

Agenda

Oxford-Ohoka Community Board

Wednesday 8 July 2026

6.30pm

Oxford Town Hall
34 Main Street
Oxford

Members:

Sarah Barkle (Chairperson)

Thomas Robson (Deputy Chairperson)

Mark Brown

Tim Fulton

Wayne Godfrey

Ray Harpur

Niki Mealings

Pete Merrifield



WAIMAKARIRI
DISTRICT COUNCIL

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AGENDA FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD TO BE HELD AT THE OXFORD TOWN HALL, MAIN STREET, OXFORD, ON WEDNESDAY, 8 JULY 2026, AT 6.30PM.

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

BUSINESS

PAGES

1. **APOLOGIES**

2. **PUBLIC FORUM**

3. **CONFLICTS OF INTEREST**

4. **CONFIRMATION OF MINUTES**

4.1. **Minutes of the Oxford-Ohoka Community Board – 3 June 2026**

7 – 17

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Confirms**, as a true and accurate record, the circulated Minutes of the Oxford-Ohoka Community Board meeting, held on 3 June 2026.

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

5. **DEPUTATIONS AND PRESENTATIONS**

Nil.

6. **ADJOURNED BUSINESS**

Nil.

7. **REPORTS**

7.1. **Coopers Creek Carpark Project – Tori Stableford (Landscape Architect)**

18 – 34

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 260310073382.
- (b) **Approves** the attached *Coopers Creek Parking Improvements Schematic Plan* (Trim: 260319080419) as the basis for the location and layout of the proposed car park, bus turnaround area, and provisional additional parking area if budget allows.
- (c) **Notes** that the total budget available for the car park and associated bus-turning improvements is \$50,000 (LTP, 2025/26), and that all works will be delivered within this allocation.

- (d) **Notes** final dimensions and layout may vary depending on tendered prices, and that any extension of the existing parking area will only proceed if budget allows.
- (e) **Notes** that bus-turning improvements will be implemented within the approved project budget. These works include trimming overhead vegetation, localised levelling and gravel placement, and installing “Turning Bay” signage.
- (f) **Notes** that the proposed car park is within Councils Road reserve and therefore Rooding staff have reviewed and approved the schematic plan, and Greenspace staff will continue working with them through design detail and procurement.

7.2. **Oxford-Ohoka Community Board’s 2026/27 Discretionary Grant Fund and 2026/27 General Landscaping Budget – Thea Kunkel (Governance Team Leader)**

35 – 45

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 260526124020.
- (b) **Notes** that the Board’s General Landscaping Budget allocated by the Council for 2026/27 is \$14,800, with a carry forward from the previous financial year to be reported back in September 2026.
- (c) **Notes** that the Board’s Discretionary Grant Funding allocated by the Council for the 2026/27 financial year is \$6,670.
- (d) **Approves** the Board’s 2026/27 Discretionary Grant Fund Application Criteria and Application Form (Trim No. 210603089866).
- (e) **Approves** the Board’s 2026/27 Discretionary Grant Accountability Form (Trim No. 210603089980).
- (f) **Approves** that Discretionary Grant Fund applications be considered at each meeting during the 2026/27 financial year (July 2026 to June 2027).

7.3. **Applications to the Oxford-Ohoka Community Board’s 2026/27 Discretionary Grant Fund – Thea Kunkel (Governance Team Leader)**

46 – 84

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 260518118010.
- (b) **Approves** a grant of \$.....to the Oxford Community Trust towards the purchase of a tablet for its holiday programmes.

OR

- (c) **Declines** the application from the Oxford Community Trust.
- (d) **Approves** a grant of \$.....to the Ohoka Rugby Club – Under 11 towards the travel costs to attend the NZ Junior rugby Festival in Queenstown.

OR

- (e) **Declines** the application from the Ohoka Rugby Club – Under 11.
- (f) **Approves** a grant of \$.....to the Oxford Club towards a sign for the former Oxford East Railway Station.

OR

- (g) **Declines** the application from the Oxford Club.
- (h) **Approves** a grant of \$.....to the View Hill School Fundraising Team towards food for the Dark Sky event in July 2026.

OR

- (i) **Declines** the application from the View Hill School Fundraising Team.

8. CORRESPONDENCE

Nil.

9. CHAIRPERSON'S REPORT

9.1. Chairperson's Report for May 2026

The Chairperson will provide a verbal update.

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

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

10. MATTERS FOR INFORMATION

- 10.1. Woodend-Sefton Community Board Meeting Minutes 8 June 2026.
- 10.2. Rangiora-Ashley Community Board Meeting Minutes 10 June 2026.
- 10.3. Kaipoi-Tuahiwi Community Board Meeting Minutes 15 May 2026.
- 10.4. Request to Approve a Change of Intersection Controls on Heywards Road and Baynons Road – Report to Kaipoi-Tuahiwi Community Board Meeting 18 May 2026 – Circulates to Oxford-Ohoka Community Board.
- 10.5. Rangiora Airfield Governance Review 2026 – Report to Council Meeting 2 June 2026 – Circulates to all Boards.
- 10.6. Section 155 Assessment of proposed Public Spaces Bylaw – Report to Council Meeting 2 June 2026 – Circulates to all Boards.
- 10.7. Closed Circuit Television and Other Recording Devices Policy – Report to Council Meeting 2 June 2026 – Circulates to all Boards.
- 10.8. Health, Safety and Wellbeing Report April 2026 to May 18 2026 – Report to Council Meeting 2 June 2026 – Circulates to all Boards.
- 10.9. Adoption of the Annual Plan 2026/27 – Report to Council Meeting 16 June 2026 – Circulates to all Boards.
- 10.10. Enterprise North Canterbury (ENC) 2025/26 Approved Statement of Intent (SOI) and Associated Business Plan – Report to Audit and Risk Committee Meeting 16 June 2026 – Circulates to all Boards.
- 10.11. Aquatics June Update – Report to Community and Recreation Committee Meeting 16 June 2026 – Circulates to all Boards.
- 10.12. Libraries Update to June 2026 – Report to Community and Recreation Committee Meeting 16 June 2026 – Circulates to all Boards.

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

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

Note:

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

11. MEMBERS' INFORMATION EXCHANGE

- 11.1. Mark Brown
- 11.2. Tim Fulton
- 11.3. Wayne Godfrey
- 11.4. Pete Merrifield

85 – 91

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. Draft CCTV and Other Recording Devices Policy

<https://letstalk.waimakariri.govt.nz/draft-cctv-policy>

Consultation closes Monday 20 July 2026.

13. BOARD FUNDING UPDATE

- 13.1. Board Discretionary Grant

Balance as at 1 July 2026: \$6,670.

- 13.2. General Landscaping Fund

Balance as at 1 July 2026: \$14,800.

14. MEDIA ITEMS

15. QUESTIONS UNDER STANDING ORDERS

16. URGENT GENERAL BUSINESS UNDER STANDING ORDERS

NEXT MEETING

The next meeting of the Oxford-Ohoka Community Board is scheduled for 6.30pm, Wednesday 5 August 2026 at the Mandeville Sports Centre.

Workshops

- *Members Forum*

MINUTES FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD HELD AT THE OXFORD TOWN HALL, MAIN STREET, OXFORD, ON WEDNESDAY, 3 JUNE 2026, AT 6.30PM.

PRESENT

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

IN ATTENDANCE

G Cleary (General Manager Utilities and Roding), J McBride (Roding and Transport Manager), B Dollery (Biodiversity Team Leader), S Binder (Senior Engineering Advisor), K Rabe (Governance Advisor) and C Fowler-Jenkins (Governance Support Officer).

1. APOLOGIES

There were no apologies.

2. PUBLIC FORUM

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

3. CONFLICTS OF INTEREST

Item 7.3 – M Brown declared a conflict.

4. CONFIRMATION OF MINUTES

4.1. Minutes of the Oxford-Ohoka Community Board – 6 May 2026

Moved: M Brown

Seconded: T Robson

THAT the Oxford-Ohoka Community Board:

- (a) **Confirms**, as a true and accurate record, the circulated Minutes of the Oxford-Ohoka Community Board meeting, held on 6 May 2026.

CARRIED

4.2. Matters Arising (From Minutes)

There were no matters arising.

5. DEPUTATIONS AND PRESENTATIONS

Nil.

6. ADJOURNED BUSINESS

Nil.

7. **REPORTS**

Item 7.2 “Mandeville Cemetery (Bradleys Road) Enhancement Plan” was taken at this time. The agenda order was retained in the Minutes to mitigate confusion.

7.1. **Proposed Rooding Capital Works Programme for 2026 / 27 and Indicative Three-year Programme** – K Straw (Civil Projects Team Leader) and J McBride (Rooding and Transport Manager)

J McBride presented the proposed Rooding Capital Works Programme for the 2026/27 financial year and the indicative three-year programme. She advised that the programme had been developed to cover areas with general budget allocations and included projects such as Kerb and Channel and Footpath Renewals, which were largely driven by condition. Staff had carried out a three-yearly condition rating of kerbs, channels, and footpaths. J McBride noted that this work related to renewals, undertaken when the condition of an entire footpath was assessed as poor or very poor. She also advised that maintenance was funded through a different stream and that large projects were excluded as they were funded separately.

M Brown noted that the splitter islands at the Tram Road/Earlys Road intersection had been damaged twice. He asked whether the maintenance was funded from this budget. J McBride advised that it was funded from a different budget, but she would check with the design team to ensure the islands were operating as intended.

N Mealings questioned the item listed under Walking and Cycling Projects relating to the Oxford town centre. J McBride explained that this referred to tactile ground-surface indicators that assisted people with vision impairments at crossing points. She noted that several in Oxford were quite old and that there had been an incident involving someone slipping, so staff intended to replace them all.

N Mealings then asked whether the high-risk intersection treatments were the low-cost, low-risk improvements. J McBride confirmed that they generally involved widening, a wider centre line, the installation of bollards at the approach to the intersection, and the reinforcement of the intersection with signage on approach.

T Robson enquired whether, when the Council undertook the replacement of the tactiles, they would be replaced with tactile pavers or with the plugs that were currently in use. J McBride noted that, over time, the Council had used both options but tended to use concrete pavers because the dots and strips inserted into asphalt often popped out and did not last.

Moved: M Brown

Seconded: P Merrifield

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 260508111821.
- (b) **Endorses** the 2026/27 DRAFT Proposed Rooding Capital Works Programme (Trim: 260508111836).
- (c) **Endorses** the indicative Rooding Capital Works Programme for the 2027/28, 2028/29 and 2029/30 years.
- (d) **Notes** that any feedback on the programme included with this report will be taken by staff at the Board meeting and incorporated into the final report, which is proposed to be taken to the Utilities and Rooding Committee in July 2026 for approval.

CARRIED

The meeting adjourned for a workshop on speed limits from 7:24pm to 8:30pm.

7.2. **Mandeville Cemetery (Bradleys Road) Enhancement Plan** – B Dollery (Biodiversity Team Leader)

B Dollery spoke to the report, noting that it sought approval for the proposed enhancements to the Mandeville Cemetery. She advised that while some graves were visible; however, there might also be unmarked graves, and the graves were not fenced. The area was leased, and the lessee maintained the site. B Dollery explained that the lessee, along with some local residents, had approached the Council to ask whether any enhancements could be made to the reserve to better enable the community to enjoy it, noting that the area was already used by residents.

B Dollery further noted that a drain ran through the site, providing some biodiversity interest, and that the area also contained pine trees that would need to be harvested at some point. The Council conducted surveys and found no lizards on the site. The Council had therefore developed an Enhancement Plan to support biodiversity, particularly lizards, invertebrates, birds, the stream environment, and native planting.

B Dollery advised that the Council wished to install signage that reflected the site's history, acknowledged and respected the graves, and created a place where people could reflect and connect with nature. She provided an overview of the enhancement plan. The funding for the project had been allocated through the Waimakariri Natural Environment Strategy and would be staged over three years.

S Barkle asked when the pine tree survey had been undertaken and, if any of the trees required removal. If the trees were to be removed and mulched, she suggested that the mulch should be left on site for planting. B Dollery confirmed that this was a possibility.

S Barkle further noted that there was a dedicated group of local volunteers who enjoyed undertaking planting in the area. She added that a local nursery had expressed interest in providing plants, presenting an opportunity to work collaboratively with the community on the project. S Barkle also proposed involving the local school in planting activities. B Dollery noted that she could contact the school regarding their potential involvement, noting that the site would benefit from local engagement given the existing community interest.

S Barkle then enquired whether there was a way to connect the area to the pine tree reserve. B Dollery noted that this was potentially feasible, but staff would need to investigate further.

W Godfrey sought clarity on the stock exclusion and fencing. B Dollery explained that these considerations would be worked through with the lessee, who was supportive of retaining the fencing and had been very helpful in offering ideas for the area. She noted that the lessee was highly supportive of efforts to tidy and enhance the site.

R Harpur asked whether there was road access to the site. B Dollery advised that there was currently a gate entrance off Bradleys Road. She noted that one community member had expressed concern that, if the reserve were enhanced, increased visitor numbers might reduce the sense of seclusion currently enjoyed in the area.

R Harpur further questioned what made the site particularly suitable for lizards. B Dollery clarified that the Council was aware that its projects might require areas that could be enhanced specifically for lizard habitat. She noted that the site was well-suited because there were currently no lizards present, allowing staff to manipulate and enhance the environment so that lizards from surrounding areas could move in and expand their population.

T Fulton enquired whether the reserve would be described as a dry-land park, and B Dollery noted that the soils were quite bony.

T Fulton sought clarification on the offset requirements of the Department of Conservation (DoC), asking whether this meant that, where a project potentially affected lizard habitat, the project could still proceed provided DoC required that lizards were established elsewhere. B Dollery explained that DoC considered applications on a case-by-case basis. She noted that, ideally, lizards would be retained on site with habitat enhancement, but a common requirement was that any removal be offset at a 1.5-fold ratio.

N Mealings asked, questioned when DoC determined that lizards were present and required relocation, who was responsible for funding the relocation. B Dollery advised that the report focused on Council projects. She explained that if, for example, Greenspace proposed to construct a tennis court in an area containing lizard habitat, the lizards would be relocated within the site, and funding for habitat enhancement would come from that project. It was the project proponent's responsibility to fund the necessary enhancement work.

Moved: W Godfrey

Seconded: N Mealings

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 260412093988.
- (b) **Approves** the Draft Mandeville Cemetery Enhancement Plan (Trim: 260215026682).
- (c) **Notes** \$21,128 from the Waimakariri Natural Environment Strategy implementation funds to undertake enhancements.
- (d) **Notes** that the enhancement plan contains the development of lizard habitat. This will not be created until required, but is identified as an important area that will deliver biodiversity benefits in the future.
- (e) **Notes** that marked and unmarked graves will be identified using ground penetrating radar (a non-invasive method) and marked using signage and, where appropriate, the use of wildflower plantings.
- (f) **Notes** that further surveys may alter the enhancement plan, with the potential of some pine trees removed (due to health and safety reasons), and some adjustments to the location of plantings should unmarked graves be discovered in those areas.
- (g) **Notes** staff to contact Swannanoa School and residents to be involved in the project.

CARRIED

7.3. **West Eyreton Pit Enhancement Plan** – B Dollery (Biodiversity Team Leader)

B Dollery spoke to the report, noting that the idea had first arisen a few years earlier, when Board Members approached staff to investigate opportunities to enhance the area for biodiversity and to address potential safety concerns if the pit filled with water. Surveys were undertaken by the Council, and an Enhancement Plan was compiled for the area, including riparian low-stature and flexible planting around the pit and perimeter. The area was classed as a Hazardous and Industries List (HAIL) site due to the extraction that occurred and the subsequent granting of the site for hardfill use. Contamination surveys carried out by Environment Canterbury indicated that the area was unlikely to be contaminated. However, because the site was classified as a HAIL site, the Council took a precautionary approach and followed all required procedures to ensure their safety. This meant the project would likely not be open to community planting days, although there could be opportunities for community involvement in other ways.

S Barkle questioned the HAIL classification, noting that surveys had been carried out and found no evidence of levels above baseline. She commented that it would be unfortunate if the community were unable to be involved. S Barkle asked whether, given the testing already completed, the HAIL status could potentially be removed. B Dollery advised that removal was possible but would require an additional process. She noted that the Council believed the community could still be involved in alternative ways.

