

# Oxford-Ohoka Community Board

## Agenda

**Wednesday 8 June 2022**

**7.00pm**

**Oxford Town Hall  
Main Street  
Oxford**

**Members:**

Doug Nicholl (Chairperson)  
Thomas Robson (Deputy Chairperson)  
Sarah Barkle  
Mark Brown  
Shirley Farrell  
Wendy Doody  
Ray Harpur  
Niki Mealings

**AGENDA FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD TO BE HELD IN THE A&P ROOM, OXFORD TOWN HALL, OXFORD ON WEDNSDAY 8 JUNE 2022 AT 7PM.**

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

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**BUSINESS**

PAGES

1. **APOLOGIES**

2. **PUBLIC FORUM**

3. **CONFLICTS OF INTEREST**

4. **CONFIRMATION OF MINUTES**

4.1. **Minutes of the Oxford-Ohoka Community Board – 4 May 2022**

8-13

*RECOMMENDATION*

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

- (a) **Confirms** the circulated Minutes of the Oxford-Ohoka Community Board meeting, held on 4 May 2022, as a true and accurate record.

4.2. **Matters Arising**

5. **DEPUTATIONS AND PRESENTATIONS**

Nil.

6. **ADJOURNED BUSINESS**

Nil.

## 7. REPORTS

### 7.1. Oxford Main Street Public Toilets Mural – Grant Stephens (Greenspace Design and Planning Team Leader)

14-19

#### *RECOMMENDATION*

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

- (a) **Receives** report No. 220526085770.
- (b) **Notes** that the selection process has been jointly led by the Oxford Promotions and Action Committee (OPAC) and Keep Oxford Beautiful.
- (c) **Notes** the proposed design has been approved by the Waimakariri Public Arts Trust.
- (d) **Notes** that the Mural will be externally funded by the Oxford Promotions and Action Committee.
- (e) **Approve** the proposed Mural Design to be located on the Oxford Main Street Public Toilet.
- (f) **Approves** a five year review cycle for this mural as an opportunity to identify any ongoing maintenance/operational issues as well as formally review the state of the mural and whether a replacement or refresh is required.

### 7.2. Approval to install two cattle stops on Carleton Road, between Harewood Road and Woodstock Road – Shaun Maxwell (Roding Compliance Officer) and Joanne McBride (Roding and Transport Manager)

20-29

#### *RECOMMENDATION*

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

- (a) **Receives** report No. 220526085607.
- (b) **Approves** the construction of two cattle stops and associated fences and / on Carleton Road at the location shown on the attached diagram (Trim no. 220526085662) for the purpose of enabling the efficient movement of livestock across Carleton Road while at the same time keeping the road safe and accessible for road users.
- (c) **Approves** the attached Draft Licence to Occupy Agreement (Trim no. 220526085664).
- (d) **Notes** that all costs associated with the construction, maintenance and removal of the cattle stops, fences, gates and sealing of the road and up to and between the stops will be met by the property owner.
- (e) **Notes** that the property owner will be required to remove the cattle stops, fences and gates if and when they cease dairy farming operations or if they change their method of operation that does not require the regular movement of cows across Carleton Road.
- (f) **Circulates** this report to the Utilities and Roding Committee for information.

**7.3. Proposed Roothing Capital Works Programme for 2022/23 – Joanne McBride (Roothing and Transport Manager)**

30-40

*RECOMMENDATION*

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

- (a) **Receives** Report No. 220526086495.
- (b) **Notes** that feedback can be provided on the Draft Programme to the Roothing and Transport Manager at the Board meeting.

**7.4. Application to the Oxford-Ohoka Community Board’s Discretionary Grant Fund 2021/22– Thea Kunkel (Governance Team Leader)**

41-142

*RECOMMENDATION*

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

- (a) **Receives** report No. 220428064617.
- (b) **Approves** a grant of \$..... to the Standardbred Stable to Stirrup Charitable Trust towards its membership renewal with the Eyreton Pony Club.  
**OR**
- (c) **Declines** the application from the Standardbred Stable to Stirrup Charitable Trust for funding towards its membership renewal with the Eyreton Pony Club.
- (d) **Approves** a grant of \$..... to the Standardbred Stable to Stirrup Charitable Trust towards the cost of uniforms for the trainers and riders.  
**OR**
- (e) **Declines** the application from the Standardbred Stable to Stirrup Charitable Trust for funding towards the cost of uniforms for the trainers and riders.
- (f) **Approves** a grant of \$..... to the Swannanoa Home and School Committee towards the cost of Kapa Haka uniforms for students.  
**OR**
- (g) **Declines** the application from the Swannanoa Home and School Committee for funding towards the cost of Kapa Haka uniforms for students.
- (h) **Approves** a grant of \$..... to the Swannanoa Home and School Committee towards the cost of purchasing football t-shirts for Twilight Football teams.  
**OR**
- (i) **Declines** the application from the Swannanoa Home and School Committee for funding towards the cost of purchasing football t-shirts for Twilight Football teams.
- (j) **Approves** a grant of \$..... to the Tasman Young Farmers towards the cost of hosting a Community Ball.  
**OR**

(k) **Declines** the application from the Tasman Young Farmers for funding towards the cost of hosting a Community Ball.

(l) **Approves** a grant of \$..... to the Oxford Historical Records Society Inc. towards securing the medal cabinets in the Oxford Museum.

**OR**

(m) **Declines** the application from the Oxford Historical Records Society Inc. for funding towards securing the medal cabinets in the Oxford Museum.

(n) **Approves** a grant of \$..... to the Oxford Promotions Action Committee Inc. towards the cost of producing a Te Papa Matariki Activity Book.

**OR**

(o) **Declines** the application from the Oxford Promotions Action Committee Inc. for funding towards the cost of producing a Te Papa Matariki Activity Book.

(p) **Approves** a grant of \$..... to the Swannanoa Preschool towards the cost of providing storage for their new nursery.

**OR**

(q) **Declines** the application from the Swannanoa Preschool for funding towards the cost of providing storage for their new nursery.

## 8. **CORRESPONDENCE**

### 8.1. **Thank you card from Clarkville Playcentre (Trim 220531092305)**

143-144

*RECOMMENDATION*

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

(a) **Receives** the card for the Clarkville Playcentre (Trim 220428064556).

## 9. **CHAIRPERSON'S REPORT**

### 9.1. **Chair's Diary for May 2022**

*A verbal update will be provided at the meeting.*

*RECOMMENDATION*

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

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

## 10. **MATTERS FOR INFORMATION**

10.1. **Rangiora-Ashley Community Board Meeting Minutes 11 May 2022**

10.2. **Woodend-Sefton Community Board Meeting Minutes 9 May 2022**

10.3. **Kaiapoi-Tuahiwi Community Board Meeting Minutes 16 May 2022**

10.4. **Roading Service Requests and Flood Budget – Report to Council Meeting 3 May 2022 – Circulates to all Boards.**

- 10.5. Health Safety and Wellbeing Report May 2022 – Report to Council Meeting 3 May 2022 – Circulates to all Boards.
- 10.6. May 2021, December 2021 and February 2022 Flood Events – Service Requests Update – Report to Utilities and Roothing Committee Meeting 17 May 2022 – Circulates to all Boards.
- 10.7. Zone Implementation Programme Addendum Capital Works Programme – 2022/23 – Report to Land and Water Committee Meeting 17 May 2022 – Circulates to all Boards.
- 10.8. Water Supply Utilities and Roothing Staff Submission to Draft Annual Plan – Report to Council 24 May 2022 – Circulates to all Boards.
- 10.9. Drainage – Utilities and Roothing Department Staff Submission to the Draft Annual Plan – Report to Council 24 May 2022 – Circulates to all Boards.
- 10.10. Wastewater – Utilities and Roothing Department Staff Submission to the Draft 2022-23 Annual Plan– Report to Council 24 May 2022 – Circulates to all Boards.
- 10.11. Roothing Staff Submission May 2022 - Request changes to the Roothing Capital Works Budget– Report to Council 24 May 2022 – Circulates to all Boards.
- 10.12. Notification of Private Plan Change 31 – Rolleston Industrial Developments Ltd– Report to Council 31 May 2022 – Circulates to all Boards.
- 10.13. Library Update to May 6th, 2022 – Report to Community and Recreation Committee 31 May 2022 – Circulates to all Boards.

*RECOMMENDATION*

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the information in Items.10.1 – 10.13.

**Note:**

- 1. *The links for Matters for Information were circulated separately to members.*

**11. MEMBERS' INFORMATION EXCHANGE**

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

*Any written information submitted by members will be circulated via email prior to the meeting.*

**12. CONSULTATION PROJECTS**

**12.1. Walking and Cycling Network Plan**

<https://letstalk.waimakariri.govt.nz/walking-and-cycling-network-plan>

Consultation closes Thursday 30 June 2022.

**13. BOARD FUNDING UPDATE**

**13.1. Board Discretionary Grant**

Balance as at 31 May 2022: \$4,011.

**13.2. General Landscaping Fund**

Balance as at 31 May 2022: \$12,710.

**14. MEDIA ITEMS**

**15. QUESTIONS UNDER STANDING ORDERS**

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

**NEXT MEETING**

The next meeting of the Oxford-Ohoka Community Board will be held at the Oxford Town Hall on Wednesday 6 July 2022 at 7pm.

**Workshop**

- *Members Forum*





would like an answer as to why Cabinet was involved at this stage. T Kunkel undertook to follow up and report back to the Board.

5. **DEPUTATIONS AND PRESENTATIONS**

Nil.

6. **ADJOURNED BUSINESS**

Nil.

7. **REPORTS**

Nil.

8. **CORRESPONDENCE**

8.1 **Request from the Mandeville Sports Club (Trim 220428064556)**

T Kunkel noted that an email had been received from the Mandeville Sports Club, the Club had used some of the \$477 granted to them by the Board to purchase a Life Members Board. However, the people they wanted to honour have declined to have their names inscribed on the board. Therefore, the Club was now requesting if they could spend the remainder of the funds on engraving a plaque with two members' names on it. So the funding would still be used to honour life members, however, the Club would have to be made aware that if they wished to inscribe the Life Members Board at a later date, they would not be entitled to any additional funding.

W Doody noted the two people that the Club wanted to honour as life members were instrumental in establishing the Mandeville Sports Club, however, they believed that they had been honoured enough and therefore declined to have their names on the Life Members Board.

Moved: S Barkle      Seconded: S Farrell

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

- (a) **Receives** the request from the Mandeville Sports Club (Trim 220428064556).
- (b) **Approves** the request from the Mandeville Sports Club to use the remainder of the funds granted to them on engraving a plaque.

**CARRIED**

W Doody abstained

8.2 **Letter of response to the Oxford-Ohoka Community Board's submission to the Council's 2021/31 Long Term Plan (Trim 210202015807)**

T Robson commented that it was very disappointing that the response was received a year late. He questioned the Council's answer to the Board's question about the Oxford Sewer rates. The Board had requested a breakdown of the costs, and the Council had responded by advising that their total operating expenditure was approximately \$900,000 comprising of asset management \$128,000, \$24,000 in reticulation maintenance and pump maintenance of \$20,000. There was a large gap between \$900,000 and

\$172,000. He, therefore, requested further clarification. T Kunkel sought to follow up with Council staff.

8.3 **Letter from the Ohoka Residents Association thanking the Board for their contribution towards landscaping and flying fox**

Moved: N Mealings      Seconded: W Doody

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

- (c) **Receives** the letter of response to the Board's submission to the Council's 2021/31 Long Term Plan (Trim 210202015807).
- (d) **Receives** the letter from the Ohoka Residents Association.

**CARRIED**

9. **CHAIRPERSON'S REPORT**

9.1. **Chair's Diary for April 2022**

- North Canterbury Neighborhood Support had changed their meeting day from the third Thursday of the month to the first Thursday of the month.
- Attended three ANZAC Day services Ohoka, Oxford and West Eyreton.
- Presented answers to any questions from the Board's submission to the Council's Annual Plan.

Moved: R Harpur      Seconded: T Robson

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

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

**CARRIED**

10. **MATTERS FOR INFORMATION**

- 10.1. Rangiora-Ashley Community Board Meeting Minutes 13 April 2022 (Trim 220414157902)
- 10.2. Woodend-Sefton Community Board Meeting Minutes 11 April 2022 (Trim 220412055620)
- 10.3. Kaiapoi-Tuahiwi Community Board Meeting Minutes 11 April 2022 (Trim 220413056526)
- 10.4. Private well study – results from 2021 – Land and Water Committee Meeting 22 March 2022 – Circulates to all Boards.
- 10.5. Health Safety and Wellbeing Report April 2022 – Report to Council Meeting 5 April 2022 – Circulates to all Boards.
- 10.6. May 2021, December 2021 & February 2022 Flood Events – Service Requests Update – Report to Utilities and Roading Committee Meeting 26 April 2022 – Circulates to all Boards.

**PUBLIC EXCLUDED REPORTS**

- 10.7. Rangiora Site Divestment – Commercial Real Estate Agency Recommendation – Report to Council Meeting 5 April 2022 – Circulates to all Boards.

Moved: S Farrell                      Seconded: T Robson

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

- (a) **Receives** the information in Items.10.1 to 10.6.
- (b) **Receives** the public excluded information in Item 10.7, which would remain in public excluded and which was circulated separately.

**CARRIED**

*The meeting adjourned for a workshop from 7.20pm to 7.40pm to discuss the Mandeville Stockpile.*

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

### **S Farrell**

- Attended a Museum meeting and let them know that the Board had funding if they had any projects.

### **T Robson**

- Received some donations to the Ashley Gorge Advisory Group over the last month. Had positive feedback and had been enjoying the walking track.
- Oxford Community Trust had an Easter promotion morale-building exercise through the I've Got Your Back Campaign, they gave out Easter hampers to all the businesses and community groups in Oxford.
- Attended the ANZAC Day Service in Oxford.

### **S Barkle**

- Gave a deputation to Environment Canterbury on the Board's submission to their 2022/23 Draft Annual Plan.

### **R Harpur**

- Attended the Ohoka ANZAC Day Service – Very moving and well attended by the community.
- Mandeville Village update – Drove past and saw the concrete pads had been put down for the barbeque tables, which was very pleasing to see. The tables would be fixed to the concrete pads in due course.
- Mandeville walkways – spoken to several residents and a couple of developers about the walkways and cycleways, most of which lead to the Mandeville Sports Centre. He had walked around with residents to work out what was going on there. He would like to sit down with Council staff and look at the concept plan.

### **W Doody**

- ANZAC Day – Had been great to be able to attend the service and lay Wreaths at the Cenotaphs in the Ward, from this West Eyreton had requested a flag pole to be installed at the Memorial Gates.
- A very big Thank you, to the Oxford Garden Club, for their work in providing floral the ANZAC Day Wreaths for Oxford and West Eyreton.
- 1330 Poyntz Road Horreville – The application to convert the existing Church building for the purpose of a residential dwelling on an undersized Rural Lot, had been granted.
- Oxford Observatory – Enterprise North Canterbury would be pursuing this Tourism Aspect later in 2022, which has been put on hold due to Covid.

