3 The application generally complies with the Board's Discretionary Grant Application Criteria. However, grants are generally limited to \$750, with a maximum of \$1,000 in any financial year. A group can apply twice a year, provided it is for different projects. The Club have potentially circumvented this Discretionary Grant Criteria by applying to various Community Boards during the financial year.
- 4.2.4 An Accountability Form was received for the Rangiora-Ashley Community Board grant for the new jumps. However, the Accountability Form for the Kaiapoi-Tuahiwi Community Board grant is only expected after the event, as groups have 20 days after the event to submit the Forms, and the funding request is for the same event and use.

- 4.2.5 The current balance of the Board's Discretionary Grant Fund for 2023/24 is \$2,276. If the application is approved, there will be \$1,776 available for the remaining three months of the financial year.
- 4.3 The Board may approve or decline grants as per the grant guidelines.
- 4.4 **Implications for Community Wellbeing:**
There are social and cultural implications, as safe community events provide an opportunity for social interaction and building a sense of community. Taking part in community events assists in reducing feelings of isolation and encourages social mixing.
- 4.5 The Management Team has reviewed this report.

5. **COMMUNITY VIEWS**

- 5.1 **Mana whenua**
Te Ngāi Tūāhuriri hapū is not likely to be affected by or have an interest in the subject matter of this report.
- 5.2 **Groups and Organisations**
No other groups and organisations other than those which applied 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 likely to be affected by, or to be interested in, this report's subject matter as the North Canterbury Pony Club and businesses in the district would economically benefit from the successful hosting of the Springston Trophy event in October 2024.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

- 6.1 **Financial Implications**
- 6.1.1 The 2023/24 Annual Plan includes a budget provision of \$6,159 for the Oxford-Ohoka Community Board to approve grants to community groups for this financial year.
- 6.1.2 The current balance of the Oxford-Ohoka Community Board's Discretionary Grant Fund for the 2023/24 financial year is \$2,276, and if this application is approved, the balance would be \$1,776.
- 6.1.3 The application criteria specify that grants are customarily limited to \$750 per application with a maximum of \$1,000 in any one financial year (July to June). 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 North Canterbury Pony Club.

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.

Groups applying for Board Discretionary Grants 2023/2024

23

Name of group: North Canterbury Pony Club.

Postal

Address:

RECEIVED:

27 FEB 2024

Contact person within organisation: Helen ChristensenPosition within organisation: Funding

Contact phone number:

Email:

Describe what the project is and what the grant funding will be used for? (Use additional pages if needed)

Springston Trophy is an annual Pony Club 3 day teams competition. It is the largest Pony Club evening competition in New Zealand, & attracts teams from all over the South Island. With any event like this it is a H&S requirement to have an Ambulance & Paramedics on site.

What is the timeframe of the project/event date? 4-6 October 2024.Overall cost of project: \$837.31Amount requested: \$500.00How many people will directly benefit from this project? Over 1000 people expected at the event riders & Spectators

Who are the range of 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
 ☐ Older adults
 ☒ Whole community/ward

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

 Oxford-Ohoka 30 % Rangiora-Ashley 20 % Woodend-Sefton 5 % Kaiapoi-Tuahiwi 15 %
Other (please specify): Southland NZ 30 %.If this application is declined, will this event/project still occur? ☒ Yes ☐ No

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

Running this event is very costly.
Costs so far have exceeded \$60,000.
This money has all been raised by volunteers on the committee.
Many hours have already gone in to organising this event

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

We see benefits not only for all our local pony club riders but the North Canterbury community & businesses who will benefit from the rider & supporters coming to the North Canterbury region for the event.
Eyreton Pony Club will be hosting some of the teams.

What is the benefit(s) to your organisation?

Having an Ambulance on site for Springston Trophy is compulsory H&S requirement. The Event expects to attract over 1000 people during the 3 days.

What are the benefit(s) to the Oxford-Ohoka community or wider district?

