Oxford-Ohoka Community Board

Agenda

Thursday 6 July 2017

7.00pm

A&P Meeting Room
Oxford Town Hall
Main Street
Oxford

Members:
Doug Nicholl (Chair)
Mark Brown (Deputy Chair)
Wendy Doody
James Ensor
Shirley Farrell
Kevin Felstead
John Lynn
Thomas Robson
Board Members
OXFORD-OHOKA COMMUNITY BOARD

AGENDA FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD TO
BE HELD IN THE A&P MEETING ROOM, OXFORD TOWN HALL, MAIN STREET,
OXFORD ON THURSDAY 6 JULY 2017 AT 7PM.

Edwina Cordwell
Governance Advisor

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

BUSINESS

1 APOLOGIES

2 CONFLICTS OF INTEREST

3 CONFIRMATION OF MINUTES

3.1 Minutes of the Oxford-Ohoka Community Board – 8 June 2017

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

(a) Confirms the circulated minutes of the Oxford-Ohoka Community
    Board meeting, held 8 June 2017, as a true and accurate record.

4 MATTERS ARISING

5 DEPUTATIONS AND PRESENTATIONS

6 ADJOURNED BUSINESS

7 REPORTS

7.1 Approval of the Oxford-Ohoka Community Board’s Submission to the
    Canterbury Regional Land Transport Committee – Proposed 3 Laning
    Southbound of the Waimakariri Bridge – Edwina Cordwell (Governance
    Advisor)

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

(a) Receives report No. 170628066420.

(b) Approves the Board’s Submission to the Canterbury Regional Land
    Transport Committee in relation to a third lane south at the
    Waimakariri Bridge as part of the Christchurch Motorway extension
    (Trim 170620063216).
7.2 Oxford-Ohoka Community Board Discretionary Grant Fund 2017/2018 – Edwina Cordwell (Governance Advisor)

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

(a) Receives report No. 170626065529.

(b) Approves the Board’s 2017/2018 Discretionary Grant Application Criteria and Application Form.

(c) Approves the Board’s 2017/2018 Discretionary Grant Accountability Form.

(d) Notes that the Discretionary Grant funding available for the 2017/18 financial year is $5,400 plus any carry forward approved by the Council at its meeting of 4 July 2017.

AND EITHER:

(e) Approves that grant applications will be considered by the Board at every second meeting/month from the start of the 2017/2018 financial year; being August, October and December 2017, February, April and June 2018.

OR

(f) Approves that grant applications will be considered by the Board at every meeting/month from the 2017/2018 financial year (July 2017 to 30 June 2018).

7.3 Oxford-Ohoka Community Board Discretionary Grant Fund 2017/2018 – Edwina Cordwell (Governance Advisor)

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

(a) Receives report No. 170626065641.

(b) Approves a grant of $__________ to Waimakariri Gorge Golf Club towards the costs of an ongoing tree replacement programme taking place between winter 2017 and winter 2018.

OR

(c) Declines the application from Waimakariri Gorge Golf Club.

8 CORRESPONDENCE

9 CHAIRPERSON’S REPORT

9.1 Chairperson’s Report for June 2017

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

(a) Receives report No. 170629067285.
10 MATTERS FOR INFORMATION

10.1 Woodend-Sefton Community Board meeting minutes – 12 June 2017
(Trim No. 170609058917)

10.2 Rangiora-Ashley Community Board meeting minutes – 14 June 2017
(Trim No. 170609059023)

10.3 Kaiapoi-Tuahiwi Community Board meeting minutes - 19 June 2017
(Trim No. 170616061655)

10.4 Report back on New Zealand Community Boards’ Conference 2017 -
Rangiora-Ashley Community Board members - Report to Rangiora-
Ashley Community Board, 14 June 2017 (Trim No. 170531055432)

10.5 Report back on New Zealand Community Boards’ Conference 2017 -
Kaiapoi-Tuahiwi Community Board members - Report to Kaiapoi-Tuahiwi
Community Board, 19 June 2017 (Trim No. 170524052913)

10.6 New Arterial Road, West Kaiapoi, Speed Limits, Area and Road Names
and Landscape Plan - K Stevenson (Roading Manager) and J McBride
(Project Manager) - Report to Kaiapoi-Tuahiwi Community Board, 19 June
2017 (Trim No. 170602056648)

10.7 Approval to seal the remaining unsealed section of North Eyre Road
between No 10 Road and Logans Road under the rural seal extension
policy - K Stevenson (Roading Manager) – Report to Utilities and Roading
Committee, 20 June 2017 (Trim No. 170607058034)

10.8 Closure of Stock Water Race R1-A in Eyrewell Forest Area - J Fraser
(Utilities Planner) – Report to Utilities and Roading Committee, 20 June
2017 (Trim No. 170331031643)

Note: items were circulated separately to members.

RECOMMENDATION

THAT the Oxford-Ohoka Community Board receives the information in items
10.1-10.8.

11 MEMBERS’ INFORMATION EXCHANGE

The purpose of this exchange is to provide a short update to other members in
relation to activities/meetings that have been attended or to provide general
Board related information.

12 CONSULTATION PROJECTS

12.1 District Development Strategy
Consultation ends Friday 14 July 2017.

http://www.waimakariri.govt.nz/your-council/district-development

12.2 Cones Road Speed Limit
Consultation ends Friday 14 July 2017.

http://www.waimakariri.govt.nz/have-a-say/lets-talk/consultations/cones-
road-speed-limit
12.3 **Mandeville Speed Limits**
Consultation ends Friday 14 July 2017.

12.4 **Rangiora Speed Limits**
Consultation ends Friday 14 July 2017.

12.5 **Waste Minimisation Management Plan**
Consultation ends Friday 11 August 2017.
http://www.waimakariri.govt.nz/have-a-say/lets-talk/consultations/Lets-Talk-Rubbish

13 **REGENERATION PROJECTS**

13.1 **Town Centre, Oxford**
Updates on the Oxford Town Centre projects are emailed regularly to Board members. These updates can be located using the link below:

13.2 **New Arterial Road, Kaiapoi**
Regular updates on the progress of the new Arterial Road will be posted on the Council’s website. There are also links to intersection layout plans for each of the new intersections. The updates can be located using the link below:

14 **BOARD FUNDING UPDATE**

14.1 **Board Discretionary Grant**
Balance as at 01 July 2017: $5,400.

The allocation for the 2017/2018 financial year is $5,400, including $1,000 which the Board sought, and was granted, from the Council through its submission to the Waimakariri District Council's 2017/2018 Annual Plan.

14.2 **General Landscaping Budget**
Balance as at 01 July 2017: $4,450.

An update on the Board's allocation for the 2017-2018 financial year will be provided at the meeting.

15 **MEDIA ITEMS**

16 **QUESTIONS UNDER STANDING ORDERS**
17 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

NEXT MEETING
The next meeting of the Oxford-Ohoka Community Board is scheduled for 7pm, Thursday 3 August 2017 at the West Eyreton Hall.

<table>
<thead>
<tr>
<th>Workshop</th>
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</thead>
<tbody>
<tr>
<td>1. <em>Members' Forum</em></td>
</tr>
<tr>
<td>2. Waste Minimisation Management Plan submission with Kitty Waghorn, Solid Waste Asset Manager</td>
</tr>
<tr>
<td>3. Review of outcomes from the LGNZ Community Boards' Conference.</td>
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</tbody>
</table>
MINUTES OF THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD HELD IN THE WEST EYRETON HALL, 2 EARLYS ROAD, WEST EYRETON ON THURSDAY 8 JUNE 2017 AT 7PM.

PRESENT
D Nicholl (Chair), M Brown (Deputy Chair), W Doody, J Ensor, S Farrell, K Felstead, J Lynn, and T Robson.

IN ATTENDANCE
S Markham (Manager, Strategy and Engagement), K Stevenson (Roading Manager), E Cordwell (Governance Advisor), and L Courtney (Governance Secretary).

1 APOLOGIES
Nil.

2 CONFLICTS OF INTEREST
Nil.

3 CONFIRMATION OF MINUTES
3.1 Minutes of the Oxford-Ohoka Community Board – 4 May 2017

Moved M Brown seconded S Farrell

THAT the Oxford-Ohoka Community Board:

(a) Confirms the circulated minutes of the Oxford-Ohoka Community Board meeting, held 4 May 2017, as a true and accurate record.

CARRIED

4 MATTERS ARISING
Nil.

5 DEPUTATIONS AND PRESENTATIONS
5.1 Ian Anderson, Isaac Community Association (ICA), read a prepared statement (Trim No. 170609059192) to the Board in relation the proposed Isaac Road Quarry outcome.

I Anderson, on behalf of the ICA, thanked the Board for its support in relation to the proposed quarry development along Isaac Road, Eyrewell. The ICA believed the Board’s support lead to a positive outcome, whereby Christchurch ReadyMix Concrete Limited (ReadyMix) moved their operation away from the residential area. He noted that ReadyMix still have Isaac Road as a possible site if the new location does not get Resource Consent, so the ICA are still working to have Isaac Road removed as a possible option for a quarry site.

D Nicholl read an email from Mike Ducray (Trim No. 170609059189), also thanking the Board for its support over the proposed Isaac Road location for the ReadyMix quarry. He highlighted Board member S Farrell for her recommendation to the Board, and to the Council, for any resource consent submitted by ReadyMix to be publicly notified. M Ducray also thanked the Chair and Board members for visiting the site and meeting with the community.
6 ADJOURNED BUSINESS

Nil.

7 REPORTS

7.1 Mandeville Speed Limits – K Stevenson (Roading Manager), B Rice (Senior Transport Engineer), and H Davies (Roading Project Engineer)

K Stevenson spoke to the report commenting that the consultation process undertaken differed slightly to previous consultation process, as staff were able to engage with the community earlier and get a better indication of what the community might want.

D Nicholl queried how effective the flashing speed signs were. K Stevenson replied that the signs in place at Pineacres were effective, noting they had been installed as a trial and had been approved by the New Zealand Transport Authority as a permanent fixture.

Moved J Ensor seconded T Robson

THAT the Oxford-Ohoka Community Board:

(a) Receives report No 170413036886.

(b) Approves consultation being carried out on the proposal to change speed limits within the Mandeville community, as outlined in Table 1, and shown on the attached plan (Trim No. 170519050890).