- Oxford Hospital – It was unsure when it would open again, and sadly there were a number of Palliative Care patients and families having to find other facilities to place their loved ones in. The only good thing from this closure was keeping the kitchen staff on to provide the Meals on Wheels service, which had not been taken into consideration when temporary closing this facility.
- Oxford Rural No.1 Water mains renewals - Work had been progressing on McPhedrons and Kiri Kiri Roads. The Water Unit was putting in final touches on details before testing this week, for completion of work in May 2022.
- Last of the resurfacing programmed for May 2022, a section of Main Street Oxford which would extend into the Harewood Road intersection.
- Drainage improvement – The ongoing works on High Street, Oxford were due to be completed shortly.
- Vandalism: Several cases of vandalism had been reported over Easter and ANZAC weekends, and various road signs had been damaged. Attended a Mandeville Sports Club Board meeting and they made a comment that during the school holiday no damage was done to their fields due to the gates being locked.
- Art on the Quay: “Go Figure” featuring artworks by the Woodend Life Drawing Group. This exhibition was a great example of the hidden artists amongst us and the depth of talent in our community. Would love to see the Oxford Arts Trust do the same with their life drawing group.
- Waimakariri Community Christmas Dinner Event - A small cohort of local leaders from Oxford, Kaiapoi, Rangiora and different community organisations had begun to meet regularly to talk over the idea of organising a Waimakariri wide event. Events such as this have been a staple for our lonely and isolated people who do not have family and friends to spend the day with. The event had previously been run by Reflections Trust most recently in Kaiapoi and Hope Trust in Rangiora, and Rangiora Anglican Church several years ago. This small committee consisted of members of some of these organisations and was working to bring an event to the district at one location that unites the people within these communities and our further afield Oxford communities.

While this was still early, the collaboration was focused on securing a venue, and organising some sponsorship and corporate support for the day to enable it to happen.

### **N Mealings**

- Attended an Arohatia Te Awa Working Group meeting - Currently working on a branch of the Cam River that ran through Tuahiwi, which was proceeding slowly.
- Attended the Ohoka, Oxford and West Eyreton ANZAC Day services.
- Utilities and Roading Committee meeting – Report on the recent flood event, and Council staff logged 598 service requests over the recent flood events.
- Waimakariri Youth Council meeting.
- Alcohol and Drug Harm Prevention Steering Group Meeting.
- Attended Matt Doocey’s public meeting at Mandeville on connectivity issues.
- Council meeting – Butchers Road culvert was going to be fixed.
- Attended Annual Plan Submission Hearings.

## **12. CONSULTATION PROJECTS**

Nil.

**13. BOARD FUNDING UPDATE**

**13.1. Board Discretionary Grant**

Balance as at 30 April 2022: \$4,011.

**13.2. General Landscaping Fund**

Balance as at 30 April 2022: \$300.

The Board noted the funding update.

**14. MEDIA ITEMS**

Nil.

**15. QUESTIONS UNDER STANDING ORDERS**

Nil.

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

Nil.

**NEXT MEETING**

The next meeting of the Oxford-Ohoka Community Board will be held on Wednesday, 8 June 2022 at 7pm.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 8.06pm.

**Workshop (7.20pm to 7.40pm)**

*Mandeville Stockpile – Andy Coker (Community Facilities Team Leader)*

CONFIRMED

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Chairperson

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Date

**WAIMAKARIRI DISTRICT COUNCIL**

**REPORT FOR DECISION**

**FILE NO and TRIM NO:** GOV-26-10-06 / TRIM 220526085770

**REPORT TO:** **Oxford-Ohoka Community Board**

**DATE OF MEETING:** 8 June, 2022

**AUTHOR(S):** Grant Stephens - Greenspace Design and Planning Team Leader

**SUBJECT:** Oxford Main Street Public Toilets Mural

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

  
 \_\_\_\_\_  
 Genreal Manager

  
 \_\_\_\_\_  
 Chief Executive

**1. SUMMARY**

- 1.1 This report is to seek approval from the Oxford-Ohoka Community Board to approve the design for the attached mural located on the Oxford Main Street Public Toilets.
- 1.2 The design of the Mural has been selected through a process jointly led by the Oxford Promotions and Action Committee and Keep Oxford Beautiful and has been approved by the Waimakariri Public Arts Trust.
- 1.3 The design brief for expressions of interest from artist asked that for the Mural be colourful, eye catching and to incorporate life like native birds and fauna that reflected the local area.

Attachments:

- i. Mural design. Trim ref : 220526085669

**2. RECOMMENDATION**

**THAT** Oxford-Ohoka Community Board:

- (a) **Receives** report No. 220526085770.
- (b) **Notes** that the selection process has been jointly led by the Oxford Promotions and Action Committee (OPAC) and Keep Oxford Beautiful.
- (c) **Notes** the proposed design has been approved by the Waimakariri Public Arts Trust.
- (d) **Notes** that the Mural will be externally funded by the Oxford Promotions and Action Committee.
- (e) **Approve** the proposed Mural Design to be located on the Oxford Main Street Public Toilet.
- (f) **Approves** a five year review cycle for this mural as an opportunity to identify any ongoing maintenance/operational issues as well as formally review the state of the mural and whether a replacement or refresh is required.

### 3. **BACKGROUND**

- 3.1 As part of a refurbishment in 2014 the public toilets in Oxford were re-painted. These toilets once had a painted mural of a chicken at the female entrance and a rooster at the male entrance. It was agreed at the time that the original Mural would not be reinstated by Council and instead an opportunity would be given to the community to undertake a Mural in the future. Since this work was completed the Oxford Promotion and Action Committee have been working to design an appropriate mural which is relevant to the Oxford area.
- 3.2 A process was jointly led by the Oxford Promotion and Action Committee that called for potential designs from a local Community. The artist brief included an attractive, colourful Mural that included native fauna and bird life that was a reflection of the area.
- 3.3 Toilet Image:



### 4. **ISSUES AND OPTIONS**

- 4.1. As the Art work is situated in a public place there is the risk that it may be subject to vandalism and/or graffiti. Although Murals are less likely to attract graffiti than plain walls an anti-Graffiti coating will be utilised to aid in protecting the art work should it be subject to graffiti or vandalism.
- 4.2. Once the Art work is completed, ownership of the mural will be retained by OPAC and KOB. These two groups will therefore be responsible for any associated maintenance/operational costs. This will include cleaning/repairing any vandalism as required as well as refreshing the Mural as deemed necessary.
- 4.3. All artwork has a lifespan and can slowly degrade over time – especially when in an outdoor public space. There is a risk that in time, this mural may become a maintenance burden for OPAC/KOB and/or at some point will need to be refreshed. Council staff recommend a revolving five year review period for this mural as an opportunity to identify any ongoing maintenance/operational issues as well as formally review the state of the mural and whether a replacement or refresh is required. This would be done in conjunction with OPAC, KOB, Council Staff and the Community Board with the any decision resting with the Board.

#### **Implications for Community Wellbeing**

- 4.4. There are implications on community wellbeing by the issues and options that are the subject matter of this report.

Visual art in public places contributes to the Cultural Wellbeing of the Community. Cultural wellbeing looks at the shared beliefs, values, customs, behaviours and identities reflected through language, stories, visual and performing arts, ceremonies and heritage that make up our communities.

Visual art is an important component of reflecting the world and the time in which we live. Art can help us understand our history, our culture, and the experience of others in a manner that cannot be achieved through other means.

- 4.5. The Management Team has reviewed this report and support the recommendations.

## 5. **COMMUNITY VIEWS**

### 5.1. **Mana whenua**

Te Ngāi Tūāhuriri hapū are likely to be affected by, or have an interest in the subject matter of this report. The Runanga have been consulted regarding this project and have indicated that they do not have any concerns regarding the design and do not wish to be directly involved in this project.

### 5.2. **Groups and Organisations**

There are groups and organisations likely to be affected by, or to have an interest in the subject matter of this report.

- Oxford Promotions and Action Committee (OPAC).
- Keep Oxford Beautiful
- Oxford Arts Trust.
- Waimakariri Public Arts Trust

The selection process has been jointly led by Oxford Promotions and Action Committee and Keep Oxford Beautiful. The final design was then forwarded the Waimakariri Public Arts Trust for approval and was approved at their March meeting.

### 5.3. **Wider Community**

The wider community is likely to have an interest in the subject matter of this report.

The public toilets are in a high profile position with in the town centre, this will likely garner interest from the community in the selected design.

The selection process of the preferred design has meant that a good cross section of interested parties have been involved in the selection of the final design. The consideration of the Community Board will further add to the steps taken to ensure the Oxford Community and stakeholders views are considered.

## 6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

### 6.1. **Financial Implications**

There are no financial implications of the decisions sought by this report. The costs associated with painting this mural are being met jointly by the Oxford Promotions Action Committee (OPAC) and Keep Oxford Beautiful (KOB). While the wall of the building is owned by Council, ownership of the mural will be retained by these two groups along with the associated maintenance/operational costs. This will include cleaning/repairing any vandalism as required as well as refreshing the Mural as deemed necessary.

The ongoing maintenance is something that the groups have indicated they would like to be responsible for, however the risk remains that if for any reason they cannot continue with this that the current Greenspace operational budget will need to cover this scenario. If this does occur and the operational funding required falls outside of current levels or



contract terms, Greenspace staff will apply to a future Annual Plan or Long Term Plan to cover this cost.

## 6.2. **Sustainability and Climate Change Impacts**

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

## 6.3. **Risk Management**

There are risks arising from the adoption/implementation of the recommendations in this report.

- It is possible some members in the community may not like the chosen art work. One important outcome of public art is the generation of conversation and an interest in Art. It is hoped the piece will generate conversation however given the process that has been completed in selecting the design it is unlikely that the piece will offend or create a level of dislike to the point that further action will be taken by members of the community.
- There is a risk that vandalism may lead to this artwork needing to be replaced or significantly repainted. KOB and OPAC intend to coat the artwork in an anti-graffiti coating once complete to reduce this risk and are committed to maintaining the artwork to a high standard. Should this not be possible at the time for any reason, staff will work with KOB, OPAC and the Board to identify options going forward.
- All artwork has a lifespan and can slowly degrade over time – especially when in an outdoor public space. There is a risk that in time, this mural may become a maintenance burden for OPAC/KOB and/or at some point will need to be refreshed. Council staff recommend a revolving five year review period for this mural as an opportunity to identify any ongoing maintenance/operational issues as well as formally review the state of the mural and whether a replacement or refresh is required. This would be done in conjunction with OPAC, KOB, Council Staff and the Community Board with the any decision resting with the Board.
- There is a risk that in the future required building maintenance could have an impact on the Mural. Should this be unavoidable then Council staff will consult with OPAC and the Community Board to reinstate the work or consider another expression of interest process as has been completed on this occasion.

## **Health and Safety**

There are not health and safety risks arising from the adoption/implementation of the recommendations in this report.

A Workplace Health and Safety plan was requested as part the expression of interest process from the artists. The painting of the mural will be undertaken under the appropriate health and safety guidelines. Greenspace Staff will work with OPAC to ensure the Health and Safety Standards meet the Greenspace requirements for undertaking work in a public space.

## **7. CONTEXT**

### 7.1. **Consistency with Policy**

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

### 7.2. **Authorising Legislation**

Local Government Act.

### 7.3 **Consistency with Community Outcomes**

The Council's community outcomes are relevant to the actions arising from recommendations in this report.

The community's cultures, arts and heritage are conserved, developed and celebrated

- Mana whenua are acknowledged and respected.
- There are wide-ranging opportunities to participate in arts and cultural activities.
- Public places and spaces provide opportunities for cultural expression and integrated arts.

Public spaces and facilities are plentiful, accessible and high quality, and reflect cultural identity

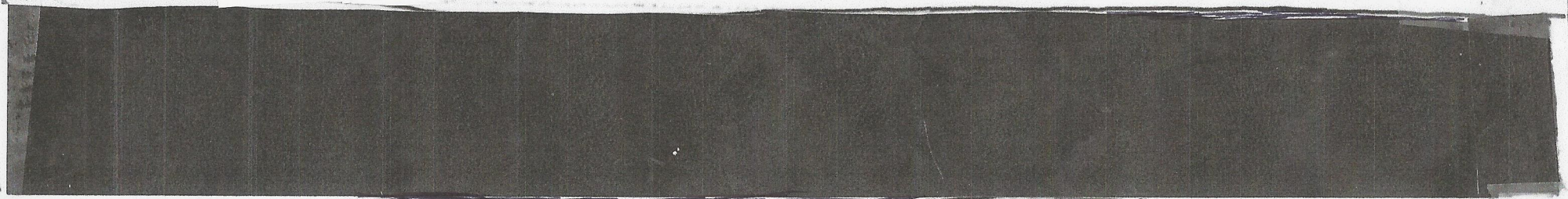
- Public spaces express the unique visual identity of our District.

The distinctive character of our takiwā – towns, villages and rural areas is maintained, developed and celebrated

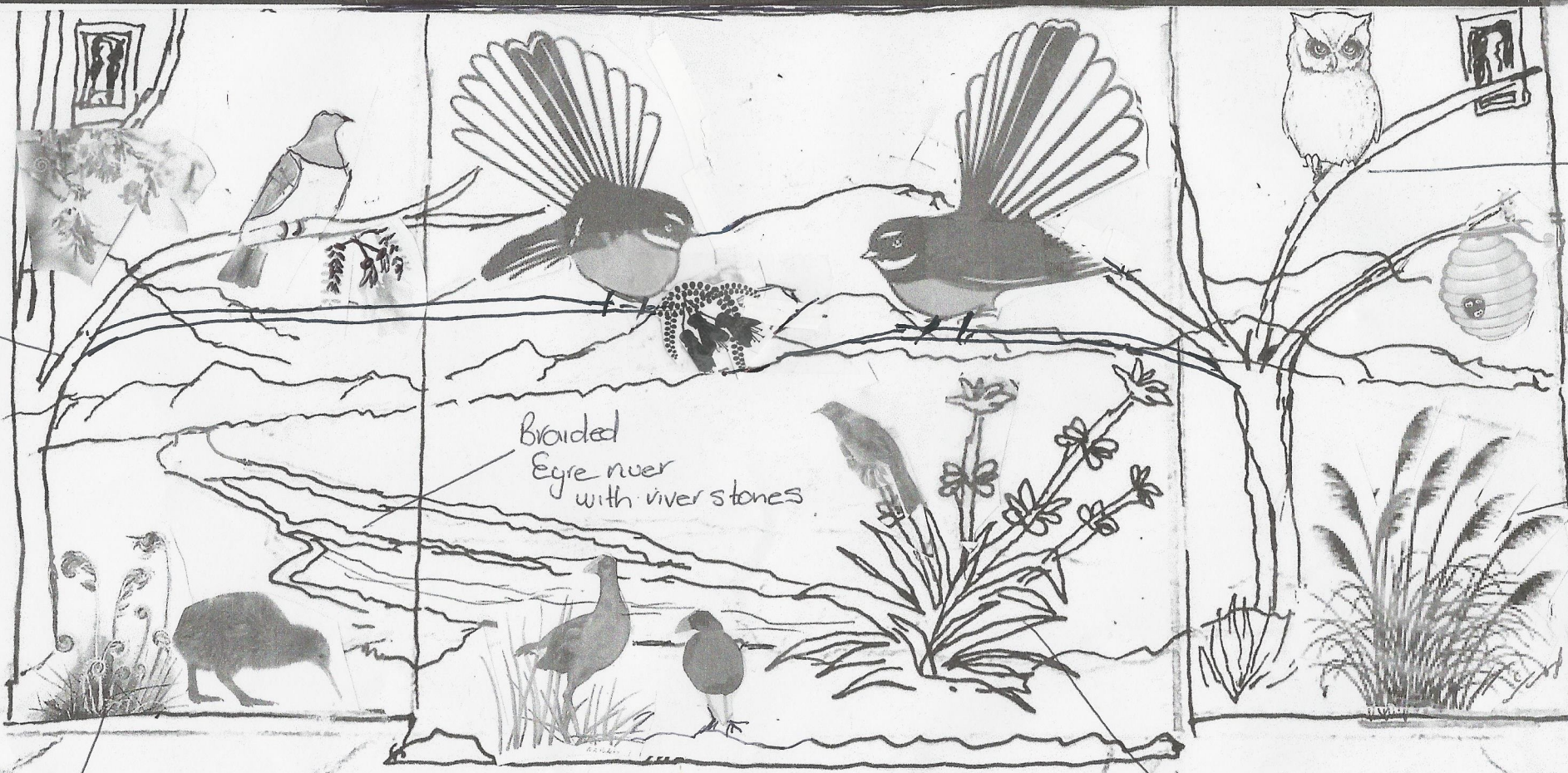
- The centres of our towns are safe, convenient and attractive places to visit and do business
- Our rural areas retain their amenity and character
- Public spaces reflect the distinct narratives, character and cultural identity of our takiwā.