M Brown noted that sheep were currently grazed on the site and asked whether they could remain if the area were planted, or whether they would need to be moved. B Dollery explained that if the Council planted palatable species, the sheep would eat them, but without sheep, there could be challenges managing grass growth. She noted that the Council could potentially install plant protection, similar to what had been discussed for Mandeville.

M Brown expressed a preference not to delay the project while attempting to have the HAIL status removed. He supported progressing with the project and suggested that the school could be involved in mulching or ongoing care. He also wondered whether a better name could be found than "West Eyreton Pit."

T Robson noted that recent work had been undertaken on the well, which would have disturbed the ground. He asked whether this meant the Council's water unit had completed soil testing. B Dollery advised that the testing did not cover the entire site; no contamination had been found in the area closest to the road. She noted that a substantial survey would be required in order to lift the HAIL classification.

Moved: M Brown

Seconded: P Merrifield

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 260429105559.
- (b) **Approves** the Draft West Eyreton Pit Enhancement Plan (Trim: 240316041296).
- (c) **Notes** that funding of \$13,620 is required for the enhancements as allocated from Waimakariri Natural Environment Strategy (signage fund, PJ 102472.000.5223, \$5,000/pa; reserve natural values fund, PJ 102465.280.2543, \$15,000/pa) funding with potential for use of the General Landscaping Budget.
- (d) **Notes** that it is likely that community planting days will be permitted during enhancements with community undertaking activities that do not involve direct contact with the soil.

CARRIED

M Brown expressed a preference not to delay the project while attempting to have the HAIL status removed. He supported progressing with the project and suggested that the school could be involved in mulching or ongoing care. He also wondered whether a better name could be found than "West Eyreton Pit."

T Fulton commended M Brown for his long-time advocacy of the project.

N Mealings noted that the matter had been discussed over three terms, and it was exciting to finally see progress.

Item 7.1 "Proposed Rooding Capital Works Programme for 2026/27 and Indicative Three-year Programme" was taken at this time. The agenda order was retained in the Minutes to mitigate confusion.

8. CORRESPONDENCE
Nil.

9. CHAIRPERSON'S REPORT

9.1. Chairperson's Report for May 2026

- Presented submission to the Annual Plan on behalf of the Board.
- Local Government New Zealand Zoom meeting on Headstart:
 - It was noted that all Councils would continue with their Long Term Plans and related processes, as these were required regardless of any future governance arrangements.
 - In response to questions about timing, it was noted that some Councils were ready to proceed now, and the process allowed them to do so. This implied that other Councils were not required to progress immediately if they were not ready. It was observed that the messaging on this point varied by source.
 - It was noted that the dates had been changed so that any amalgamation would occur at the time of the next local government elections.
 - Territorial boundaries were discussed, with advice that boundary changes could be considered as part of any proposals.
 - It was noted that at least two Territorial Local Authorities were required to submit a proposal. The Regional Council did not support making such a proposal itself, but did support involvement through a mayoral forum.
 - It was commented that the message from the Central Government was effectively "reform, or it will be done for you." Ministers were expected to reconsider the backstop design, with the possibility of appointing Crown commissioners rather than a board of mayors. It was emphasised that change was coming regardless—whether through the three-month process or afterwards, a backstop mechanism would still apply.
 - It was noted that the Local Water Done Well framework had resulted in different water service delivery approaches across Councils, with some operating in-house models and others using external arrangements. Questions were raised about how this would function if Councils were to join together. It was advised that these arrangements could be changed over time, allowing new owners to be added as more Councils joined. There was flexibility to align approaches if required. However, it was acknowledged that Selwyn operated an external model while Christchurch operated an internal one, and that the significant differences in approach—and the strong views attached to them—could make agreement challenging. It was also noted that participation in Headstart did not require Councils to adopt the Local Water Done Well model.
 - It was noted that Councils choosing not to participate in Headstart would still be required to make final decisions by May 2027.
 - Headstart was described as an option for Councils that were ready to join early. For those not yet ready, the backstop process might provide a mechanism for working together and resolving uncertainties.
 - In response to questions about whether this work would continue under a change of government, it was noted that the intent was for the programme to continue, although the approach might differ depending on the political makeup. There appeared to be general bipartisan support for progressing reform.

- It was noted that proposals would need to demonstrate economies of scale. Questions were raised about what would happen if a proposal was assessed as uneconomical—for example, in cases such as the three West Coast Councils, which were all under-resourced. It was advised that such proposals might still be accepted if there were strong reasons in other aspects of the submission.
- When asked whether funding would be provided to support the development of a Headstart proposal, it was advised that no funding would be made available, as the process was voluntary.
- Councils expressed concern that they were not bringing their communities along with them, and that a three-month timeframe was not sufficient to make well-considered decisions.
- It was noted that although participation was voluntary, Councils that did not opt in could still have changes imposed on them through the backstop process.
- It was advised that every territorial authority would ultimately be part of a unitary authority. Headstart would prioritise these arrangements, while the backstop process would not necessarily require them. By 2028, Councils might or might not be directed to become unitary authorities. The Government saw significant value in the model but was also considering general efficiencies; if these could be demonstrated, they would also be considered.
- In response to questions about the future of Community Boards, it was noted that there was no clear indication of the Government's position. Their continuation would form part of any proposal and would be for Councils to determine.
- It was confirmed that under the backstop process, Councils could be required to amalgamate even if not ready or not supportive. For example, if one Council opposed amalgamation but two supported it, the proposal would still be assessed on the basis of majority support, including population-based majority.
- Attended the All Boards Session.
- The Ohoka Residents Association Meeting was held, and the Committee was officially sworn in. The meeting included a discussion of the Ohoka development, including the application currently in the fast-track process and the application before the Environment Court. The Association also discussed Gatekeepers Lodge joining the Ohoka Residents Association, enabling the group to operate with registered society status and therefore hold a bank account for fundraising and related activities.
- There was increasing interest along Two Chain Road, between Tram Road and North Eyre Road, which lay outside the bus zone. Many children were biking to school or riding ponies along this route, and encouraging this activity would be beneficial. However, there was a concern that motorists did not slow down on the road, which the Board had previously discussed as a potential location for a path to support safe movement. It was noted that the road carried significant truck traffic, raising safety concerns for children. There had been discussion about approaching local contractors to explore whether costs could be reduced, and whether volunteers and community fundraising could help support the construction of a path. It was also suggested to investigate signage to alert drivers to school children using the road.

J McBride noted that several rural schools faced similar issues. She advised that the current Government had provided no funding for walking and cycling initiatives. The only available funding came from the Council's limited minor safety budget. For similar requests, staff had encouraged communities to work together to help provide facilities, and she noted that the Council had supported such community-led initiatives in the past.

Moved: M Brown

Seconded: N Mealings

THAT the Oxford-Ohoka Community Board:

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

CARRIED

10. **MATTERS FOR INFORMATION**

- 10.1. Woodend-Sefton Community Board Meeting Minutes 11 May 2026.
- 10.2. Rangiora-Ashley Community Board Meeting Minutes 13 May 2026.
- 10.3. Kaiapoi-Tuahiwi Community Board Meeting Minutes 18 May 2026.
- 10.4. Health, Safety and Wellbeing Report 17 Match to 21 April 2026 – Report to Council Meeting 5 May 2026 – Circulates to all Boards.
- 10.5. Zone Implementation Programme Addendum (ZIPA) Budget Reallocation in 2025/26 – Report to Utilities and Roding Committee Meeting 12 May 2026 – Circulates to all Boards.
- 10.6. Draft Annual Plan 2026-2027 Special Consultative Procedure – Report to Council Meeting 26 May 2026 – Circulates to all Boards.
- 10.7. Drainage – Utilities and Roding Department Staff Submission to the Draft 2026/27 Annual Plan – Report to Council Meeting 26 May 2026 – Circulates to all Boards.
- 10.8. Water Supply - Utilities and Roding Department Staff Submission to the Draft 2026/27 Annual Plan – Report to Council Meeting 26 May 2026 – Circulates to all Boards.
- 10.9. Wastewater – Utilities and Roding Department Staff Submission to the Draft 2026/27 Annual Plan – Report to Council Meeting 26 May 2026 – Circulates to all Boards.
- 10.10. Staff Submission to the Annual Plan 2026/27 – Roding Budgets – Report to Council Meeting 26 May 2026 – Circulates to all Boards.
- 10.11. Solid Waste– Utilities and Roding Department Staff Submission to the Draft 2026/27 Annual Plan – Report to Council Meeting 26 May 2026 – Circulates to all Boards.
- 10.12. Rangiora Airfield Governance Review 2026 – Report to Council Meeting 26 May 2026 – Circulates to all Boards.

Moved: S Barkle

Seconded: M Brown

THAT the Oxford-Ohoka Community Board:

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

CARRIED

11. **MEMBERS' INFORMATION EXCHANGE**

W Godfrey

- A site meeting was held at the Ohoka Domain, where preparations were underway for the installation of the new shed.
- A site visit was also undertaken to review the Ohoka Stream planting proposal. Suggested improvements included creating a link to Silverstream Reserve via two potential crossing points: one at the Skewbridge Road end and another at the Ohoka Road swing bridge.

T Robson

- A public workshop on the pump track was held on 17 June at 7.00pm.
- The dirt bike track had been completed, and the Trust indicated that they wished to undertake further work over the summer to expand and improve the facility.

T Fulton

- The first meeting of the Burnt Hill Storage Liaison Group was held, and members undertook a site visit. It was noted that the Group was currently working through procedural matters, which were slowing progress.
- A resident approached T Fulton expressing interest in the development of a bike track between Burnt Hill Road and the West Oxford Reserve. The resident was described as an enthusiastic supporter of bike track initiatives.
- Regarding the Wolffs Road Bridge project, the Group was seeking independent assistance to obtain an estimated project cost. This information would support the Group in preparing for a future bid process. The Group considered an independent assessment necessary before engaging engineering and design professionals and before approaching potential high-value funders. They were also seeking to engage a professional marketing and fundraising specialist to support the project.

M Brown

- The Oxford Medical Centre would begin interviewing project managers in the coming weeks. The target completion date for the project was 31 December 2028.

R Harpur

- The Waimakariri Access Group Meeting was held, during which the Group visited the Mandeville Sports Centre to assess accessibility across the facility. They identified several areas of concern and intended to write to the Board to outline these issues.
- It was noted that there continued to be confusion regarding the name "Mandeville." G Cleary advised that this issue had arisen in several areas across the Waimakariri District. Land Information New Zealand was undertaking a national naming initiative, and due to this wider process, it was not intended to pursue any local naming changes at this stage.
- attended the All Boards Session.

P Merrifield

- The Oxford Museum container was in place and should be painted soon.

N Mealings

- The Annual Plan Submissions Hearing was held, with a range of local organisations and community groups presenting to the Council.
- Received a phone call from an Eyrewell Forest resident seeking guidance on how best to manage trees located on a paper road adjoining their property.
- The Arohatia te Awa Meeting was held. It was noted that the Ohoka Stream Esplanade planting event was scheduled for 21 June from 10.00am to 12.00pm, coordinated through the Waimakariri Biodiversity Trust.
- The Solid and Hazardous Waste Working Party Meeting took place. The Group discussed potential improvements being assessed for the Oxford Transfer Station. The potential location of the rural recycling facility would be consulted on as part of the Waste Management and Minimisation Plan consultation process, with outcomes to be incorporated into the draft Long Term Plan for final consideration.
- A site visit was undertaken to Ohoka School to meet with concerned parents and the principal, accompanied by the Roding Manager and Road Safety Coordinator. The group discussed safety concerns for children biking or walking to school from Threlkelds Road and Mill Road, east of the school. Staff advised of upcoming changes to school zone speed limits and new signage near the school, which should improve safety. While there was a desire for a separate pathway along these roads, it was acknowledged that no funding was available for such a project. Residents raised the idea of community involvement. As Mill Road followed an old railway corridor, it was suggested that the Council could consider linking this initiative with other district rail trail projects and potentially support the formation

of an incorporated society or similar group to progress the desired outcomes locally and in other comparable areas.

- Attended the All Boards Session.
- At the Mandeville Sports Club Meeting, it was noted that the new Groundsman, Dan B, had been appointed and was undergoing induction. The Club expressed appreciation to John H and Sam S-B for covering duties during the recruitment period. Dog-related issues were raised, including interactions with nearby residents and professional dog walkers, as well as the need to ensure that people clean up after their animals.
- The Ohoka Residents Association Meeting was held; however, attendance was not possible due to a scheduling clash. Queries from the committee were answered in advance, and a request was made to include Gatekeepers Lodge on the agenda for discussion.
- 2026/27 Annual Plan Deliberations were undertaken. The projected average rates increase in the draft Annual Plan was 4.91%. After considering submissions and inflationary cost pressures, the increase could have reached 5.07%, but staff refined expenditure—such as relocating i-Sites into libraries from their current external locations—resulting in a final average increase of 4.97%. This positioned Waimakariri among the lowest in New Zealand, particularly given that the Council's rates figures included three-waters costs, whereas other Councils reported these separately.
- The Waimakariri Youth Council Meeting was held. A motivated group of new youth councillors were settling in well. They were keen to assist with the Ohoka Esplanade planting day and were planning a proposed river clean-up for mid-June or July 2026. They were also organising a youth disco night for school-aged youth across the district in July. Support was provided to arrange a field trip to Kate Valley for the Environment Committee during the school holidays, which was expected to provide valuable insights.
- The Rating Review Working Party Meeting was held, with the Group examining how the Council currently rated water services, which was done on a scheme-by-scheme basis. A range of options would be analysed to determine whether alternative approaches might be more fit for purpose than the status quo.
- A resident from Ohoka made contact after experiencing a cycling accident and sought advice on the appropriate Council channels to raise the matter with.
- A local resident enquired whether the Council had any plans for a separated cycle path from Mandeville to the motorway and also requested an update on the proposed Tram/Bradleys/McHughs Road roundabout.
- A Mandeville resident raised a query regarding the proposed Tram/Bradleys/McHughs Road roundabout, noting that the safety action plan on the Council's website was out of date (2022–2023). The resident also raised concerns about a dangerous intersection and speeding outside Kaiapoi High School and sought guidance on the most appropriate point of contact for these issues.

12. **CONSULTATION PROJECTS**

12.1. **Stock Movement Bylaw 2026**

<https://letstalk.waimakariri.govt.nz/stock-movement-bylaw-2026>

Consultation closed Friday, 12 June 2026.

The Board noted the consultation project.

13. **BOARD FUNDING UPDATE**

13.1. **Board Discretionary Grant**

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

13.2. **General Landscaping Fund**

Balance as at 31 May 2026: \$6,000.

The Board noted the funding update.

14. **MEDIA ITEMS**

Consultation on headstart.

15. **QUESTIONS UNDER STANDING ORDERS**

Nil.

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

Nil.

17. **NEXT MEETING**

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

Workshops 9:13pm to 9:22pm

- *Speed Limits – Shane Binder (Senior Transportation Engineer) 30mins*
- *Discretionary Grant Funding Criteria Review – Kay Rabe (Governance Advisor) 10mins*
- *Members Forum*

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 9:22PM.