Table 1 Proposed Speed Limits

<table>
<thead>
<tr>
<th>Road</th>
<th>Section</th>
<th>Proposed Limit</th>
<th>Existing Limit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wards Road</td>
<td>From Bradleys Rd to the boundary of Millfield Subdivision</td>
<td>80km/h</td>
<td>100km/h</td>
</tr>
<tr>
<td>Dawsons Road</td>
<td>From Wards Rd for 800m north</td>
<td>80km/h</td>
<td>100km/h</td>
</tr>
<tr>
<td>Bradleys Road</td>
<td>From Tram Rd to 400m north of Modena Pl</td>
<td>80km/h</td>
<td>100km/h</td>
</tr>
<tr>
<td>Cul-de-sacs and access roads</td>
<td>Stone Eyre Pl, Pinewood Cl, Roscrea Pl, Wetherfield Ln, Braeburn Cr, Hampton Dr, Cowens Dr, Norris Dr, Coutts Dr, Mandeville Park Dr, Leyland Cres, Truro Cl, Ohoka Meadows Dr, Verona Pl, Modean Pl, Vicenza Dr, Biella Pl, Pesaro Ln, Velino Pl, Siena Pl, and Sillano Pl</td>
<td>50km/h</td>
<td>70km/h</td>
</tr>
</tbody>
</table>

(c) Notes that consultation on this proposal will be carried out between 16 June to 14 July 2017.

(d) Notes that the Board will be updated at the end of the consultation process.

(e) Notes that any submissions on the proposal will be taken into account before the change is presented to the Council on 1 August 2017 for consideration.

(f) Notes that the Tram Road speed limit will be considered further when the detailed design for the Mandeville commercial development is completed and options will be presented to the Board for their consideration at a later date.

CARRIED
J Ensor commented on the research, noting it not only lowers speed limits but also makes motorists aware of the slower speed in the area.

The meeting adjourned at 7.15pm for a brief Workshop and discussion relating to local roading matters. The meeting resumed again at 7.25pm.

### 7.2 General Landscaping Budget - G Stephens (Green Space Community Engagement Officer)

E Cordwell spoke briefly to the report.

Moved T Robson seconded J Lynn

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

(a) **Receives** report No. 170501042236.

(b) **Notes** that to date the Board has allocated $7,200 from its 2016/2017 General Landscaping Budget ($11,650) towards landscaping projects within the Oxford-Ohoka Community Area.

(c) **Notes** the Council carried over the remaining allocation of $4,450 into the 2017/2018 General Landscaping Budget.

**CARRIED**

### 7.3 Report back on New Zealand Community Boards’ Conference 2017 – J Ensor (Board Member), S Farrell (Board Member), J Lynn (Board Member) and T Robson (Board Member)

E Cordwell spoke briefly to the report.

Moved J Ensor seconded M Brown

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

(a) **Receives** report No. 170522051418.

(b) **Circulates** the attachments to the other Community Boards.

**CARRIED**

J Ensor commented briefly on each Board member’s report and suggested that a workshop be held to discuss some of the matters raised at the conference.

J Lynn supported J Ensor’s suggestion regarding a workshop. He commented that each Community Board has a different working relationship with its relevant Council and would like to explore this further in a workshop. He also commented on the representative for the Zone Committee and queried how this role was filled. W Doody advised that the role was advertised.

S Farrell raised the “Start with a Smile” initiative and thought it could be implemented in the Waimakariri District.

T Robson raised Youth Scholarships. He felt it was a good idea, commenting that other Councils used the initiative. He believed the Waimakariri District Council could consider something similar. It was suggested that this idea be raised at a future All Boards meeting.
8 CORRESPONDENCE

8.1 Thank you email from Mike Ducray, Isaac Community Association.

(Trim No. 170609059189)

The Board received the correspondence.

9 CHAIRPERSON’S REPORT

9.1 Chairperson’s Report for May 2017

Moved W Doody seconded J Ensor

THAT the Oxford-Ohoka Community Board:

(a) Receives report No. 170524052943.

CARRIED

10 MATTERS FOR INFORMATION

10.1 Woodend-Sefton Community Board meeting minutes – 8 May 2017 (Trim No. 170504043961)

10.2 Rangiora-Ashley Community Board meeting minutes – 10 May 2017 (Trim No. 170504043973)

10.3 Kaiapoi-Tuahiwi Community Board meeting minutes - 15 May 2017 (Trim No. 170511047432)

10.4 Customer Satisfaction Survey 2016 Reports – Community Support and Community and Recreation Services and Facilities - R McClung (Senior Policy Analyst) – Report to Community and Recreation Committee – 16 May 2017 (Trim No. 170503043774)

10.5 Library Update - P Ashbey (Libraries Manager) – Report to Community and Recreation Committee – 16 May 2017 (Trim No. 170505044853)

10.6 Capital Projects Report for the period ended 31 March 2017 - P Christensen (Finance Manager) – Report to Audit and Risk Committee – 16 May 2017 (Trim No. 170501041899)

10.7 Customer Satisfaction Survey 2016 Reports – Customer Service and Democratic Process, Communications and Overall Satisfaction - R McClung (Senior Policy Analyst) – Report to Audit and Risk Committee – 16 May 2017 (Trim No. 170503043785)

10.8 Community and Recreation Department Staff Submission - C Sargison (Manager Community and Recreation) – Report to Council – 30 May 2017 (Trim No. 170505044822)

10.9 Register of Interests for Elected Members - S Nichols (Governance Manager) – Report to Council – 6 June 2017 (Trim No. 170423039527)

10.10 Consultation of the Draft Waste Management and Minimisation Plan - S Collin (Infrastructure Strategy Manager) and K Waghorn (Solid Waste Asset Manager) – Report to Council – 6 June 2017 (Trim No. 170501042046)

Moved J Ensor seconded T Robson

THAT the Oxford-Ohoka Community Board receives the information in items 10.1-10.10.

CARRIED
11 MEMBERS’ INFORMATION EXCHANGE

11.1 J Ensor
- Attended Eyreton Pony Club meeting.
- Spoke, in a personal capacity, to a number of submissions to the Council’s 2017/2018 Annual Plan.
- Attended Combined Drainage meeting.
- Queried work being carried out on Ohoka Domain building. J Lynn clarified that it was earthquake strengthening related work.

11.2 M Brown
- Attended Combined Drainage meeting.
- Has held a number of conversations with members of the community, noting no negative feedback.
- Has been in contact with Oxford Pony Club.

11.3 S Farrell
- Supported a community petition to the Council’s Annual Plan in relation to reducing the speed limit in the Oxford township. Distributed document outlining background and residents’ concerns on speed issues in Oxford, for members to read in preparation for the Board’s upcoming Roading briefing.
- Oxford Historical Society AGM.
- Attended Pearson Park Advisory Group meeting. Discussed plans for development of outdoor stage and multi-directional sign.
- Attended Oxford Promotions Action Committee event to launch Enshi photo exhibition at Emma’s in Oxford.
- Queried email from Council staff regarding development of Tram Road by the corner of McHughs Road. Staff to follow up whether local residents have been made aware of the work being carried out.

11.4 J Lynn
- Attended Combined Drainage meeting.
- Attended All Boards meeting.
- Attended Iwi Management Plan training.
- Met with Councillor Meyer in relation to speed limits in Ohoka.
- Met with Council’s Green Space staff regarding the Ohoka Domain.
- Provided an update on the Ohoka Domain Gatehouse.

11.5 T Robson
- Attended Pearson Park Advisory Group meeting.
- Attended New Zealand Auto Club event which was well attended.
- Attended Combined Drainage meeting.
- Attended Ashley Gorge Advisory Group meeting.

11.6 D Nicholl
- Commented on Board’s strong attendance at All Boards meeting.

11.7 W Doody
- Tabled report (Trim No. 170609059187).
- Commented on Waste Management and Minimisation Plan. There was discussion regarding the promotion and consultation of the plan.
- Commented on the Draft District Development Strategy, noting community Drop In sessions.
11.8 **K Felstead**
  J Lynn sought an update on the outcome of Easter Trading consultation. It was advised that the Council voted to keep the status quo.

12 **CONSULTATION PROJECTS**
12.1 **Mandeville Speed Limits**
12.2 **Waste Management and Minimisation Plan**
The Board noted the Consultation Projects.

13 **REGENERATION PROJECTS**
13.1 **Town Centre, Oxford**
13.2 **New Arterial Road, Kaiapoi**
The Board noted the Regeneration Projects.

14 **BOARD FUNDING UPDATE**
14.1 **Board Discretionary Grant**
14.2 **General Landscaping Budget**
The Board noted the balances.

15 **MEDIA ITEMS**
There were no media items.

16 **QUESTIONS UNDER STANDING ORDERS**
There were no questions under Standing Orders.

17 **URGENT GENERAL BUSINESS UNDER STANDING ORDERS**
There was no urgent general business under Standing Orders.

**NEXT MEETING**
The next meeting of the Oxford-Ohoka Community Board is scheduled for 7pm, Thursday 6 July 2017 at the Oxford Town Hall.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED 8.19PM.
CONFIRMED

__________________
Chair

__________________
Date
1. **SUMMARY**

1.1. The purpose of this report is to seek the Board’s approval of its draft submission to the Canterbury Regional Land Transport Committee on the proposal to vary the Regional Transport Plan to allow a third lane south on the Waimakariri Bridge as part of the Christchurch Motorway Extension.

**Attachments:**

i. The Oxford-Ohoka Community Board’s Draft Submission to the Canterbury Regional Land Transport Committee (Trim 170620063216).

2. **RECOMMENDATION**

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

(a) **Receives** report No. 170628066420.

(b) **Approves** the Board’s Submission to the Canterbury Regional Land Transport Committee in relation to a third lane south at the Waimakariri Bridge as part of the Christchurch Motorway extension (Trim 170620063216).

3. **ISSUES AND OPTIONS**

3.1. Public consultation for the proposal to vary the Regional Transport Plan to allow a third lane south on the Waimakariri Bridge as part of the Christchurch Motorway Extension opened on 13 June and close on 13 July 2017.

3.2. A draft submission was circulated to Board members on 22 June and comments sought.

3.3. The attached submission is the final draft incorporating those comments.

3.4. The Management Team has reviewed this report and supports the recommendations.
4. **COMMUNITY VIEWS**


5. **FINANCIAL IMPLICATIONS AND RISKS**

5.1. Not applicable.

6. **CONTEXT**

6.1. **Policy**

This matter is not a matter of significance in terms of the Council’s Significance Policy.

6.2. **Legislation**

Not Applicable.