Many of the riders & their supporters will be competing at this event. Eyreton Pony Club won the event last year and the North Canterbury team won the wooden spoon.

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, including applications to other Community Boards.

Kiwi Cleaning for funds for jumps \$10,000
TAB Trust for funds for jumps \$20,000
Kaiapoi/Tuahiwi Board for Ambulance \$750.00
Rangiora/Ashley Board for jump funding \$1000

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:

Rangiora / Ashley
Kaiapoi / Tuahiwi

Enclosed ☒ Financial Balance Sheet and Income & Expenditure Statement
(compulsory - your application cannot be processed without financial statements)
☒ Supporting costs/quotes
☒ 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: _____

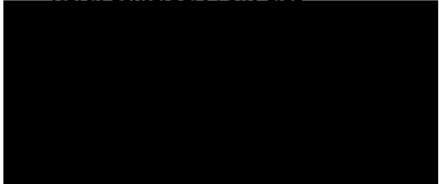
Date: _____

10/2/24.



QUOTE

North Canterbury Pony Club



Date
4 Oct 2023

Quote Number
QU-4926

Reference
03-QU4926

GST Number
064 825 259

Pro + Med (NZ) Limited
PO Box 46181
Temuka 7948
NEW ZEALAND
accounts@promed.ac.nz
Phone 03 971 5276

Springston Trophy 2024

Contact Person:
Jodi Skidmore - 03 339 3725

1 x Paramedic
1 x Emergency Medical Technician
1 x Ambulance

4th October 2024
09:00am - 16:00pm

5th October 2024
09:00am - 15:00pm

6th October 2024
09:00am - 14:00pm

Description	Quantity	Unit Price	Amount NZD
Paramedic 4th October 2024 09:00am - 16:00pm	7.00	97.00	679.00
Emergency Medical Technician 4th October 2024 09:00am - 16:00pm	7.00	77.00	539.00
Paramedic 5th October 2024 09:00am - 15:00pm	6.00	97.00	582.00
Emergency Medical Technician 5th October 2024 09:00am - 15:00pm	6.00	77.00	462.00
Paramedic 6th October 2024 09:00am - 14:00pm	5.00	97.00	485.00

Description	Quantity	Unit Price	Amount NZD
Emergency Medical Technician 6th October 2024 09:00am - 14:00pm	5.00	77.00	385.00
Hire Ambulance - Full Day Charge	3.00	217.00	651.00
Travel Rolleston to Rangiora 112kms	336.00	1.26	423.36
Travelling fee for Medics - This is only charged if no local medic is available within the region to cover your event. \$500.00 per person if required.	1.00	0.00	0.00
Accommodation for medics who need to travel for the event - This is only charged if no local medic is available within the region to cover your event. \$170.00 designated for accommodation, \$50.00 for meals - charged per day. This fee is per one medic per day			
You will be advised by our team 4 weeks prior the event whether we require to use travel and accommodation costs.			
You will receive an update within the 30 days of accepting this quote whether we are likely to cover it with a local team or not.			
Subtotal			4,206.36
TOTAL GST 15%			630.95
TOTAL NZD			4,837.31

Terms

- *Quotes are valid for 7 Days unless otherwise agreed - Please accept via written reply.
 - *Quotes sent to our customers are not a contract of engagement.
 - *Completed Event Registrations are required to confirm Event Medical Services.
 - * Invoices may include additional fees for consumables, travel, etc as per our T&Cs
- This Quote has been based on information deemed correct at time of producing. Any significant changes to your requirements may result in additional costs being added.