CONFIRMED

Chairperson

Date

WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR DECISION

FILE NO and TRIM NO: GOV 26-10-06 / TRIM 260506110118

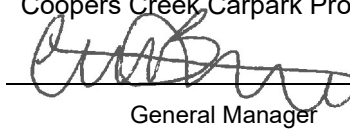
REPORT TO: OXFORD – OHOKA COMMUNITY BOARD

DATE OF MEETING: 8 July 2026

AUTHOR(S): Tori Stableford, Landscape Architect

SUBJECT: Coopers Creek Carpark Project

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


General Manager


Chief Executive

1. SUMMARY

- 1.1. The purpose of this report is to seek approval for improvements to car parking at Coopers Creek which includes the installation of a formalised carpark in the location shown on the attached Concept Plan at Mountain Road, Coopers Creek (*Attachment i. Coopers Creek parking improvements Schematic Plan*).
- 1.2. In 2022, the Department of Conservation (DOC) approached the Waimakariri District Council (WDC) to address several issues at the Coopers Creek (Mountain Road) entry to the Ryde Falls and Mt Oxford tracks, including inadequate parking capacity, overflow parking along Mountain Road, use of an incorrect access point to the DOC tracks, and the need for a permanent toilet due to the long term limitations of a Portaloo.
- 1.3. Consultation with neighbouring landowners the same year indicated support for improving car parking, installing a permanent toilet, and addressing a range of other amenity and use related concerns in the area.
- 1.4. Following discussions, WDC and DOC agreed that DOC would fund and install a permanent toilet, while WDC would fund and undertake the improvements to the existing carpark layout. Council subsequently allocated \$50,000 in the Long-Term Plan for construction of a formalised park area in the 2025/26 financial year.
- 1.5. DOC has since installed a permanent toilet and improved wayfinding signage to direct visitors to the correct track entrance and reduce unintentional trespass onto neighbouring private land. The DOC toilet was installed in February 2026 and is now open for use to the public, this replaces the port-a-loo which was in place before this.
- 1.6. Site assessments conducted by WDC, DOC, and Council's Project Development Unit (PDU) identified an area approximately 8 metres in depth and 33 metres long, adjacent to the new toilet as a preferred location for the proposed car park. The area is within Council's Road Reserve and is currently overgrown with weeds and long grass. Planned works include site levelling, installation of a concrete dish drainage channel, compacted gravel surfacing, and the use of wooden-rail spacing markers to efficiently define approximately 11 parking spaces.
- 1.7. Bus turning challenges identified during consultation have been assessed by PDU, which would be addressed by minor adjustments to the previous access point to the track. These improvements would also need to be done within the existing \$50,000 budget and are estimated at approximately \$5,000.
- 1.8. If funds remain in the project budget after the formalised carpark is constructed and the bus turn around area improved, the formalisation of the existing gravel parking area on Mountain Road would be considered for extension, as a provisional item.

Attachments:

- i. *Coopers Creek parking improvements Schematic Plan (TRIM 260319080419)*
- ii. *Coopers Creek parking improvements Consultation Feedback (TRIM 260506110120)*
- iii. *Letter to Coopers Creek residents consulting on formalised carpark (TRIM 260429105341)*

2. **RECOMMENDATION**

THAT the Oxford Ohoka Community Board:

- (a) **Receives** Report No. 260310073382.
- (b) **Approves** the attached *Coopers Creek Parking Improvements Schematic Plan* (Trim: 260319080419) as the basis for the location and layout of the proposed car park, bus turnaround area, and provisional additional parking area if budget allows.
- (c) **Notes** that the total budget available for the car park and associated bus-turning improvements is \$50,000 (LTP, 2025/26), and that all works will be delivered within this allocation.
- (d) **Notes** final dimensions and layout may vary depending on tendered prices, and that any extension of the existing parking area will only proceed if budget allows.
- (e) **Notes** that bus-turning improvements will be implemented within the approved project budget. These works include trimming overhead vegetation, localised levelling and gravel placement, and installing “Turning Bay” signage.
- (f) **Notes** that the proposed car park is within Councils Road reserve and therefore Roading staff have reviewed and approved the schematic plan, and Greenspace staff will continue working with them through design detail and procurement.

3. **BACKGROUND**

- 3.1. In 2019 the Waimakariri District Council was contacted by the residents who live nearby to what is known as the Coopers Creek car park area. This is the beginning of the popular DOC administered Ryde Falls and Mt Oxford tracks. The main concern was the provision of amenities for the track users, noting there is no toilet or formal car park to support this attraction. The residents were concerned that there needed to be intervention to help guide track users on where to park and reduce the impact the track was having on those who lived next to it.
- 3.2. Staff undertook engagement with the surrounding residents to discuss the issues raised regarding the Coopers Creek car park. The residents spoke of improvements being required to the car park and the provision of a permanent toilet facility.
- 3.3. As DOC is the administrator of the Ryde Falls and Mt Oxford tracks, the provision of toilets to support track users is their responsibility. However, the car parking is located on legal road and therefore, Waimakariri District Council is deemed to be responsible for its provision. This was discussed with DOC who indicated they would support the toilet but not invest in the car parking as this sits on legal road.
- 3.4. In 2021 the Waimakariri District Council (WDC) liaised further with the Department of Conservation (DOC) and proposed that a cost share approach to resolve the issues identified. This sought assistance to improve car parking and roading amenities at Coopers Creek, and to explore the installation of a permanent toilet.

- 3.5. The existing parking area has insufficient capacity for the number of visitors using the site, with counts exceeding 70 vehicles during peak periods such as long weekends. Overflow parking along the grass berms on both sides of Mountain Road can sometimes extend the length of the road, and the lack of formalised spaces leads to vehicles parking in various directions, reducing available capacity. This has caused access issues for residents and other vehicles, including situations where police have been required to remove vehicles to allow buses to exit. The informal layout also creates safety concerns, particularly for children walking through the area. These issues led to the request for formalised car parking.
- 3.6. At the time of the request, a Portaloo was in place at the end of Mountain Road at the track access; however, some visitors were choosing not to use it, instead using surrounding areas and leaving toilet paper lying around. This highlighted the need for a more permanent toilet facility for visitors.
- 3.7. Visitor access to the walking tracks has also been problematic, with many entering through private gates (as shown in the attached map) and inadvertently crossing private land and an unsafe, privately owned bridge. DOC raised the intention to relocate signage to direct visitors to the correct track entrance further up Mountain Road, reducing safety risks and resolving unintended trespass.
- 3.8. Meetings in 2022 with neighbouring property owners indicated support for improvements to the area. The agreed project objectives were to upgrade the Coopers Creek car park and formal entry to the Ryde Falls and Mt Oxford tracks, including installing permanent toilets and developing a broader concept design. Key elements included improved parking and vehicle turnaround on Mountain Road, a covered shelter or meeting space, native planting, directional and information signage, bins, and an attractive, clearly defined track entrance.
- 3.9. During these discussions, adjacent landowners offered to sell land to WDC for additional parking. Staff explored the possibility of land swap or purchase to support the provision of facilities however following consideration, WDC confirmed it would not purchase or assume ownership of additional land for the project.
- 3.10. Subsequent discussions between WDC and DOC resulted in an agreement that DOC would fund and install the permanent toilets, while WDC would fund the car park development for development on Councils Road Reserve. Council has allocated \$50,000 in the Long-Term Plan for the new car park, scheduled for expenditure in the 2025/26 financial year which will be carried over to the 26.27 financial year.
- 3.11. The other items that were raised such as a covered shelter, plantings, signage, and bins, cannot be accommodated under the current budgets and therefore a wider Concept Plan was not developed. However, Council staff have discussed these with DOC who have said they may be able to utilise existing budgets for signage and small amounts of planting where possible. There are no plans or budget to develop the suggested infrastructure such as a shelter at this stage.

4. KEY ISSUES

- 4.1. In February 2026, DOC completed the installation of a permanent compostable toilet near the correct entrance to the Ryde Falls and Mt Oxford tracks as identified on the plan below (Attachment i). Track signage has also been installed beside the toilet to clearly indicate the correct access point beside the toilet, for visitors to start the Ryde Falls and Mt Oxford tracks. The toilet has been placed on a small level clearing and has a small earth bund next to it.
- 4.2. Following the installation of the toilet, Greenspace staff met on site with DOC representatives to view the new toilet and assess suitable locations for a proposed area of formalised car parking. Both WDC and DOC staff agreed that the best site is directly adjacent to the new toilet, based on this location being the correct track entry point and being associated with the toilet it creates a consolidated visitor arrival area. The proposed location consists of an 8-metre-deep grass berm of approximately 33 metres in length of useable space. The site is currently uneven and overgrown with weeds and long grass. The area is contained between the new toilet and earth bund, and a mounded area with power poles in it. Based on this, Staff developed the Coopers Creek Parking Improvements Concept Plan for these works.



- 4.3. Greenspace staff met on site with Council's PDU to confirm the suitability of the proposed car park location and associated works. PDU agreed the site is appropriate and advised that construction would involve levelling, installation of a concrete dish channel for stormwater management, and placement of compacted gravel. The parking area requires a minimum depth of 5 metres, necessitating regrading of the berm to match the new level and formation of a bund to tie into existing ground levels. Greenspace will discuss slope treatment with DOC, including potential planting if funding is available; otherwise, the bund will be contoured for ease of occasional mowing. During consultation in 2022, Mountain Road residents supported marked spaces to maximise capacity. As line marking is unsuitable for gravel, a timber rail or bollards with 3-metre spaced markers is proposed along the front edge instead.
- 4.4. Consultation identified that buses have difficulty turning on site. PDU assessed turning movements and identified a potential turnaround area near the gates, currently used incorrectly for track access. Minor tree trimming could provide sufficient clearance, with additional levelling, gravel placement, and signage likely required. The turnaround is estimated to cost up to \$5,000 and can be accommodated within the \$50,000 budget. DOC has also indicated potential funding for planting between the turnaround and car park to improve site appearance and provide visual cues to the track entrance, subject to confirmation.
- 4.5. The recommended schematic plan includes a formed car park at the main entrance to the track (approx. \$35,000, providing 11 spaces) and a bus turnaround area (\$5,000), both of which can be delivered within the \$50,000 budget while retaining contingency. Although costs may vary due to market conditions, the works are currently considered achievable within budget.
- 4.6. Should tendered prices confirm that sufficient funds remain after the delivering these core components, the Concept Plan then looks to formalise and extend the existing gravel parking area further along Mountain Road. This additional work will be included as a provisional item within the procurement process, allowing as much of the remaining budget as possible to be used to increase parking capacity at the same contract rates.

- 4.7. In April, Council staff delivered letters (*Attachment iii. Letter to Coopers Creek residents consulting on formalised carpark*) to seven Mountain Road residents (106, 108, 109, 110, 121, 133, and 137) whose properties adjoin or are near the proposed works, inviting feedback on the car park and bus turnaround. Staff also undertook door-knocking and spoke directly with all residents except at 108, where a letter was left. Written submissions were subsequently received from 108, 110, and 137 Mountain Road.
- 4.8. Overall, feedback on the Concept Plan is mixed (*Attachment ii Coopers Creek parking improvements Consultation Feedback*). Generally, residents supported the additional parking near the DOC toilet, but requested that drainage be addressed, and raised concerns about the bus turning area due to practicality and loss of existing car parks. Feedback was also mixed for the proposal for formalising and extending the existing grass verge parking area, citing road safety, maintenance and infrastructure concerns. A summary table providing further detail including staff comments is provided below.

Address (Mountain Rd)	Key Points of feedback	Staff considerations
133	Support the proposed schematic plan but resolve drainage issues for new carpark.	A drainage channel has been included in the concept plan for the proposed carpark layout.
137	- General support for the new parking area, - Concern about tree removal for bus turning, alternative turning bay solution suggested (recommended to meet on site to review), - Question where buses will park, - Concern that bus turning area would remove existing car parks, - Support for developing a second carpark in current parking area to ease congestion, - Suggestion that bus turning bay should only proceed alongside additional parking development - Concern that increased buses and traffic will impact rural gravel roads, - Recommendation to upgrade Mountain Road (tar seal, speed limits, speed humps) to manage traffic and reduce maintenance costs	Tree trimming will be limited to overhanging vegetation within the Council-owned road reserve to ensure the safe turning of vehicles. All works would be carried out by a qualified arborist to protect the long-term health of the trees. Staff suggest that “no parking” signage be applied to weekdays only, so that the impact of the loss of 2–3 car parks is minimised during peak track use periods. Staff do not anticipate that use of Mountain Road will increase because of the additional parking provisions; rather, the project is intended to alleviate existing parking pressures. Feedback regarding the condition and maintenance of Mountain Road has been passed on to the roading team.
121	Noted that bus usage in the area is limited & question if removing 2–3 carparks for a bus turnaround is justified.	Staff suggest that “no parking” signage be applied to weekdays only, so that the impact of the loss of 2–3 car parks is minimised during peak track use periods.
109	- Support the proposed Concept - Request for clarification on responsibility for mowing the front grass berm (Council vs residents) - Residents having trouble maintaining the berm	Staff have passed this feedback on to Councils Roading department for response. Staff anticipate the outcome of this project will alleviate some of the issues

	• Issue caused by frequent car parking on the berm • Limited opportunities to mow due to parked vehicles.	with cars parking on grass berms.
110	• Partially support the proposal; strong opposition to certain elements • Concern about incorrect naming/description of access (Carpark primarily serves Ryde Falls and Mt Oxford tracks. Reference to Wharfdale Track considered misleading and should be removed), • Support for new metalled parking area near DOC toilets, • Opposition to: <i>Converting existing carpark into a bus turning circle:</i> - Unnecessary due to very low bus frequency, - High likelihood of parked cars obstructing turning area, - Buses currently able to turn using 3-point turns when needed. <i>Extending existing parking area:</i> - Works adequately on busy days, no known significant issues with current arrangement, - Extension would require substantial work (level differences, heavy clay ground), <i>Wider impacts of carpark expansion:</i> - Visual widening of Mountain Road (from ~4–5m to 12–14m) - Potential reduction in road safety due to unclear road centreline, Increased vehicle speeds & risk of unsafe driving behaviour (e.g. skidding)	The Concept Plan has been amended to remove the Wharfdale Track reference. The schematic plan included in this report is that which was consulted on. Staff believe that the concerns around loss of parking due to the bus turn around area can be alleviated with appropriate signage. Feedback regarding road safety of Mountain Road has been passed on to Councils Roding department.
108	• Strongly opposes the Carpark due to impacts on property, livestock, and infrastructure. • Proposal does not adequately consider the rural environment or farming operations. • Key concerns: - Uncontrolled dogs: Increased visitors may bring off-leash dogs → risk of livestock attacks, stress, and disease. - Firearms/hunters: More access could lead to hunters near property → serious safety risk to livestock, farm dogs, and workers. - Road maintenance: Mountain Road is already poorly maintained → additional traffic	The intent of this project is to improve the usability and safety of parking associated with an existing activity. The addition of the new parking area and bus turning facility is not expected to alter the nature or level of use. Feedback regarding inappropriate use of the tracks and impacts on adjoining residential properties has been forwarded to Department of Conservation staff for their awareness and consideration.

	would worsen conditions without major upgrades. - Noise pollution: Increased vehicle traffic and visitors → disturbance and stress to livestock, loss of rural amenity.	
106	No feedback	

New carpark

- 4.9. Several residents expressed support for the proposed new carpark beside the toilet, noting it as a practical addition to the walking tracks entranceway. Some feedback highlighted the need to address drainage as part of the design, which has been incorporated through the inclusion of a concrete drainage channel and staff will ensure is considered in the detailed design. Other feedback opposed the broader proposal of adding a carpark, raising concerns about increased use and potential undesirable behaviour associated with formalising parking. Staff consider that formalising parking in this location is unlikely to significantly alter current levels of use, rather meeting the parking demands and improving useability for an existing activity. Feedback regarding track use and potential effects on surrounding rural areas has been shared with the Department of Conservation.

Bus turn-around area

- 4.10. Overall, the proposed bus turning area is not supported due to uncertainty about its necessity and the loss of an estimated 2–3 existing car parks. Residents highlighted that the proposal would further reduce already limited parking in a congested car park. Some residents also raised concern about increased traffic from buses contributing to road wear and recommended investigating the sealing and upgrading of Mountain Road to manage these impacts.
- 4.11. During consultation, staff discussed the concerns around the loss of current parking spaces directly with residents and explored potential mitigation options. One option identified was to restrict parking within the bus turning area to weekdays only, when traffic volumes are generally lower and bus use is more likely. Staff consider that this approach could minimise the loss of parking during peak weekend periods and help address some of the concerns raised. Staff also note that bus movements along Mountain Road are not expected to increase significantly because of this proposal. Feedback regarding potential impacts on road condition has been forwarded to the Roding team for their consideration, however Greenspace staff do not believe that the increase in road use by buses would be significant enough to cause road maintenance problems.