6.3. **Community Outcomes**

- Transport is accessible, convenient, reliable and sustainable

Edwina Cordwell
Governance Advisor
Submission to the Canterbury Regional Land Transport Committee

On the proposal to vary the Regional Land Transport Plan to allow a third lane south on the Waimakariri Bridge as part of the Christchurch Northern Motorway extension

Submission by
The Oxford-Ohoka Community Board
Waimakariri District Council

July 2017

Person for Contact: Doug Nicholl, Chairperson
Edwina Cordwell, Governance Adviser
Contact details

Name: Edwina Cordwell

Postal address: Private Bag 1005, Rangiora 7440

Phone number: 03 311 8900

Email address: Edwina.cordwell@wmk.govt.nz

Are you submitting on behalf of an organisation? Yes [X]
If yes, which organisation are you submitting on behalf of?
Oxford-Ohoka Community Board - Waimakariri District Council
The Oxford-Ohoka Community Board thank the Committee for the opportunity to comment on the proposed additional third lane southbound over the Waimakariri River as part of the Christchurch Northern Motorway extension.

The Oxford-Ohoka Community Board would wish to be heard.

The Oxford-Ohoka Community Board area covers the township of Oxford and the surrounding areas of Ohoka, West Eyreton, Mandeville and Swannanoa. The area has a current population of approximately 11,650.

The District as a whole has experienced a rapidly growing population that is projected to continue to increase in the short to medium term.

The majority of these residents are regular users of the Waimakariri Bridge whether for the daily commute to Christchurch, or for other activities.

Additional public transport options have been recently introduced, including an Express City bound service but are hampered by the volume of traffic and hold ups encountered at peak periods discouraging take up and hampering a move away from private vehicle usage.

There has, and continues to be, strong support within the community for improved access southbound and the Board wishes to firmly express its support for the NZTA proposal to bring forward the development to align with the Western Belfast Bypass.

The Board is extremely supportive of the effective and efficient use of public funds through such a variation to the Regional Land Transport Plan.

The window of opportunity to construct the third south-bound lane on the Waimakariri motorway bridge now exists so that the current construction programme of the Northern Arterial Road can be cost-effectively integrated, and not necessitate further disruption at a later stage.

A comprehensive package of measures including the possibility of a dedicated lane for buses and multi occupancy vehicles is needed to address the already significant and rising number of single occupancy commuter vehicles which the Board notes with concern.

A third south-bound lane as part of a comprehensive approach also provides the opportunity to increasingly focus public transport across the old Main North Road bridge, with service time and reliability benefits, and it could cost-effectively be accompanied by a long sought after cycleway connection across the river.

Thank you.

Doug Nicholl
Chairperson
WAIMAKARIRI DISTRICT COUNCIL

REPORT

FILE NO and TRIM NO: GOV-26-10-06 / 170626065529

REPORT TO: Oxford-Ohoka Community Board

DATE OF MEETING: 6 July 2017

FROM: Edwina Cordwell, Governance Advisor

SUBJECT: Oxford-Ohoka Community Board Discretionary Grant Fund 2017/2018

1. SUMMARY

1.1. The purpose of this report is to provide the Board with information regarding the Board’s 2017/2018 Discretionary Grant and for the Board to consider and approve the Grant Criteria and Application Form.

Attachments:

i. Draft Oxford-Ohoka Community Board 2017/2018 Grant Application Criteria and Application Form (Trim No. 170626065542)

ii. Draft Oxford-Ohoka Community Board 2017/2018 Accountability Form (Trim No. 170626065539)

2. RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

(a) Receives report No. 170626065529.

(b) Approves the Board’s 2017/2018 Discretionary Grant Application Criteria and Application Form.

(c) Approves the Board’s 2017/2018 Discretionary Grant Accountability Form.

(d) Notes that the Discretionary Grant funding available for the 2017/18 financial year is $5,400 plus any carry forward approved by the Council at its meeting of 4 July 2017.

AND EITHER:

(e) Approves that grant applications will be considered by the Board at every second meeting/month from the start of the 2017/2018 financial year; being August, October and December 2017, February, April and June 2018.

OR

(f) Approves that grant applications will be considered by the Board at every meeting/month from the 2017/2018 financial year (July 2017 to 30 June 2018).
3. ISSUES AND OPTIONS

3.1. The Discretionary Grant Fund allocations enable a large and diverse range of community activities, events and services to take place or to be delivered.

3.2. Often these applications are for events or activities that are to occur at a particular time. The Board may wish to consider applications at each meeting/month to provide a timely decision in such cases.

3.3. Not all eligible groups may be aware of the fund so it is anticipated that Community Board members will continue to be pro-active in this regard, through networking and community groups they interact with.

3.4. The 2017/2018 total Discretionary Grant Fund allocation approved by the Council for the Oxford-Ohoka Community Board is $5,400.

3.5. It is recommended that the Board regularly review the remaining balance of the fund to ensure that it is on track to be spent or to take any other necessary action.

3.6. Staff will periodically advertise the grants through the Community Notice Board page in the Northern Outlook and Chatter as required.

3.7. Application forms are available on the Council website, from Service Centres or by contacting the Governance team.

3.8. The Chief Executive has reviewed this report and supports the recommendations.

4. COMMUNITY VIEWS

4.1. Not sought.

5. FINANCIAL IMPLICATIONS AND RISKS

5.1. That the fund is underspent at the end of the 2017/18 financial year and that the community benefits have been limited as a consequence.

6. CONTEXT

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

6.2. Legislation
Not applicable

6.3. Community Outcomes
There are wide ranging opportunities for people of different ages to participate in community and recreational activities.

Edwina Cordwell
Governance Advisor
**Information to assist groups with their application**

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

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

The Board cannot accept applications from individuals. All funding is paid to non-profit community based organisations, registered charities or incorporated societies. Council funding is publicly accountable therefore the Board need to demonstrate to the community where funding is going and what it is being spent on. This is one of the reasons the Board require a copy of your financial profit/loss statements and balance sheet for the previous/current financial year. Staff cannot process your application without financial records.

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

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

**Examples (but not limited to) of what the Board cannot fund:**

- Wages
- Debt servicing
- Payment for volunteers (including arrangements in kind e.g. petrol vouchers)
- Stock or capital market investments
- Gambling or prize money
- Funding of individuals (including non-profit organisations)
- Payment of any legal expenses 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

**Examples (but not limited to) of what the Board can fund:**

- New equipment
- Toys/educational aids
- Sporting equipment
- Safety equipment
- Costs associated with events
- Community training
Criteria for application

- Grant applications will be considered every second month by the Oxford-Ohoka Community Board: July, September, November 2017 and February, April, June 2018. Applications are recommended to be received three weeks prior to Board meeting dates for processing.

- Generally funding grants will be a maximum of $500 in any one financial year (July 2017 to June 2018) but the group can apply up to twice in that year, providing it is for different projects.

- The grant funding is limited to projects within the Board area or primarily benefiting the residents of the ward.

- Applications will only be accepted from non-profit community-based organisations, registered charities or incorporated societies.

- The group should have strong links with the Oxford-Ohoka community.

- The applications should clearly state the purpose for which the money is to be used.

- The applicants should submit a 1-2 page balance sheet and an income and expenditure statement which shows their current financial assets and liabilities. Applications cannot be processed until financial information is received.

- Where possible, or feasible, applicants must declare other sources from which funding has been applied for, or granted from, for the project being applied to the Oxford-Ohoka Community Board.

- The Board support a wide range of community activities but the application will only be considered if it is deemed of the nature listed in the table of examples that the Board can fund (see previous page).

- An accountability form must be provided to Council outlining how funds were applied, within six months of the grant being allocated, when funds are spent, or prior to a new application. A new application will not be accepted until the previous accountability form has been completed and returned. The group should maintain accurate records of the grant including, but not limited to: receipts, banks statements and invoices. In the event that funds are not spent on the project or activity applied for the recipient may be required to return the grant funding to the Council.

What happens now?

Return your completed application form (with financial records and any supporting information which you believe is relevant to this application) to:

Community Board Advocate
Oxford-Ohoka Community Board
Waimakariri District Council
Private Bag 1005
Rangiora 7440

Or hand deliver to either:

- Rangiora Service Centre, 215 High Street, Rangiora.
- Ruataniwha Kaiapoi Civic Centre, 176 Williams Street, Kaiapoi.

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 decision and if successful an invoice and your organisation’s bank account details will be requested.

- On receipt of this information payment will be processed to your organisation’s bank account.
OXFORD-OHOKA COMMUNITY BOARD DISCRETIONARY GRANT APPLICATION

Groups Applying for Board Discretionary Grants 2017/2018

Name of Group: 

Address: 

Contact Person within Organisation: 

Position within Organisation: 

Contact phone number: Email: 

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

What is the timeframe of the project?

Overall Cost of Project: $  

Amount Requesting: $ 

How many people will directly benefit from this project?

Who is 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
- Precchool
- School/youth
- Older adults
- Whole community/ward

Provide estimated percentage of participants by Ward:

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

Other (please specify): 

If this application is declined will this event/project still occur? 

- Yes
- No

If No – what are the consequences to the community/organisation?
What are the direct benefit(s) to the participants?

What is the benefit(s) to your organisation?

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

Is your group applying under the umbrella of another organisation (that is Charity/Trust registered?)

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 or intend to apply to for funding this project and amount applied for this project:

Have you applied to the Oxford-Ohoka Community Board or any other Waimakariri Community Board for other project funding in the past 18 months?

If yes, please supply details:

Enclosed

Financial Balance Sheet and Income & Expenditure Statement (compulsory – your application cannot be processed without financial statements)

Supporting costs/quotes (not compulsory)

Other supporting information

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

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

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

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

PLEASE NOTE - If submitting your application electronically, entering your name in the Signature box below will be accepted as your signature:

Signed: Date:
Oxford-Ohoka Community Board

Accountability Form for 2017/2018 Discretionary Grant Recipients

For funding provided during the period July 2017 – June 2018

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 when the project is completed and return within six months of funds being granted. 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. 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 of how money was spent:
.......................................................................................... $ ......................................
.......................................................................................... $ ......................................
.......................................................................................... $ ......................................

A description of the activities undertaken and benefits that have been achieved with these funds. Please include, where possible, photographs and the number of people who attended or were assisted:
....................................................................................................................................................
....................................................................................................................................................
....................................................................................................................................................
....................................................................................................................................................
....................................................................................................................................................
....................................................................................................................................................
....................................................................................................................................................

(Use additional pages if necessary)

Two authorised signatories to complete the details below:
Date ............................................. Date ..............................................
First contact name............................................. Second contact ..............................................
Signature ............................................. Signature .............................................................
Position ............................................. Position .............................................................
Phone ............................................. Phone .............................................................
Address ............................................. Address .............................................................