Quotation for event cover

Customer no: C102227 Quotation no: Q265287 Dated: 10/10/2023

Rangiora Pony Club

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

Dear Jodi,

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

E287586 - Springston Trophy \$1,662.50 (excl. GST)

- Friday, 4 October 2024
- 8:00 a.m. - 4:00 p.m.
- Rangiora A & P Showgrounds, Ashley Street, Rangiora, NORTH CANTERBURY

E287587 - Springston Trophy \$1,662.50 (excl. GST)

- Saturday, 5 October 2024
- 8:00 a.m. - 4:00 p.m.
- Rangiora A & P Showgrounds, Ashley Street, Rangiora, NORTH CANTERBURY

E287588 - Springston Trophy \$1,662.50 (excl. GST)

- Sunday, 6 October 2024
- 8:00 a.m. - 4:00 p.m.
- Rangiora A & P Showgrounds, Ashley Street, Rangiora, NORTH CANTERBURY

E287586 - Springston Trophy

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:	500
Participants:	150
Event type:	Horse events
Sub type:	Pony Clubs/Rallies/Camps
Other:	

Resource recommendation and fees

The following outlines the recommended resources for your event:

1 Ambulance & Equipment (4hrs + day rate)	
1 Emergency Medical Technician	
1 First Responder	
Total cost of resources	\$1,582.50
Administration fee	\$80.00
Total cost (excl. GST) for this event	\$1,662.50

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 booking
- The event exceeds the maximum event time 7 hours 30 minutes (refer to Terms and Conditions)
- The event is cancelled (refer to Terms and Conditions)
- Quotation amendments are requested after quote acceptance

Optional extras

In the absence of selecting a rain date as an optional extra St John cannot guarantee cover for events that are postponed due to weather due to the requirement to pre-commit resource.

E287587 - Springston Trophy

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- Quotation amendments are requested after quote acceptance

Optional extras

In the absence of selecting a rain date as an optional extra St John cannot guarantee cover for events that are postponed due to weather due to the requirement to pre-commit resource.

Total

Total Exclusive of GST	\$4,987.50
GST Total	\$748.13
Amount to pay (including GST) for your event(s)	\$5,735.63

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.

CALCULATIONS

8 February 2023

North Canterbury Pony Club Incorporated

To whom it may concern

I have reviewed the Financial Statements for the North Canterbury Pony Club Incorporated for the Year ended 31 December 2022

In my opinion the Financial Statements reflect a true and accurate record of the position of North Canterbury Pony Club Incorporated as at that date

These Financial Statements have not been audited

ADDITIONAL INFORMATION

If you have any queries or would like further information regarding the contents of this letter, please contact our office.

Yours faithfully
Calculations



Michelle Fayen
Email: michelle@calculations.co.nz

NORTH CANTERBURY PONY CLUB**STATEMENT OF FINANCIAL PERFORMANCE****For the year ended 31 December 2022**

INCOME	2022	2021
	\$	\$
Back Number Levies	3,226	3,277
Caravan & Back Number Hire	420	525
Certificate Examinations	20	175
Certificate Training	0	0
Certificates & Badges	0	445
Coaching Courses	0	0
Donations & Grants	0	500
Events - Amberley Cup	0	0
Events - NCPC Champs	660	640
Events - NCPC Games Day	0	0
Events - Windsor Teams Show Jumping	1,717	1,946
Fundraising	0	0
Interest	66	4
NZPCA Membership Fees	0	0
	6,109	7,512
LESS EXPENDITURE		
Administration	0	0
Bank Charges	0	0
Caravan	32	113
Certificate Examinations	300	1,772
Certificates & Badges	0	715
Coaching Courses	0	0
Donations	0	0
Events - Amberley Cup	0	0
Events - NCPC Champs	220	164
Events - NCPC Games Day	0	0
Events - Windsor Teams Show Jumping	805	601
Honorariums	0	0
Insurance	521	511
NZPCA Conference	923	893
NZPCA Membership Fees	0	0
Ribbons & Prizes	461	0
Springston Trophy	0	0
St John	0	0
Sundry	222	248
Depreciation Expense	2,201	2,445
Loss on Sale of Generator	0	0
	5,685	7,462
Net Surplus (Deficit) for year	424	50