#### **7.4 Authorising Delegations**

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



Kawhai



Beech tree.

Braided  
Eyre river  
with river stones

Toi  
toi

fern

Flax

Green Foothills,  
and Mountains  
topped with snow

**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR DECISION**

**FILE NO and TRIM NO:** RDG-06-02 / 220526085607


**REPORT TO:** OXFORD OHOKA COMMUNITY BOARD


**DATE OF MEETING:** 8<sup>th</sup> June 2022

**AUTHOR(S):** Shaun Maxwell – Roading Compliance Officer  
Joanne McBride – Roading & Transport Manager

**SUBJECT:** Approval to install two cattle stops on Carleton Road, between Harewood Road and Woodstock Road.

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

  
 Department Manager

  
 Chief Executive

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**1. SUMMARY**

- 1.1. This report is to obtain the Boards approval to install two cattle stops and associated fences and gates in Carleton Road, between Harewood Road and Woodstock Road, to enable the adjoining dairy farmer to move cows across Carleton Road in a more efficient and safe manner.
- 1.2. Carleton Dairies owns land on both sides of Carleton Road and as part of the operation moves stock across Carleton Road on a daily basis, and has a current stock crossing permit for this location. The current method of doing this is to open the gates on each side of the road and put electric tapes across the road before letting the cows cross Carleton Road with minimal supervision.
- 1.3. As Carleton Road is a low volume road, this method has worked satisfactorily, however this method does cause an inconvenience and there is a risk cows may escape through the electric tapes and therefore Carleton Dairies has requested approval to install cattle stops and fencing and gates each side of the crossing. Cattle stops will prevent cows from escaping along Carleton Road and at the same time vehicles will be able to use the road normally. Appropriate signage will be installed to warn motorists of the cattle stops ahead.
- 1.4. There have been previous approvals for the installation of cattle stops on various roads within the district, for the same purpose as the proposed cattle stops in Carleton Road. All of these cases are working well and so it is recommended the cattle stops are approved for Carleton Road. Carleton Dairies has previously received approval for and installed cattle stops on Woodstock Road in September 2018, and Carleton Road in 2021.
- 1.5. The alternative is an underpass, however this cannot be justified on Carleton Road as it is a low volume road, and the cost of installing infrastructure would be high.
- 1.6. All costs for the construction and the ongoing maintenance of the cattle stops and associated fences and gates will be met by the property owner and this will be covered by a standard Council Licence to Occupy Agreement. This agreement enables the Council to require the cattle stops to be removed if for some reason circumstances change in the future.

**Attachments:**

- i. Draft Licence to Occupy Agreement (Trim no. 220526085664)
- ii. Cattle Stops Location Diagram (Trim no. 220526085662)

## 2. **RECOMMENDATION**

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

- (a) **Receives** report No. 220526085607.
- (b) **Approves** the construction of two cattle stops and associated fences and / on Carleton Road at the location shown on the attached diagram (Trim no. 220526085662) for the purpose of enabling the efficient movement of cows across Carleton Road while at the same time keeping the road safe and accessible for road users.
- (c) **Approves** the attached Draft Licence to Occupy Agreement (Trim no. 220526085664).
- (d) **Notes** that all costs associated with the construction, maintenance and removal of the cattle stops, fences, gates and sealing of the road and up to and between the stops will be met by the property owner.
- (e) **Notes** that the property owner will be required to remove the cattle stops, fences and gates if and when they cease dairy farming operations or if they change their method of operation that does not require the regular movement of cows across Carleton Road.
- (f) **Circulates** this report to the Utilities and Roding Committee for information.

## 3. **BACKGROUND**

- 3.1. Carleton Dairies owns land on both sides of Carleton Road and moves cows across Carleton Road on a daily basis. The current method of putting electric tapes across the road and allowing the cows to cross on their own with minimal supervision has worked in the past because Carleton Road carries low traffic volumes, however there are risks associated with this method. Cows could escape and cause traffic safety issues. Drivers may not see the tapes and drive into them.

## 4. **ISSUES AND OPTIONS**

- 4.1. There are a number of options that are available to improve the current situation. They include:
- Option 1 – Farmer installs cattle stops on Carleton Road on each side of the crossing point with associated fences and gates as requested and as recommended.
  - Option 2 – Require the farmer to continuously supervise and control the cows across Carleton Road at all times
  - Option 3 – Require the farmer to construct a cattle underpass.
  - Option 4 – Do nothing.
- 4.2. Option assessment.

Option 1 – Farmer installs cattle stops on Carleton Road on each side of the crossing point with associated fences and gates as requested and as recommended.

<b>Advantages</b>	<b>Disadvantages</b>
Creates a highly visible crossing, and slower vehicle speeds through perceived narrowing of the road, and the uneven surface of the cattle stops.	Provides an inconvenience to horse riders and walkers along Carleton Road in that they will have to open and close gates. (Gates would be left open when cows are not crossing)

Cheaper and are more appropriate at this location than an underpass.	Could become a Council liability if the property owner does not properly maintain the cattle stops, fences and gates.
No cost to Council.	Drivers may not see cows crossing the road. This is unlikely as visibility is good and signs will be in place to warn drivers of the cows.
Enables cows to cross Carleton Road with minimal supervision and at the same time allowing unrestricted movement of vehicles, except when cows are crossing. (Signs would need be in place to warn drivers when cows are crossing)	

Option 2 – Require the farmer to continuously supervise and control the cows across Carleton Road at all times.

<b>Advantages</b>	<b>Disadvantages</b>
Fully supervised so very low risk of cows escaping or vehicles and other road users being inconvenienced.	Inefficient from a farm management perspective and so there is a high risk it may not be followed at all times.
No cost to the Council and no separate agreement apart from the Stock Crossing Permit	Higher enforcement requirement from Council staff.
	This is a lesser option than what the farmer is offering.

Option 3 – Require the farmer to construct a cattle underpass.

<b>Advantages</b>	<b>Disadvantages</b>
Separates cow movement from road users so no impact on road users.	Unnecessarily expensive and because of low traffic volumes there would be no Waka Kotahi or Council contribution.
	Council could not compel the farmer to install an underpass.

Option 4 – Do nothing.

<b>Advantages</b>	<b>Disadvantages</b>
Current method works satisfactorily most of the time.	Does not improve the current situation.
	Current risk of cows escaping would remain.
	Current occasional inconvenience to motorists would remain.
	Would not take advantage of the current offer being made by the farmer.

4.3. The Management Team has reviewed this report and supports the recommendations.

### **Implications for Community Wellbeing**

There are not implications on community wellbeing by the issues and options that are the subject matter of this report.

- 4.4. The Management Team has reviewed this report and support the recommendations.

## **5. COMMUNITY VIEWS**

### **5.1. Mana whenua**

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

### **5.2. Groups and Organisations**

There are not groups and organisations likely to be affected by, or to have an interest in the subject matter of this report.

### **5.3. Wider Community**

The wider community is not likely to be affected by, or to have an interest in the subject matter of this report.

## **6. OTHER IMPLICATIONS AND RISK MANAGEMENT**

### **6.1. Financial Implications**

There are not financial implications of the decisions sought by this report. The landowner will be required to cover all costs associated with the installation, maintenance and removal of all infrastructure associated with the proposed cattle stops.

### **6.2. Sustainability and Climate Change Impacts**

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

### **6.3 Risk Management**

There are risks arising from the adoption/implementation of the recommendations in this report

There is a risk the property owner will not properly maintain the cattle stops, fences and gates and the will become a Council liability. This is unlikely as Carleton Dairies is an established property owner in the area and it is in their best interest to keep the infrastructure in good condition. Also regular monitoring will identify any issues at an early stage and will allow action to be taken.

### **6.4 Health and Safety**

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

There is a risk that drivers of vehicles may not see the cows and could hit them. It is noted that this risk exists now with the current method and the proposed method improves on the current situation by providing appropriate signage. Also the cattle stops and fences will provide a definite road narrowing and visual clues to the motorist of a change in road environment and a reason to take care. In addition visibility is very good.

It is also noted that the farmer has responsibilities under the Health and Safety in the Workplace Act in regard to his operations so he will need to have procedures in place in his farm operations health and safety management plan for managing this crossing.

The property owner and their contractor will be required to submit a Site Specific Health & Safety Plan for approval, prior to work commencing on site. This will include a temporary traffic management plan.

## 7. **CONTEXT**

### 7.1. **Consistency with Policy**

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

### 7.2. **Authorising Legislation**

The Local Government Ave 1974 Section 344, is the relevant legislation in this matter.

### 7.3. **Consistency with Community Outcomes**

The Council's community outcomes are relevant to the actions arising from recommendations in this report.

#### ***There is a safe environment for all***

- Harm to people from natural and man-made hazards is minimised.
- Our district has the capacity and resilience to quickly recover from natural disasters and adapt to the effects of climate change.
- Crime, injury and harm from road crashes, gambling, and alcohol abuse are minimised.

#### ***Transport is accessible, convenient, reliable and sustainable***

- The standard of our District's roads is keeping pace with increasing traffic numbers.
- Communities in our District are well linked with each other and Christchurch is readily accessible by a range of transport modes.

### 7.4. **Authorising Delegations**

The Board has the authority to approve this type of work within the Road Reserve.



**WAIMAKARIRI DISTRICT COUNCIL****LICENCE TO OCCUPY ROAD**

**THIS IS AN AGREEMENT** made on the ..... day of ..... 2022

**BETWEEN**            **THE WAIMAKARIRI DISTRICT COUNCIL**            ("the Council")

**AND**                    **CARLETON DAIRIES LIMITED, C/- Julie Wells**            ("the Licensee")

**IN CONSIDERATION** of the conditions and covenants contained in, or implied by, this document and in return for the licensee's observation and performance of these conditions and covenants.

**THE COUNCIL HEREBY GRANTS** to the licensee -

- (a) the right to construct two cattle stops and associated fences, gates and sealing of the road, within the road reserve on that area shown in the attached map, being legal road – Carleton Road, adjacent to 1447 Carleton Road, in the position and according to the specification shown on the attached map for the purpose of allowing for the efficient regular movement of cows across the road.
- (b) the right to occupy the land until this right is terminated under any of the provisions of this agreement.

**THE LICENSEE HEREBY COVENANTS** with the Council as follows:

1. That the design and construction of the cattle stops, fences, gates and sealing of the road shall be carried out to the satisfaction of the Manager – Utilities and Roading or his/her representative.
2. That the Licensee will properly indemnify the Council from and against all costs, actions, demands, suits, damages and proceedings of any kind for and in respect of any loss or damage that may directly or indirectly be caused to or be suffered by any person or property by reason of the gross negligence of any act carried out by the licensee.
3. That the Licensee will during the continuance of this licence keep the cattle stops, fences and gates in good order and condition as may be reasonably required.

**AND IT IS HEREBY AGREED BY AND BETWEEN THE PARTIES AS FOLLOWS:**

4. That no vested right shall be created and this licence is transferable only with the Council's written consent and upon payment of the fee applicable at that time.
5. (a) The term of this licence shall be for the operating life of the cattle stops, fences and gates or any replacement.
- (b) In the event the Council may require any portion of the equipment to be removed and/or realigned then it shall give the licensee reasonable notice of its intentions and the requirements that are associated with the proposed removal and/or realignment.

- (c) All costs relating to the proposed removal and/or realignment are to be the responsibility of the Licensee.
6. That termination of the licence on grounds of gross negligence of any act by the licensee or on the licensee's behalf may be by way of the Council giving notice to the licensee who shall immediately remove the equipment and leave the roadway in good order and condition to the satisfaction of the Manager – Utilities and Roading
  7. That the costs of any work required by the Council to remedy any failure by the licensee to comply with these provisions may be recovered by the Council as a debt.
  8. That the licensee shall not be entitled to any compensation on the withdrawal or termination of this licence.
  9. That nothing in this licence shall be construed to derogate from the rights of the Crown, the Council, or any local authority to enter upon the land for the purpose of installing, maintaining, repairing or removing any new or existing service over, under or on the land or for any other lawful purpose, providing that the installation of any services by the Crown, the Council or any other local authority shall not interfere with the cattle stops, fences and gates.
  10. That when any notice is to be given it shall be sufficient in cases where the notice is to be given by the Council that the notice be signed by some person acting under the Council's express or implied authority and sent by post addressed to the licensee at the licensee's legal address.
  11. The Licensee shall maintain and advise the Council of any changes to the existing layout of the cattle stops, fences and gates and provide the Council with the appropriate plans.
  12. **Special Conditions**
    - (a) The Licensee pays one off administration fee of \$200 +GST.
    - (b) A Traffic Management Plan must be used by the Contractor undertaking the work and submitted to Council for approval prior to work commencing.
    - (c) Gates must be erected on both sides of the cattle stops for pedestrian and horse rider access. Approved mounting blocks to be installed on both sides for use by horse riders.
    - (d) The Road Reserve must be left to high standard after the completion of work. If any gorse or noxious weeds appear due to the work undertaken, it will be the responsibility of the Licensee to eradicate.
    - (e) The Licensee shall install and maintain permanent traffic warning signs as directed by the Manager, Utilities and Roading on each approach to the cattle stops warning drivers of the possible presence of cows on the road.
    - (f) The Licensee shall keep the Council advised of any and all changes to the cattle stops, fences and gates.
    - (g) The Licensee shall construct and seal (chip seal or asphalt) the section of road between the cattle stops and no less than 10m on both approaches to the cattle stops to facilitate ongoing maintenance of the unsealed road network.

- (h) The licensee shall be responsible for all repairs and maintenance of the cattle stops, fences and gates and any damage to the road or road reserve caused by the failure of the equipment or by any work on it.
- (i) The licensee shall remove the cattle stops, fences and gates from the road reserve and reinstate the road and road reserve to its original condition if dairy farming operations cease resulting in the regular movement of cows across Woodstock Road no longer occurring.
- (j) This licence is transferable and the cost of transfer is that published in the Council's Schedule of Fees and Charges applicable at time of transfer.