Return to: Community Board Advocate
Waimakariri District Council
Private Bag 1005
Rangiora 7440
WAIMAKARIRI DISTRICT COUNCIL

REPORT

FILE NO: GOV-26-10-06 / 170626065641
REPORT TO: Oxford-Ohoka Community Board
DATE OF MEETING: 6 July 2017
FROM: Edwina Cordwell, Governance Advisor
SUBJECT: Application for Oxford-Ohoka Community Board Discretionary Grant 2017-2018

1. SUMMARY

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

<table>
<thead>
<tr>
<th>Name of Organisation</th>
<th>Purpose</th>
<th>Amount Requested</th>
</tr>
</thead>
<tbody>
<tr>
<td>Waimakariri Gorge Golf Club</td>
<td>Towards the costs of an ongoing tree replacement programme, following the September/October 2013 storm, taking place between winter 2017 and winter 2018</td>
<td>$500</td>
</tr>
</tbody>
</table>

Total $500

Current balance is $5,400.

Attachments:

i. Application from Waimakariri Golf Club (Trim No.170626065691).
ii. Spreadsheet showing previous two years grants.
iii. Board funding criteria 2016/2017 (Trim No. 160630062591)
iv. Draft Board funding criteria 2017/2018 (Trim No. 170626065542)

Note: This application was submitted in June 2017 just prior to the start of the 2017/18 financial year and in accordance with the Board’s criteria at that time.

2. RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

(a) Receives report No. 170626065641.

(b) Approves a grant of $________ to Waimakariri Gorge Golf Club towards the costs of an ongoing tree replacement programme taking place between winter 2017 and winter 2018.

OR

(c) Declines the application from Waimakariri Gorge Golf Club.
3. **ISSUES AND OPTIONS**

3.1. The Waimakariri Gorge Golf Club was established in 1960, has a membership of 200 with 90% from the Oxford-Ohoka area and welcomes visitors.

3.2. The Club is applying for funds towards the on-going replacement of trees that were blown down or had to be removed as a consequence of the 2013 wind storm. The replanting is ongoing and will continue as funds allow until the start of winter 2018.

3.3. Much of the extensive replanting has been completed with an estimated $4,000 being required to purchase further seedlings and complete the programme. This application seeks funding towards this aspect of the work.

3.4. The work involves replanting affected areas in predominantly native species ranging from tussock grasses, flax through to Kanuka and some areas of Oregon. Replacement tree species have been carefully considered to ensure that specimens are not susceptible to windstorms and are also aesthetically pleasing to attract visitors to the club which in turn will assist with on-going viability and the ability to fund the programme.

3.5. The work will still have to take place if the application is declined but will be at a slower rate. The Club is using its own funds to support the work. All accountability forms have been received. Financial information has been included with the application.

3.6. The Board may approve or decline grants to the applicant in accordance with the grant guidelines.

3.7. The Management Team/CE has reviewed this report and supports the recommendations.

4. **COMMUNITY VIEWS**

4.1. Community organisations in applying to the Board’s Discretionary Grant, are seeking to assist sectors of the community.

5. **FINANCIAL IMPLICATIONS AND RISKS**

5.1. The Annual Plan for 2017/18 includes budget provision for the Oxford-Ohoka Community Board to approve grants to community groups up to a total of $5,400. The requested grants for consideration in July 2017 total $500.

5.2. The current balance of the grant fund is $5,400.

5.3. The application criteria specify that grants are normally limited to a maximum of $500 in any one financial year (July to June) but the group can apply up to twice in that year, providing it is for different projects.

5.4. GST is paid to appropriately registered groups where applicable above the Board resolved values.
6. **CONTEXT**

6.1. **Policy**

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

6.2. **Legislation**

Not applicable.

6.3. **Community Outcomes**

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

6.3.2. There are wide ranging opportunities for people of different ages to participate in community and recreational activities.

---

Edwina Cordwell
Governance Adviser
**OXFORD-OHOKA COMMUNITY BOARD DISCRETIONARY GRANT APPLICATION**

**Groups Applying for Board Discretionary Grants 2016/2017**

**Name of Group:** Waimakariri Gorge Golf Club (Inc)

**Address:** C/- J K Jenkins (treasurer) 84 Waimak Gorge Road Shefield 7500

**Contact Person within Organisation:** Keith Jenkins

**Position within Organisation:** Treasurer

**Contact phone number:** 03 318 3193  
**Email:** jenkinsclay@gmail.com

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

An ongoing tree replacement programme following the storm that hit the club’s existing trees severely. The programme involves replanted affected areas in predominantly native species ranging from tussock grasses through to Kowhai and some areas of Oregon. Most of the work has been done so far, but we estimate a further seedling cost of $4000 to complete the programme.

**What is the timeframe of the project?**

- Winter 2017
- Winter 2018

**Overall Cost of Project:** $4000  
**Amount Requesting:** $500

**How many people will directly benefit from this project?**

- 200 (Club membership)

**Who is the range of people benefiting from this project? (You can tick more than one box)**
- People with disabilities (mental or physical)
- Cultural/ethnic minorities
- District
- Preschool
- School/youth
- Older adults
- Whole community/ward

Provide estimated percentage of participants by Ward:

- Oxford-Ohoka 90%
- Rangiora-Ashley 10%
- Woodend-Sefton %
- Kaiapoi-Tuahwiti %

**Other (please specify):**

The club also comprises of members from Sheffield Springfield area which is in Seaview.

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

**If No – what are the consequences to the community/organisation?**

[Space for additional comments]
OXFORD-OHOKA COMMUNITY BOARD DISCRETIONARY GRANT APPLICATION

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

assistance with the return of the golf course to pre existing state before the windstorms.

What is the benefit(s) to your organisation?

The whole programme has been well thought out with respect to the future, ie species not susceptible to wind storms / aesthetically pleasing to attract visitors [which will help on-going financial viability].

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

the ongoing continuation of a long established sports club (est 1960).

Is your group applying under the umbrella of another organisation (that is Charity/Trust registered?)

Yes [ ] No [X]

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 or intend to apply to for funding this project and amount applied for this project:

We have not applied for any funding for this specific purpose. All previous costs have been met from logging proceeds after the 2013 windstorm and our existing club funds. Some firewood was sold in 2014/15.

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 [X] No [ ]

If yes, please supply details:


Enclosed [ ] Financial Balance Sheet and Income & Expenditure Statement (compulsory - your application cannot be processed without financial statements)

[ ] Supporting costs/quotes (not compulsory)

[ ] Other supporting information

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

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

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

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

PLEASE NOTE - if submitting your application electronically, entering your name in the Signature box below will be accepted as your signature:

Signed: [Signature]

Date: [27/5/2017]
Information to assist groups with their application

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

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

The Board cannot accept applications from individuals. All funding is paid to non-profit community based organisations, registered charities or incorporated societies. Council funding is publicly accountable therefore the Board need to demonstrate to the community where funding is going and what it is being spent on. This is one of the reasons the Board require a copy of your financial profit/loss statements and balance sheet for the previous/current financial year. Staff cannot process your application without financial records.

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

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

Examples (but not limited to) of what the Board cannot fund:

- Wages
- Debt servicing
- Payment for volunteers (including arrangements in kind eg petrol vouchers)
- Stock or capital market investment
- Gambling or prize money
- Funding of individuals (only non-profit organisations)
- 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

Examples (but not limited to) of what the Board can fund:

- New equipment
- Toys/educational aids
- Sporting equipment
- Safety equipment
- Costs associated with events
- Community training
Criteria for application

- Grant applications will be considered every second month by the Oxford-Ohoka Community Board: July, September, November 2016 and February, April, June 2017. Applications are recommended to be received three weeks prior to Board meeting dates for processing.

- Generally funding grants will be a maximum of $500 in any one financial year (July 2016 to June 2017) but the group can apply up to twice in that year, providing it is for different projects.

- The grant funding is limited to projects within the Board area or primarily benefiting the residents of the ward.

- Applications will only be accepted from non-profit community-based organisations, registered charities or incorporated societies.

- The group should have strong links with the community of the Oxford-Ohoka Ward.

- The applications should clearly state the purpose for which the money is to be used.

- The applicants should submit a 1-2 page balance sheet and an income and expenditure statement which shows their current financial assets and liabilities. Applications cannot be processed until financial information is received.

- Where possible, or feasible, applicants must declare other sources from which funding has been applied for, or granted from, for the project being applied to the Oxford-Ohoka Community Board.

- The Board support a wide range of community activities but the application will only be considered if it is deemed of the nature listed in the table of examples of what the Board can fund (see previous page).

- An accountability form must be provided to Council outlining how the funds were applied, within six months of the grant being allocated, when funds are spent, or prior to a new application. A new application will not be accepted until the previous accountability form has been completed and returned. The group should maintain accurate records around the grant including, but not limited to: receipts, banks statements and invoices. In the event that funds are not spent on the project or activity applied for the recipient may be required to return the grant funding to the Council.

What happens now?

Return your completed application form (with financial records and any supporting information which you believe is relevant to this application) to:

Community Board Advocate
Oxford-Ohoka Community Board
C/- Waimakariri District Council
Private Bag 1005
Rangiora 7440

Or hand deliver to either

- Rangiora Service Centre, 215 High Street, Rangiora.
- Ruatanewha Kaiapoi Civic Centre, 176 Williams Street, Kaiapoi.

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 decision and if successful an invoice and your organisation’s bank account details will be requested.

- On receipt of this information payment will be processed to your organisation’s bank account.
## WAIMAKARIRI GORGE GOLF CLUB INC.