NORTH CANTERBURY PONY CLUB

STATEMENT OF FINANCIAL POSITION

As at 31 December 2022

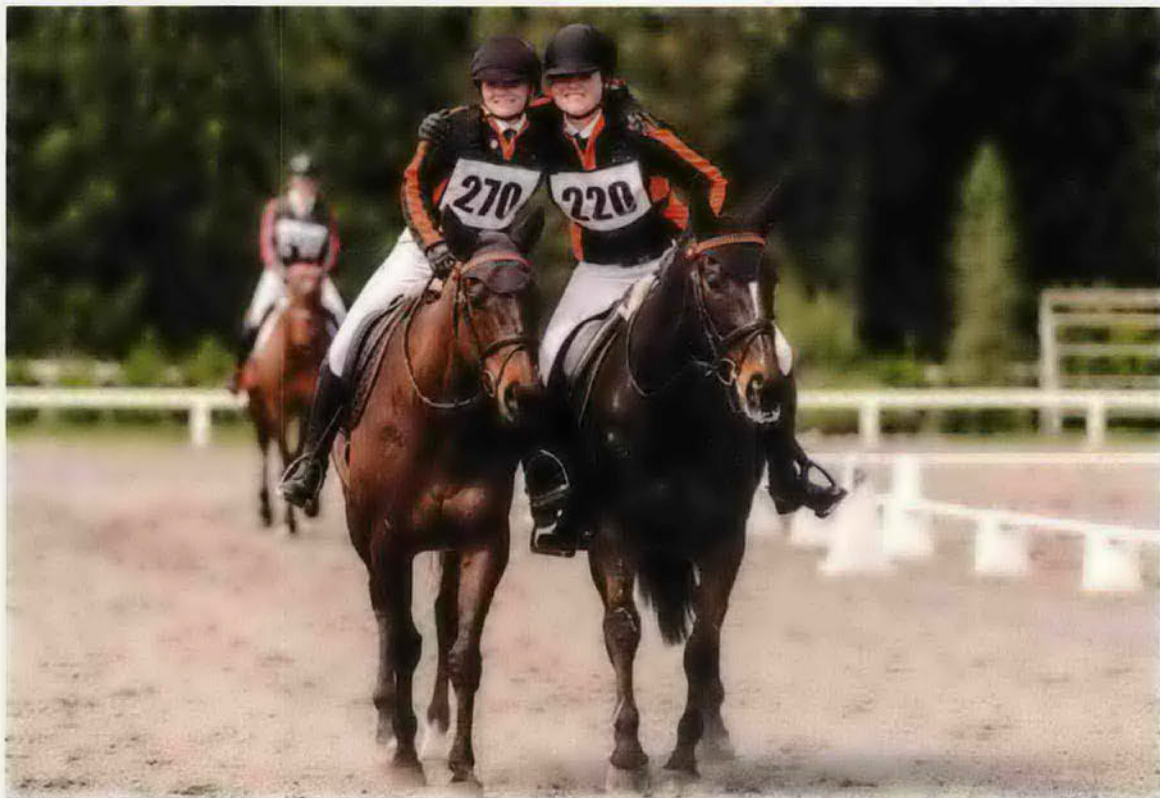
	2022	2021
	\$	\$
Current Assets		
Westpac Cheque Account	8,174	5,584
Westpac On Line Saver Account	5,693	5,658
Caravan Money	0	0
	<hr/>	<hr/>
	13,867	11,242
 Fixed Assets		
Fixed Assets as per Register	19,798	21,999
	<hr/>	<hr/>
	19,798	21,999
 Total Assets	<hr/>	<hr/>
	33,665	33,241

Represented By:

Opening Balance	33,241	33,191
Surplus (Deficit) for year	424	50
	<hr/>	<hr/>
	33,665	33,241


Chairperson


Treasurer



**Hosted by North Canterbury Pony Club
Springston Trophy Rangiora Pony Club
Dates 4-6 October 2024**



What is Springston Trophy

NORTH CANTERBURY SPRINGSTON TROPHY 2024 (HOSTED AT THE RANGIORA SHOW GROUNDS)

In October 2024 Springston Trophy will be holding its annual South Island Pony Club Teams event for the 52nd time at the Rangiora Showground, hosted by the North Canterbury Pony Club.