SIGNED by the  
**WAIMAKARIRI DISTRICT COUNCIL**

acting under the delegated authority  
of the Council  
by affixing its common seal  
in the presence of:

\_\_\_\_\_  
 Authorised Person

\_\_\_\_\_  
 Authorised Person

Signed by the Licensee  
**NAME**

\_\_\_\_\_  
**Licensee**

**Witness for Licensee signature:**

(Name) \_\_\_\_\_

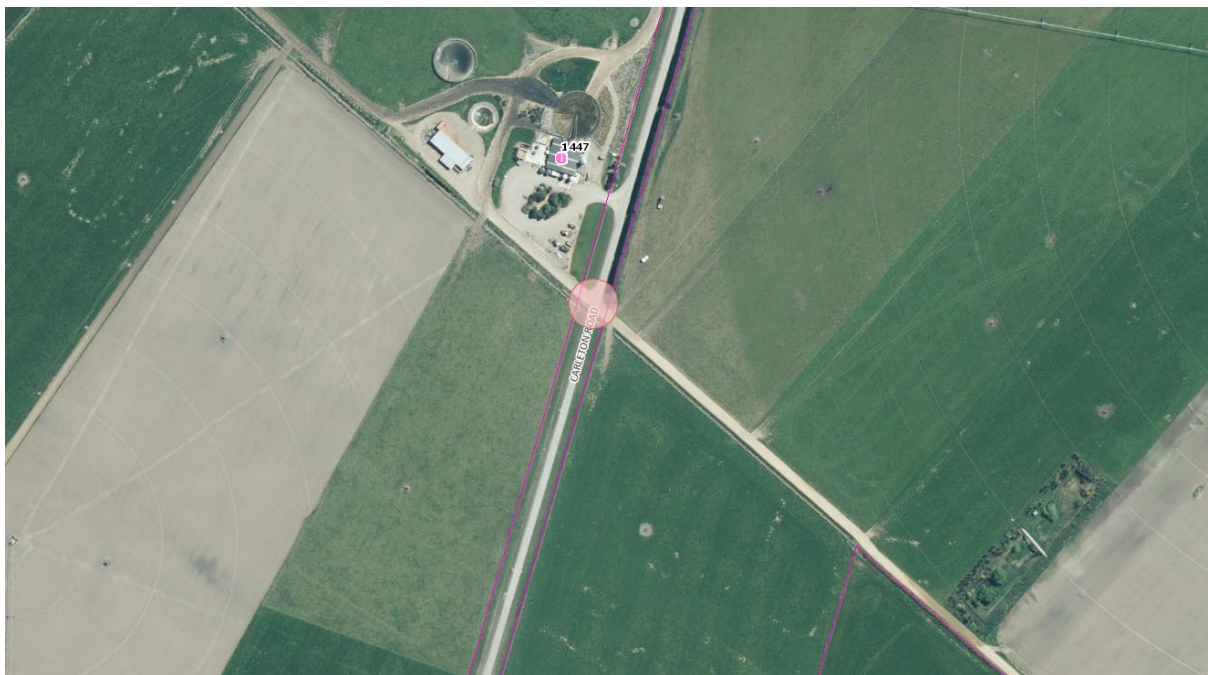
(Address) \_\_\_\_\_

\_\_\_\_\_

Location: Carleton Road, approximately 555m south of Harewood Road and 687m north of Woodstock Road.



At existing stock crossing location



Previous cattle stop installation on Woodstock Road



Previous cattle stop installation on Carelton Road (2021)



**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR INFORMATION**

**FILE NO and TRIM NO:** RDG-08-09-01 / 220526086495

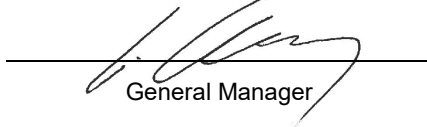
**REPORT TO:** OXFORD-OHOKA COMMUNITY BOARD

**DATE OF MEETING:** 8 June 2022

**AUTHOR(S):** Joanne McBride – Roading and Transport Manager

**SUBJECT:** Proposed Roading Capital Works Programme for 2022/23

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

  
General Manager

  
Chief Executive

**1. SUMMARY**

- 1.1 This report is to invite feedback from the Community Board on the proposed 2022/23 Roading Capital Works Programme and on the indicative three year programme from 2022/23 to 2024/25 as shown in the tables in Attachment i.
- 1.2 The Roading programmes being considered are the categories where a general allocation is provided for in the Council's Ten Year Plan (LTP), where there is some flexibility and community input is beneficial to achieving the required outcomes.
- 1.3 Renewal programmes are determined following an assessments of condition of assets which have reached the end of life and are due for replacement, or where infrastructure is failing to provide an adequate level of service. While part of the prioritisation process asset life others factors including road hierarchy, high demand areas (e.g. schools or town centre areas) and condition are also considered.
- 1.4 The provision of new footpaths in urban areas and also bus shelter infrastructure have also been through a prioritisation process and the highest use or demand areas are addressed first.
- 1.5 All major improvement projects which are specifically listed in the Long Term Plan (LTP) are not considered within this report, as these are consulted on through the LTP process.
- 1.6 Due to increasing costs and covid delays some projects from the 2021/22 have been carried over to the 2022/23 year along with remaining budgets.

**Attachments:**

- i. Draft Roading Capital Works Programme for 2022-23 and Indicative Three Year Programme (TRIM No. 220527087031)

**2. RECOMMENDATION**

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

- (a) **Receives** Report No. 220526086495;
- (b) **Notes** that feedback can be provided on the Draft Programme to the Roading and Transport Manager at the Board meeting.

### 3. **BACKGROUND**

- 3.1 The Roding programmes being considered are for those categories where a general allocation only is provided in the Council's Ten Year Plan (LTP). These categories have some flexibility and as such community input is beneficial to achieving the required outcomes.
- 3.2 Major Roding Improvement projects are not included in this report as they are specifically listed in the LTP and consulted on through the LTP.
- 3.3 Categories considered within this programme are:
- Kerb and Channel Renewal
  - Footpath Renewal
  - Minor Improvements
  - New Footpaths
  - Public Transport Infrastructure (New bus shelters & seats)
- 3.4 Other general categories such as road rehabilitation, road resealing, unsealed road re-metalling, signs renewal and street light renewal are not included as these programmes are developed purely on technical grounds and for asset condition reasons. As these decisions are made on a technical basis they are not subject to Board discretion. However, feedback on road condition and street lighting issues are also welcome and will be taken into account when these programmes are being developed.
- 3.5 The process for finalising and approving the 2022/23 Roding capital works programme is to obtain feedback from the Community Boards during June and then report the final programme to the Utilities and Roding Committee in July for approval.
- 3.6 The roding network is managed as a total network across the whole district and as such projects are prioritised district wide. Also as the majority of expenditure on the network is subsidised by Waka Kotahi New Zealand Transport Agency, their requirements must be met to secure co-funding. Asset condition and safety are the key drivers for the programme and the aim is to minimise lifecycle costs.
- 3.7 Projects are identified in terms of the Roding Activity Management Plan and are being done to ensure the levels of service identified in the LTP are met. Asset renewal projects are identified and programmed based on asset condition to ensure that lifecycle costs, and hence the cost to the community, are minimised.
- 3.8 In developing the programmes a range of factors are taken into account. Asset condition is the main driver for renewal projects, however other key factors are community feedback, and the coordination of the work with other programmes (such as water main renewal, drainage improvements and Utility Provider undergrounding) especially when deciding which year a particular work should be done. As asset deterioration is gradual there is some flexibility to bring forward or delay specific projects where required.
- 3.9 Inputs used to develop the programmes are condition rating and inspections, RAMM reports, reports from the maintenance contractor, crash records, network safety inspections, reviews of maintenance costs, feedback from the public via service requests etc. All identified deficiencies are entered into a database, reviewed and then prioritised to fit within budget levels and to ensure they address a defined level of service issue.
- 3.10 Utility Authorities, the 3 Waters Team and the Greenspaces Teams are consulted to ensure there are no conflicts with their programmes and to identify possible synergies in the programmes.

### 3.11 **Condition Assessment**

3.12 To better understand the condition of the kerb and channel and footpath assets a condition rating is carried out every three years on these assets. The most recent rating was completed in 2020 to feed into the 2021/31 Rooding Asset Management Plan review and the Long Term Plan. The attached programme has been updated following the condition rating. The next condition rating is due to be completed in the latter half of 2022.

### 3.13 **Kerb and Channel Replacement**

3.14 Kerb and channel replacement is focussed on the replacement of old style dished channels which are in a poor or very poor condition. This is subject to the kerb and channel warranting replacement and meeting NZTA requirements. In many cases the footpath is replaced at the same time as the kerb and channel, however this only occurs where the footpath condition also warrants the renewal. Some old kerb and flat channels are in poor condition and these will be included in the programme as required.

3.15 The kerb and channel replacement is prioritised district-wide and the condition of the channel must be such that replacing it is the lowest maintenance cost treatment. Waka Kotahi has reasonably strict requirements that have to be met in order for the work to qualify for financial assistance, such that the poor condition of the channel is resulting in damage to the carriageway due to water ingress. Replacement for aesthetic reasons only will not be approved by Waka Kotahi.

3.16 It is noted that the condition of kerb & channel in Oxford is currently such that there are no sites identified for replacement in the next four years.

### 3.17 **Footpath Renewals**

3.18 This category is for the resurfacing and reconstruction of footpaths. The programme is determined by the footpath surface condition, and the purpose is to provide safe and comfortable footpaths and to minimise lifecycle costs.

3.19 As mentioned above all footpaths were condition rated in 2020. From this rating the worst condition streets were identified and inspected. From that inspection, and taking into account community feedback and other programmes. Including the previous approved programme, the draft renewal programme has been developed.

3.20 The footpath renewal programme is coordinated with the kerb and channel programme to ensure the end of the footpath life coincides with the end of the kerb and channel life so replacement can be done at the same time. This offers more options to design a comprehensive street upgrade when the renewal takes place. The next condition rating assessment is due to be undertaken in the latter half of 2022.

### 3.21 **Minor Improvements Programme**

3.22 For the minor improvement programme, safety is the main factor considered. At this time Waka Kotahi have not agreed to co-fund the Minor Safety Programme however through the Annual Plan process Council is consulting on fully funding the shortfall, due to the importance of these safety interventions.

3.23 This programme has some flexibility and opportunities exist to carry out a range of safety related improvement works. The draft programme includes a number of safety issues and concerns that have been raised through various avenues and feedback from the Board is an important input in confirming this programme.



### 3.24 **New Footpath Programme**

- 3.25 Included in the 2021-31 Long Term Plan is budget of \$100,000 per year for ten years for new footpaths in the urban areas of Rangiora, Kaiapoi, Woodend and Oxford. Council previously approved a programme which has been updated as part of this report. Included with this report is the new footpath programme for the next four years.
- 3.26 This programme of work is fully funded by Council and does not attract Waka Kotahi co-funding.
- 3.27 There are a number of roads in Oxford that do not have footpaths. The sites have been assessed and prioritised and the 2022/23 programme includes one street in Oxford.

### 3.28 **Public Transport Infrastructure**

- 3.29 There are no planned improvements within the Oxford-Ohoka ward area for public transport over the next 4 years.

## 4. **ISSUES AND OPTIONS**

- 4.1. The draft programme is being presented to Community Board members so they can consider issues and provide feedback to the Roading & Transport Manager.
- 4.2. The 2022/23 programme will need to be confirmed in June to enable approval by Utilities & Roading Committee in July and for work to proceed and be completed in the 2022/23 year.
- 4.3. The 2021/22 programme had a number of projects delayed due to the late funding announcement by Waka Kotahi in September 2021 (normally received in July) and also due to the February / March 2022 Covid outbreak and subsequent resourcing issues.
- 4.4. The indicative three year programme for the following three years is more flexible and as it is reviewed annually to allow consideration of programme delays, any emerging issues and to provide an opportunity to make changes to this programme.

### **Implications for Community Wellbeing**

There are implications on community wellbeing by the issues and options that are the subject matter of this report.

The programmes contribute directly to public transport, safety and meeting levels of service, all of which have an impact of the Community.

- 4.5. The Management Team has reviewed this report and support the recommendations.

## 5. **COMMUNITY VIEWS**

### 5.1. **Mana whenua**

Te Ngāi Tūāhuriri hapū are likely to be affected by, or have an interest in the subject matter of this report. Safety, Public transport and renewal of infrastructure supports the whole community.

### 5.2. **Groups and Organisations**

There are not groups and organisations likely to be affected by, or to have an interest in the subject matter of this report.

### 5.3. **Wider Community**

The wider community is likely to benefit from these safety improvements, improved infrastructure and installation of shelters. Improved safety reduces the risk of harm to the public. Renewal of infrastructure results in a good level of service for the community and reduces the risk of failure which could put the Community at risk. Providing shelter at bus stops increases the appeal of catching the bus, and reduces congestion to other road users.

## 6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

### 6.1. **Financial Implications**

There are not financial implications of the decisions sought by this report. Programmes are set to meet budget allocations for each category.

This budget is included in the Long Term Plan. It is also noted that the budgets included in the attached proposed programme exclude inflation and that the Long Term Plan budget figures include inflation.

### 6.2. **Sustainability and Climate Change Impacts**

The recommendations in this report do have sustainability and/or climate change impacts. Providing good quality assets such as footpaths encourages alternate modes such as walking. Increased Public Transport use has the impact of reducing carbon emissions.

### 6.3 **Risk Management**

There are risks arising from the adoption/implementation of the recommendations in this report.

There is a risk that the programme may not meet expectations. This is mitigated by ensuring public feedback is taken into consideration when developing the programme.

The programme is also circulated to the Community Boards and feedback is sought.

### 6.3 **Health and Safety**

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

Any contractors undertaking condition assessment or physical works contracts will be required to be SiteWise registered and meet minimum score requirements appropriate for the risk of the work being undertaken.

## 7. **CONTEXT**

### 7.1. **Consistency with Policy**

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

### 7.2. **Authorising Legislation**

The Land Transport Act is relevant to this matter.

### 7.3. **Consistency with Community Outcomes**

The Council's community outcomes are relevant to the actions arising from recommendations in this report.

#### ***There is a safe environment for all***

- Harm to people from natural and man-made hazards is minimised.

***Transport is accessible, convenient, reliable and sustainable***

- The standard of our District's roads is keeping pace with increasing traffic numbers.
- Communities in our District are well linked with each other and Christchurch is readily accessible by a range of transport modes.
- Public transport serves our District effectively

**7.4. Authorising Delegations**

The Oxford-Ohoka Community Board has delegation to receive this report and provide feedback on issues affecting the ward area.