Formalising the existing car parking area

- 4.12. Feedback on extending the existing parking along Mountain Road is mixed, with some residents supporting the carpark formalisation and others expressing opposition. Residents opposing the carpark raised concern that the existing grassed verge already functions effectively for overflow parking, making formalisation unnecessary. They also highlighted potential issues including reduced road safety, and construction complications due to unsuitable ground material.
- 4.13. Staff have considered this feedback alongside the project's objective of increasing parking capacity at the entrance to the Ryde Falls and Mt Oxford tracks. Formalising parking along Mountain Road can be achieved at relatively low cost using compacted gravel, with minimal ongoing maintenance requirements. It is also anticipated that the overall width of the parking area would remain largely unchanged as would the use of Mountain Road, with the primary aim being to improve the usability of the existing space. On this basis, staff consider the benefits of progressing this to meet the objectives of the project at little risk.
- 4.14. Subject to the availability of provisional budget, staff will work with Council's Roding team to further develop and design the parking formalisation of the existing parking area. This will ensure the final layout meets best-practice design and safety standards for both pedestrians and vehicles and avoids any adverse effects on adjoining properties.

5. **OPTIONS**

5.1. Staff have identified the following options available to the Board:

Option One: The Oxford–Ohoka Community Board support this proposal.

- 5.2. This Option includes the installation of a formalised carpark adjacent to the toilet, bus turnaround area, and the provisional additional parking area if the budget allows, as proposed in the attached Concept Plan (Coopers Creek Parking Improvements Schematic Plan).
- 5.3. This project is a joint project with DOC, and they have met their expectations by installing the toilet. There is budget available and the outcomes of the work proposed will increase capacity and efficient use of the car park and improve safety within this space. If approved, Council staff will prepare detailed design plans and seek three competitive prices from contractors. Due to the proposed car park being on Councils Road Reserve, Greenspace staff will continue to work with the Roading department to ensure that the design is suitable and approved. Staff recommend this option.

Option Two: The Oxford–Ohoka Community Board support this proposal but with changes

- 5.4. This Option is based on the Coopers Creek parking improvements Schematic Plan (Attachment i) but with changes following the feedback from residents of neighbouring properties. If the Board choose to progress this Option, the Recommendations made in this report will need to be changed.
- 5.5. If the Board elects not to approve the proposed works, the project may experience further delays. Without approval, staff will be unable to progress to detailed design or contractor pricing, and it is likely that any future changes or constraints, particularly relating to cost, would require a revised report to the Board for reconsideration. This would slow project delivery and extend the period in which existing issues remain unresolved.

Option Three: The Oxford–Ohoka Community Board declines this proposal

- 5.6. This Option would not see any of the proposed Concept Plan or parts of it implemented.
- 5.7. If the Board elects not to approve the proposed plan, the project will face further delays. This would result in Council failing to meet the terms of our agreement with the Department of Conservation (DOC), who have already installed the toilet facility on the understanding that the supporting works would follow.
- 5.8. Without progressing the project, the intended outcomes will not be achieved. The existing issues at the site will remain unresolved and are likely to continue generating ongoing service requests, operational challenges, and increased maintenance costs for Council.
- 5.9. The Management Team has reviewed this report and supports the recommendations.

6. **STRATEGIC ALIGNMENT AND COMMUNITY VIEWS**

Mana Whenua Engagement

- 6.1. The subject matter and/or recommendations contained within this report are not likely to be of interest to mana whenua.
- 6.2. By creating a formalised car park, Council is formalising an existing recreational use of the area, with positive outcomes expected for visitors and the wider community.

Groups, Organisations and the Wider Community

- 6.3. There are groups, organisations, or members of the wider community likely to be affected by, or to have an interest in, the subject matter of this report.

- 6.4. Neighbouring residents who have previously provided feedback on desired improvements in the area are likely to be affected by the outcome and interested in the project's progress. If the schematic plan is approved by the board, a letter drop will be undertaken with the surrounding community to inform residents of the proposed works, and where possible, any feedback could lead to minor amendments included within the detailed design stage prior to construction to ensure that the proposal meets the needs of the community.

Implications for Community Wellbeing

- 6.5. There are implications on community wellbeing by the issues and options that are the subject matter of this report.
- 6.6. The proposed improvements are expected to positively contribute to community wellbeing by providing safer parking, clearer access routes, and improved visitor facilities. These changes will reduce congestion, minimise risks associated with informal parking and unsafe track entry points, and support continued recreational use of the area by families, residents, and visitors. Recreational walking opportunities like this are well-recognised for supporting healthy lifestyles, creating social connection, and encouraging people to spend more time in nature. Ensuring adequate and well-designed parking not only improves safety but also makes access easier and more welcoming, helping to encourage greater participation in outdoor activities and supporting the physical and mental wellbeing of the wider community. The Management Team has reviewed this report and support the recommendations.

Community Outcomes and Strategic Priorities

- 6.7. The Council's community outcomes are relevant to the actions arising from recommendations in this report.
- 6.8. **Social:** A place where everyone can have a sense of belonging...
- Public spaces are diverse, respond to changing demographics and meet local needs for leisure and recreation.
 - Our community has equitable access to the essential infrastructure and services required to support community wellbeing.
- Cultural:** Where our people are enabled to thrive and give creative expression to their identity and heritage...
- All members of our community are able to engage in arts, culture and heritage events and activities as participants, consumers, creators or providers.
- Environmental:** That values and restores our environment...
- People are supported to participate in improving the health and sustainability of our environment.
 - Land use is sustainable; biodiversity is protected and restored.
 - The natural and built environment in which people live is clean, healthy and safe.
 - Our communities can access and enjoy natural areas and public spaces.
- Economic:** ...and is supported by a resilient and innovative economy.
- 6.9. The Council's Strategic Priorities are not relevant to the actions arising from recommendations in this report.

7. OTHER IMPLICATIONS AND RISK MANAGEMENT

Financial Implications

- 7.1. There are financial implications for the decisions sought by this report.
- 7.2. Council has allocated \$51,100 toward the car park improvements for this project. This is a capital project named Coopers Creek Carpark/toilet. PJ 102730.000.5223.

- 7.3. Staff estimate that the new parking area would cost approximately \$35,000 to create, which would leave \$15,000 remaining from the available \$50,000 budget. The costs to formalise a bus turnaround space are estimated to be minor and are estimated at \$5,000.
- 7.4. Staff are aware that due to the current volatility of international oil prices, it is likely that costs may come in higher than expected. This risk is mitigated by not utilising oil-based products like asphalt or chipseal (car park is gravel) but any construction of this nature requires fuel for machinery and is therefore still impacted.
- 7.5. Staff are therefore only proposing the car park and bus turn around area as priority which would leave a buffer of \$10,000 to help meet any additional costs. If the prices received indicate that the car park and bus turn around area can be installed with budget remaining, additional parking space could be provided at the same contract rate to extend the existing gravel parking area further along Mountain Road. This would be listed as a provisional item within the procurement process.
- 7.6. Funding is currently provided within the Annual / Long Term Plan.

Community Resilience and Sustainability

- 7.7. The recommendations in this report do have sustainability and/or climate change impacts.
- 7.8. Formalising the car park will help manage visitor access more efficiently, reducing ad-hoc parking along road edges and minimising damage to vegetation and soil. Improved site layout and drainage will also reduce erosion and sediment runoff. While construction activities have a small carbon footprint, the long-term environmental impact is expected to be positive by better managing how the site is used and protecting surrounding natural areas.

Risk Management

- 7.9. There are risks arising from the adoption/implementation of the recommendations in this report.
- 7.10. While the proposed works will formalise parking and improve the layout of the site, there remains a risk that the upgraded car park may not fully address peak-season demand. During holiday periods and long weekends, visitor numbers may still exceed available capacity. This limitation is unavoidable given the project budget. If future demand continues to exceed capacity, information can be provided to Council for consideration of additional budget in the Long-Term Plan in subsequent years.
- 7.11. Staff note that international oil prices remain highly volatile due to the ongoing conflict involving Iran and significant disruption to shipping through the Strait of Hormuz. While the use of gravel rather than asphalt reduces exposure to oil-based materials, construction activities remain affected because machinery and transport rely on fuel.
- 7.12. To manage this uncertainty, the project has been divided into three prioritised elements, with the top two including buffers for potential fuel related cost increases and the third listed as a provisional item if the budget allows. Although delaying construction in the hope of lower fuel prices is theoretically possible, the duration of the conflict remains uncertain and prolonged volatility is therefore possible, making deferral not recommended unless necessary
- 7.13. If the Board choose to progress with Option One and implement the proposed Concept Plan as it currently is there is risk that there will be potential backlash from the community and issues arise from the development as raised by neighbouring properties.

Health and Safety

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

- 7.15. Formalising the car park and improving wayfinding will enhance visitor safety by directing people to the correct track entrance, reducing the likelihood of pedestrians crossing unsafe areas or unintentionally accessing private land. A clearly defined arrival area will also minimise conflicts between vehicles and pedestrians, particularly during busy periods.
- 7.16. During construction, standard health and safety risks will apply. A Site-Specific Health and Safety Plan will be required from the contractor prior to works commencing, detailing how risks will be managed, including traffic management, machinery operation, and public exclusion zones.
- 7.17. Once completed, the improvements to parking layout, surface condition, and circulation will create a safer environment for all users by reducing informal roadside parking, improving visibility, and managing vehicle movements more effectively.

CONTEXT

Consistency with Policy

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

Authorising Legislation

- 7.19. Local Government Act 2002

Authorising Delegations

- 7.20. The Oxford-Ohoka Community Board have the delegation to approve the recommendations within this report.



ATTACHMENT ii. Coopers Creek parking improvements Consultation Feedback

TRIM:

	Residents indicated support for the proposed Concept but requested that drainage issues in the proposed carpark area next to the toilet be resolved.
	Residents requested to formally return a response in an email after speaking to other residents. This email text is shown below: We like the new carpark proposal behind the permanent toilet, with appropriate drainage. do have some reservations in regard to cutting trees for bus turning, but they did have an interesting alternative solution for a turning bay. (probably wise to make time to meet with them on site to look at their ideas - was wondering where the buses would park? The proposed bus turning area will remove existing car parks in an already congested restricted space. Our current situation is that it is very packed in the enclosed Coopers Creek carpark most weekends. The development of the second carpark (on the boundary of paddock) would alleviate some of this problem. In essence, I'm saying that if a bus turning bay is created, it should be in conjunction with the creation of the extra parking proposed on the Mountain Rd side. The carpark development would bring extra buses and traffic - they are hard on country gravel roads. Upgrading Mountain Road to tar seal, with targeted speed limits and speed humps, would help manage the extra traffic and save on the cost of continual grading and maintenance. Maybe you can propose a recommendation for upgrade to the right team?
	Residents indicated support for the proposed Concept but noted that there aren't many buses that use the area and therefore questions if it was sensible to remove 2-3 carparks to enable a bus turn around. Staff discussed with the resident the option to place on signage that they could not park there due to bus turn around on weekdays only.
	Residents indicated support for the proposed Concept but requested feedback around whether Council could mow the front grass berm or whether this sits with them. The residents were finding it hard to maintain this area as cars are continually parking on the berm and there are few opportunities to mow it.
	Thanks for your letter and the chance to comment. It is unfortunate that I was out each time you called. We are partially in favour of some of the proposal, but strongly opposed to other parts, as set out below; but first a comment on nomenclature and the carpark's "designation":

	The Coopers Creek Carpark is primarily, and the principal, access to the Ryde Falls and Mt Oxford, via the tracks that bear their names. While it is possible to access the Wharfdale Track from it the Primary access point for it is from Ingrams Rd then Lime works Road, which are accessed from Woodstock Road, some distance away. Its carpark is labelled as "View Hill Carpark" in Google Maps. (Checked 20260503-11:30). Reference to the Wharfdale Track should be removed from the proposal as it only adds confusion and suggests ignorance of the geography etc. We support the provision of a metalled parking area adjacent to the new DoC toilets. There is adequate space between the Doc bund, power pole, and existing fencing and the work should be fairly simple as much of the surface there is soil placed during the formation of that part of Mountain Road about 15 or so years ago. We oppose the conversion of the existing formed carpark area into a "bus turning circle". Such a facility is unjustifiable and unnecessary given the infrequency of busses (2 or 3/month at the most, and many months with none). There are never busses here on weekends or public holidays, when the carpark is under most pressure, and as there is no way of enforcing a No-Parking designation on this area it is highly likely that when a bus needed to do a U turn there would be a parked car in the way... It is understood that there have been some complaints that busses cannot turn around in the existing carpark, however, I have witnessed many busses doing 3-point turns in it. Given that this invariably occurs when there are few cars using the park the ability for drivers to execute these turns could be executed by carrying out some simple works, which I have outlined and indicated as A, B and C on the attached photo. It has occurred to me that part of the bus turning problem may have arisen from bus companies' Health and Safety Policies applying "no-reversing" policies appropriate to highly pedestrianised situations to all, not recognizing that for most of the day, after their passengers have left for their activities, the carpark will be empty apart from the bus driver. To cater for this deficiency, it may be appropriate to place a sign "NO BUS U TURN IN CARPARK TURN HERE" before near to crest of the hill outside #106 Mountain Road. (I have not spoken to them about this) We oppose the extension of a formed carpark to the south; into the area we are licenced to occupy. The current grass verges, which we and our neighbours maintain, work very well for parking on busy days. We are not aware of any significant issues ever arising from this use. If the formed metal carpark is extended into this area considerable work would be required as the difference in level between the road and existing round surface is not negligible. The ground in that area is also largely heavy clay which could cause more cost. Such an extension, when not in use for parking, would also give the visual effect of Mountain Road widening from the current 4 - 5m into 12 - 14m. This would decrease road safety through uncertainty as to where the centreline of the road is, the tendency to increase speed on wider roads and provide an ideal area for those so inclined to practice controlled skids (snakeys).
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	I am writing to formally express my concerns regarding the proposed Coopers Creek Carpark. As an adjacent landowner operating a working farm, we believe this proposal fails to account for the realities of the surrounding rural environment and will impact our property, our livestock, and the local infrastructure. Unless significant mitigations are put in place, I oppose this development based on the following concerns: • Uncontrolled Dogs Threatening Livestock: We have grave concerns about an influx of recreational visitors bringing dogs to the area. Experience dictates that members of the public frequently allow their dogs off leash. Wandering dogs entering a working farm pose a severe and unacceptable risk of stock-worrying, diseases which is a direct threat to our livelihood and animal welfare. • Firearms and Hunter Activity: The carpark will naturally increase access for hunters. Having multiple hunters discharging firearms in close proximity to our boundary fence and grazing stock is a massive safety hazard. This creates a highly dangerous environment for our livestock, our farm dogs, and the people working on our property. • Inadequate Road Maintenance: The Council is already unable to keep up with the basic maintenance of Mountain Road as it currently stands. Encouraging higher traffic volumes by building a new carpark on a road that is already degrading is entirely impractical. The local infrastructure simply cannot support this added pressure without a massive, guaranteed upgrade. • Noise Pollution: The introduction of a public carpark will bring a constant, concentrated stream of vehicles, slamming doors, and loud groups of people at all hours. This noise will carry across the boundary, causing unnecessary stress to our livestock and disrupting the peace of our property. We urge the Council to seriously reconsider the location and viability of this proposal. We expect the Council to explain exactly how they plan to protect neighbouring farms from loose dogs, stray bullets, and trespassing, and how they intend to fund the necessary upgrades to Mountain Road. I request that this email be kept on record and that I am notified of any upcoming hearings, meetings, or decisions regarding the Coopers Creek Carpark proposal. Yours sincerely, 
	The resident did not have any comments about the proposal.

Our Reference: Container RES-08 / Trim number 260429105341

29 April 2026

Dear Resident

Coopers Creek Carpark Proposal

We are getting in touch as your property overlooks, or may be affected by, visitor use of the car park providing access to the Wharfdale Track at Coopers Creek. We wanted to update you on the work underway to improve the area and address concerns previously raised by the community.

Following our consultation in 2022, we have been continuing to work with the Department of Conservation (DOC) to address the concerns raised about the Coopers Creek access point to the Wharfdale Track. We recognise this has taken some time to progress and sincerely appreciate the community's patience while we've worked through the necessary planning and funding processes.

During consultation, several concerns were raised, including increasing visitor numbers, informal and at times unsafe parking along Mountain Road, challenges for buses turning safely, limited toilet facilities, and instances of visitors accessing the track via private land. In addition, the existing parking area has not been able to accommodate demand during peak periods, contributing to access and safety pressures for both residents and visitors.