Springston Trophy is the largest pony club level three-day eventing competition in not only the South Island but the Southern Hemisphere which invites pony clubs from Picton to Invercargill to enter teams of 6 riders aging from 25 to as young as 6 to compete in dressage, cross country and show jumping with the intention of crowning the best eventing South Island based pony club each year. It is rich with history, having started in 1972 hosted by Springston Pony Club with only 15 teams entered and the inaugural competition taken out by the Gore Pony Club team. Since then the competition has traversed the South Island being held every year with the exception of 2020 where it was cancelled for the first time ever due to COVID-19 with an average of 30-40 teams entering every year.

Each time a club puts their hand up to host Springston Trophy it is a monumental undertaking which takes a mammoth amount of organisation. The driver for a lot of these pony clubs to take on such a huge task is the ability to not only give back to the pony clubs from around the South Island and continue the tradition of the competition but also to involve their local communities which benefit from the influx of riders to their area with the latest Springston Trophy held in 2022 bringing 31 teams to Mcleans Island to compete for

the coveted eventing title. The other major factor comes in the form of a brand new cross country course which will last the hosting pony club for years to come and encourage many riders from all corners of the south island to come and compete at future competitions as well as train during the season.

The last time Springston Trophy was held at the Rangiora Showgrounds was in 2008 when North Canterbury last hosted and organised the competition. This brought about a fantastic competition which saw 36 teams converge on the showgrounds new Sally Wigley designed cross country course and was a hotly contested event which in the end saw the title taken home by the home team of Rangiora Pony Club. Fast forward 16 years and the competition once again returns to Rangiora to be hosted by North Canterbury Pony Club with one of New Zealand's best young course designers, Cam Robertson, already hard at work designing and constructing a brand new modern and future proof course which will serve the fantastic showgrounds for many years to come.

Cam's vision sees a course not only designed for the titular competition but also to bring New Zealand's highest level of competition to the area by designing and constructing a course which can be used for ESNZ competitions seeing some of the greatest eventing horses and riders come from all over the country to compete. Cam himself having attended two North Canterbury Pony Clubs, Rangiora and Eyreton, understands the meaning and historical value of this competition and hopes to provide a cross country course which will be enjoyed and will test riders from all walks of life for years to come.

The excitement is uncontainable from the committee and they look forward to not only producing a competition that will be remembered for years to come, but also one which will unite the community and give everyone the opportunity to support and invest their interest in the true grassroots of equestrian sports in New Zealand.



Venue 2024:

Rangiora Pony Club Grounds also known as Rangiora A&P Grounds. The venue has amazing facilities to host this event including:



Yarding

Purpose Built Sand Dressage Arena

Oval for Show jumping complete with grandstand for spectators

Cross Country Course designed by Cam Robertson.

2 blocks of toilets/showers for campers



These grounds are truly community grounds, used by the A&P Association, Rangiora Pony Club, RDA North Canterbury, Polo and various Equestrian groups for both training and competition. Its attraction is the space and proximity to Rangiora which allows people staying at the venue access to Rangiora township with shops and food outlets minutes away. The addition of a new cross-country course will enhance the facilities available and attract more equestrians to the area, thus providing benefits to the local community.

North Canterbury is made up of the following branches :

Belfast
 Eyreton
 Kaiapoi
 Okuku
 Oxford
 Rangiora
 View Hill

We are very fortunate to have Amberley Pony Club joining forces with the NC Clubs to run this event.

Spectators:

Upwards of 800 people - riders, their management and support teams, judges, officials, volunteers and spectators from throughout the South Island will attend this premier event over the 3 days of competition.