**DRAFT Roding Capital Works Programme for Feedback - 2022/23 and three indicative years**

			22/23	23/24	24/25	25/26
Project Name	Side	Town	Indicative Programme	Indicative Programme	Indicative Programme	Indicative Programme
<b>Kerb and Channel Replacement</b>						
Professional Fees			\$ 75,000	\$ 75,000	\$ 80,000	\$ 80,000
Otaki St (No. 94/98 - Adderley Tce) - Carry Over	East	Kaiapoi	\$ 151,000	-	-	-
Keir St (East Belt - End)	South	Rangiora	\$ 35,000	-	-	-
Geddis St (Elizabeth St - No. 26)	Both	Rangiora	\$ 12,000	-	-	-
Southbrook Rd (Torlesse St - No.44) with traffic signals	East	Rangiora	\$ 37,000	-	-	-
Good St (Tyler St - Lovers Ln)	Both	Rangiora	\$ 170,000	-	-	-
Ohoka Rd (No. 74 To Shops)	North	Kaiapoi	\$ 22,000	-	-	-
Geddis St (No. 26 - White St)	Both	Rangiora	-	\$ 150,000	-	-
Douglas St (No. 9 - end)	East	Rangiora	-	\$ 40,000	-	-
Palmer St (Douglas St - White St)	North	Rangiora	-	\$ 40,000	-	-
White St (Johns Rd - Wiltshire Crt)	East	Rangiora	-	\$ 175,000	-	-
Otaki St (Ohoka Rd - Broom St)	Both	Kaiapoi	-	-	\$ 130,000	-
Edward St, No. 14/15 - Wales St	East	Rangiora	-	-	\$ 130,000	-
Akaroa Street (Ashley Pl / Hodgson Ave - Fuller St)	Both	Kaiapoi	-	-	\$ 115,000	\$ 115,000
Akaroa Street (Hugh St - Ashley Pl / Hodgson Ave)	Both	Kaiapoi	-	-	-	\$ 270,000
To be Allocated			\$ 167,290	\$ 38,290	\$ 63,290	\$ 53,290
<b>Value of Work Programmed</b>			\$ 502,000	\$ 480,000	\$ 455,000	\$ 465,000
<b>Carry Over Budget</b>			\$ 151,000	-	-	-
<b>Approved Annual Budget</b>			\$ 518,290	\$ 518,290	\$ 518,290	\$ 518,290
<b>Total Available Budget</b>			\$ 669,290	\$ 518,290	\$ 518,290	\$ 518,290

Project Name	Side	Town	22/23	23/24	24/25	25/26
			Indicative Programme	Indicative Programme	Indicative Programme	Indicative Programme
<b>Footpath Renewal</b>						
Otaki St (No. 94/98 - Adderley Tce) - with kerb and channel - Shovel Ready Carry Over	East	Kaiapoi	\$ 69,000	-	-	-
Chapman PI (Wesley St to No.2) - Shovel Ready Carry Over	East	Kaiapoi	\$ 31,000	-	-	-
Williams St (Courtenay Dr - Vickery St) - Carry Over	East	Kaiapoi	\$ 50,000	-	-	-
Keir St (East Belt - End) - with kerb and channel	South	Rangiora	\$ 24,000	-	-	-
Southbrook Rd (Torlesse St - No. 44) - with kerb and channel & traffic signals	East	Rangiora	\$ 24,000	-	-	-
Good St (Tyler St - Lovers Ln) - with kerb and channel	West	Rangiora	\$ 180,000	-	-	-
Geddis St (Elizabeth St - No. 26) - with kerb and channel	Both	Rangiora	\$ 60,000	-	-	-
Ohoka Rd (No. 74 To Shops) - with kerb and channel	North	Kaiapoi	\$ 18,000	-	-	-
Otaki St (Cressy Ave - No. 129)	West	Kaiapoi	\$ 15,000	-	-	-
Otaki St (Broom St - No. 95)	West	Kaiapoi	\$ 50,000	-	-	-
Blackett St (Church St - King St)	South	Rangiora	\$ 15,000	-	-	-
Eyre PI (Sneyd St - end)	Both	Kaiapoi	\$ 10,000	-	-	-
Church St (Blackett St - High St)	East	Rangiora	\$ 25,000	-	-	-
Princess PI (Williams St - end)	East	Kaiapoi	\$ 45,000	-	-	-
Kinley St (Blackett St - Seddon St)	Both	Rangiora	\$ 90,000	-	-	-
Ranfurly St (Opposite Dale St)	Both	Rangiora	\$ 10,800	-	-	-
Ohoka Overpass Walkway (Risely Reserve)	North	Kaiapoi	\$ 18,000	-	-	-
Torlesse St (Southbrook Rd - Marshall St)	North	Rangiora	\$ 12,000	-	-	-
Johns Rd (Green St - Bush St)	South	Rangiora	\$ 60,000	-	-	-
Geddis St (No. 26 - White St) - with kerb and channel	Both	Rangiora	-	\$ 80,000	-	-
Grove PI (Kingsbury Ave - Rex PI, including walkway)	East	Rangiora	-	\$ 15,000	-	-
Kynnersley St (Sneyd St - end)	South	Kaiapoi	-	\$ 15,000	-	-
Douglas St (No. 9 - End) - with kerb and channel	East	Rangiora	-	\$ 30,000	-	-
Palmer St (Douglas St - White St) - with kerb and channel	North	Rangiora	-	\$ 25,000	-	-
White St (Johns Rd - Wiltshire Cr) - with kerb and channel	East	Rangiora	-	\$ 70,000	-	-
Otaki St (Ohoka Rd - Broom St) - with kerb and channel	Both	Kaiapoi	-	\$ 65,000	-	-
Edward St, No. 14/15 - Wales St - with kerb and channel. Short length only	East	Rangiora	-	\$ 10,000	-	-
Fraser PI (No. 2 - end)	Both	Rangiora	-	\$ 30,000	-	-
Wilson Dr (Mill Rd - end)	East	Ohoka	-	\$ 60,000	-	-
Whitefield St (Ohoka Rd - Epworth St)	East	Kaiapoi	-	\$ 80,000	-	-
Kippenberger Ave (East Belt - end)	North	Kaiapoi	-	\$ 100,000	-	-
Akaroa Street (Ashley PI / Hodgson Ave - Fuller St) - with kerb and channel	Both	Kaiapoi	-	-	\$ 90,000	-
Bush St (Waston PI - Charles St)	East	Rangiora	-	-	\$ 18,000	-
Martyn St (Charles St - Luxton PI)	East	Rangiora	-	-	\$ 60,000	-
Thorne PI (Ivory St - end) - with kerb and channel	South	Rangiora	-	-	\$ 25,000	-
Akaroa Street (Hugh St - Ashley PI / Hodgson Ave) - with kerb and channel	Both	Kaiapoi	-	-	-	\$ 115,000
To be Allocated			\$ 63,716	\$ 30,061	\$ 417,061	\$ 495,061
<b>Value of Work Programmed</b>			\$ 806,800	\$ 580,000	\$ 193,000	\$ 115,000
<b>Carry Over Budget from 2021/22</b>			\$ 266,000	-	-	-
<b>Approved Annual Budget</b>			\$ 604,516	\$ 610,061	\$ 610,061	\$ 610,061
<b>Total Available Budget</b>			\$ 870,516	\$ 610,061	\$ 610,061	\$ 610,061

Project Name	Side	Town	22/23	23/24	24/25	25/26
			Indicative Programme	Indicative Programme	Indicative Programme	Indicative Programme
<b>Minor Improvement Projects</b>						
<b>Lighting</b>						
Minor Lighting Upgrades			-	\$ 10,000	\$ 10,000	\$ 10,000
Tram Rd / North Eyre Rd Intersection (part Carry over)			\$ 25,000	-	-	-
Easterbrook / Fernside Rd			\$ 15,000	-	-	-
Oxford Lighting Deficiencies			\$ 10,000	\$ 20,000	\$ 20,000	\$ 20,000
<b>Intersection Improvements</b>						
Mounseys Rd / Woodside Rd / Mountain Rd Seal Back		Oxford	\$ 60,000	-	-	-
Lehmans Rd / Johns Rd Intersection		Rangiora	\$ 50,000	-	-	-
Depot Rd / South Eyre Rd		Oxford	\$ 50,000	-	-	-
Tram Rd / Browns Rd		Cust	-	\$ 20,000	-	-
Cones / Fawcetts		Rangiora	-	\$ 100,000	-	-
Harleston Rd / Broad Rd Intersection		Oxford	-	-	\$ 40,000	-
South Eyre Rd / Browns Rd		Cust	-	-	\$ 20,000	-
Tram Rd / Earlys Rd Splitter Island		Oxford	-	-	\$ 30,000	-
Easterbrook Rd / Fernside Rd		Oxford	-	-	-	\$ 40,000
Budget to be Allocated			-	-	-	-
<b>School Safety Project</b>						
North Kaiapoi School		Kaiapoi	\$ 30,000	-	-	-
Kaiapoi High School		Kaiapoi	\$ 30,000	-	-	-
Other School Projects TBC			-	\$ 50,000	\$ 50,000	\$ 50,000
<b>Speed Treatments</b>						
Cust Safety Improvements - Speed (Carry Over)		Cust	\$ 85,000	-	-	-
Waikuku Beach Threshold Signs		Waikuku	\$ 40,000	-	-	-
Main Street Oxford Signage		Oxford	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Delimitation along SH1 detour routes		Various	\$ 20,000	\$ 20,000	-	-
Speed Signage & Markings		Various	-	\$ 25,000	\$ 25,000	\$ 25,000
South Belt at Park & Ride - Threshold		Rangiora	-	\$ 35,000	-	-
Other Speed Projects TBC			-	\$ 20,000	\$ 75,000	\$ 75,000
<b>Minor Works</b>						
Perhams Ford Improvements - (Partial Carry Over)		Oxford	\$ 120,000	-	-	-
Charles St / Jollie St Power Kiosk Removal		Kaiapoi	\$ 40,000	-	-	-
Speed Indicator Signs		Various	-	\$ 25,000	-	-
Mandville Road Improvements at Village		Mandville	-	\$ 40,000	-	-
Railway Road Improvements (near Railway line)		Rangiora	-	\$ 45,000	-	-
Millton Ave Entrance to Rangiora - Speed Treatment		Rangiora	-	-	\$ 30,000	\$ 30,000
<b>Walking and Cycling Projects</b>						
Rangiora Woodend Path Safety Audit Actions		Rangiora	\$ 50,000	-	-	-
Main St Oxford Pedestrian Crossing - Carry Over		Oxford	\$ 33,000	-	-	-
Tunas Street Footpath		Kaiapoi	\$ 35,000	-	-	-
Ivory Street Pedestrian Refuges		Rangiora	-	\$ 20,000	-	-
West Belt Ped Cutdowns		Rangiora	-	\$ 15,000	-	-
Peraki St / Carew St Ped Cutdowns		Kaiapoi	-	\$ 15,000	-	-
East Belt Footpath (Grey View Pl to Kippenberger)		Rangiora	-	-	\$ 30,000	-
Tactile Indicator Installation		Various	\$ 20,000	\$ 10,000	\$ 10,000	\$ 10,000
Rangiora Roundabouts Pedestrian Improvements		Rangiora	-	-	\$ 20,000	\$ 20,000
Sneyd / Cosgrove St Ped Cutdowns		Kaiapoi	-	-	\$ 20,000	-
South Belt - Ped Refuge (Btwn Southbrook / King St)		Rangiora	-	-	-	\$ 20,000

Project Name	Side	Town	22/23	23/24	24/25	25/26
			Indicative Programme	Indicative Programme	Indicative Programme	Indicative Programme
<b>Roadside Hazard Removal</b>						
Dixons Rd - Bridge 2802 Widening (RP2540)		Loburn	\$ 90,000	-	-	-
Dixons Rd - Bridge Widening (RP1125)		Loburn	-	\$ 100,000	-	-
Upper Sefton - Concrete Headwall (RP9490)		Sefton Rural	-	-	\$ 100,000	-
Other Roadside Hazard Projects TBC			-	-	-	\$ 100,000
<b>Cattle Underpass</b>						
Underpasses to be allocated			-	-	-	-
Budget to be Allocated			\$ 20,000	-	\$ 90,000	\$ 170,000
<b>Value of Work Programmed</b>			\$ 828,000	\$ 595,000	\$ 505,000	\$ 425,000
<b>Carry Over Budget</b>			\$ 273,000	-	-	-
<b>Approved Annual Budget</b>			\$ 575,000	\$ 595,000	\$ 595,000	\$ 595,000
<b>Approved Annual Budget</b>			\$ 848,000	\$ 595,000	\$ 595,000	\$ 595,000

Project Name	Side	Town	22/23	23/24	24/25	25/26
			Indicative Programme	Indicative Programme	Indicative Programme	Indicative Programme
<b>New Footpaths</b>						
Totara Drive - east side		Oxford	\$ 25,000	-	-	-
Coronation Street (Buckleys Rd to end) – north side		Rangiora	\$ 25,000	-	-	-
Ballarat Road (existing path to Hassall Street) – east side		Rangiora	\$ 35,000	-	-	-
Edward Street (Wales St to end)		Rangiora	\$ 15,000	-	-	-
Ranfurly Street (Dale St to Cridland St) – east side		Kaiapoi	-	\$ 55,000	-	-
Knight Street (Start to end)		Oxford	-	\$ 45,000	-	-
Redwood Place (Start to end)		Oxford	-	-	\$ 30,000	-
Matai Place (Start to end)		Oxford	-	-	\$ 35,000	-
Woodfield Place (Start to end)		Woodend	-	-	\$ 25,000	-
Chinnerys Road (Reserve east entrance – Woodglen Dr) – west side		Woodend	-	-	-	\$ 70,000
Church Street - Past Anglican Church		Rangiora	-	-	-	\$ 30,000
To be allocated			-	-	\$ 10,000	-
<b>Value of Work Programmed</b>			\$ 100,000	\$ 100,000	\$ 90,000	\$ 100,000
<b>Approved Annual Budget</b>			\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
<b>Bus Shelter Programme</b>						
Pegasus Main Street		Pegasus	\$ 30,000	-	-	-
Southbrook Rd (near Denchs Rd)		Rangiora	\$ 20,000	-	-	-
Main North Rd (near Parsonnage Rd)		Woodend	\$ 10,000	-	-	-
Ashley St (Town Centre)		Rangiora	\$ 30,000	-	-	-
Kaiapoi (McDonlds)		Kaiapoi	\$ 30,000	-	-	-
Ashley St (near Duke St)		Rangiora	\$ 5,000	-	-	-
Southbrook Rd (near Coronation St)		Rangiora	-	\$ 20,000	-	-
Williams St (near Cass St)		Kaiapoi	-	\$ 20,000	-	-
Bush St (near Watson Pl)		Rangiora	-	\$ 5,000	-	-
Main North Rd (near Hewitts Rd)		Woodend	-	\$ 5,000	-	-
Island Rd (near Barnard St)		Kaiapoi	-	\$ 20,000	-	-
Williams St (near Davies St)		Kaiapoi	-	\$ 20,000	-	-
Pegasus Blvd (near Waireka St)		Pegasus	-	\$ 20,000	-	-
King St (near Seddon St)		Rangiora	-	-	\$ 20,000	-
Pegasus Blvd (near Whakatipu St)		Pegasus	-	-	\$ 20,000	-
Williams St (near Police Stn)		Kaiapoi	-	-	\$ 20,000	-
Williams St (near Carew St)		Kaiapoi	-	-	\$ 20,000	-
Main North Rd (near School Rd)		Woodend	-	-	\$ 20,000	-
Main North Rd (near Kaiapoi Golf Club)		Kaiapoi	-	-	\$ 20,000	-
To be allocated			-	\$ 15,000	\$ 5,000	\$ 125,000
<b>Value of Work Programmed</b>			\$ 125,000	\$ 110,000	\$ 120,000	-
<b>Approved Annual Budget</b>			\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000