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We are pleased to now be able to progress improvements that aim to address these concerns and provide a safer, more functional access for everyone. DOC has now installed a permanent composting toilet and new track signage at the correct Wharfdale Track entrance. Following this Council is proposing to formalise a small car park directly beside the toilet by levelling the existing grass berm and installing compacted gravel and drainage, providing approximately 11 clearly defined parking spaces. This location has been identified to consolidate visitor facilities, reduce informal parking elsewhere, and create a safe, clear, and well-defined arrival area at the correct track entrance.

If budget allows, minor improvements may also be made to assist bus turning, and—subject to DOC funding—limited planting may be undertaken to improve the appearance of the site and further reinforce the track entrance.

The Concept Plan included in this letter shows the following:



- A formalised 11 Bay parking area,
- A bus turn-around bay area,
- Secondary area to be formalised if budget allows after the completion of the area labelled 'proposed carpark'

We are doing targeted consultation on this draft concept with the residents directly impacted by this proposal and would love to hear from you before we take a final plan to the Community Board for approval. We therefore invite you to provide any feedback by the 5th of May. All feedback received will be considered and summarised in a report to the Oxford–Ohoka Community Board. Subject to Community Board approval, Council can then proceed with implementing a final car park design.

Please respond to tori.stableford@wmk.govt.nz or, if you have any questions, contact 0800 965 468

Kind Regards,

Tori Stableford

Greenspace, Landscape Architect

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** GOV-26-10-06 / 260526124020**REPORT TO:** OXFORD-OHOKA COMMUNITY BOARD**DATE OF MEETING:** 8 July 2026**AUTHOR(S):** Thea Kunkel, Governance Team Leader**SUBJECT:** Oxford-Ohoka Community Board's 2026/27 Discretionary Grant Fund and 2026/27 General Landscaping Budget**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)
General Manager
Chief Executive**1. SUMMARY**

- 1.1 This report provides information regarding the Oxford-Ohoka Community Board's (the Board) 2026/27 General Landscaping Budget and the 2026/27 Discretionary Grant Fund.
- 1.2 This report also requests the Board consider the approval of the Discretionary Grant Criteria, as included in the Application Form, and the Accountability Form for the 2026/27 financial year.

Attachments:

- i. Draft Oxford-Ohoka Community Board's 2026/27 Discretionary Grant Application Criteria and Application Form (Trim No. 210603089866).
- ii. Draft Oxford-Ohoka Community Board's 2026/27 Discretionary Grant Accountability Form (Trim No. 210603089980).

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

- (a) **Receives** Report No. 260526124020.
- (b) **Notes** that the Board's General Landscaping Budget allocated by the Council for 2026/27 is \$14,800, with a carry forward from the previous financial year to be reported back in September 2026.
- (c) **Notes** that the Board's Discretionary Grant Funding allocated by the Council for the 2026/27 financial year is \$6,670.
- (d) **Approves** the Board's 2026/27 Discretionary Grant Fund Application Criteria and Application Form (Trim No. 210603089866).
- (e) **Approves** the Board's 2026/27 Discretionary Grant Accountability Form (Trim No. 210603089980).
- (f) **Approves** that Discretionary Grant Fund applications be considered at each meeting during the 2026/27 financial year (July 2026 to June 2027).

3. **BACKGROUND**

- 3.1 Each financial year, the Community Boards are allocated a discretionary sum that the Board may allocate towards landscape projects that enhance and beautify the community. This fund is not contestable.
- 3.2 The Discretionary Grant Fund is a contestable fund available to the Board for allocation to community groups and organisations that meet the fund's criteria and seek funding for various events, initiatives, and projects.

4. **ISSUES AND OPTIONS**

4.1 **2026/27 General Landscaping Budget**

- 4.1.1 The General Landscaping Fund's 2026/27 financial year allocation approved by the Council for the Oxford-Ohoka Community Board is \$14,800. However, the amount to be carried forward from the previous financial year has yet to be determined, as outstanding invoices are still being processed and will be submitted to the Board for confirmation at the Board's September 2026 meeting.
- 4.1.2 The Board and the Council's Greenspace Team will hold a workshop before December 2026 to identify potential projects of interest and priority for the Oxford-Ohoka Ward for this financial year. Staff will then refine the details and costings before providing a report to the Board for funding allocation. This timing will enable planting projects to take place in autumn, prior to the end of the financial year.
- 4.1.3 Community Boards often identify community landscaping enhancement projects for which this budget can be utilised. Equally, local community members frequently suggest minor landscaping improvements, such as adding additional seating, paving, or signage.

4.2 **2026/27 Discretionary Grant Funding**

- 4.2.1 The Council's 2026/27 Annual Plan included a budget provision of \$6,670 for the Board to allocate as grants to community groups during the 2026/27 financial year (July 2026 to June 2027).
- 4.2.2 The Board allocated \$3,771 of the \$6,755 Discretionary Grant funding available in the 2025/26 financial year. Due to the challenging economic climate, and in an effort to suppress rates increases, the Council resolved not to carry forward the Boards \$2,984 unspent Discretionary Grant funding from the 2025/26 financial year.
- 4.2.3 At the end of each financial year, the Community Boards evaluate their Discretionary Grant Criteria, Application Form, and Accountability Form. The Community Boards agreed that the allocation of Discretionary Grant Funding should be at each Board's discretion, as they are familiar with the needs of community groups/organisations in their area. In May 2026, Board members were invited to submit any suggested amendments for the Board's consideration. The following suggested amendments were received:
 - Grant funding would primarily be limited to projects located within the Board's geographical area or providing a clear benefit to residents of the ward. In exceptional circumstances, *the Board may consider applications for projects outside its geographical area and, in such cases, would provide detailed reasons for exceeding its standard scope.*
 - Grants are generally limited to \$1,000 in any financial year (July to June). However, a group may apply twice a year, provided the applications are for different projects. The Board will only consider granting more than \$1,000 in *exceptional circumstances and will provide detailed reasons* for exceeding the standard limits.
 - The applicant should submit relevant financial information to prove they can deliver the project. Financial information should include *a project budget, an organisational balance sheet/profit and loss, and a bank statement* to enable the Board to make an informed decision.

4.2.4 The Boards are acknowledged as being well-placed to understand the needs of community groups and organisations within their respective areas. Any funds distributed would be at the discretion of each Board, particularly when considering requests from school committees/ funding organisations, or groups applying to more than one Community Board for the same project or event.

4.2.5 The Board will consider applications from non-profit, community-based organisations, registered charities, or incorporated societies. However, not all eligible groups may be aware of the fund. Board members are therefore encouraged to remain proactive in promoting the availability of funding through their ongoing engagement and networking with community groups.

4.2.6 Staff will periodically advertise the Discretionary Grant on the Community Notice Board page in the North Canterbury News and The Chatter. Application Forms are also available on the Council website or by contacting the Council.

4.3 **Implications for Community Wellbeing**

The issues and options outlined in this report may have social, cultural, economic, and environmental implications for community wellbeing. Supporting recreational and community initiatives through the Discretionary Grant Fund helped to reduce social isolation and increase participation in physical activity, thereby contributing positively to both mental and physical wellbeing. Additionally, funding for landscaping projects is expected to enhance the overall aesthetic quality of the Board's area and further support community wellbeing.

4.4 The Management Team has reviewed this report.

5. **COMMUNITY VIEWS**

5.1 **Mana Whenua**

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

5.2 **Groups and Organisations**

Community groups and organisations are likely to be affected by, or interested in, the subject matter of this report, as the Board's Discretionary Grant fund could assist them in delivering community-based programmes during the current financial year.

5.3 **Wider Community**

The wider community is unlikely to be affected by or interested in the subject matter of this report. However, it should be noted that the funding allocated to community groups and landscaping projects will increase the overall sense of wellbeing within the Board's community.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1 **Financial Implications**

6.1.1 The decisions sought by this report have financial implications. The Council has approved an allocation of \$14,800 to the Board's General Landscaping Budget for the 2026/27 financial year. However, the amount to be carried forward, if any, from the 2025/26 financial year has yet to be determined, as outstanding invoices are still being processed and will be submitted to the Board for confirmation at the Board's September 2026 meeting.

6.1.2 The Council's 2026/27 Annual Plan included a budget provision of \$6,670 for the Board's 2026/27 Discretionary Grant funding.

6.2 **Sustainability and Climate Change Impacts**

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

6.3 Risk Management

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

6.4 Health and Safety

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

7. CONTEXT**7.1 Consistency with Policy**

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

7.2 Authorising Legislation

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

The Community Boards have delegated authority for distribution of both funds.

Oxford-Ohoka Community Board

Discretionary Grant Application

Information to assist groups with their application

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

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

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

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

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

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

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

What happens now?

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

What happens next?

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

Groups applying for Board Discretionary Grants 2026/2027

Name of group: _____

Address: _____

Contact person within organisation: _____

Position within organisation: _____

Contact phone number: _____ Email: _____

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

What is the timeframe of the project/event? _____

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

How many people will directly benefit from this project? _____

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

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

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

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

Other (please specify): _____

What is the benefit(s) to your organisation?

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

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

If yes, name of parent group: _____

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

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

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

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

If yes, please supply details:

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

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

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

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

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

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

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

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

Signed: _____ Date: _____

Oxford-Ohoka Community Board

Accountability Form for 2026/2027

Discretionary Grant Recipients

For funding provided during the period July 2026 – June 2027

This form is to tell the Board what you spent the money on.

The purpose of the accountability form is to provide transparency in relation to public funds granted to community groups to provide the Board with feedback on the event/project and its impact in the community.

Please complete this form and return within 20 days after the event or completion of the project. You must return this form in order to be eligible for future funding. The Board would also appreciate any photos, where practically possible, of the event/project and permission to utilise the photos on its Facebook page, the Council's website and other social media. The information provided will be used in a report to the Board that will be publicly available.

Name of group: _____

Date: _____ Amount allocated: \$ _____

Purpose for grant: _____

Please give details below of how the money was spent. Include receipts or bank statements as proof of purchase.

_____	\$ _____
_____	\$ _____
_____	\$ _____

Give a brief outline on how the funds were applied and the benefits that have been achieved with these funds including the number of people who attended or were assisted. Please include photographs, where possible:

(Use additional pages if necessary)

Permission to use photos on the Board's Facebook page, the Council's website and other social media: Yes No

Continued over page

Two authorised signatories to complete the details below⁴⁵

I am authorised to act on behalf of our group/organisation. The information provided is true and correct and I confirm that the funds received from the Community Board Grant have been spent as detailed in this accountability report.

Date: _____

Date: _____

First contact name: _____

Second contact: _____

Signature: _____

Signature: _____

Position: _____

Position: _____

Phone: _____

Phone: _____

Email: _____

Email: _____

Address: _____

Address: _____

Return to:

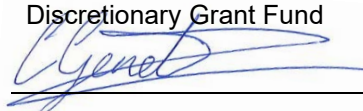
Governance Team

Waimakariri District Council
Private Bag 1005
Rangiora 7440

OR

IM@wmk.govt.nz

DRAFT

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** GOV-26-10-06 / 260518118010**REPORT TO:** OXFORD-OHOKA COMMUNITY BOARD**DATE OF MEETING:** 8 July 2026**AUTHOR(S):** Thea Kunkel, Governance Team Leader**SUBJECT:** Applications to the Oxford-Ohoka Community Board's 2026/27 Discretionary Grant Fund**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)
General Manager
Chief Executive**1. SUMMARY**

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

Name of Organisation	Purpose	Amount requested (excluding GST)	Does the application comply with the Discretionary Grant Fund Criteria
Oxford Community Trust	Towards purchasing a tablet	\$750	This application complies with the criteria.
Ohoka Rugby Club – Under 11	Towards the travel cost to attend the NZ Junior Rugby Festival in Queenstown	\$1,000	This application partially complies with the criteria. The Board's maximum allocation per application is \$750.
Oxford Club	Toward a sign for the former Oxford East Railway Station	\$750	This application complies with the criteria.
View Hill School Fundraising Team	Towards food for the Dark Sky event	\$750	This application partially complies with the criteria: The Team did not provide evidence that the activity should not be funded by the Central Government.
Total		\$3,250	

1.2 The current balance of the Oxford-Ohoka Community Board's 2026/27 Discretionary Grant Fund is \$6,670.

Attachments:

- An application from the Oxford Community Trust (Trim 260518117472).
- An application from the Ohoka Rugby Club – Under 11 (Trim 260507111313).
- An application from the Oxford Club (Trim 260521120843).
- An application from the View Hill School Fundraising Team (Trim 260604130081)
- A spreadsheet showing the Discretionary Grant Grants for the previous two years.
- Board Discretionary Grant Funding Criteria for the 2026/27 financial year (Trim: 210603089866).

2. **RECOMMENDATION**

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 260518118010.
- (b) **Approves** a grant of \$.....to the Oxford Community Trust towards the purchase of a tablet for its holiday programmes.

OR

- (c) **Declines** the application from the Oxford Community Trust.
- (d) **Approves** a grant of \$.....to the Ohoka Rugby Club – Under 11 towards the travel costs to attend the NZ Junior rugby Festival in Queenstown.

OR

- (e) **Declines** the application from the Ohoka Rugby Club – Under 11.
- (f) **Approves** a grant of \$.....to the Oxford Club towards a sign for the former Oxford East Railway Station.

OR

- (g) **Declines** the application from the Oxford Club.
- (h) **Approves** a grant of \$.....to the View Hill School Fundraising Team towards food for the Dark Sky event in July 2026.

OR

- (i) **Declines** the application from the View Hill School Fundraising Team.

3. **BACKGROUND**

- 3.1 The ***Oxford Community Trust*** is seeking funding towards the purchase of a tablet to assist with the running of holiday programmes.
- 1.1 The ***Ohoka Rugby Club – Under 11*** is seeking funding assistance with team travel costs to attend the NZ Junior Rugby Festival in Queenstown in August 2026. This application does not meet the following Board Discretionary Grant Funding Criteria:
 - (a) Grants are limited to \$750 per application with a maximum allocation of \$1,000 per financial year.
- 3.2 The ***Oxford Club*** is seeking funding towards signage to commemorate a historic site.
- 1.2 The ***View Hill School Fundraising Team*** is seeking funding towards the purchase of food for the Dark Sky event to be held on 25 July 2026. This application does not meet the following Board Discretionary Grant Funding Criteria:
 - (a) Organisations predominantly funded by the Central Government must provide supporting evidence that the requested grant will not be spent on projects that the Central Government should/do fund.
- 3.3 The current balance of the Oxford-Ohoka Community Board's 2026/27 Discretionary Grant Fund is \$6,670.

4. **ISSUES AND OPTIONS**

Oxford Community Trust (the Trust)

4.1 **Information provided by the Trust:**

- 4.1.1 The Oxford Community Trust (the Trust) is a registered charitable trust established in 1994 to work alongside the Waimakariri Community Development Trust. However, since 2000, the Trust has operated independently and plays a key role in ensuring that community-based social services are provided in the Oxford area.
- 4.1.2 The Trust is seeking funding assistance to purchase a tablet to support the delivery of its holiday programme. The Trust has recently implemented a new computer system and intends to utilise an integrated mobile platform to enhance the administration and operation of the programmes it delivers. The system will store safety information and keep parent/child details up to date, making them easily accessible during field trips to parks and other activities.
- 4.1.3 The tablet is expected to cost approximately \$700 to \$939, with the Trust seeking a \$750 contribution toward these costs. The tablet will benefit all youth/students who participate in the Trust's holiday programmes and will impact attendees' families by simplifying and streamlining the service. All attendees are expected to be from the Oxford-Ohoka Ward. No other fundraising has been undertaken, nor have other funders been sourced for this initiative.