Professional Involvement:

- Dressage Chief Judge plus 2 other Judges for each class. Dressage Ground Jury, Writers, Announcers, Ambulance Units and Staff.
- Cross Country Technical Delegates, Course Designers and builders, Stewards, Chief XC Judge, Assistant XC Judge, Fences Judges, Ground Jury, Announcers, Ambulance Units and Staff.
- Show Jumping Course Designer and builders, Judges, Writers, Time-Keepers, Announcers, Ambulance Units and Staff.
- Appeal Committee
- On site/on call vet
- On call farrier

Benefits for Canterbury:

With the large number of people converging on Rangiora for this event, the region will benefit through:

- Accommodation
- Restaurants
- Retail
- Leisure activities and tourism

Funding the Event

The driver for a lot of these pony clubs to take on such a huge task is the ability to not only give back to the pony clubs from around the South Island and continue the tradition of the competition but also to involve their local communities which benefit from the influx of riders to their area. The other major factor comes in the form of a brand-new cross-country course which will last the hosting pony club for years to come and encourage many riders from all corners of the South Island to come and compete at future competitions as well as train during the season.

Running such a large event is costly and we are seeking funding to be able to run the event and keep entry fee costs down for clubs so clubs from all over the South Island will be able to compete.

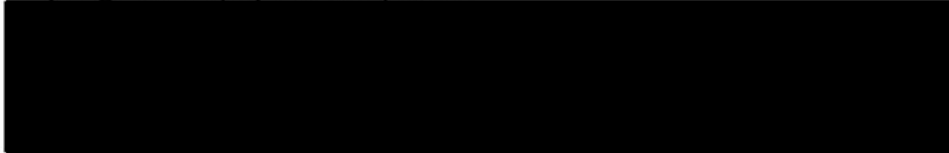




North Canterbury Pony Club appreciates you taking the time to consider this premier event. We are committed to working to make this event successful for everyone and to helping our young riders pursue their dreams.

2024 Organising Committee

If you have any questions regarding this proposal please contact:
Springston Trophy Secretary 2024:



THANK YOU!!!



Oxford-Ohoka Community Board			2021/22 \$5,820 + Carryover \$3,000 = \$8,820				\$ 8,820.00
	1-Jul	Oxford Arts Trust	Shelving, furniture	11.02.22	\$500	\$500	\$ 8,320.00
	1-Jul	West Eyreton Primary School	New books and lego	9-Dec-21	\$456	\$456	\$ 7,864.00
	1-Jul	Swannanoa Volunteer fire brigade	Junior crew uniforms	30.06.2022	\$722	\$500	\$ 7,364.00
	1-Jul	Swannanoa Volunteer fire brigade	Cost of holding open day	30.06.22	\$539	\$500	\$ 6,864.00
	4-Aug	Nil					
	9-Sep	Meeting Cancelled					
	6-Oct	Nil					
	3-Nov	Life Education Trust	Delivery of the Healthy Harold Programme	4.07.2022	\$500	\$500	\$ 6,364.00
	3-Nov	Mandeville Sports Club	Purchase of a Life Members Board		\$477	\$477	\$ 5,887.00
	3-Nov	Eyreton Pony Club	Towards the building of horse yards		\$500	\$500	\$ 5,387.00
	9-Dec	Oxford Community Trust	Purchase gazebos for Christmas Wonderland		\$600	\$500	\$ 4,887.00
	2-Feb	Nil					
	2-Mar	Oxford Arts Trust	Purchase an air purifier	21.06.22	\$500	\$500	\$ 4,387.00
	6-Apr	Clarkville Playcentre	Purchase bikes and scooters	31.05.22	\$376	\$376	\$ 4,011.00
	1-Jun	Standardbred Stable to Stirrup Charitable Trust	Ground membership renewal	29.11.22	\$400	\$ 400.00	\$ 3,611.00
	1-Jun	Cancelled Tasman Young Farmers	Community Ball		\$500		
	1-Jun	Standardbred Stable to Stirrup	uniforms	29.11.22	\$500	\$ 500.00	\$ 3,111.00
	1-Jun	Swannanoa Home and School	kappa haka uniforms		\$500	\$ 500.00	\$ 2,611.00
	1-Jun	Swannanoa Home and School	football tshirts		\$500	\$ 500.00	\$ 2,111.00
	1-Jun	Oxford Historical Records Soc	securing medal display cabinets	22.08.22	\$697	\$ 697.00	\$ 1,414.00
	1-Jun	Oxford Promotions Action Com	Te Papa Matariki Activity Book		\$404	\$ 404.00	\$ 1,010.00
	1-Jun	Swannanoa Preschool	storage for nursery		\$ 461.00	\$ 461.00	\$ 549.00