**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR DECISION**

**FILE NO and TRIM NO:** GOV-26-10-06 / 220428064617

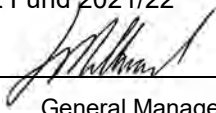
**REPORT TO:** OXFORD-OHOKA COMMUNITY BOARD


**DATE OF MEETING:** 8 June 2022

**AUTHOR(S):** Thea Kunkel, Governance Team Leader

**SUBJECT:** Application to the Oxford-Ohoka Community Board's Discretionary Grant Fund 2021/22

**SIGNED BY:**  
(for Reports to Council or Committees)

  
 \_\_\_\_\_  
 General Manager

  
 \_\_\_\_\_  
 Chief Executive

**1 SUMMARY**

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

<b>Name of Organisation</b>	<b>Purpose</b>	<b>Amount requested</b>
Standardbred Stable to Stirrup Charitable Trust	Towards the ground membership renewal with Eyreton Pony Club.	\$400
Standardbred Stable to Stirrup Charitable Trust	Towards the cost of uniforms for trainers and riders.	\$500
Swannanoa Home and School Committee	Towards the cost of purchasing Kapa Haka uniforms for students.	\$500
Swannanoa Home and School Committee	Towards the cost of purchasing football t-shirts for Twilight Football teams.	\$500
Tasman Young Farmers	Towards the cost of hosting a Community Ball.	\$500
Oxford Historical Records Society Inc (Oxford Museum)	Towards the cost of securing its medal display cabinets.	\$697
Oxford Promotions Action Committee Inc.	Towards the cost of producing a Te Papa Matariki Activity Book.	\$404
Swannanoa Preschool	Towards the cost of providing storage for their nursery.	\$461
<b>Total:</b>		<b>\$3,962</b>

**Attachments:**

- i. An application from Standardbred Stable to Stirrup Charitable Trust (Trim Ref: 220427064083).
- ii. An application from Standardbred Stable to Stirrup Charitable Trust (Trim Ref: 220505070547).
- iii. An application from the Swannanoa Home and School Committee (Trim Ref: 220516077528).
- iv. An application from the Swannanoa Home and School Committee (Trim Ref: 220518079421).
- v. An application from Tasman Young Farmers (Trim Ref: 220428064584).

- vi. An application from the Oxford Historical Records Society Inc. (Trim Ref: 220503068157).
- vii. An application from the Oxford Promotions Action Committee Inc. (Trim Ref: 220518080191).
- viii. An application from Swannanoa Preschool (Trim Ref: 220518080206).
- ix. Spreadsheet showing the previous two years' grants.
- x. Board funding criteria 2021/22 (Trim Ref: 210603089866).

## 2 **RECOMMENDATION**

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

- (a) **Receives** report No. 220428064617.
- (b) **Approves** a grant of \$..... to the Standardbred Stable to Stirrup Charitable Trust towards its membership renewal with the Eyreton Pony Club.

**OR**

- (c) **Declines** the application from the Standardbred Stable to Stirrup Charitable Trust for funding towards its membership renewal with the Eyreton Pony Club.

- (d) **Approves** a grant of \$..... to the Standardbred Stable to Stirrup Charitable Trust towards the cost of uniforms for the trainers and riders.

**OR**

- (e) **Declines** the application from the Standardbred Stable to Stirrup Charitable Trust for funding towards the cost of uniforms for the trainers and riders.

- (f) **Approves** a grant of \$..... to the Swannanoa Home and School Committee towards the cost of Kapa Haka uniforms for students.

**OR**

- (g) **Declines** the application from the Swannanoa Home and School Committee for funding towards the cost of Kapa Haka uniforms for students.

- (h) **Approves** a grant of \$..... to the Swannanoa Home and School Committee towards the cost of purchasing football t-shirts for Twilight Football teams.

**OR**

- (i) **Declines** the application from the Swannanoa Home and School Committee for funding towards the cost of purchasing football t-shirts for Twilight Football teams.

- (j) **Approves** a grant of \$..... to the Tasman Young Farmers towards the cost of hosting a Community Ball.

**OR**

- (k) **Declines** the application from the Tasman Young Farmers for funding towards the cost of hosting a Community Ball.

- (l) **Approves** a grant of \$..... to the Oxford Historical Records Society Inc. towards securing the medal cabinets in the Oxford Museum.

**OR**

- (m) **Declines** the application from the Oxford Historical Records Society Inc. for funding towards securing the medal cabinets in the Oxford Museum.

- (n) **Approves** a grant of \$..... to the Oxford Promotions Action Committee Inc. towards the cost of producing a Te Papa Matariki Activity Book.

**OR**

- (o) **Declines** the application from the Oxford Promotions Action Committee Inc. for funding towards the cost of producing a Te Papa Matariki Activity Book.

- (p) **Approves** a grant of \$..... to the Swannanoa Preschool towards the cost of providing storage for their new nursery.

**OR**

- (q) **Declines** the application from the Swannanoa Preschool for funding towards the cost of providing storage for their new nursery.

### 3 **BACKGROUND**

- 3.1 The Standardbred Stable to Stirrup Charitable Trust is seeking funding to renew its ground membership with the Eyreton Pony Club and towards uniforms for its trainers and riders.
- 3.2 Swannanoa Home and School Committee is seeking funding to purchase Kapa Haka uniforms and football t-shirts for the students at Swannanoa School.
- 3.3 The Tasman Young Farmers seek funding to host a Community Ball to promote wellbeing in the farming community.
- 3.4 The Oxford Historical Records Society Inc. (Oxford Museum) is seeking funding to install acrylic panels to its medal cabinets to improve the security of the medals.
- 3.5 The Oxford Promotions Action Committee Inc. is seeking funding towards the cost of producing a Te Papa Matariki Activity book to be used during their Matariki Celebration.
- 3.6 The Swannanoa Preschool is seeking funding towards the cost of installing storage in their newly constructed nursery.
- 3.7 The current balance of the Oxford-Ohoka Community Board's Discretionary Grant Fund 2021/22 is \$4,011.

### 4 **ISSUES AND OPTIONS**

#### ***Standardbred Stable to Stirrup Charitable Trust (the Trust)***

- 4.1 The Trust is a registered charity founded by a group of Cantabrians who wanted to alleviate the unnecessary suffering of Standardbred racehorses when they retire from their racing career. Every year over 100 retired Standardbred racehorses are taken in for training and rehoming by a group of volunteers in Canterbury. Often horses have to undergo rehabilitation before they can enter the retraining programme. The Trust aims to maintain a rehoming facility so that more horses can be taken in. This requires hay, rugs, pasture, farrier and veterinary care. Horses are retrained, and videos are made of the training offered from a virtual library to educate and assist new owners.
- 4.2 The Eyreton Pony Club provides the Trust with a family membership to allow the Trust's use the facility. Thereby adding another dimension to the training of the horses to better enable them to find a new home as riding horses, benefiting both trainers, new owners and horses. The Pony Club also provides a venue for the Trust to produce its educational videos to assist new owners of rescued horses with discipline and horse care.

- 4.3 To enhance the educational videos and show professionalism, the Trust wishes to provide both trainers and riders with uniforms. The uniforms will enable people to see that the horses and riders are associated with the Trust and ensure that the participants have suitable and practical clothing to perform their duties effectively.
- 4.4 The work the Trust is doing directly benefits the community as it provides education and training to horse owners and trainers. In addition, it is hoped that by opening the library to all, the Trust will generate more support or donations.
- 4.5 If these applications are unsuccessful, the programme will continue, however, funding will have to be reverred from other areas of the Trust's commitments. No other funding has been sought, and planned fundraising has been postponed due to Covid restrictions. The Board granted funding to the Trust in April 2021 to purchase jumping poles for training, and the Accountability Form has been returned.

***Swannanoa Home and School Committee*** (the Committee)

- 4.6 Swannanoa School is a semi-rural full primary school situated in the Board's Ward, catering for approximately 340 students from years one to eight. The school is an active school with many opportunities to engage in sports, physical education, adventure-based learning and education outside the classroom. The Committee is a group of enthusiastic and dedicated parents who work to raise funds for Swannanoa School, coordinate school projects and welcome new parents. All of the money raised by the Committee goes towards resources for the students of Swannanoa School, such as prize-giving, support for school camps and social functions.
- 4.7 The Committee is requesting funding to purchase and print 60 Kapa Haka uniforms for the students, including Rapaki, Tipare, Kakahu and Korowai. Kapa Haka is an art form that links to culture and Māori identity and encourages whanaungatanga and people's importance. The Committee also requests funding to purchase football t-shirts for their Twilight Football teams, which play in terms one and four. The school have children playing in all year groups, and the grant would go a long way to help cover the cost of the t-shirts. The new t-shirts could also be used for other sports such as cross country, touch rugby and athletics.
- 4.8 The Kapa Haka uniforms and the football t-shirts would ensure that Swannanoa School students are easily recognisable at cultural festivals and sports events. The uniforms will also give students a sense of belonging and extra confidence while representing their school and community.
- 4.9 The Ministry of Education does not fund these expenses, and if the funding applications are therefore not successful, the Committee will have to investigate other options and may apply elsewhere as it is hoped that the projects could continue. This is the first time the Committee has applied to the Board for assistance.

***Tasman Young Farmers*** (the Group)

- 4.10 The Group is affiliated with the New Zealand Young Farmers, which has been an integral part of the agricultural industry since 1927, and includes over 140 clubs with 3,500 members that host approximately 150 events a year. Members include rural professionals, and welcome all people involved with the rural sector.
- 4.11 The Group is requesting funding to host a Community Ball at the Te Hapua-Halswell Centre on 11 June 2022 to promote rural wellbeing. The Group supports 300 young farmers from across 12 clubs, spanning from the top of the South Island down to the Rakaia River and the West Coast. Although the Group is based in Christchurch, they do represent the rural community in the Oxford area who would benefit from a night away from farm life. The benefits of such an event are numerous and include enabling farmers to socialise, meet other farmers from different districts and enjoy a night away from the farm.

- 4.12 The Group is a volunteer-based organisation that takes care of its members and wants to help them thrive. If this application is therefore unsuccessful, the event will continue, however, the event may need to be downsized, which would impact the number of people who would be able to attend. The Group has also applied to the Christchurch City Council for financial assistance to host the Ball, as they are hiring one of their venues for the event. This is the first time this Group has requested funding from the Board.

***Oxford Historical Records Society Inc. (the Society)***

- 4.13 The Oxford Museum was built in 1980 by the Oxford Historical Records Society, in conjunction with the Oxford Jaycees, who provided the manpower. The Society fabricated their own bricks, and volunteer labour made eight thousand bricks in a hand press. The Oxford Museum was constructed on land provided by the Oxford Tennis Club because the land designated by the then Oxford County Council for the new museum was deemed unsuitable.
- 4.14 The museum's displays are constantly evolving with the arrival of new exhibits and reflect the district's sawmilling, farming and general home-life of early settlers. The museum houses several WW1 and WW2 medals, many on loan from families in the community, in a medal cabinet. However, this cabinet is made of fragile glass, which can be easily broken, and the Society, therefore, wishes to make the cabinet more secure by adding acrylic panels which volunteers would install. By securing the cabinet, there is less risk of theft and the loss of these valuable artefacts and less chance of the glass accidentally breaking, which could cause injury or related damage.
- 4.15 The Society rely heavily on volunteers and donations to keep the museum open, and at present, no other funding has been sought for this project. This project will continue even if the application is unsuccessful, as there are both material and safety risks if the work is not completed. This is the first time the Society has applied to the Board for assistance.

***Oxford Promotions Action Committee Inc. (OPAC)***

- 4.16 OPEC is a volunteer group with a passion for promoting Oxford as a place to live, work, and relax. The group aims to encourage community and economic development, enhance employment and business, encourage tourists, and organise community events.
- 4.17 One of the community events that OPEC will be hosting is a Matariki celebration at the Oxford Town Hall on Friday, 24 June 2022. The event will include activities for the children and adults such as crafts, stick games, origami stars, Matariki stories, and poi making. In addition, OPEC wishes to make Te Papa Matariki Activity Books available for participants to engage in and learn about Matariki. Children and adults will be able to learn more about the significance of Matariki, and learn Maori words while having fun at the same time. Participants will be encouraged to take these home to share.
- 4.18 OPEC is a volunteer-based organisation whose activities have been hampered by Covid 19, and no other fundraising has been done for the activity books. If this application is unsuccessful, the event will continue, however, funding will have to be redirected from other aspects of the event. OPEC previously received Board funding in February 2019 for signage for their Winter Festival, and the Accountability Form has been returned.

***Swannanoa Preschool (the Preschool)***

- 4.19 The Preschool has been operating for over 36 years and has been located on the Swannanoa School grounds in Tram Road for the last 17 years. The Preschool provides a modern environment with extensive outdoor areas that reflect its natural surroundings. The Preschool environment continues to evolve as the needs of its tamariki and whānau change.

- 4.20 The Preschool is a Not for Profit community-based preschool with its primary source of funding through Early Childhood Education (ECE) funding from the Ministry of Education and fees charged for attendance. All monies received go back into the Preschool; spent on resources for the children, upkeep of the building and grounds, wages for the staff and anything else that directly benefits the Preschool.
- 4.21 It is important for the Preschool that its tamariki's induction into the learning world should be fun, imaginative and educational. The Preschool is licensed for 20 tamariki under two years of age, spread across two beautiful nursery spaces and has a ratio of one teacher to three tamariki. Through guided participation and observation of their peers the children's knowledge and skills are enriched.
- 4.22 The Preschool has applied for funding towards installing storage in its newly built nursery as they need safe storage option to safeguard their youngest tamariki in a comfortable environment. The Preschool holds regular fundraising events throughout the year to assist with expenses and the storage will therefore still be installed if the application for funding is unsuccessful. Previous funding granted to the Preschool in the last five years is listed below, and all Accountability Forms were received:

<b>Date</b>	<b>Project</b>	<b>Amount</b>
December 2020	Towards the cost of purchasing a new vacuum cleaner	\$500
June 2021	Towards the cost of purchasing native/bicultural resources.	\$500
<b>Total</b>		<b>\$1,000</b>

- 4.23 The Board may approve or decline grants per the grant guidelines.
- 4.24 There are social and cultural implications on community wellbeing by the issues and options that are the subject matter of this report.
- 4.25 The Management Team has reviewed this report.

## **5 COMMUNITY VIEWS**

### **5.1 Mana Whenua**

Taking into consideration the provisions of the Memorandum of Understanding between Te Ngāi Tūāhuriri Rūnanga and the Council, Te Ngāi Tūāhuriri hapū are not likely to be affected by or have an interest in the subject matter of this report.

### **5.2 Groups and Organisations**

There are no other groups and organisations other than those organisations applying for funding likely to be affected by or to have an interest in the subject matter of this report.

### **5.2 Wider Community**

The wider community is not likely to be affected by, or to be interested in, this report's subject matter. However, it should be noted that these projects would positively impact the wellbeing of Oxford and the surrounding community.