4.2 **Council Evaluation:**

- 4.2.1 The application complies with the Board's Discretionary Grant Application Criteria, as it is from a local charitable trust, and the \$750 requested does not exceed the specified limit of \$750 per application. In addition, all the participants are expected to be from the Oxford-Ohoka Ward.
- 4.2.2 The Trust has applied to the Community Boards for the following funding in the past, and all accountability forms have been received:

Date	Project	Board	Funding
December 2020	Towards hosting a Wellbeing Networking event	KTCB	\$500
February 2021	Towards hosting a Wellbeing Networking event	OOCB	\$500
	Towards hosting a Wellbeing Networking event	WSCB	\$340
	Towards hosting a Wellbeing Networking event	RACB	\$500
December 2021	Towards the purchase of a gazebo	OOCB	\$500
August 2024	Towards hosting a Day Out event	KTCB	Declined
	Towards hosting a Day Out event	OOCB	\$500 (<i>Event cancelled, funding returned</i>)
	Towards hosting a Day Out event	OOCB	Declined
	Towards hosting a Day Out event	RACB	Declined
Total			\$2,340

Ohoka Rugby Club (the Club)

4.3 Information provided by the Club:

- 4.3.1 The Club, established in 1927, comprises of a distinctive blend of urban and rural families. This diversity underpins a strong, community-centred rugby culture that remains central to the Club's identity. The Club is fully committed to the sport and to the positive social and community outcomes that rugby fosters. Located at the Mandeville Sports Club, it is recognised as one of the fastest-growing rugby clubs in Canterbury. The Club's activities and community involvement positively influence approximately 500 families and make a significant contribution to overall community wellbeing.
- 4.3.2 The Club's Under 11 team is scheduled to participate in the New Zealand Junior Rugby Festival, to be held in Queenstown from 28 August to 30 August 2026. The festival brings together junior rugby clubs from across New Zealand and teams from Australia to celebrate youth rugby, friendship, and teamwork while fostering camaraderie and community engagement. Each team is expected to play five matches over the weekend, providing players with valuable competitive experience alongside festival activities that promote sportsmanship and enjoyment.
- 4.3.3 Attendance at the Festival is expected to benefit approximately 30 to 32 players directly. However, the wider Club will also benefit from the experience gained by those attending, creating a positive flow-on effect throughout the organisation. Participation in sport fosters a strong sense of community and belonging, as players and supporters come together in support of their local teams. Being part of a team helps young people develop identity, team spirit, and mutual respect, contributing to a positive and enjoyable learning environment. Rugby also promotes collaboration irrespective of a player's background, ethnicity, or gender, catalysing connection, equality, and inclusion.
- 4.3.4 The total cost for the team's participation in the Festival was estimated at \$50,965. The \$1,000 requested will cover essential travel-related expenses for the team, including transportation, accommodation, entry fees, meals, and daily costs for all players and coaches. This support would ensure that all players can attend regardless of financial circumstances and enable the Club to represent its community at a national-level event.
- 4.3.5 The Club is raising the additional funding required by undertaking a range of fundraising activities, including the sale of "Have Our Back" T-shirts, a Club rugby BBQ day, a travel voucher raffle, and a bacon sale fundraiser. The Club was also approaching local businesses for sponsorship and intended to apply for a Youthtown Grant and a Kiwi Gaming Trust Grant. The team would still attend the Festival if this application is unsuccessful; however, the scope and quality of the team's participation would be significantly affected. Without sufficient funding, some players might be unable to attend.

4.4 Council Evaluation:

- 4.4.1 The application complies with the Board's Discretionary Grant Application Criteria, as it is from a local charitable trust, and all the participants are expected to be from the Oxford-Ohoka Ward.
- 4.4.2 However, Discretionary Grant Application Criteria generally limit grants to \$750 with a maximum of \$1,000 in any financial year (July to June). The Club's request of \$1,000, therefore, exceeds the grant limit per application. Nevertheless, the Board may consider granting more than \$750 in exceptional circumstances, provided detailed reasons for the exception are provided.

- 4.4.3 The Club previously applied for funding, the details of which are contained in the following table and all Accountability Forms have been received.

Date	Project	Funding
December 2023	Towards replacing stolen weights from the gym	Declined
July 2024	Towards travel costs to attend the NZ Junior Rugby Festival in Queenstown	\$500
July 2025	Purchase of new uniforms	\$500
Total		\$1,000

Oxford Club (the Club)

4.5 Information provided by the Club:

- 4.5.1 The Club was originally established by local citizens who were concerned that hotels were overcharging working men. In 1888, the Club was granted a Queen's Charter, enabling it to sell intoxicating liquor to its members for consumption on or off the premises. The Charter required that no member receive any financial gain from this aspect of the Club's operations, with all profits directed toward providing amenities for members. During the railway's operation, the Club served as a central hub on a busy thoroughfare, with the station within easy walking distance.
- 4.5.2 The Club proposed to formally acknowledge and commemorate the historic site of the former Oxford East Railway Station, located to the rear of the Club property, and seeks funding assistance to support this initiative. The site represents a cornerstone of the district's early development, economic growth, and social history. By marking this significant location, the Club, one of the Waimakariri District's longstanding community facilities, aims to recognise its past while preserving cultural heritage for future generations.
- 4.5.3 While there is no direct benefit to the Club itself, the project is expected to generate wider benefits for Oxford and the Waimakariri District by encouraging visitors from other regions and countries. The initiative would also provide a historical record of the area's social, economic, and cultural development. In addition, it is anticipated that the project will attract railway enthusiasts, helping to establish Oxford as a destination and creating an educational resource for the community. The project is expected to benefit all sectors of the community, with an estimated 60% of beneficiaries residing in the Oxford-Ohoka Ward.
- 4.5.4 The project was estimated to cost approximately \$2,700, and the Club requested \$750 as a contribution toward the installation of the sign. No additional fundraising had been undertaken; however, funding was available through the Club's Improvement Fund. The project would proceed even if the application were unsuccessful, although this would result in only partial development of the site on a reduced scale.

4.6 Council Evaluation:

- 4.6.1 The application complies with the Board's Discretionary Grant Application Criteria, as it is from a local charitable trust, and the \$750 requested is less than the specified limit of \$750 per application. In addition, most of the participants (60%) are expected to be from the Oxford-Ohoka Ward.
- 4.6.2 This is the first time the Club has applied for Board funding.

View Hill School Fundraising Team (the Team)

4.7 Information provided by the Team:

- 4.7.1 View Hill School is a small rural school in the foothills of North Canterbury, ten minutes from Oxford. The School enrolls children from New Entrants to Year eight, emphasising small class sizes and making the most of the local environment. The school was established in 1876 and is committed to providing an education that prepares learners for the future while staying rooted in the rich traditions and values of the rural setting.
- 4.7.2 The Team is seeking funding to host its third community celebration, recognising Oxford's prestigious Dark Sky status. The event is scheduled for 25 July 2026 and will offer an evening of stargazing, educational activities, and community connection. Designed to cater to all ages, the programme would include stargazing sessions, educational workshops, cultural presentations, hands-on craft activities, live music, and refreshments. By collaborating with organisations such as the University of Canterbury and the Royal Astronomical Society of New Zealand, the Team aims to provide participants with meaningful learning opportunities that extend beyond the classroom, while also strengthening community engagement and awareness of the district's Dark Sky values.
- 4.7.3 The event is expected to promote community engagement and connectivity by providing a platform for whānau, friends, and neighbours to interact, share experiences, and create lasting memories. Celebrating the Waimakariri District's Dark Sky status will also help raise awareness of environmental values and the importance of preserving natural heritage.
- 4.7.4 The total cost of delivering the event is estimated at \$1,610, and the Team is requesting \$750 to cover the cost of providing food at the event, with any surplus funds contributing to a school fundraiser aimed at updating outdated digital devices. To support the event, the Team intended to approach Fresh Choice Oxford, Mitre 10 Rangiora, Cookie Time, and other local businesses for donations of raffle prizes and assistance with the hire of lighting and outdoor heaters. The Team has also received \$750 from Enterprise North Canterbury – Waimakariri Event Fund to support this community initiative. If the application were unsuccessful, the event would still proceed; however, the range of available provisions would be reduced, and the Team's ability to fundraise would be significantly affected.

4.8 Council Evaluation:

- 4.8.1 The application meets the Board's Discretionary Grant Criteria, as it was submitted by a community-based group that supports school activities, and the requested \$750 does not exceed the specified \$750 per application limit. In addition, all the participants are expected to be from the Oxford-Ohoka Ward.
- 4.8.2 However, the Board's Discretionary Grant Criteria requires organisations predominantly funded by the Central Government to provide supporting evidence that the requested grant will not be spent on projects that the Central Government should/do fund. Although it is acknowledged that schools, especially small rural schools, have limited budgets, no evidence has been provided that the curriculum resources to be funded by the event should not be subsidised by the Ministry of Education.
- 4.8.3 The Team previously applied for funding, the details of which are contained in the following table and all Accountability Forms have been received.

Date	Project	Funding
April 2021	Towards the cost of purchasing a set of soccer goals for the school grounds	\$500
July 2024	Towards hosting a Dark Sky event	\$500
Total		\$1,000

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

4.10 **Implications for Community Wellbeing:**

The issues and options discussed in this report have social, cultural, economic, or environmental implications for community well-being. Supporting recreational and community initiatives encourages social interaction, reduces isolation, and improves physical activity, which in turn enhances mental and physical wellbeing.

4.12 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 or organisations are likely to be affected by or to have an interest in the subject matter of this report.

5.3 **Wider Community**

The wider community will likely be affected by or interested in the report's subject, as sports and community events provide opportunities for social interaction, improve mental wellbeing, and boost people's self-confidence.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1 **Financial Implications**

6.1.1 The Council's 2026-27 Annual Plan includes a budget provision of \$6,670 for the Oxford-Ohoka Community Board to approve grants to community groups for the 2026/27 financial year (July 2026 to June 2027).

6.1.2 Currently, the Board's 2026/27 Discretionary Grant Fund total is \$6,670. If all the applications are approved, the Board's Discretionary Grant Fund will have \$3,420 for allocation for the balance of the 2026/27 financial year.

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

6.2 **Sustainability and Climate Change Impacts**

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

6.3 **Risk Management**

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

6.4 **Health and Safety**

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

7. **CONTEXT**

7.1 **Consistency with Policy**

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

7.2 **Authorising Legislation**

Not applicable.

7.3 Consistency with Community Outcomes

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

7.4 Authorising Delegations

Community Boards have delegated authority to approve Discretionary Grant Funding.

What happens now?

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

What happens next?

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

Groups applying for Board Discretionary Grants 2025/2026

Name of group: Oxford Community Trust

Address: [REDACTED]

Contact person within organisation: [REDACTED]

Position within organisation: Assistant Co-ordinator

Contact phone number: [REDACTED] Email: [REDACTED]

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

The trust need to purchase a tablet for the holiday programme. The Trust have installed a new computer system so going forward we need a mobile system to go alongside our holiday children

What is the timeframe of the project/event? July holiday programme.

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

How many people will directly benefit from this project? _____

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

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

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

Oxford-Ohoka 100% Rangiora-Ashley _____% Woodend-Sefton _____% Kaiapoi-Tuahiwi _____%

Other (please specify): _____

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

Information and safety for our programme.
To have parent+child details upto date and available
while out of the area ie- parks trips.

What is the benefit(s) to your organisation?

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

To run a competent programme and have accessibility
at all times to relevant information.

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.

No other fund-raising

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

Not applied elsewhere

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:

Dementia Support on behalf of Dementia Group

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

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

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

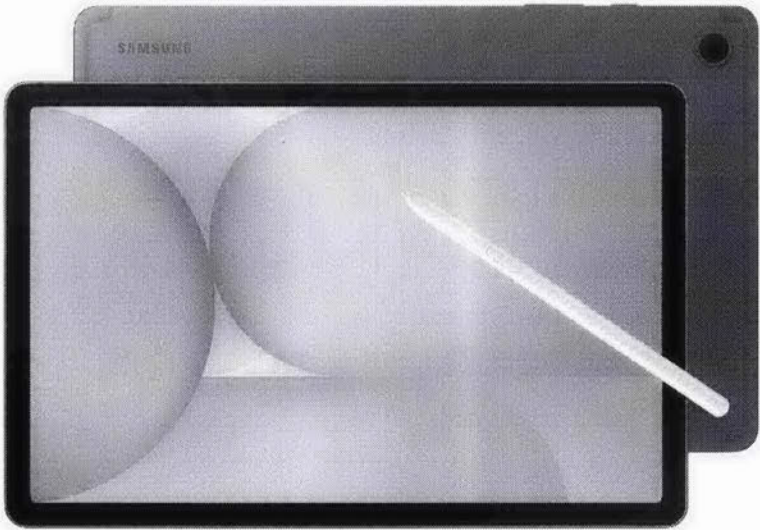
- ☒ I am authorised to sign on behalf of the group/organisation making this application.
- ☒ I declare that all details contained in this application form are true and correct to the best of my knowledge.
- ☒ I accept that successful applicants will be required to report back to the Community Board by completing an Accountability Report.
- ☒ I accept that information provided in this application may be used in an official Council report available to the public.

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

Signed:  _____ Date: 11/5/26

Samsung Galaxy Tab S10 Lite 5G + WiFi Tablet - Gray 128GB Storage - 6GB RAM

Brand: Samsung MPN: SM-X406BZAAXNZ Part #: TABSAM40612811



PB Tech price	PB Tech price
\$816.52	\$939.00
Excluding GST	Including GST

Date Created: 12:39, 11-05-2026

Product URL: [https://www.pbtech.co.nz/product/TABSAM40612811?](https://www.pbtech.co.nz/product/TABSAM40612811?qr=GShopping&mcsclid=0c8a9236c88c1c68af38f837ecd71b14&utm_source=bing&utm_medium=cpc&utm_campaign=Tablet%20Shopping%20Ad%20-%20Performance%20Max%20-%20May%202025&utm_term=2335843734561820&utm_content=Tablets%20category%20shopping%20ads%20-%20Performance%20Max%20-%20May%202025)

qr=GShopping&mcsclid=0c8a9236c88c1c68af38f837ecd71b14&utm_source=bing&utm_medium=cpc&utm_campaign=Tablet%20Shopping%20Ad%20-%20Performance%20Max%20-%20May%202025&utm_term=2335843734561820&utm_content=Tablets%20category%20shopping%20ads%20-%20Performance%20Max%20-%20May%202025

Branch	New Stock	On Display
Auckland - Albany	3	×
Auckland - Glenfield	2	×
Auckland - Queen Street	3	×
Auckland - Auckland Uni	0	×
Auckland - Westgate	4	×
Auckland - Penrose	3	×
Auckland - Henderson (Express)	2	×
Auckland - St Lukes	2	×



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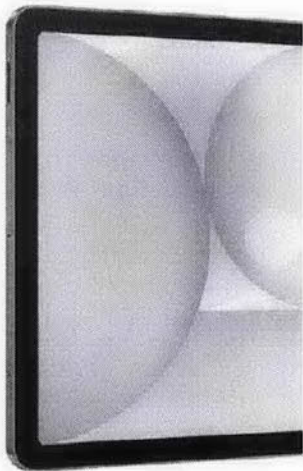
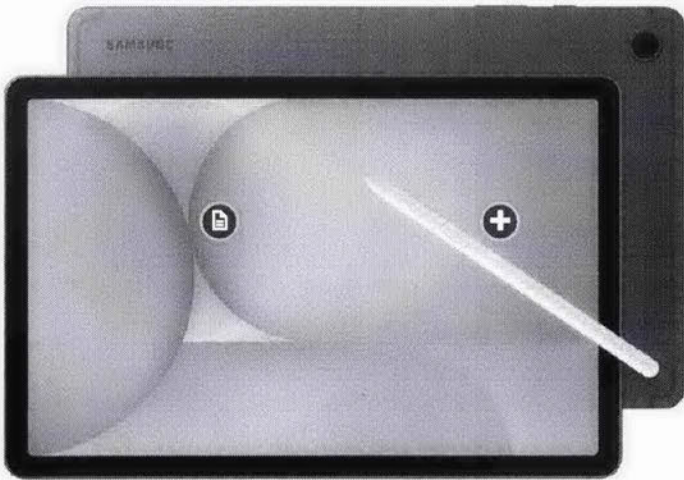
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★★★★★

4.5 (16)

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3 Yr Damage Protection

No thanks

View details

	\$114.99
	\$94.99
	\$146.99
	\$209.99

Oxford Community Trust
Statement of Financial Performance
For The Year Ended 30th June 2025