### Profit and Loss for Year Ended 31st October 2016

<table>
<thead>
<tr>
<th>Income</th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Green Fees &amp; Course Hire</td>
<td>$40,095</td>
<td>$36,472</td>
</tr>
<tr>
<td>Subs - Men</td>
<td>$57,180</td>
<td>$51,985</td>
</tr>
<tr>
<td>Tournaments</td>
<td>$14,120</td>
<td>$12,860</td>
</tr>
<tr>
<td>Donations</td>
<td>$25,529</td>
<td>$47,341</td>
</tr>
<tr>
<td>Signage &amp; Advertising</td>
<td>$1,323</td>
<td>$2,013</td>
</tr>
<tr>
<td>Social Committee</td>
<td>$24,000</td>
<td>$16,026</td>
</tr>
<tr>
<td>Insurance Receipt</td>
<td>$0</td>
<td>$6,753</td>
</tr>
<tr>
<td>BNZ Interest</td>
<td>$1,370</td>
<td>$2,254</td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td><strong>$163,617</strong></td>
<td><strong>$175,704</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenditure</th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries</td>
<td>$56,856</td>
<td>$53,267</td>
</tr>
<tr>
<td>Course Expenses</td>
<td>$10,775</td>
<td>$15,196</td>
</tr>
<tr>
<td>Machinery Expenses</td>
<td>$7,156</td>
<td>$7,635</td>
</tr>
<tr>
<td>Sprays &amp; Fertilisers</td>
<td>$2,075</td>
<td>$7,348</td>
</tr>
<tr>
<td>Clubhouse Costs</td>
<td>$10,491</td>
<td>$8,785</td>
</tr>
<tr>
<td>Electricity</td>
<td>$10,769</td>
<td>$9,967</td>
</tr>
<tr>
<td>Communications</td>
<td>$1,558</td>
<td>$1,548</td>
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<tr>
<td>Fuel</td>
<td>$7,690</td>
<td>$9,233</td>
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<tr>
<td>Tournament Expenses</td>
<td>$5,079</td>
<td>$5,992</td>
</tr>
<tr>
<td>Printing</td>
<td>$3,744</td>
<td>$1,639</td>
</tr>
<tr>
<td>Affiliation &amp; Entry Fees</td>
<td>$11,551</td>
<td>$9,986</td>
</tr>
<tr>
<td>Dept. of Conservation</td>
<td>$0</td>
<td>$4,303</td>
</tr>
<tr>
<td>Sealing Thongcaster Road</td>
<td>$0</td>
<td>$2,524</td>
</tr>
<tr>
<td>Rates</td>
<td>$725</td>
<td>$2,502</td>
</tr>
<tr>
<td>Insurance</td>
<td>$9,741</td>
<td>$9,900</td>
</tr>
<tr>
<td>Financing Interest</td>
<td>$348</td>
<td>$34</td>
</tr>
<tr>
<td>GST</td>
<td>$(1,884)</td>
<td>$(1,398)</td>
</tr>
<tr>
<td>Promotions</td>
<td>$1,338</td>
<td>$661</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>$4,899</td>
<td>$3,597</td>
</tr>
<tr>
<td>Tree Expenses</td>
<td>$1,576</td>
<td>$18,999</td>
</tr>
<tr>
<td><strong>Total Expenditure</strong></td>
<td><strong>$144,591</strong></td>
<td><strong>$171,748</strong></td>
</tr>
</tbody>
</table>

**EBDA**

$19,026  
**Depreciation as per Schedule**

$28,783  
**PROFIT FROM OPERATIONS**

($9,757)  
($23,686)
### Receipts and Payments for Year Ended 31st October 2016

<table>
<thead>
<tr>
<th>2016</th>
<th>Receipts</th>
<th>Payments</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$57,085.81 Opening Balance BNZ</td>
<td>$53,267.34 Salaries</td>
<td>$56,964.15</td>
</tr>
<tr>
<td></td>
<td>$36,472.00 Green Fees &amp; Course Hire</td>
<td>$15,195.57 Course Expenses</td>
<td>$10,774.90</td>
</tr>
<tr>
<td></td>
<td>$51,085.00 Subscriptions</td>
<td>$7,834.93 Machinery Expenses</td>
<td>$7,156.25</td>
</tr>
<tr>
<td></td>
<td>$12,880.00 Tournaments</td>
<td>$7,347.88 Sprays &amp; Fertilisers</td>
<td>$2,074.96</td>
</tr>
<tr>
<td></td>
<td>$46,890.50 Donations, Grants &amp; Sponsors</td>
<td>$8,785.23 Clubhouse Costs</td>
<td>$10,491.41</td>
</tr>
<tr>
<td></td>
<td>$2,012.50 Signage &amp; Advertising</td>
<td>$9,966.93 Electricity</td>
<td>$10,769.34</td>
</tr>
<tr>
<td></td>
<td>$16,026.45 Social Committee</td>
<td>$1,545.32 Communications</td>
<td>$1,658.16</td>
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<tr>
<td></td>
<td>$2,253.55 BNZ Interest</td>
<td>$9,232.94 Fuel</td>
<td>$7,689.62</td>
</tr>
<tr>
<td></td>
<td>$5,753.40 Insurance Receipt</td>
<td>$5,961.96 Tournament Costs</td>
<td>$5,078.60</td>
</tr>
<tr>
<td></td>
<td>$1,460.85 Petrol Rebates</td>
<td>$1,636.75 Printing &amp; Stationary</td>
<td>$3,743.52</td>
</tr>
<tr>
<td></td>
<td>$129,000.00 Transfer from Investment &amp; Call Accounts</td>
<td>$9,966.90 Affiliation Fees</td>
<td>$11,551.16</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$4,303.40 Dept. of Conservation costs</td>
<td>$0.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$2,524.00 Sealing Thongcaster Road</td>
<td>$0.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$2,501.93 Rates</td>
<td>$724.90</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$9,599.67 Insurance</td>
<td>$9,740.55</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$84.19 Financing Costs - Interest</td>
<td>$347.58</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$1,502.53 Financing Costs - Principal</td>
<td>$15,558.54</td>
</tr>
<tr>
<td></td>
<td></td>
<td>($1,398.05) Net GST Payment/(Receipt)</td>
<td>($1,883.60)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$661.03 Promotions</td>
<td>$1,338.30</td>
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<tr>
<td></td>
<td></td>
<td>$15,000.00 Asset Purchase</td>
<td>$0.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$3,595.77 Miscellaneous</td>
<td>$4,899.26</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$18,999.29 Treo Costs</td>
<td>$1,577.76</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$129,000.00 Transfer to Investment &amp; Call Accounts</td>
<td>$127,000.00</td>
</tr>
</tbody>
</table>

**Total:** $290,622.88

**Balance BNZ:** $44,538.65

---

### Balance Sheet as at 31 October 2016

<table>
<thead>
<tr>
<th>2016 ASSETS</th>
<th>2016</th>
<th>2016 LIABILITIES</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Clubhouse, Buildings and Land</td>
<td>$420,259.75</td>
<td>$760,563.43</td>
<td>Equity</td>
</tr>
<tr>
<td>Plant, Tractors and Mowers</td>
<td>$154,612.94</td>
<td>$32,772.97</td>
<td>Loan - JD25008 Greens Mower</td>
</tr>
<tr>
<td>Water Scheme</td>
<td>$141,658.12</td>
<td>$48,005.96</td>
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</tr>
<tr>
<td>Balance BNZ Accounts</td>
<td>$48,005.96</td>
<td>$2,033.54</td>
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<tr>
<td>Balance Ladies Account (30/9/2016)</td>
<td>$2,930.87</td>
<td>$2,930.87</td>
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<tr>
<td>Balance Social Committee Account</td>
<td>$2,930.87</td>
<td>$2,930.87</td>
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**Total:** $793,342.40

**Total:** $793,342.40

In my opinion, in accordance with the books and vouchers presented to me, the above figures correctly represent the financial position of the Waimakariri Golf Club Inc. as at 31st October 2016

C.J. Robinson - HONORARY AUDITOR - November 2016
### WAIMAKARIRI GORGE GOLF CLUB INC.
**Asset Register for Year ended 31 October 2016**