## **6 OTHER IMPLICATIONS AND RISK MANAGEMENT**

### **6.1 Financial Implications**

The 2021/31 Long Term Plan includes budgetary provision for the Oxford-Ohoka Community Board to approve grants to community groups up to \$5,820 in the 2021/22 financial year. An unspent amount of \$2,926 was carried forward from the 2020/21 financial year, thereby bringing the Discretionary Grant Fund to \$8,746 for the current financial year.

The application criteria specify that grants are customarily limited to a maximum of \$500 in any financial year (July to June), even though a group can apply up to twice a year, providing it is for different projects. Where applicable, GST values are calculated and added to appropriately registered groups if decided benefits exceed Board resolved values. The current available balance of the Oxford-Ohoka Community Board's Discretionary Grant Fund 2021/22 is \$4,011.

If these applications are accepted, the Board will have \$49 remaining unspent in their Discretionary Grant Fund. As this is the last meeting in the financial year, the Council may or may not choose to carry-over this funding into the new financial year, commencing 1 July 2022. The Council will consider and confirm funding for the Boards Discretionary Grant on 28 June 2022 for the new financial year. A report will be presented to the Board at its July 2022 meeting confirming the new amount of the Discretionary Grant for the financial year July 2022 to June 2023.

#### 6.2 **Sustainability and Climate Change Impacts**

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

#### 6.3 **Risk Management**

There are no risks arising from the adoption of the recommendations in this report.

#### 6.4 **Health and Safety**

All health and safety-related issues would fall under the auspices of the organisations applying for funding.

## 7 **CONTEXT**

#### 7.1 **Consistency with Policy**

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

#### 7.2 **Authorising Legislation**

Not applicable.

#### 7.3 **Consistency with Community Outcomes**

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

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

#### 7.4 **Authorising Delegations**

Community Boards have delegated authority to approve Discretionary Grant Funding.

**Groups applying for Board Discretionary Grants 2021/2022** <sup>48</sup>Name of Group: Standardbred Stable to Stirrup Charitable TrustAddress: 761C Two Chain Road, SwanannoaContact Person within Organisation: Kerry HelmPosition within Organisation: Treasurer/Board MemberContact phone number: 0212010899Email: kerryhelm@hotmail.com**Describe what the project is and what the grant funding be used for?** (Use additional pages if needed)

It is for ground membership renewal with Eyreton Pony Club. They provide us with a Family Membership to allow our riders and horses in training for rehoming to use their facility. This will assist with our training videos for all horse owners and help us identify horses that will be suitable for our Horses Helping Humans programme. I have attached brochures on both of these projects.

What is the timeframe of the project/event date? 1 April 2022 to 31 March 2023Overall Cost of Project: \$400.00Amount Requested: \$400.00How many people will directly benefit from this project? 50

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

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

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

Oxford-Ohoka 35 %    Rangiora-Ashley 30 %    Woodend-Sefton 20 %    Kaiapoi-Tuahiwi 15 %

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?

Adding another dimension to the training of the horses to better enable them to find a new home as a riding horse, benefiting both trainers, new owners, online members & workshop attendees.



What is the benefit(s) to your organisation?

49

Benefits the trust horses and their trainers. Help us identify horses suitable for our Horses Helping Humans program & provide footage for our online video library.

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

The benefits are an educational experience for all horse owners and an opportunity to receive ongoing support & training via our social media as well as in person.

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

If yes, name of parent group: \_\_\_\_\_

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

N/A

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

No other fundraising has been undertaken in regards to this particular project. Our ability to do some of our planned fundraising has been put on hold due to COVID.

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

If yes, please supply details:

Funding application for \$500 towards jumping poles for our training facility in December 2020. This application was successful and accountability was completed in August 2021.

- Enclosed  Financial Balance Sheet and Income & Expenditure Statement  
(*compulsory – your application cannot be processed without financial statements*)
- Supporting costs/quotes
- Other supporting information

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

**Please note:** If submitting your application electronically, entering your name in the signature box below will be accepted as your signature:

Signed: Sue BlakeDate: 22 April 2022

# Stable to Stirrup Charitable Trust



## Educational Library



**YouTube Subscriptions Channel**  
*Standardbred Training Content*



## Who we are

Standardbred Stable to Stirrup Charitable Trust (Stable to Stirrup) established in 2019 to provide the rescue, rehabilitation, recycling and re-homing of standardbred race horses.

Every year hundreds of standardbred racehorses retire from racing. Many do not have the chance to enjoy a life after racing. At Stable to Stirrup we are committed to changing this. We feel all horses deserve a chance at a second life.

Standardbreds are a sociable and reliable breed of horse, they are willing to learn and just to want to please. However is it very easy to get it wrong.

Standardbreds are considered an entry level horse, under valued and sold for cheap which attracts learners or first time riders. This can go very wrong and we want to be able to help.

As a professional organization for rehoming we are frequently asked the same questions and can see the benefit in an online training library for owners to refer to.

## Online training videos

Through a series of float training videos shared to facebook reached over 230,000 people and is still growing.

We have received excellent feed back and people want more.

Our video library will be based on standardbred horses and will cover from the basics to advanced teachings.

With a current lack of standardbred based training videos Stable to Stirrup will become the leader and go to for everything standardbred.

Stable to Stirrup is able to provide the high quality education for standardbred owners.

## Outcomes

- Quality training videos
- Easy to follow
- Better education on Standardbred horses
- Better outcomes for the horses

## WHAT WE HAVE

Stable to Stirrup facility is equipped with arena and equipment and the use of amazing horses with highly skilled trainers.

## WHAT WE NEED

- 40 videos to start the Library
- Financial support

## HOW IT WORKS

Subscriptions paid annually or monthly



### SET UP COSTS—40 VIDEOS IN LIBRARY

- Equipment—tripod \$400
- Videographer and editing Costs 5hrs per video x40x\$25 Total \$5000
- Staffing costs for trainers—3 hours per video x40x\$35 Total \$4200
- Care and training for horses — 3 months \$200 per week Total \$2400
- Uniforms logo \$45x6 Total \$270
- Advertising \$500 facebook boosts

Total initial costs \$12,270

### ONGOING COSTS/BASIC BUDGET

PER SUBSCRIPTION = \$99 annual fee or \$12 per month

Ongoing costs—updating library 1 new videos per month

Videographer/editing 5hrs x 1 x \$25 total \$125

Trainer 6hrs x 1 x \$35 total \$210

Care of a horse 1 x \$50 per week total \$200

Total monthly costs \$535

**Total annual costs \$6,420**

**120 subscriptions less costs = \$5460**





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An Introduction to

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**STANDARD BRED**  
**STABLE** TO  
**STIRRUP**  
CHARITABLE TRUST





## WHO WE ARE

We facilitate the rehabilitation and rehoming of retired standardbred horses so that they can have a life after racing.

## WHERE THE MONEY GOES

The money is used for primary healthcare of these horses as they first retire which includes vet, dental and farrier. Then we need grazing, rugs, tack, transport and training.

## WHAT WE DO

We provide support for the horses as they come off the track and are retired from racing. Our program sees the horses transition from foster home to re-starter to a new home when they are ready.

## OUR PARTNERS

The organisations that we work with are vital to the sustainability of the Trust. The more partners we have, the more help we can provide and the more horses we can re-home.

## HOW CAN YOU HELP

The Trust needs money, services, goods and volunteers to support these horses through their transition from race horses to riding horses.

## TAKE ACTION

You can make a difference. Whether it's offering up paddock space, working with the horses, or simply donating some money. Every little bit helps us give these horses a life after racing.



# WHO WE ARE

**Stable to Stirrup is the trading name of the Standardbred Stable to Stirrup Charitable Trust (SSSCT).**

SSSCT is a registered New Zealand charity: CC56878 that has been founded by a group of passionate people in Canterbury who want to alleviate the unnecessary suffering of standardbred race horses when they retire from their racing career.

We facilitate the rehabilitation and rehoming of retired standardbred horses

Every year over 100 retired standardbred racehorses are taken in for training and re-homing by a group of volunteers in Canterbury. Horses need hay, rugs, pasture, as well as a farrier and veterinary care during this time.

Often horses have to undergo rehabilitation before they can enter into a retraining programme. Hundreds of standardbred horses do not have the chance to be rehomed due to a lack of resources. It is a sad reality for these beautiful horses, but we are committed to changing this. Our aim is to maintain a rehoming facility, so that more horses can be taken in, but today the most urgent need is to raise funds for primary horse care.

We provide support for the horses as they come off the track and are retired from racing. Our program sees the horses transition from foster home to re-starter to a new home when they are ready.

We also educate people about the breed. For a long time the standardbred horse has been disadvantaged by its pedigree. However, with the work of the re-trainers and re-homers already completed, these horses are becoming well known as great riding horse.

[www.stabletostirrup.org](http://www.stabletostirrup.org)

Standardbreds carry a brand on their necks as a unique identifying mark. These brands are permanent and are used by the racing industry to identify the horses as they move from breeder to owner and then on to retirement.



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# OUR MISSION

To provide and inspire assistance for the rescue, rehabilitation, recycling and re-homing of standardbred horses.

Full details of the Charity can be found here on the NZ Charities Register:  
<https://www.register.charities.govt.nz/Charity/CC56878>

**Over the last 30 years more than 900 horses have been rehomed in Canterbury alone. We are hopeful that the Trust can help those working with the horses to continue their good work.**



# HOW THE TRUST WORKS

The process starts when the Trust is contacted by an owner or trainer to give notice that there is a horse that needs rehoming.

- Transportation is arranged to a fostering facility where the horse is provided with primary care.
- Ownership of the horse is transferred to the Trust or a lease agreement entered into.
- The horse is evaluated for health, behaviour and rideability by qualified and experienced personnel.
- The horse is entered into re-starting and training either with current fosterer or with a new trainer.
- Training commences - each horse has different requirements and specific criteria must be met prior to the horse being deemed to have completed the course.
- The horse is evaluated and, if deemed ready, is listed for re-homing.
- The horse and potential new owner are introduced, there is a ride and then the horse is ready to start it's new life.





# HOW YOU CAN HELP THE TRUST



## DONATE

The Trust needs money to cover the costs of the activities that it supports. This can be achieved through the “donate” option on our website: [www.stabletostirrup.org](http://www.stabletostirrup.org) or Bank Account. **ANZ 01 0804 021 2551-00**



## JOIN

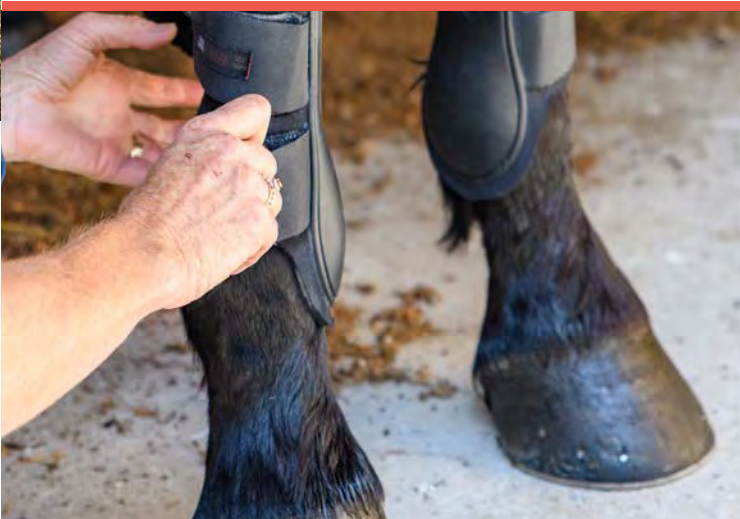
We already work with a number of fosterers, trainers and re-homers but we always need more. We’d really like to know who needs help and support.



## VOLUNTEER

Volunteers are the lifeblood of the organisation. We are looking for people who are passionate about the cause and can make this organisation sustainable and successful.

# WHERE YOUR MONEY GOES



## 1 PRIMARY HEALTH CARE

Horses require maintenance health care checks just like humans. The Trust will help cover the costs of dental work, feet trimming and shoeing, worming and any other required treatment for the horse while it is in the Trust's care.



## 2 GRAZING & FEED

When horses first retire they have likely been on special hard feed. The Trust will help cover the cost of grazing, hay and feed for those horses while they are in the Trust's care.



## TRAINING & EVALUATING

In order to know whether a track horse is going to be ride-able and safe for a new owner it must be evaluated by a trained and qualified equine professional. Following this, the horse will need training and ongoing riding. The fees involved are different for every horse and every trainer but the Trust will help pay for these services.

# THE FINANCIALS

Your financial assistance will go a long way to help rehabilitate these horses and offer a life after racing.

We understand that every horse is different and some will be harder to retrain and rehome than others. However, we have put together a comprehensive list of what we believe a horse will need to go through the program successfully.

It is these items and services that we need help to fund.  
Costs per horse totals: \$980

## COST BREAKDOWN



### In Foster: \$280

Grazing: \$20 per week  
Hay: \$5 per bale,  
5 bales per week



### Healthcare: \$310

Dentistry: \$200  
Farrier: \$50  
Worming: \$30  
Lice: \$30



### Training: \$390

Training evaluation: \$65  
Training over 4 weeks: \$260  
Training evaluation: \$65

In addition to the donations and financial assistance provided by our partners we also undertake a number of fundraising activities ourselves.

- Give a Little campaigns
- Events and attendance at race meets, A&P shows and hosting our own show days
- Raffle prizes
- Goods for sale

## HOW YOU CAN MAKE A DIFFERENCE

You can make a difference. Whether it's offering up paddock space, working with the horses, or simply donating some money. Every little bit helps us give these horses a life after racing.

Bank Account. ANZ 01 0804 021 2551-00  
Donations made to SSSCT are eligible for IR tax rebate

HELP US GIVE THESE

**BEAUTIFUL  
HORSES**

A LIFE AFTER RACING





## CONTACT

EMAIL: [SRRCT@gmail.com](mailto:SRRCT@gmail.com)

FB page: [StableToStirrup](#)

[www.stabletostirrup.org](http://www.stabletostirrup.org)

# Stable to Stirrup Charitable Trust



## Equine Assisted Learning



### Horses Helping Humans

*An Interactive workshop designed by  
Australian Equine Assisted Life skills Specialist  
Sue Spencer*



## Who we are

Standardbred Stable to Stirrup Charitable Trust (Stable to Stirrup) established in 2019 to provide the rescue, rehabilitation, recycling and re-homing of standardbred race horses.

After three years of operations, we can proudly say it has been very successful. We have accomplished our core strategic vision of rehoming standardbred race horses and educated the public on the work that we do. We have gained a large social media following and had the opportunity to help young aspiring riders.

Standardbreds have had a high stress lifestyle while training as racehorses, their successful transition to a slower pace of life has given them new skills to cope. These are the attributes that the horse can mirror to their handler. Having an amazing ability to connect with people and reflect your own behaviors through body language. This is a powerful educational tool that increases self awareness and regulates mental balance.

Horses Helping Humans shares our goal with their practical workshops giving a fresh perspective on equine assisted learning.

We can not wait to be a part of this amazing programme.