Oxford-Ohoka Community Board 10.139.100.2410			2022/23 \$5,990 + Carryover \$ = \$				\$5,990 + \$549 = 6539
	Jul	Swannanoa Volunteer fire brigade	Purchase a BBQ	7.2.22	\$999	\$500	\$ 6,039.00
	Jul	Waimakariri Dog Training Club Inc.	Towards the cost of purchasing a new BBQ.	29.08.22	\$500	\$500	\$ 5,539.00
	Jul	Oxford Senior Citizens Club	Towards the cost of hiring transport during the year.	12.01.23	\$500	\$500	\$ 5,039.00
	Jul	Declined Tasman Young Farmers Region	Towards the cost of hosting a Hauora Health and Wellbeing Event		\$500	Declined	
	Aug	Oxford Football Club	Towards the cost of uniforms for junior teams	1.11.22	\$500	\$500	\$ 4,539.00
	Sep	Oxford Arts Trust	Sensor Flood Lights for Oxford Gallery	4.4.23	\$500	\$500	\$ 4,039.00
	Sep	Oxford IFG Adventure	Towards running ICONZ for girls programme	1-Feb-24	\$500	\$500	\$ 3,539.00
	Sep	Canterbury Endurance & Trail Riding Club	Towards hosting an endurance and trail riding event		\$500	\$500	\$ 3,039.00
	Dec	West Eyreton School	Towards purchase of bark for junior play area		\$500	Declined	\$ 3,039.00
	Feb	Tasman Young Farmers	Towards hosting the Young Farmers Tournament		\$500	Declined as no financial info supplied	\$ 3,039.00
	15-Feb	Clarkville Playcentre	First Aid Courses	12.06.2023	\$387	\$500	\$ 2,539.00
	15-Feb	Waimakariri Dog Training Club Inc.	Purchase of gazebos	30.04.23	\$500	\$500	\$ 2,039.00
	6-Apr	Waimakariri Kennel Association Inc	Repainting the Club rooms		\$500	\$500	\$ 1,539.00
	1-May	North Canterbury Adventure Club Home School Club	Sporting Equipment		\$900	Declined	
	1-May	Oxford Football Club	Footballs		\$500	\$500	\$ 1,039.00
	1-May	Oxford Community Garden	gravel		\$200	Declined	
	1-May	West Eyerton School	Literacy kits		\$500	\$ 500.00	\$ 539.00
	1-May	Oxford Promotions Action Committee	Advertising Matariki Winter Lights Festival		\$ 500.00	\$ 500.00	\$ 39.00

Oxford-Ohoka Community Board 10.139.100.2410			2023/24 \$6,120 + Carryover \$ 39 = \$6,159				\$ 6,159.00
	2-Aug	Oxford Land Search and Rescue	Radio handset, protective case and charger		\$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		\$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	Lie on the table	
	6-Sep	Waimakariri Access Group	Towards running an Inclusive Sports Event		\$500	\$500	\$ 3,215.00
	6-Sep	Standardbred Stable to Stirrup Charitable Trust	Towards monogrammed patches for clothing and horse gear	10.10.2023	\$470	\$470	\$ 2,745.00
	6-Dec	Ohoka Rugby Club	Towards replacement weights		\$500	Declined	\$ 2,745.00
	6-Dec	Clarkville Playcentre	Towards a replacement printer/copier		\$469	\$469	\$ 2,276.00
	3-Apr	North Canterbury Pony Club	Towards St John's Ambulance services		\$500		

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 being contributed. 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. Staff cannot process your application without financial information.