<table>
<thead>
<tr>
<th></th>
<th>At Cost</th>
<th>Accum Depreciation</th>
<th>Book Value B/F</th>
<th>Additions</th>
<th>Sales</th>
<th>Current Depreciation</th>
<th>Depn %</th>
<th>Book Value C/F</th>
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<tr>
<td><strong>Land &amp; Buildings</strong></td>
<td></td>
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<tr>
<td>Improvements</td>
<td>$188,813.57</td>
<td>$50,550.88</td>
<td>$138,262.69</td>
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<td></td>
<td>$4,147.88</td>
<td>3%</td>
<td>$134,114.81</td>
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<tr>
<td>Land</td>
<td>$286,141.94</td>
<td>$0.00</td>
<td>$286,141.94</td>
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<td>$0.00</td>
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<td>$286,141.94</td>
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<tr>
<td></td>
<td>$474,955.51</td>
<td>$50,550.88</td>
<td>$424,404.63</td>
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<td>$4,147.88</td>
<td>3%</td>
<td>$420,256.75</td>
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<tr>
<td><strong>Plant &amp; Equipment</strong></td>
<td>$289,267.58</td>
<td>$117,475.43</td>
<td>$171,792.15</td>
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<td></td>
<td>$17,179.22</td>
<td>10%</td>
<td>$154,612.94</td>
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<td><strong>Water Scheme</strong></td>
<td>$253,820.22</td>
<td>$104,695.88</td>
<td>$149,124.34</td>
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<td></td>
<td>$7,456.22</td>
<td>5%</td>
<td>$141,668.12</td>
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<tr>
<td><strong>Total</strong></td>
<td>$1,018,043.31</td>
<td>$272,722.19</td>
<td>$745,321.12</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$28,783.31</td>
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<td>$716,537.81</td>
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<td>Project</td>
<td>Amount Requested</td>
<td>Amount Granted</td>
<td>Running Balance</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>------------------</td>
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</tr>
<tr>
<td>August</td>
<td>Pegasus Residents group Inc.</td>
<td>Towards costs for activities at a Christmas event, &quot;Christmas on the Lake&quot;.</td>
<td>$500</td>
<td>$400.00</td>
<td>$2,510.00</td>
<td></td>
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</tr>
<tr>
<td>August</td>
<td>Reflections Community Trust</td>
<td>towards the costs of funding Pedalmania to be part of the Waimakariri Light Party 2016 event</td>
<td>$390</td>
<td>$390.00</td>
<td>$2,120.00</td>
<td></td>
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</tr>
<tr>
<td>September</td>
<td>Okuku Pony Club</td>
<td>Towards accommodation costs while attending the Springston Trophy event</td>
<td>$500</td>
<td>$500.00</td>
<td>$1,620.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>February</td>
<td>Woodend Bowling Club</td>
<td>towards the cost to core and solid spike the outdoor bowling green</td>
<td>$449</td>
<td>$-</td>
<td>$1,620.00</td>
<td></td>
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<tr>
<td>April</td>
<td>Kaiapoi Art Expo and Schools Art Expo</td>
<td>towards purchase of a TV &amp; Apple Tv box</td>
<td>$500</td>
<td>$500.00</td>
<td>$820.00</td>
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<tr>
<td>June</td>
<td>The Woodpecker Community Trust</td>
<td></td>
<td>$500</td>
<td>$600.00</td>
<td>$220.00</td>
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<tr>
<td>September</td>
<td>Southbrook School PTA</td>
<td>Towards the costs of hiring Ethel &amp; Bethel to run a bingo fundraiser event</td>
<td>$500</td>
<td></td>
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<tr>
<td>September</td>
<td>Vision West Community Trust</td>
<td>Towards the cost of photoelectric smoke alarms in social housing</td>
<td>$500</td>
<td></td>
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<tr>
<td>September</td>
<td>Rangiora Croquet Club Inc.</td>
<td>Towards the part funding of a second set of Quadway Hoops</td>
<td>$500</td>
<td>$500.00</td>
<td>$8,510.00</td>
<td></td>
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<tr>
<td>September</td>
<td>Okuku Pony Club</td>
<td>Towards accommodation costs while attending the Springston Trophy event</td>
<td>$500</td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>September</td>
<td>Reflections Community Trust</td>
<td>toward the cost of a dog agility display for the Waimakariri Light Party 2016</td>
<td>$350.00</td>
<td>$200.00</td>
<td>$8,310.00</td>
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<tr>
<td>November</td>
<td>Presbyterian Support Upper South Island</td>
<td>Towards the costs of establishing an outdoor garden area for the Totara Club.</td>
<td>$1,000.00</td>
<td>$500.00</td>
<td>$7,810.00</td>
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<tr>
<td>Month</td>
<td>Organisation</td>
<td>Description</td>
<td>Amounts</td>
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<tr>
<td>November</td>
<td>Ashley Playcentre</td>
<td>Towards the purchase of a John Deere ride-on tractor.</td>
<td>$500.00 500.00 $7,310.00</td>
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<tr>
<td>November</td>
<td>Cust-West Eyreton Playcentre</td>
<td>Towards the purchase of a tablet, Microsoft Office programme and virus protection.</td>
<td>$500.00 500.00 $6,810.00</td>
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<tr>
<td>November</td>
<td>Rangiora Playcentre</td>
<td>To purchase a profile holder and a non-slip entrance mat.</td>
<td>$456.21 456.21 $6,353.79</td>
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<tr>
<td>February</td>
<td>Rangiora Playcentre</td>
<td>Towards the purchase of one LikeaBike Jumper balance bike</td>
<td>$380.00 380.00 $5,973.79</td>
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<tr>
<td>February</td>
<td>Rangiora and Districts Early Records Society Inc.</td>
<td>Towards the cost of conservation framing of a sale map for the Red Lion Hotel</td>
<td>$500.00 500.00 $5,473.79</td>
<td></td>
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<tr>
<td>February</td>
<td>Canterbury Justices of the Peace Association Inc.</td>
<td>Towards the cost of a pull-up banner</td>
<td>$235.75 235.75 $5,238.04</td>
<td></td>
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<tr>
<td>April</td>
<td>North Canty Riding for the Disabled Inc</td>
<td>Equipment and mounting block for less able riders</td>
<td>$389.00 389.00 $4,849.04</td>
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<tr>
<td>April</td>
<td>Kaiapoi Art Expo and Schools Art Expo</td>
<td>Towards running costs - in particular advertising - applied to all boards</td>
<td>$500.00 500.00 $4,349.04</td>
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<tr>
<td>April</td>
<td>HomeShare Lunch Group</td>
<td>Towards entry costs for senior citizens participating in the HomeShare Lunch Group to Orana Park</td>
<td>$295.00 295.00 $4,054.04</td>
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<tr>
<td>April</td>
<td>North CanterburyModel Railway Club Inc.</td>
<td>Towards the cost of advertising an 'open day' event 18-19 March 2017.</td>
<td>$250.00 $4,054.04</td>
<td></td>
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<tr>
<td>June</td>
<td>Cust Bowling Club</td>
<td></td>
<td>$500.00 500.00 $3,554.04</td>
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<tr>
<td>August</td>
<td>Reflections Community Trust</td>
<td>Towards the costs of hiring a clown/street performer for the Waimakariri Light Party 2016</td>
<td>$450 $390 $4,460.00</td>
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<tr>
<td>August</td>
<td>Vision West Community Trust</td>
<td>Towards the cost of photoelectric smoke alarms in social housing</td>
<td>$500</td>
<td></td>
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</tr>
<tr>
<td>August</td>
<td>Big Brothers Big Sisters of North Canterbury</td>
<td>Towards entry costs to Laserstrike for children being mentored</td>
<td>$500 $250.00 $4,210.00</td>
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</tr>
<tr>
<td>August</td>
<td>Kaiapoi Pony Club</td>
<td>Towards training and equipment for the Springston Trphy event</td>
<td>$500 $500.00 $3,710.00</td>
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<tr>
<td>Month</td>
<td>Recipient</td>
<td>Description</td>
<td>Budget</td>
<td>Contribution</td>
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<tr>
<td>September</td>
<td>Kaiapoi Community Garden Trust</td>
<td>Towards advertising costs for the Annual Spring Open Day</td>
<td>$276</td>
<td>$276.00</td>
<td>$3,434.00</td>
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<tr>
<td>November</td>
<td>You Me We Us</td>
<td>towards the cost of paying for a performer and advertising for a Waitangi Day celebration</td>
<td>$500.00</td>
<td>$500.00</td>
<td>$2,934.00</td>
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<tr>
<td>February</td>
<td>Reflections Community Trust</td>
<td>Toward the cost for Kaiapoi Photographic Club to take photos at the Kaiapoi Children's day for future promotional purposes and archival records</td>
<td>$75.00</td>
<td>$75.00</td>
<td>$2,859.00</td>
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<tr>
<td>February</td>
<td>Community Wellbeing North Canterbury Trust / Kaiapoi Community Support</td>
<td>Towards the cost of purchasing a commercial chest freezer</td>
<td>$327.43</td>
<td>$327.43</td>
<td>$2,531.57</td>
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<tr>
<td>March</td>
<td>Canterbury Justices of the Peace Association Inc.</td>
<td>Towards the cost of a pull-up banner</td>
<td>$235.75</td>
<td>$235.75</td>
<td>$2,295.82</td>
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<tr>
<td>March</td>
<td>Karanga Mai Early Learning Centre</td>
<td>Towards the cost of a new couch for breast-feeding mothers to nurse their babies</td>
<td>$500</td>
<td>$500.00</td>
<td>$1,795.82</td>
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<tr>
<td>April</td>
<td>Kaiapoi Toy Library</td>
<td>Towards the purchase of board games</td>
<td>$500.00</td>
<td>$100.00</td>
<td>$1,695.82</td>
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<tr>
<td>April</td>
<td>R13 Youth Development Trust</td>
<td>to enable Chair/Manager to attend a 5 day child protection programme</td>
<td>$700.00</td>
<td>$250.00</td>
<td>$1,445.82</td>
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<td>April</td>
<td>Tuahiwi Community Preschool</td>
<td>towards the creation of a bicultural themed entranceway feature</td>
<td>$500.00</td>
<td>$200.00</td>
<td>$1,245.82</td>
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<tr>
<td>April</td>
<td>Waimakariri Arts Trust Kaiapoi Art Expo</td>
<td>towards running costs associated with the kaiapoi Art Expo and Schools' Art Expo, in particular advertising in the Kaiapoi Advoccate and venue clearing costs</td>
<td>$500.00</td>
<td>$300.00</td>
<td>$945.82</td>
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<tr>
<td>June</td>
<td>KHS CACTUS Programme</td>
<td></td>
<td>$500.00</td>
<td>$945.82</td>
<td>$-</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Month</td>
<td>Organisation</td>
<td>Description</td>
<td>Amount</td>
<td></td>
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</tr>
<tr>
<td>July</td>
<td>Oxford Area School - Senior Netball team</td>
<td>towards costs associated with attending the South Island Secondary Schools Netball Tournament in Nelson</td>
<td>$500.00 $250.00 $4,060.00</td>
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<tr>
<td>July</td>
<td>Little by Little</td>
<td>towards costs associated with a new community initiative</td>
<td>$250.00 $250.00 $3,810.00</td>
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</tr>
<tr>
<td>July</td>
<td>Oxford Play Centre</td>
<td>towards purchase of a lawn mower</td>
<td>$250.00 $250.00 $3,560.00</td>
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<td></td>
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</tr>
<tr>
<td>July/August</td>
<td>Under Our Feet Charitable Trust</td>
<td>Towards the purchase of compost and seedlings</td>
<td>$250.00 - $3,560.00</td>
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</tr>
<tr>
<td>July</td>
<td>North Canterbury Family Violence Network</td>
<td>To fund a presentation to raise family violence awareness among Oxford Area School youth</td>
<td>$500.00 $250.00 $3,310.00</td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>August</td>
<td>Under Our Feet Charitable Trust</td>
<td>Towards the purchase of compost and seedlings</td>
<td>$250.00 $250.00 $3,060.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>September</td>
<td>Okuku Pony Club</td>
<td>Towards accommodation costs while attending the Springston Trophy event</td>
<td>$500.00 $250.00 $2,810.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>September</td>
<td>Eyreton Pony Club</td>
<td>towards the cost of fencing a learner's area</td>
<td>$450.00 $450.00 $2,360.00</td>
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</tr>
<tr>
<td>February</td>
<td>Canterbury Justices of the Peace Association Inc.</td>
<td>Towards the cost of a pull-up banner</td>
<td>$235.75 $235.75 $2,124.25</td>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>April</td>
<td>Oxford Community Trust- Waimak Kids Oscar</td>
<td>Towards purchase of play equipment from the Big Game Company</td>
<td>$500.00 $500.00 $1,624.25</td>
<td></td>
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</tr>
<tr>
<td>April</td>
<td>Arts in Oxford Printmaking Group</td>
<td>Towards the purchase of reusable equipment to make paper and sculptures</td>
<td>$491.00 $491.00 $1,133.25</td>
<td></td>
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<tr>
<td>April</td>
<td>Waimakariri Arts Trust- Kaiapoi Art Expo</td>
<td>Towards running costs of the Kaiapoi Art Expo and Schools’ Art Expo, particularly promotional advertising in the Oxford Observer</td>
<td>$500.00 $500.00 $633.25</td>
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</tbody>
</table>