2024 \$	INCOME	2025 \$
49,649	Donations, koha, bequests and other general fundraising activities	24,580
107,617	Non-government service delivery grants/contracts	146,349
-	Capital grants and donations	5,700
68,295	Government service delivery grants/contracts	73,075
39,477	Revenue from commercial activities	37,722
19,172	Interest, dividends and other investment revenue	14,802
330	Other revenue	1,819
284,540	TOTAL REVENUE	304,046
	EXPENSES	
5486	Fundraising Expenses	4,082
175,860	Employee remuneration and other related expenses	191,397
7,396	Volunteer related expenses	6,135
34,847	Expenses related to commercial activities	33,527
38,754	Other expenses related to service delivery	46,156
745	Grants and donations made	1,423
10,003	Other expenses	13,717
273,091	TOTAL EXPENSES	296,437
11,449	Surplus for the Year	7,610

TRUSTEE'S SIGNATURES:

Thomas Robson (Chair)

Maree Felstead (Treasurer)

Date

Oxford Community Trust
Statement of Cash Flows
For The Year Ended 30th June 2025

2024 (\$)	CASH FLOWS FROM OPERATING ACTIVITIES	2025 (\$)
	<i>Operating Receipts</i>	
49,649	Donations, koha, bequests and other general fundraising activities	24,580
116,320	Non-government service delivery grants/contracts	113,315
10,000	Capital grants and donations	0
66,432	Government service delivery grants/contracts	74,840
40,035	Revenue from commercial activities	33,018
19,172	Interest, dividends and other investment revenue	14,802
330	Other receipts	1,819
301,938	Total Receipts	262,374
	<i>Less Operating Payments</i>	
5,486	Expenses related to fundraising	4,082
175,860	Employee remuneration and other related payments	191,858
7,396	Volunteer related payments	6,135
34,847	Expenses related to commercial activities	33,527
47,542	Other payments related to service delivery	39,057
745	Grants and donations paid	1,423
3,167	Other payments	2,802
275,043	Total Payments	278,884
26,895	Net Cash from Operating Activities	(16,510)
	CASH FLOWS FROM OTHER ACTIVITIES	
	<i>Cash was applied to</i>	
(3,168)	Purchase of Furniture	(1,302)
(31,218)	Purchase of Equipment	(6,790)
(34,386)	Net Cash flow from Other Activities	(8,092)
(7,491)	Net Increase In Cash	(24,602)
330,025	Opening Cash	322,534
322,534	Closing Cash	297,932

Oxford Community Trust
Statement of Financial Position
As at 30th June 2025

2024 (\$)	ASSETS	Notes Ref:	2025 (\$)
	Current Assets		
	<i>Cash and Short Term Deposits</i>		
7,232	KWB General		7,742
38,300	KWB Business Online Call		25,360
272,342	KWB 90 Day Notice Saver		260,789
20	Petty Cash		20
4,640	MTA Vouchers/Gift Cards		4,020
322,534	<i>Total Cash and Short Term Deposits</i>		297,932
	<i>Debtors and Prepayments</i>		
1,268	Accounts Receivable		5,972
5,493	GST Refund Due		1,327
6,761	<i>Total Debtors and Prepayments</i>		7,299
0	Deposit Paid		5,700
329,296	Total Current Assets		310,931
	Non Current Assets		
	<i>Property, plant and equipment</i>		
13,877	Buildings		13,460
5,010	Furniture		5,401
604	Vehicles		461
44,904	Equipment		36,549
64,395	<i>Total Property, Plant and Equipment</i>		55,872
393,691	TOTAL ASSETS		366,803
	LIABILITIES		
	Current Liabilities		
	<i>Creditors and accrued Expenses</i>		
4,302	Accounts Payable		8,102
1,700	Manager KWB Visa		1,548
1,022	Youth KWB Visa		6
4	OSCAR KWB Visa		306
7,028	<i>Total Creditors and accrued Expenses</i>		9,962
	<i>Employee costs payable</i>		
3,584	Payroll Liabilities		3,535
11,210	Holiday Pay Accrual		10,799
14,795	<i>Total Employee costs Payable</i>		14,334
73,885	Total Deferred Revenue	7a, 7b & 7c	36,916
95,708	Total Current Liabilities		61,212
95,708	TOTAL LIABILITIES		61,212
297,983	NET ASSETS		305,591
	ACCUMULATED FUNDS		
270,094	General Reserves	5	281,094
27,889	Restricted Reserve (remaining Skurr Bequest)	5	24,497
297,983	TOTAL ACCUMULATED FUNDS		305,591

5 ACCUMULATED FUNDS AND RESTRICTED RESERVE (SKURR BEQUEST)

2024 (\$)		2025 (\$)
General Trust Reserves		
246,181	Opening Balance	270,094
11,449	Add Surplus/(Deficit) for the Year	7,610
12,464	Add Transfer from Skurr Bequest	3,392
270,094	Closing Balance General Trust Reserves	281,096
Restricted Reserve - Skurr Bequest		
40,353	Opening Balance	27,889
(12,464)	Less Transfer for Maintenance & Repairs	(3,392)
27,889	Closing Balance Restricted Reserve - Skurr Bequest	24,497
297,983	TOTAL ACCUMULATED FUNDS	305,591

The Trust received a bequest from the Estate of Rona Irene Skurr, paid in several instalments totalling \$87,710 over several years, commencing in 2010. The Trustees resolved that all bequest monies received should not form part of the general funds, but should be held for specific projects of a major nature. In the current year \$3,392 was spent (2024:\$12,464). In total \$63,213 of the bequest has been utilised to date, leaving a balance of \$24,497.

6 PROPERTY, PLANT & EQUIPMENT

Asset Class	Current year					
	Opening Carrying Amount	Purchases	Disposals	Depreciation and Impairment	Revaluation Movements	Closing Carrying amount
Buildings	13,877	-	-	416	-	13,461
Motor vehicles	604	-	-	143	-	461
Furniture and fixtures	5,010	1,302	-	911	-	5,401
Office equipment	44,904	1,090	-	9,445	-	36,549
Computers	-	-	-	-	-	-
Total	64,395	2,392	-	10,915	-	55,872
Asset Class	Last year					
	Opening Carrying Amount	Purchases	Disposals	Depreciation and Impairment	Revaluation Movements	Closing Carrying amount
Buildings	14,306	-	-	429	-	13,877
Motor vehicles	798	-	-	194	-	604
Furniture and fixtures	2,366	3,168	-	524	-	5,010
Office equipment	19,375	31,218	-	5,689	-	44,904
Computers	-	-	-	-	-	-
Total	36,845	34,386	-	6,836	-	64,395

Your statement
Tō pūrongo pūtea



OXFORD COMMUNITY TRUST



Statement number 98

Access Number 1328555

Account balance(s) as at 30 April 2026

(Account(s) held with Kiwibank Limited)

Account	Account Number	Balance
OXFORD COMMUNITY TRUST		\$42,312.74
OXFORD COMMUNITY TRUST		\$377.09

Kiwibank PIE Unit Value(s) as at 30 April 2026

(Units in the Kiwibank PIE Unit Trust issued by Kiwibank Investment Management Limited)

Unit Holder(s)	Account Number	Unit Value
OXFORD COMMUNITY TRUST		\$342,715.21

What happens now?

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

What happens next?

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

Groups applying for Board Discretionary Grants 2025/2026

Name of group: Ohoka Rugby Club - Under 11

Address: _____

Contact person within organisation: _____

Position within organisation: Funding Committee for NZIRF Queenstown 2026 Trip

Contact phone number: _____

Email: _____

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

The Ohoka Rugby Club Under 11 teams will be attending the NZ Junior Rugby Festival in Queenstown from Friday 28th to Sunday 30th August 2026. This national event brings together junior rugby clubs from across NZ (and some from Australia) to celebrate youth rugby, friendship, and teamwork through 3 days of games, camaraderie, and community engagement. Each team will play 5 matches across the weekend, giving players valuable competitive experience while also taking part in festival activities that promote sportsmanship and fun. Grant funding will be used to help cover essential travel-related expenses for the teams, including: Transport costs/Accommodation/Entry fees/Meals and daily expenses for all players and coaches. Support through grant funding will make it possible for all players to attend regardless of financial circumstances and will enable the club to represent its community at a national-level event.

What is the timeframe of the project/event date? 3 days. 28.8.26 to 30.8.26

Overall cost of project/event: 50,965.44 (2025 costing) Amount requested: 1000.00

How many people will directly benefit from this project? 30-32

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 ☒ Adults ☒ Whole community/ward

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

Oxford-Ohoka 100% Rangiora-Ashley _____% Woodend-Sefton _____% Kaiapoi-Tuahiwai _____%

Other (please specify): _____

Playing rugby helps to create a sense of community and belonging, as players, families and supporters come together to support their local club and build a strong sense of connection. Fundraising for this trip through events and fundraisers, help strengthen community ties and promote social cohesion. Rugby's emphasis on inclusivity, education, and health teaches participants that sport can be a force for good—instilling lifelong values of respect, teamwork, and sustainability.

What is the benefit(s) to your organisation?

Participants will experience and share the inclusion and diversity that rugby promotes. It is a sport that values teamwork and collaboration, regardless of a player's background, ethnicity, or gender. Rugby teams are made up of players from all walks of life, and rugby has long served as a catalyst for connection, equality and belonging.

What are the benefits, economic or otherwise, to the Rangiora-Ashley community or wider district?

Young people returning from the Festival will bring back its spirit of friendship, teamwork, and respect, strengthening community pride and helping to shape confident, community-minded individuals. By participating, these young athletes develop into confident individuals who contribute positively to the Rangiora-Ashley district—both on and off the field.

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?

I am a parent of one of the Ohoka Rugby Club under -11 Players and a volunteer member of the Funding Committee, helping to co-ordinate fundraising efforts and secure support for the teams participation in the NZ Junior Rugby Festival in Queenstown.

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.

We have several fundraising campaigns underway to support the trip, including our "Have Our Back" t-shirt campaign (which each player selling number 1-40 for corresponding donation value), a Club Rugby Day BBQ, a travel voucher, a bacon sale fundraiser, and sponsorship outreach to local businesses. The Ohoka Rugby Club do not contribute and \$.

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

We will be applying for a Youthtown Grant, last year we received \$9,650.00 and also Kiwi Gaming Trust Grant, last year we received \$1,625.00

Have you applied to the Rangiora-Ashley Community Board or any other Waimakariri Community Board for other project funding in the past 18 months? ☐ Yes ☒ No

If yes, please supply details:

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

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

Not receiving this grant would significantly impact the scope and quality of our participation in the NZ Junior Rugby Festival. Without sufficient funding from grants and fundraising, some players may be unable to attend due to financial constraints. As many of our expenses must be prepaid, confirming our funding is essential to plan responsibly and ensure all players have the opportunity to take part in this valuable experience.

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

- ☒ I am authorised to sign on behalf of the group/organisation making this application.
☒ I declare that all details contained in this application form are true and correct to the best of my knowledge.
☒ I accept that successful applicants will be required to report back to the Community Board by completing an Accountability Report.
☒ I accept that information provided in this application may be used in an official Council report available to the public.

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

Signed: _____

Date: 29.4.26

Balance Sheet

Ohoka Rugby Football Club Incorporated
As at 29 March 2026

Account	29 Mar 2026
Assets	
Bank	
Westpac Bank - Cheque Account	23,538.53
Westpac Bank - Reserved Funds Account	3,822.11
Westpac Bank - Savings Account	39,605.46
Total Bank	66,966.10
Current Assets	
Accounts Receivable	10,165.00
Total Current Assets	10,165.00
Fixed Assets	
Accumulated depreciation - Fixtures & fittings	(1,730.58)
Accumulated depreciation - Motor vehicles	(2,572.01)
Accumulated depreciation - P&E	(44,604.01)
Fixtures & fittings	7,855.19
Motor vehicles	4,695.65
Plant & equipment	94,331.31
Total Fixed Assets	57,975.55
Total Assets	135,106.65
Liabilities	
Current Liabilities	
Accounts Payable	12,423.26
Accruals	80.31
GST	846.74
Total Current Liabilities	13,350.31
Total Liabilities	13,350.31
Net Assets	121,756.34
Equity	
Current Year Earnings	2,224.56
Retained Earnings	119,531.78
Total Equity	121,756.34

What happens now?

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

What happens next?

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

Groups applying for Board Discretionary Grants 2025/2026Name of group: OXFORD CLUBAddress: [REDACTED]Contact person within organisation: [REDACTED]Position within organisation: PRESIDENT OXFORD CLUBContact phone number: [REDACTED]Email: [REDACTED]

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

The Oxford Club plans to formally acknowledge and commemorate the historic site of the former Oxford East Railway Station, located at the rear of the club's property on High Street. This site represents a cornerstone of the district's early development, economic growth and social history. By marking this important location, the club, as a long-standing community facility, hopes to recognise the past while enriching the cultural heritage of future generations.

What is the timeframe of the project/event? 6 - 12 MONTHSOverall cost of project/event: \$2,700 approxAmount requested: \$750How many people will directly benefit from this project? Very difficult to quantify, local residents, visitors, families and tourists.

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

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

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

Oxford-Ohoka 60 % Rangiora-Ashley 10 % Woodend-Sefton 10 % Kaiapoi-Tuahiwi 10 %Other (please specify): District and Oxford visitors, tourists including motor Home Campers.

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

There are no direct financial benefits to the Oxford Club, members of the H2 Motor Home Association who use the Club grounds for camping on occasion may find the Club location more attractive with a marked Historic Site on the Club Grounds.

What is the benefit(s) to your organisation?

The Oxford Club as a long-standing community facility believe that by working with the ongoing district initiatives already started by the Waimakariri District Council and Oxford-Ohoka Community Board we can reflect Railway history in Oxford showing the ingenuity, hard work and resilience of the district's early settlers.

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

Railway history captures the imagination of the public across all ages and backgrounds. Interest extends far beyond railway enthusiasts. These groundings are drawn to the stories and places that shaped Rural New Zealand.

A clearly marked and attractively presented Heritage Railway Site would enhance Oxford's appeal as a visitor destination and educational resource.

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?

N/A

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.

N/A.

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

Oxford Club Improvement fund. (This fund is from fundraising efforts reflects etc.

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

If yes, please supply details:

If this application is declined, will this event/⁷⁰project still occur? ☐ Yes ☐ No

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

A partial development of the site may take place on a reduced scale.

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

- ☒ I am authorised to sign on behalf of the group/organisation making this application.
- ☒ I declare that all details contained in this application form are true and correct to the best of my knowledge.
- ☒ I accept that successful applicants will be required to report back to the Community Board by completing an Accountability Report.
- ☒ I accept that information provided in this application may be used in an official Council report available to the public.

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

Signed: _____

[Redacted Signature]

Oxford CWR President

Date: _____

16/05/2026

QUOTE

OXFORD COMMUNITY
MEN'S SHED TRUST

[REDACTED]
OXFORD 7430

TO;
Oxford Club
High Street
Oxford.

DATE; 1st May 2026

Quote Number 3019.

Description ;

To manufacture one only information board frame for the railway station site .

Frame will be 65x65 steel tube legs with a small protective roof on the top .

Frame will be using galv steel then etch primed and top coated .
The roof top has not be included as needs a discussion on what material to use .

Total nett price \$904.60

Tuesday, 31 March 2026

Quote Ref # 52106-1

Oxford Working Mens Club


 We have put together a quotation to produce and supply a 4mm thick ACM sign as discussed with Nick.

Kiosk Sign (standard clear laminate)

Produce and supply a 4mm thick ACM sign as requested (x1, 1000x1400mm). Finished with a clear gloss laminate for UV protection.

Your Investment: 360.00

Kiosk Sign (anti graffiti clear laminate)

Produce and supply a 4mm thick ACM sign as requested (x1, 1000x1400mm). Finished with a anti-graffiti gloss laminate for protection.

no backing
Your Investment: 415.00

Design Time

Produce a suitable layout for the kiosk sign (estimated 2 hours).

Your Investment: 120.00 per hour

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

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

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

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

continued on next page...

HortonSIGNS.

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

www.hortonsigns.co.nz

Horton Signs is a division of Gerald Horton Signs Limited.

Members of:



What happens now?

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

What happens next?

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

Groups applying for Board Discretionary Grants 2025/2026

Name of group: View Hill School Fundraising Team

Address: [REDACTED]

Contact person within organisation: [REDACTED]

Position within organisation: Fundraising Co-Ordinator - parent-led group.