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 an expense summary for projects that cost more than the grant being requested to show the areas where funds are being spent and a paragraph on what fund raising the group has undertaken towards the project, or other sources considered (ie voluntary labour, businesses for supplies).

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	

Criteria for application

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- The Board supports a wide range of community activities but the 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).
- Applications will only be accepted from community-based project groups, not for profit organisations, registered charities or incorporated societies.
- Applications from Funding Committees and/or similar community-based groups associated with schools will be considered provided there is proof that the activity is not funded by the Ministry of Education. 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 up to \$750 with a maximum of \$1,000 in any financial year (July to June), but the group can apply twice a year, providing it is for different projects. The Board will consider granting more than \$750 in exceptional circumstances provided that detailed reasons for exceeding the present limit are provided.
- The application should clearly state the purpose for which the money is to be used.
- The applicant should submit relevant financial information to prove they can deliver the project. Applications will only be processed once the financial information is received. The Community Board reserves the right to request additional financial information on any application if deemed necessary.
- Organisations that are predominately funded by Central Government must provide supporting evidence that the requested grant will not be spent on projects that should be funded by Central Government.
- Applicants must declare other sources from which funding has been applied for, or granted from, for the project being applied to the Oxford-Ohoka Community Board, including information on applications to other Community Boards.
- Grant applications will be considered every month by the Oxford-Ohoka Community Board. Applications are recommended to be received three weeks prior to Board meeting dates so they can be processed in time.
- An Accountability Form must be provided to the Council 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, banks statements or invoices must be included with the Accountability Form and photos of the event or purchase is encouraged.
- Where possible Boards request permission to utilise these photos on its Facebook page, the Council website or other social media, to encourage other community groups' participation.
- In the event that funds are not spent on the project or activity applied for within 12 months of the date of the event/project, the recipient will be required to return the grant funding to the Council.
- If the activity/event for which funds have been granted does not take place or if the group does not provide the information to enable the grant to be paid within six months of approval of the grant being notified, then in both cases the application will be regarded as closed and funds released for reallocation by the Board.
- No new application will be accepted until the Board receives the Accountability Form and relevant documentation for previous funding granted.

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.
- On receipt of this information payment will be processed to your organisation's bank account.

CHAIRPERSON'S REPORT

*For the month of **March 2024***

CHAIRPERSON'S DIARY	
<i>Date</i>	<i>Events attended</i>
11/3	Ashley Gorge Advisory group- debrief on the Gala event overall feed back was positive and they are looking forward to holding it in the future Received track counter numbers from DOC that revealed that these tracks are the second most popular in Canterbury behind Castle Hill
11/3	Bike Track meeting- unable to attend due to the above meeting
18/3	OPAC Agm- productive meeting
19/3	Walking track meeting at Ashley Gorge – a number of advisory group representatives met with Council staff and walking track experts to explore new possible routes for a wheel chair accessible track
19/3	Community Trust Meeting – clients needs discussed and next months diary considered
20/3	Zoom call re support for pc31-a quick meeting with Andrew and Jeff Millwood to discuss what support is available for district plan hearings
21/3	Whings with wheels debrief- met with the Lions to discuss – 2024 was very successful and plans are in motion for next year to include more motorbikes and awards for car categories -all funds to go back to Lions and Community Trust
26/3	LTP workshop yet to happen
24/3	Oxford Club AGM- there was a great turn out and lots of constructive feedback was given

Thomas Robson
Chairperson
Oxford-Ohoka Community Board