Total: $3,676.75
<table>
<thead>
<tr>
<th>Month considered</th>
<th>Group</th>
<th>Project</th>
<th>Amount Requested</th>
<th>Amount Granted</th>
<th>Running Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>July</td>
<td>Woodend Spring Flower Show</td>
<td>Towards the purchase of new signs</td>
<td>$500.00</td>
<td>$500.00</td>
<td>$3,610.00</td>
</tr>
<tr>
<td>August</td>
<td>Woodend Playcentre</td>
<td>Towards the cost of a First Aid Course for parents of the playcentre</td>
<td>$700.00</td>
<td>$500.00</td>
<td>$3,110.00</td>
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<tr>
<td>September</td>
<td>Woodend Before and After School Programme</td>
<td>New sports equipment</td>
<td>$500.00</td>
<td>$250.00</td>
<td>$2,860.00</td>
</tr>
<tr>
<td>October</td>
<td>Ashley Playcentre</td>
<td>Towards the cost of a First Aid Course for parents of the playcentre</td>
<td>$500.00</td>
<td>$350.00</td>
<td>$2,510.00</td>
</tr>
<tr>
<td>December</td>
<td>North Canterbury Neighbourhood Support</td>
<td>to purchase name badges for the committee members</td>
<td>$300.00</td>
<td>$300.00</td>
<td>$2,210.00</td>
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<tr>
<td>February</td>
<td>Sefton Community Newsletter</td>
<td>Towards costs associated with transition to new printing team</td>
<td>$500.00</td>
<td>$350.00</td>
<td>$1,860.00</td>
</tr>
<tr>
<td>March</td>
<td>Pegasus Bay School PTA</td>
<td>Towards costs for senior playground</td>
<td>$500.00</td>
<td>$500.00</td>
<td>$1,360.00</td>
</tr>
<tr>
<td>April</td>
<td>Waimakariri Arts Trust - Kaiapoi Art Expo</td>
<td>Towards venue hire and music provided for the 2016 Kaiapoi Art Expo and Schools' Art Expo</td>
<td>$500.00</td>
<td>$500.00</td>
<td>$860.00</td>
</tr>
<tr>
<td>April</td>
<td>North Canterbury Riding for the Disabled</td>
<td>for three volunteers to undertake an introductory course towards their Assistant Coaches Certificate</td>
<td>$498.00</td>
<td>$498.00</td>
<td>$362.00</td>
</tr>
<tr>
<td>June</td>
<td>Woodend Bowling Club Inc.</td>
<td>Towards the upgrading of covered kitchen lighting</td>
<td>$335.80</td>
<td>$335.80</td>
<td>$26.20</td>
</tr>
</tbody>
</table>

**Total** | **$6,120.00** | **$4,110.00** | **$2,010.00** | **$6,120.00**
<table>
<thead>
<tr>
<th>Date</th>
<th>Organisation</th>
<th>Purpose</th>
<th>Amounts</th>
</tr>
</thead>
<tbody>
<tr>
<td>August</td>
<td>International Day of Older Persons Group</td>
<td>Towards costs associated with International Day of Older Persons</td>
<td>$250.00 $250.00 $5,870.00</td>
</tr>
<tr>
<td>August</td>
<td>The Ashley Lodge No.28</td>
<td>Towards fundraising event for the replacement of defibrillators in each of the four ambulances based in Rangiora</td>
<td>$500.00 $500.00 $5,370.00</td>
</tr>
<tr>
<td>August</td>
<td>Reflections Community Trust</td>
<td>Towards the hire of Pedalmania for the Waimakariri Light Part 2015</td>
<td>$375.00 $375.00 $4,995.00</td>
</tr>
<tr>
<td>August</td>
<td>Rangiora Community Garden</td>
<td>Towards the purchase of materials for 3 new signs</td>
<td>$482.00 $482.00 $4,513.00</td>
</tr>
<tr>
<td>August</td>
<td>Caring for Carers Inc</td>
<td>Towards annual venue hire and refreshments for meetings of the Rangiora Support Group</td>
<td>$388.00 -</td>
</tr>
<tr>
<td>October</td>
<td>Fall Prevention Exercise Group</td>
<td>towards costs associated with establishing an exercise programme for seniors</td>
<td>$500.00 $250.00 $4,263.00</td>
</tr>
<tr>
<td>October</td>
<td>Ashgrove School PTA - ReStyle Me</td>
<td>Towards venue hire for 'ReStyle Me', a fundraising event for Ashgrove School</td>
<td>$500.00 -</td>
</tr>
<tr>
<td>October</td>
<td>Ashgrove School PTA – Santa’s Grotto</td>
<td>Gate signage at the Rangiora A&amp;P Showgrounds entrance for Santa’s Grotto</td>
<td>$379.50 -</td>
</tr>
<tr>
<td>October</td>
<td>McAlpines North Canterbury Pipe Band (Inc)</td>
<td>towards new kilts for band members</td>
<td>$500.00 $350.00 $3,913.00</td>
</tr>
<tr>
<td>October</td>
<td>Ashgrove School PTA – Ashgrove Twilight Gala</td>
<td>To hire deep fryers and cooking oil for the Ashgrove Twilight Gala</td>
<td>$425.00 -</td>
</tr>
<tr>
<td>October</td>
<td>Rangiora Toy Library</td>
<td>towards advertising costs of a fundraising event as part of its 21st Birthday celebrations</td>
<td>$741.00 $350.00 $3,563.00</td>
</tr>
<tr>
<td>December</td>
<td>North Canterbury Neighbourhood Support</td>
<td>towards the costs associated with running the 'Old Fashioned Family Picnic'</td>
<td>$250.00 $250.00 $3,313.00</td>
</tr>
<tr>
<td>December</td>
<td>Rangiora Playcentre</td>
<td>to purchase a new pull up banner</td>
<td>$379.00 $379.00 $2,934.00</td>
</tr>
</tbody>
</table>
## 2015/2016 Community and Ward Advisory Board Discretionary Grant