Contact phone number: [REDACTED]

Email: [REDACTED]

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

We are hosting our third annual Dark Sky ('Go Dark - Dark Sky 3.0) event to showcase Oxford's Official Dark Sky Status. We are hoping to use this grant to assist us with the cost of food which we provide ourselves (completely parent led and run) at various food stalls throughout the night. All profits from food sold on the night is then put towards our fundraising goal of repairing and maintaining the school swimming pool.

The event is hosted in collaboration with the University of Canterbury (UC), The Oxford Dark Sky Group and the Royal Astronomical Society of New Zealand (RASNZ).

What is the timeframe of the project/event? 25th July 2026

Overall cost of project/event: \$1610.00

Amount requested: \$750.00

How many people will directly benefit from this project? estimated. 35

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

☐ People with disabilities (mental or physical) ☐ Cultural/ethnic minorities ☒ District

☐ Preschool ☒ School/youth ☐ Adults ☐ Older adults ☒ Whole community/ward

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

Oxford-Ohoka 100% Rangiora-Ashley _____% Woodend-Sefton _____% Kaiapoi-Tuahiwi _____%

Other (please specify): _____

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

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Participants can attend what is now an established and respected family event that showcases and celebrates Oxford's prestigious Dark Sky status.

Participants can engage with educational activities, displays and presentations, enjoy a range of food and drink

What is the benefit(s) to your organisation?

The 'View Hill School Dark Sky Event - Go Dark 3.0' aligns perfectly with our commitment to providing enriching experiences to our students. By collaborating with organisations like UC and the RASNZ, we provide our students with valuable educational experiences that extend beyond the classroom. The students love the hands-on learning

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

This event is a unique opportunity to come together and celebrate what makes our area special. The exceptional attendance we've had over the last two years demonstrates it's value. The 'Go Dark' event is not just about stargazing, it's about fostering a sense of togetherness and pride in our Dark Sky status. Community members of all ages can

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?

N/A

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.

We will be approaching Fresh Choice Oxford, Rangiora Mitre 10, Cookie Time and other local businesses for donations of raffle prizes and hire of lighting, outdoor heaters etc.

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

Enterprise North Canterbury - Waimakariri Event Fund - \$750.00

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:

N/A

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

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

N/A

Enclosed ☒ Financial Information (*compulsory – your application cannot be processed without financial statements*)

☒ Bank Statement (*Bank Statements will remain confidential*)

☒ Supporting costs, quotes or event budgets

☐ Other supporting information

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

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

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

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

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

Signed:

[Redacted Signature]

Date: 4 June 2026

Go Dark – View Hill School Dark Sky Fundraiser

Proposed Event Budget

Income

Income Source	Amount (NZD)
Fundraising revenue (based on previous year's event)	\$7000
Donations towards food and lighting to date	\$400
Request from Waimakariri Events Grant	\$750
Total Income	\$8,150

Expenditure

Expense Item	Amount (NZD)
Signage and printing	\$750
University student event support (6 students × 2 hours × \$30/hr)	\$360
Band koha	\$100
Food and lighting	\$400
Total Expenditure	\$1,610

Projected Event Surplus

Item	Amount (NZD)
Total Income	\$8,150
Less Total Expenditure	(\$1,610)
Projected Surplus/Fundraising Profit	\$6540

In-Kind Support

Contribution	Calculation	Value
--------------	-------------	-------

Contribution	Calculation	Value (NZD)
Donated food and lighting support	Confirmed donations	\$400
Total In-Kind Support		\$2,560

Community Contributions

Contribution	Details
Parent volunteer workforce	Event setup, pack down, parking management, event operations
University student support team	Assisting with event delivery of workshops and attendee experience
Local donors and supporters	Contributions towards food and lighting costs
Community entertainment	Local band performing for a koha contribution
School community	Promotion, attendance, fundraising support, and event organisation

Go Dark – View Hill School Dark Sky Fundraiser is a community-led event celebrating the unique dark sky environment of the View Hill area while raising funds to support our pool upgrade. Based on the success of the previous year's event, fundraising revenue is projected at approximately \$8,150. Confirmed donations of approximately \$400 have already been secured to offset food and lighting costs. This event is a great family, winter outing that has previously attracted over 300 visitors. It is a wonderful celebration of our Dark Sky status, and brings a great awareness of the importance of this on our environment.

Savings Plus Monthly account

View Hill School Board
496 Island Road
RD 1
Oxford 7495

Account no [REDACTED]
Opening date 31 Dec 25
Statement no 2
Page no 1 of 2

Balance summary

Opening balance	\$561.32
Total withdrawals	-\$47,294.57
Total deposits	\$50,629.77
Closing balance	\$3,896.52

Transaction details

Date	Transaction	Debit/Withdrawal \$	Deposit \$	Balance \$
31 Dec				561.32
09 Jan			30,000.00	30,561.32
28 Jan		207.00		30,354.32
31 Jan			0.97	30,355.29
16 Feb			885.19	31,240.48
28 Feb			1.18	31,241.66
28 Feb			36.58	31,278.24
05 Mar			100.00	31,378.24
09 Mar		513.61		30,864.63
23 Mar			8,109.00	38,973.63
23 Mar			5,187.10	44,160.73
24 Mar		6,573.96		37,586.77
24 Mar			1,782.00	39,368.77
30 Mar			1,970.00	41,338.77
30 Mar			956.60	42,295.37
31 Mar			1.44	42,296.81
01 Apr		40,000.00		2,296.81
12 Apr			901.10	3,197.91
12 Apr			40.00	3,237.91

Carried Forward to next page

Let's keep scammers in check.

If ASB calls, ask for a Caller Check notification and we'll verify it's really us through the ASB Mobile Banking app.

 ASB Caller Check



These transactions travel light.

With no interest, no overdraft and no fees – your Everyday account comes without the extra baggage.

 **ASB Everyday account**

ASB Bank Limited terms apply. Fees and rates may change. Refer to asb.co.nz for other fees and charges.



Transaction details

Date	Transaction	Debit/Withdrawal \$	Deposit \$	Balance \$
	Carried Forward			
30 Apr			0.12	3,238.03
30 Apr			3.69	3,241.72
14 May			500.00	3,741.72
31 May			0.15	3,741.87
31 May			4.65	3,746.52
03 Jun			150.00	3,896.52
3 Jun		-\$47,294.57	\$50,629.77	3,896.52

Interest rates

Credit interest rates effective 15 October 2025

\$0+	0.05% p.a.
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A copy of ASB's Disclosure Statement is available upon request from any branch of ASB Bank Limited. Interest rates subject to change.

2024/25

Oxford-Ohoka Community Board 10.139.100.2410			2024/25 \$6,330				\$ 6,330.00
	3-Jul	Ohoka School Aims Games Basketball Team	towards costs to travel to Turanga for the Games	27-Aug-24	\$1,000	\$ 300.00	\$6,030
	3-Jul	Oxford Museum/Oxford Historical Records Society	Towards duble sided teardrop flag	18-Sep-24	\$398	\$398	\$5,632
	3-Jul	Ohoka Rugby Club Under 11	towards attending the NZ Junior Rugby Festival	16-Dec-24	\$1,000	\$500	\$5,132
	3-Jul	View Hill School	Towards hosting a Dark Sky event	9-Jul-25	\$700	\$500	\$4,632
	7-Aug	Oxford Football Club	Purchase of field marking paint	24-Jan-25	\$1,000	\$500	\$4,132
	7-Aug	Oxford Community Trust	towards catering costs for	event cancelled, funds returned	\$750	\$500	\$4,132
	4-Sep	Lees Valley House Holders	towards the purchase of two AEDs	18-Dec-24	\$3,724	\$500	\$3,632
	2-Oct	North Canterbury Inclusive Sports Festival	Host the festival at Mainpower	Funds not claimed	\$500	\$150	\$3,482
	2-Oct	Oxford Alpine Taekwondo	Towards safety gear for members	22-Apr-25	\$750	\$250	\$3,232
	7-Nov	Oxford 24-7 Youth Work	Tag Archary	20-Dec-24	\$750	\$750	\$2,482
	4-Dec	Swannanoa Home and School	Picnic Tables	26-Feb-25	\$750	\$380	\$2,102
	5-Feb	Silverstream Reserve Volunteer Group and Down by the River	Donation for Musicians		\$750	Declined	\$2,102
	5-Mar	Swannanoa Cricket Club	Plantings	not going	\$1,000		
	2-Apr	Oxford Alpine Taekwondo	Hosting 2025 TUNZ South Island Taekwondo Tournament		\$1,000	\$500	\$1,602
	2-Apr	Oxford Dementia Support Group	Hall hire and advertising		\$980	\$500	\$1,102
	7-May	Oxford Pony Club	NZPCA Conference	27.06.2025 only used \$467	\$640	\$600	\$502
	7-May	Ohoka Rugby Club Year 6	Playing uniforms		\$750		
	7-May	Waimakariri Dog Training Club	towards compition ribbons	4-Aug-25	\$500	\$ 500.00	\$2
		Inclusive sports				\$ 150.00	\$152
		oxford pony club				\$133.00	\$285.00

2025/26

Oxford-Ohoka Community Board 10.139.100.2410		Carried forward 2024/25 = 285	2025/26 \$6,470				\$ 6,755.00
	2-Jul	Ohoka Rugby Club Year 6	Playing uniforms	12.05.2026	\$750	\$ 500.00	\$6,255
	2-Jul	Oxford Dark Sky	Purchase of Dark Sky Measure & traveling costs	31-Jul-25	\$713	\$381	\$5,874
	6-Aug	Ohoka Netball Club	Towards the purchase of uniforms	28-Nov-25	\$750	\$ 500.00	\$5,374
	12-Aug	Waimakariri Kennel Club	Funds from 6 April 2023 returned as not spent			\$500	\$5,874
	3-Sep	West Eyreton Friends of the School Committee	towards High-visibility safety vests	17-Dec-26	\$500	\$500	\$5,374
	3-Sep	North Canterbury Pony Club	Towards the purchase of ribbons and rosetts	Declined	\$750	\$0	\$5,384
	3-Sep	North Canterbury Kennel Association	Towards paint for Club rooms	23-Dec-25	\$750	\$500	\$4,874
	5-Nov	Noaia Charitable Trust	Community market for equipment and promotion		\$1,000	\$600	\$4,274
	3-Dec	Oxford Dark Sky	Phase 2 of Dark Sky Reserve accerditation	26-May-26	\$440	\$440	\$3,834
	3-Dec	Swannanoa Home and school Inc	Purchase of sports balls	5-Mar-26	\$495	\$350	\$3,484
	4-Feb	Waimakariri Dog Training Club Inc	Purchase of a water heater	20-Apr-26	\$500 - \$750	\$500	\$2,984
	8-Apr	Oxford Table Tennis club	Signage	On Hold	\$565		
	8-Apr	Rangiora Boxing Club	towards medical care	Declined	\$500		\$2,984

Oxford-Ohoka Community Board

Discretionary Grant Application

Information to assist groups with their application

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

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

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

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

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

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

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

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

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

Enclosed ☐ Financial Information (*compulsory – your application cannot be processed without financial statements*)

☐ Bank Statement (*Bank Statements will remain confidential*)

☐ Supporting costs, quotes or event budgets

☐ Other supporting information

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

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

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

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

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

Signed: _____ Date: _____

OXFORD-OHOKA COMMUNITY BOARD
MEMBERS INFORMATION EXCHANGE FOR JUNE 2026

Member's Name: Mark Brown

COMMUNITY INTERACTION	ISSUES RAISED	ACTION SUGGESTED
<i>i.e., Events, meetings, e-mails</i>	<i>i.e., Community Feedback and Concerns</i>	<i>i.e., Call for report, refer to Council, Service Request</i>
4/6-Oxford Rural Drainage Advisory Group Meeting	Group looking to find one more board member	n/a
15/6/26-Experience Oxford Meeting	None	n/a
24/6/26-Planting has started in the Pit at West Eyreton	Neighbours' sheep still have access	Has WDC staff spoken to the neighbour? I raised issue with Tim Fulton to investigate

- *The purpose of this exchange is to provide a short update to other members in relation to activities/meetings that have been attended or to provide general Board-related information.*
- *Members are urged to submit written updates in time for inclusion in the Community Board Agenda for the community's benefit.*

Member's Name: Tim Fulton

[illegible]

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OXFORD-OHOKA COMMUNITY BOARD

MEMBERS INFORMATION EXCHANGE

For the month of June 2026

Member' Name: Wayne Godfrey

COMMUNITY INTERACTION	ISSUES RAISED	ACTION SUGGESTED
<i>i.e, Events, meetings, e-mails</i>	<i>i.e, Community Feedback and Concerns</i>	<i>i.e, Call for report, refer to Council, Service Request</i>
<i>3rd June</i> <i>Site Visit Bradleys Road Reserve</i>	<i>Information gathering prior to OOCB meeting</i> <i>Noted this is a very ambitious proposal for restorative works. Understand The dry nature of site specific to reptile habitat construction.</i> <i>The site lacks any real values other than historic graves.</i> <i>Has been used as a gravel yard, contains waste materials.</i> <i>The site will require fencing for stock exclusion if vegetation is established</i>	<i>Report received by OOCB and accepted end with points noted.</i>
<i>3rd June</i> <i>Oxford Ohoka Community Board meeting at Oxford</i>	<i>None</i>	<i>None</i>
<i>4th June</i> <i>Mandeville Sports Club</i> <i>Jill Borland</i>	<i>Updated on outline plan proposal</i>	<i>None</i>
<i>16th June</i> <i>Northern Biosecurity Group – WDC</i>	<i>Met with Sophie Allen, Mike Kwant and Hazel Holmes</i> <i>Discussed pest and Biosecurity issues or concerns in WDC Ohoka – Oxford Ward.</i> <i>Willow topic of conversation and Sophie detailed ongoing issues with wild willow in SMA's across the region.</i> <i>WG mentioned concern with Grey Willow and both seed and vegetative propagation mechanism and potential ongoing risks.</i>	<i>Follow up meeting on 30th June with attendees to further explore Canterbury PMP review and survey.</i>
<i>17th June</i> <i>Mandeville Sports Club</i>	<i>General clubs meeting</i> <i>New grounds person</i>	<i>None</i>

	<i>Highlighted discretionary grant opportunity in new financial year</i>	
<i>19th June</i> <i>Wolf's Road Swing Bridge</i> <i>Tim Fulton request</i>	<i>Discussed potential for site, biosecurity weed management and creating a space for amenity values with ease of maintenance</i>	<i>Tim is working with ECan on a timeframe and potential to engage community West Eyreton School</i> - <i>Weed control stump chipping and clearance</i> - <i>Wood chip onto site after willow clearance</i> - <i>Source appropriate plant stock</i> - <i>Pre spray and engage community in planting</i>
<i>24th June</i> <i>Hurunui District Council</i> <i>Purple Willow Forum</i>	<i>Potential for purple willow to become established problem in OOCB area and wider WDC</i> <i>This is an emerging weed species of significant risk in braided rivers and surrounding areas</i>	- <i>Spread risk by seed and vegetative</i> - <i>Unpalatable (bitter) so not grazed or controlled by predation</i> - <i>Potential to cause large scale alterations to river systems (eg Eyre River) where it would establish and thrive while spreading from reservoir sites</i>
<i>30th June</i> <i>WDC Pest Management plan review and survey feedback for Northern Biosecurity Advisory Group</i>		

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

OXFORD-OHOKA COMMUNITY BOARD
MEMBERS INFORMATION EXCHANGE FOR JUNE 2026

Member's Name: Pete Merrifield

COMMUNITY INTERACTION	ISSUES RAISED	ACTION SUGGESTED
<i>i.e, Events, meetings, e-mails</i>	<i>i.e, Community Feedback and Concerns</i>	<i>i.e, Call for report, refer to Council, Service Request</i>
<i>Greypower</i>	<i>Sadly the local chair passed away</i>	
<i>O-OCB meeting</i>		
<i>Stock Bylaws public consult</i>	<i>Limited attendance</i>	
<i>Pump track consultation</i>	<i>Arranged in groups to give feedback</i>	<i>3 alternate sights presented by Ken Howat</i>
<i>Oxford Museum committee meeting</i>		<i>I reported back on Greenspace reply to getting a bike rack and rubbish bin for users of bike track</i>

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