<table>
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<tr>
<th>Month</th>
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</tr>
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<tbody>
<tr>
<td>February</td>
<td>Rangiora Toy Library</td>
<td>towards the purchase of new toys, specifically, a replacement tractor</td>
<td>$456.25 $ 456.25 $ 2,477.75</td>
</tr>
<tr>
<td>April</td>
<td>Waimakariri Arts Trust - Kaiapoi Art Expo</td>
<td>Towards the hire and installation of lighting for the 2016 Kaiapoi Art Expo and Schools’ Art Expo</td>
<td>$500.00</td>
</tr>
<tr>
<td>April</td>
<td>North Canterbury Riding for the Disabled</td>
<td>towards costs associated with relocating to the Millton Memorial Reserve</td>
<td>$500.00 $ 500.00 $ 1,977.75</td>
</tr>
<tr>
<td>April</td>
<td>North Canterbury Family Violence Network</td>
<td>towards costs of a Safety and Respect presentation and follow-up barbeque for Rnagiora High School and/or Rnagiora New Life School secondary students</td>
<td>$500.00 $ 316.26 $ 1,661.49</td>
</tr>
<tr>
<td>June</td>
<td>Cat Care Incorporated</td>
<td>Towards the costs of a Microchipping Day</td>
<td>$250.00</td>
</tr>
<tr>
<td>June</td>
<td>Disability, Carers and Friends Group</td>
<td>For the purchase of a trestle table and costs of catering for a Dance Social</td>
<td>$500.00 $ 250.00 $ 1,411.49</td>
</tr>
<tr>
<td>June</td>
<td>Rangiora Croquet Club Inc.</td>
<td>For part funding one set of Quadway Hoops</td>
<td>$500.00 $ 300.00 $ 1,111.49</td>
</tr>
<tr>
<td>June</td>
<td>The Rangiora and Districts Early Records Society Inc</td>
<td>For costs associated with set up, production and installation of four ACM vinyl signs to replace existing</td>
<td>$327.75</td>
</tr>
<tr>
<td>June</td>
<td>Seftonian Battle Sport</td>
<td>For new sporting and Safety equipment for players, specifically 4 x trebuchets and 2 x armour</td>
<td>$500.00</td>
</tr>
<tr>
<td>June</td>
<td>Social Services Waimakariri</td>
<td>Toward the costs of catering for a community forum event</td>
<td>$200.00 $ 200.00 $ 911.49</td>
</tr>
<tr>
<td>June</td>
<td>Waimakariri Arts Trust - Kaiapoi Art Expo resubmission</td>
<td>Towards the hire and installation of lighting for the 2016 Kaiapoi Art Expo and Schools’ Art Expo</td>
<td>$500.00 $ 327.75 $ 583.74</td>
</tr>
<tr>
<td>June</td>
<td>Community College North Canterbury</td>
<td>For the venue hire and supplies of a youth open night</td>
<td>$400.00 $ 400.00 $ 183.74</td>
</tr>
<tr>
<td>July</td>
<td>You Me We Us</td>
<td>Towards advertising of the September 4th Observance Day</td>
<td>$ 496.80 $ 496.80 $ 5,623.20</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td><strong>Total</strong> $ 6,120.00</td>
</tr>
</tbody>
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<tbody>
<tr>
<td>August</td>
<td>Hinemoa-Kaiapoi Hockey Club</td>
<td>Towards assisting team members with the cost of travel to a tournament in Fiji</td>
<td>$500.00, $500.00, $5,123.20</td>
</tr>
<tr>
<td>August</td>
<td>Canterbury Youth Development Programme</td>
<td>Towards providing breakfast three mornings per week for eight weeks and food for the Longest Day Challenge</td>
<td>$500.00, $500.00, $4,623.20</td>
</tr>
<tr>
<td>September</td>
<td>Arthritis New Zealand</td>
<td>Towards venue hire and advertising associated with running self-management sessions and workshops in Kaiapoi</td>
<td>$500.00, $250.00, $4,373.20</td>
</tr>
<tr>
<td>September</td>
<td>Kaiapoi District Historical Society Incorporated</td>
<td>Towards the cost of installing updates of PastPerfect (a museum programme) and linking four computers for volunteers to work on at the same time</td>
<td>$500.00, $500.00, $3,873.20</td>
</tr>
<tr>
<td>November</td>
<td>You Me We Us</td>
<td>For advertising of Kaiapoi's 2016 Waitangi Day celebrations</td>
<td>$500.00, $500.00, $3,373.20</td>
</tr>
<tr>
<td>December</td>
<td>North Canterbury Neighbourhood Support</td>
<td>Towards costs associated with running the 'Old Fashion Family Picnic'</td>
<td>$300.00, $350.00, $3,023.20</td>
</tr>
<tr>
<td>March</td>
<td>Kaiapoi Photographic Club Inc</td>
<td>Toward printing costs for Club members involved in a photographic exhibition - &quot;Waimakariri - from the Mountains to the Sea&quot;</td>
<td>$500.00, $500.00, $2,523.20</td>
</tr>
<tr>
<td>March</td>
<td>Satisfy Food Rescue</td>
<td>To purchase a sandwich board to identify Satisfy Food Rescue in the community</td>
<td>$350.00, $- , $2,523.20</td>
</tr>
<tr>
<td>March</td>
<td>Waimakariri Arts Trust - Kaiapoi Art Expo</td>
<td>Towards the hire and installation of lighting for the 2016 Kaiapoi Art Expo and Schools' Art Expo</td>
<td>$500.00, $500.00, $2,023.20</td>
</tr>
<tr>
<td>March</td>
<td>You Me We Us</td>
<td>Towards advertising costs for a 'Pop Up cinema' event</td>
<td>$500.00, $500.00, $1,523.20</td>
</tr>
<tr>
<td>Month</td>
<td>Organisation</td>
<td>Description</td>
<td>Amounts</td>
</tr>
<tr>
<td>------------</td>
<td>---------------------------------------</td>
<td>-----------------------------------------------------------------------------</td>
<td>-----------------</td>
</tr>
<tr>
<td>April</td>
<td>Social Services Waimakariri</td>
<td>towards catering costs for a community forum to discuss establishing a Community House and capacity for a Children’s Team for the community</td>
<td>$200.00 $200.00 $1,323.20</td>
</tr>
<tr>
<td>April</td>
<td>North Canterbury Family Violence Network</td>
<td>towards the costs associated with a presentation to Kaiapoi High School about family violence and a bbq to follow</td>
<td>$500.00 $198.44 $1,124.76</td>
</tr>
<tr>
<td>November</td>
<td>Waimakariri Arts Trust - Kaiapoi Art Expo</td>
<td>Towards running costs, in particular, the music provided over the weekend for 2016 Kaiapoi Art Expo.</td>
<td>$300.00 $250.00 $3,860.00</td>
</tr>
<tr>
<td>November</td>
<td>Oxford Table Tennis</td>
<td>Towards the purchase of tables</td>
<td>$250.00 $250.00 $3,610.00</td>
</tr>
<tr>
<td>November</td>
<td>Keep Oxford Beautiful</td>
<td>for a photo and information panel about the Oxford Historic Jail</td>
<td>$250.00 $250.00 $3,360.00</td>
</tr>
<tr>
<td>November</td>
<td>Friends of Oxford Hospital</td>
<td>towards the purchase of a Lazy Boy recliner chair and disability aids for patients</td>
<td>$350.00 $250.00 $3,110.00</td>
</tr>
<tr>
<td>November</td>
<td>Oxford Pony Club</td>
<td>towards the cost of running a two day show jumping course for its club members</td>
<td>$250.00 $250.00 $2,860.00</td>
</tr>
<tr>
<td>November</td>
<td>North Canterbury Neighbourhood Support</td>
<td>towards costs associated with running the ‘Old Fashion Family Picnic’</td>
<td>$250.00 $250.00 $2,610.00</td>
</tr>
<tr>
<td>November</td>
<td>West Eyreton School</td>
<td>purchase of a banner-stand</td>
<td>$345.00 $250.00 $2,360.00</td>
</tr>
<tr>
<td>November</td>
<td>Oxford Tennis Club</td>
<td>Towards two weather shelters for the new courts</td>
<td>$500.00 $250.00 $2,110.00</td>
</tr>
<tr>
<td>November</td>
<td>View Hill Improvement Society</td>
<td>To purchase three alloy framed umbrellas for use at the View Hill Domain</td>
<td>$477.00 $250.00 $1,860.00</td>
</tr>
<tr>
<td>April/May</td>
<td>Waimakariri Arts Trust - Kaiapoi Art Expo</td>
<td>towards the floral arrangements for the 2016 Kaiapoi Art Expo and Schools’ Art Expo</td>
<td>$500.00 $250.00 $1,610.00</td>
</tr>
<tr>
<td>April/May</td>
<td>Organisation</td>
<td>Description</td>
<td>Amounts</td>
</tr>
<tr>
<td>----------</td>
<td>---------------------------------------------------</td>
<td>-----------------------------------------------------------------------------</td>
<td>-----------</td>
</tr>
<tr>
<td></td>
<td>Oxford Community Trust</td>
<td>for stationery and art supplies for Oscar School Holiday programme</td>
<td>$560.03 $250.00 $1,360.00</td>
</tr>
<tr>
<td></td>
<td>Oxford Area School - Senior Netball team</td>
<td>towards costs associated with attending the South Island Secondary Schools Netball Tournament in Nelson</td>
<td>$500.00</td>
</tr>
<tr>
<td></td>
<td>Friends of Oxford Hospital</td>
<td>towards purchase of window screen blinds for patients rooms</td>
<td>$250.00 $250.00 $1,110.00</td>
</tr>
<tr>
<td></td>
<td>Little by Little</td>
<td>towards costs associated with a new community initiative</td>
<td>$250.00</td>
</tr>
<tr>
<td></td>
<td>Oxford Netball Club</td>
<td>for the purchase of two portable netball goals</td>
<td>$199.90 $199.90 $910.10</td>
</tr>
<tr>
<td></td>
<td>Oxford O.S.C.A.R.</td>
<td>for First Aid training of staff</td>
<td>$175.00 $175.00 $735.10</td>
</tr>
<tr>
<td></td>
<td>West Eyreton School</td>
<td>towards graphic design work for a banner</td>
<td>$295.00 $250.00 $485.10</td>
</tr>
<tr>
<td></td>
<td>Social Services Waimakariri</td>
<td>towards costs of catering for a community forum event</td>
<td>$200.00</td>
</tr>
<tr>
<td></td>
<td>Oxford Play Centre</td>
<td>towards purchase of a lawn mower</td>
<td>$250.00</td>
</tr>
<tr>
<td></td>
<td>Oxford Plunket</td>
<td>for the purchase of child safety gates and new toys for the Oxford Plunket Rooms</td>
<td>$500.00 $250.00 $235.10</td>
</tr>
<tr>
<td></td>
<td>Cust Netball Club</td>
<td>Towards the purchase of uniforms and equipment to enable childrens' participation</td>
<td>$500.00 $250.00 $14.90</td>
</tr>
<tr>
<td></td>
<td>Under Our Feet Charitable Trust</td>
<td>Towards the purchase of compost and seedlings</td>
<td>$250.00</td>
</tr>
</tbody>
</table>
Information to assist groups with their application

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

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

The Board cannot accept applications from individuals. All funding is paid to non-profit community based organisations, registered charities or incorporated societies. Council funding is publicly accountable therefore the Board need to demonstrate to the community where funding is going and what it is being spent on. This is one of the reasons the Board require a copy of your financial profit/loss statements and balance sheet for the previous/current financial year. Staff cannot process your application without financial records.

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

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

Examples (but not limited to) of what the Board cannot fund:

- Wages
- Debt servicing
- Payment for volunteers (including arrangements in kind eg petrol vouchers)
- Stock or capital market investment
- Gambling or prize money
- Funding of individuals (only non-profit organisations)
- 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

Examples (but not limited to) of what the Board can fund:

- New equipment
- Toys/educational aids
- Sporting equipment
- Safety equipment
- Costs associated with events
- Community training
Criteria for application

• Grant applications will be considered every second month by the Oxford-Ohoka Community Board: July, September, November 2016 and February, April, June 2017. Applications are recommended to be received three weeks prior to Board meeting dates for processing.

• Generally funding grants will be a maximum of $500 in any one financial year (July 2016 to June 2017) but the group can apply up to twice in that year, providing it is for different projects.

• The grant funding is limited to projects within the Board area or primarily benefiting the residents of the ward.

• Applications will only be accepted from non-profit community-based organisations, registered charities or incorporated societies.

• The group should have strong links with the community of the Oxford-Ohoka Ward.

• The applications should clearly state the purpose for which the money is to be used.

• The applicants should submit a 1-2 page balance sheet and an income and expenditure statement which shows their current financial assets and liabilities. Applications cannot be processed until financial information is received.

• Where possible, or feasible, applicants must declare other sources from which funding has been applied for, or granted from, for the project being applied to the Oxford-Ohoka Community Board.

• The Board support a wide range of community activities but the application will only be considered if it is deemed of the nature listed in the table of examples of what the Board can fund (see previous page).

• An accountability form must be provided to Council outlining how the funds were applied, within six months of the grant being allocated, when funds are spent, or prior to a new application. A new application will not be accepted until the previous accountability form has been completed and returned. The group should maintain accurate records around the grant including, but not limited to: receipts, banks statements and invoices. In the event that funds are not spent on the project or activity applied for the recipient may be required to return the grant funding to the Council.

What happens now?

Return your completed application form (with financial records and any supporting information which you believe is relevant to this application) to:

Community Board Advocate
Oxford-Ohoka Community Board
C/- Waimakariri District Council
Private Bag 1005
Rangiora 7440

Or hand deliver to either

• Oxford Library & Service Centre, Pearson Park Pavilion, Oxford.
• Rangiora Service Centre, 215 High Street, Rangiora.
• Ruataniwha Kaiapoi Civic Centre, 176 Williams Street, Kaiapoi.

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 decision and if successful an invoice and your organisation’s bank account details will be requested.
• On receipt of this information payment will be processed to your organisation’s bank account.
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<tr>
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</tr>
<tr>
<td>× Stock or capital market investment</td>
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<td>× Gambling or prize money</td>
<td>✓ Costs associated with events</td>
</tr>
<tr>
<td>× Funding of individuals (only non-profit organisations)</td>
<td>✓ Community training</td>
</tr>
<tr>
<td>× Payment of any legal expenditure or associated costs</td>
<td></td>
</tr>
<tr>
<td>× Purchase of land and buildings</td>
<td></td>
</tr>
<tr>
<td>× Activities or initiatives where the primary purpose is to promote, commercial or profit-oriented interests</td>
<td></td>
</tr>
<tr>
<td>× Payment of fines, court costs or mediation costs, IRD penalties</td>
<td></td>
</tr>
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WAIMAKARIRI DISTRICT COUNCIL

REPORT

FILE NO: GOV-26-10-06 / 170629067285
REPORT TO: Oxford-Ohoka Community Board
DATE OF MEETING: 6 July 2017
FROM: Doug Nicholl, Chair Oxford-Ohoka Community Board
SUBJECT: Chairperson’s Report for June 2017

1. SUMMARY

My first meeting for the month was a Community Board Chairs’ training day with Governance staff. They ran the session very well and it was interesting to learn how other Community Board Chairs were coping with the experience.

The same day was the Ohoka Residents Association (ORA) meeting to draw up its submission for the Ohoka Domain Development Strategy. Board Member John Lynn drafted a very fitting plan.

The following week was the ORA AGM. Attended by 20 local residents, the existing committee members were re-elected. Five local residents plus myself as the Board representative.

ON 22 June 2017, I attended a District Development Strategy drop in session at West Eryeton and a Roading Briefing for the Board in Oxford. There were some satisfactory outcomes from the briefing thanks to the team’s efforts and participation. Thank you to the Board.

Doug Nicholl
Chairperson
Oxford-Ohoka Community Board

2. RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

(a) Receives report No. 170629067285.