## Horses Helping Humans

Horses Helping Human's™ is an internationally recognised, interactive, practical and award-winning programme. Learning communication styles, personality profiles and stress responses with body language. Working on the ground with horses offers a way to improve: communication, leadership skills, healthy boundaries, confidence, and emotional well-being. By interacting with the horse, young people learn how to adjust their body language and breathing to regulate their emotions, improving their assertive communication skills and confidence.

Equine Assisted Learning allows you to develop new emotional patterns and boundaries in a non-threatening or judgmental environment.

Practical and visual workshops and hands on, one on one help participants develop emotional and impulse control for anger and anxiety management; improve communication skills to help form healthy relationships; build confidence, self esteem and respect for self and others; learn to say no effectively to develop healthy boundaries; reduce stress.

Simply by observing or participating in natural horsemanship sessions can help to recognize areas in your life which may need to be brought into balance. As you see mutual respect flowing from horse to handler, you will be encouraged to develop the same respect into other areas and relationships in your life.

## Workshop Outcomes

- - Improved self-confidence
- - Improved emotional regulation
- - Improved assertive communication skills
- -Use body language to communicate clear boundaries. Learn what saying “no” looks and feels like.
- - Improved self-awareness
- - Improved awareness of others
- - Improved mental well being
- - Strong sense of connection with their horse

Proven Results with:

- - Anxiety
- - Aggression
- - Low Self-Confidence
- - Youth Justice



## WHAT WE HAVE

Stable to Stirrup facility is equipped with arena and equipment with 10 acres of grazing and adjacent 8 acres of turnout paddocks. The use of amazing horses with back stories that people can relate to.

## WHAT WE NEED

Financial support

## SERVICES OFFERED

- Individuals or groups up to 4
- workshops for parents/caregivers
- Staff Trainings for professionals
- Team Building Workshops



## SET UP COSTS

- Horses Helping Human License \$5000 AUD
- Initial Staffing Costs—12 hour training per facilitator 12\*4 trainers\*\$25 plus flights for trainer from Taranaki \$2200
- Staffing costs for set up—3 months \$400 per week \$4800
- Care and training for horses — 3 months \* 5 horses including use of facility and arena \$400 per week \$4800
- Advertising, printing \$500
- Flights to Taranaki for training \$1000

Total initial costs \$18,800

## Links for more information

<https://horseshelpinghumansaustralia.com>

[HHH Taranaki Promotional Video - YouTube](#)



## Standardbred Stable to Stirrup Charitable Trust

761 Two Chain Road

Swananoa

0212010899

[www.stabletostirrup.org](http://www.stabletostirrup.org)

# Statement of Profit or Loss

## Standardbred Stable to Stirrup Charitable Trust For the 7 months ended 31 October 2021

	NOTES	APR-OCT 2021	2021
<b>Events Income</b>			
Events Income		6,330	3,246
<b>Less Direct Events Expenses</b>			
Event Expenses		-	(56)
Event Instructor Fee		-	(390)
Ground Hire		-	(160)
Total Less Direct Events Expenses		-	(606)
<b>Total Events Income</b>		<b>6,330</b>	<b>2,640</b>
<b>Re-homing Income</b>			
Lesson Income		300	210
Rehoming Fees		8,440	13,550
<b>Less Direct Re-homing Expenses</b>			
Animal Health		(14)	(940)
Farrier		(1,365)	(925)
Feed & Grazing		(14,735)	(4,080)
Operational Wages		(42,145)	(13,500)
Teeth		(5,860)	(3,484)
Contract Trainers Fees		-	(8,219)
Vet Care		(1,149)	-
Total Less Direct Re-homing Expenses		(65,268)	(31,148)
<b>Total Re-homing Income</b>		<b>(56,528)</b>	<b>(17,388)</b>
<b>Sales</b>			
Merchandise		1,147	184
<b>Total Sales</b>		<b>1,147</b>	<b>184</b>
<b>Less Cost of Sales</b>			
Purchases		-	1,547
Closing Stock		-	(1,493)
<b>Total Less Cost of Sales</b>		<b>-</b>	<b>55</b>
<b>Gross Profit</b>		<b>(49,051)</b>	<b>(14,618)</b>
<b>Other Income</b>			
Donation Income		15,585	10,980
Givealittle		3,917	2,033
Grant Income with Conditions		9,088	27,757
MSD Wage Subsidies		26,472	5,333
Subscription Income		310	900
Interest Income		2	6
Other Revenue		8,500	-
<b>Total Other Income</b>		<b>63,875</b>	<b>47,010</b>

These financial statements have been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

## Statement of Profit or Loss

	NOTES	APR-OCT 2021	2021
<b>Expenses</b>			
ACC		227	-
Accounting		148	110
Admin Wages		2,741	21,129
Advertising		2,862	77
Cleaning		74	-
Commissions		350	59
Contractors		65	-
Freight & Courier		2,971	-
General Expenses		15	97
Hire Costs & Operating Lease Payments		201	-
Insurance		772	777
Lease of Facility		6,170	8,320
Minor Asset Purchases <\$500		650	152
Motor Vehicle Expenses		1,107	-
Printing & Stationery		-	208
Repairs and Maintenance		299	173
Rubbish Removal		51	8
<b>Total Expenses</b>		<b>18,702</b>	<b>31,110</b>
<b>Net Profit (Loss) Before Taxation</b>		<b>(3,878)</b>	<b>1,282</b>
<b>Net Profit (Loss) for the Year</b>		<b>(3,878)</b>	<b>1,282</b>

These financial statements have been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

# Balance Sheet

## Standardbred Stable to Stirrup Charitable Trust

As at 31 October 2021

	NOTES	31 OCT 2021	31 OCT 2020
<b>Assets</b>			
<b>Current Assets</b>			
<b>Cash and Bank</b>			
Current Account		6,608	21,652
<b>Total Cash and Bank</b>		<b>6,608</b>	<b>21,652</b>
Trade and Other Receivables		9,100	-
Stock on Hand		1,493	-
<b>Other Current Assets</b>			
Withholding tax paid		1	1
<b>Total Other Current Assets</b>		<b>1</b>	<b>1</b>
<b>Total Current Assets</b>		<b>17,202</b>	<b>21,653</b>
<b>Total Assets</b>		<b>17,202</b>	<b>21,653</b>
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Unused Donations & Grants with Conditions		8,380	-
<b>Total Current Liabilities</b>		<b>8,380</b>	<b>-</b>
<b>Non-Current Liabilities</b>			
Government Overdraft Loan		11,800	11,800
<b>Total Non-Current Liabilities</b>		<b>11,800</b>	<b>11,800</b>
<b>Total Liabilities</b>		<b>20,180</b>	<b>11,800</b>
<b>Net Assets</b>		<b>(2,978)</b>	<b>9,853</b>
<b>Equity</b>			
Retained Earnings		(3,023)	9,843
Other		45	10
<b>Total Equity</b>		<b>(2,978)</b>	<b>9,853</b>

These financial statements have been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

# Statement of Changes in Equity

## Standardbred Stable to Stirrup Charitable Trust For the 7 months ended 31 October 2021

	APR-OCT 2021	SEP 2020-MAR 2021
<b>Equity</b>		
Opening Balance	865	7,699
<b>Increases</b>		
Profit for the Period	(3,878)	(6,835)
Other Increases	35	-
<b>Total Increases</b>	<b>(3,843)</b>	<b>(6,835)</b>
<b>Total Equity</b>	<b>(2,978)</b>	<b>865</b>

These financial statements have been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

From: **Leigh Ginnever** <[membership@eyretonponyclub.co.nz](mailto:membership@eyretonponyclub.co.nz)>

Date: Thu, 14 Apr 2022 at 14:05

Subject: Ground Membership Renewal

To: Leigh Ginnever <[membership@eyretonponyclub.co.nz](mailto:membership@eyretonponyclub.co.nz)>

Hi All

It is time for Ground Membership Renewals! 2022-23 Grounds membership gives you access to our grounds from 1st April 2022 (yes apologies, I am a bit late this year!) - 31st March 2023.

We have had a slight price increase for the coming season, but I am hoping you will agree that the new yards, drops and coffins will make this worthwhile.

INDIVIDUAL MEMBERSHIP: \$220

FAMILY MEMBERSHIP: \$400

Account number: 03-1585-0034701-000

Ref: Annual Grounds

Please note that memberships are not transferable and that for Family Memberships, all riders need to live at the same address.

If you are not planning to renew your membership, just please email me to let me know and I can take you off our database.

Kind Regards

Leigh Ginnever  
Eyreton Pony Club - Memberships  
021 2299883



STANDARD BRED STABLE TO STIRRUP  
 CHARITABLE TRUST  
 C/O PRESTON RUSSELL LAW  
 45 YARROW ST  
 INVERCARGILL 9810  
 CUSTOMER NUMBER 00000083424721

16/06/2020 1:21:23 PM

<u>RELATIONSHIP</u>	<u>PRODUCT</u>	<u>ACCOUNT NUMBER</u>	<u>BALANCE</u>	<u>LIMIT</u>
PRI IND	NON PROFIT ORG CURRENT ACCOUNT	01-0804-00212551-00		0

I certify this is true copy of  
 the original

Jessica Jones

ANZ Northlands Mall  
 Banking Consultant

*Jessica Jones* 883578  
 (03 368 2220)

**Emily Cameron**

---

**From:** Stable to Stirrup <srcct@gmail.com>  
**Sent:** Wednesday, 27 April 2022 12:48 PM  
**To:** IM Staff  
**Subject:** Grant Application  
**Attachments:** QD-GOV-Form-009-Oxford-Ohoka-Discretionary-Grant-Application-Form-2021-2022.pdf; Stable to Stirrup Charitable Trust 7 Months Financial Accounts October 2021.pdf; Bank Details.pdf; Email - invoice.pdf; Brochure.pdf; Educational Library Brochure.pdf; STS Horses Helping Humans Brochure.pdf

[THIS EMAIL IS FROM AN EXTERNAL SOURCE] DO NOT CLICK links or attachments unless you recognise the sender email

Hi

Please find attached a grant application for consideration at the next meeting for Oxford-Ohoka Community Board. Documents attached:

Grant Application  
Financial Balance Sheet  
Bank Details  
Supporting Costs - Email  
Other Supporting Information x 3 brochures

We look forward to hearing from you.

Kind Regards  
Sue Blake

---

**Standardbred Stable to Stirrup Charitable Trust**

**E:** [SRRCCCT@gmail.com](mailto:SRRCCCT@gmail.com)

**W:** [www.stabletostirrup.org](http://www.stabletostirrup.org)



**Groups applying for Board Discretionary Grants 2021/2022** <sup>73</sup>

Name of Group: Standardbred Stable to Stirrup Charitable Trust

Address: 761C Two Chain Road, Swannanoa

Contact Person within Organisation: Kerry Helm

Position within Organisation: Treasurer/Board Member

Contact phone number: 0212010899 Email: kerryhelm@hotmail.com

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

The project is for purchasing uniforms for our Trainers & Riders to wear. These uniforms will be used for our social media photos and videos and when we are present at shows and public venues with the horses.

What is the timeframe of the project/event date? 1 April 2022 to 31 March 2023

Overall Cost of Project: \$504.00 Amount Requested: \$500.00

How many people will directly benefit from this project? 75

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

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

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

Oxford-Ohoka 40 %    Rangiora-Ashley 35 %    Woodend-Sefton 15 %    Kaiapoi-Tuahiwi 10 %

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?

The direct benefit to the participants is practical clothing for the job, a recognised uniform for people to easily see that the horses and riders are associated with our organisation.

Continued support from the public in regards to the work that we do for Standardbred horses through recognition of our organisation.

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

An opportunity to continue to provide educational experience for all horse owners and an opportunity to receive ongoing support & training via our social media as well as in person.

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

If yes, name of parent group: \_\_\_\_\_

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

N/A

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

No other fundraising has been undertaken in regards to this particular project. Our ability to do some of our planned fundraising has been put on hold due to COVID.

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

If yes, please supply details:

In April we submitted an application to the Oxford-Ohoka Community Board for ground membership renewal with Eyreton Pony Club in the amount of \$400

- Enclosed  Financial Balance Sheet and Income & Expenditure Statement  
(*compulsory – your application cannot be processed without financial statements*)
- Supporting costs/quotes
- Other supporting information

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

**Please note:** If submitting your application electronically, entering your name in the signature box below will be accepted as your signature:

Signed: Sue Blake

Date: 5 May 2022

**Services**

- [Our Stores](#)
- [Online Services](#)
- [Wholesale Services](#)
- [Account Managers](#)
- [Customer Service](#)
- [Design Services](#)
- [School Uniform Management](#)
  - [Campus Uniform Stores](#)

**About**

- [About Us](#)
- [Credit Application](#)
- [Contact Us](#)
- [Store Locator](#)
- [Payment Options](#)
- [Team Members](#)
- [Join The Team](#)

**Uniform Club** [START SAVING TODAY.](#)

**MY** MY UNIFORMS  
UNIFORMS

**ZIP** OWN IT NOW, PAY LATER.

 [CLICK AND COLLECT](#)

# Checkout

Returning Customer? [Click here to logi](#)

Welcome **Kerry Helm**

Delivery Option :

- Delivery
- Click & Collect

Delivery Details:

Delivery Address

Please select address above



[+ Add new address](#)

Delivery method

Order Number

Delivery Instructions


# Order Details

Description	Qty	Price	Total
 <a href="#">Selwyn Lady Jackets Black 10</a>	<input type="text" value="5"/>	NZ\$63.00	NZ\$315.00 <span>✕</span>
Position: RC <a href="#">NZU Custom Embroidery for product - 489403</a>	<input type="text" value="5"/>	\$9.00	NZ \$45.00
 <a href="#">Selwyn Lady Jackets Black 12</a>	<input type="text" value="1"/>	NZ\$63.00	NZ\$63.00 <span>✕</span>
Position: RC <a href="#">NZU Custom Embroidery for product - 489404</a>	<input type="text" value="1"/>	\$9.00	NZ \$9.00

[Update](#)

Your account will be charged in NZDGST of NZ\$65.74 Grand total NZ\$504.00

76

Description	Qty	Price	Total
 <a href="#">Selwyn Lady Jackets Black 16</a>	<input type="text" value="1"/>	NZ\$63.00	NZ\$63.00 <span>✕</span>
Position: RC <a href="#">NZU Custom Embroidery for product - 489406</a>	<input type="text" value="1"/>	\$9.00	NZ \$9.00

Your account will be charged in NZDGST of NZ\$65.74 Grand total NZ\$504.00

Voucher/Promocode

If you have a Voucher/Promocode click 'check my Voucher/Promocode'

Terms and Conditions

[CLICK HERE FOR TERMS AND CONDITIONS](#)  I have read and accept these terms and conditions:

Newsletters

Subscribe and receive \$15 off your next order.

Payment



You have selected a card payment. You will be taken to the payment screen to complete your order when you click 'Pay by Credit Card'

You have selected **Account2Account** payment. You will be taken to the payment screen to complete your order when you click 'Pay by Account2Account'

or 4 interest free payments of **\$126.00** with **ZIP** ⓘ

[Cancel Order](#)

### Add new address

Recipient First Name

Recipient Last Name

Address 1

Address 2

Address 3

Address 4

Post Code

Country

Freight Region

### Terms and Condition

## Summary

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PRI IND	NON PROFIT ORG CURRENT ACCOUNT	01-0804-00212551-00		0

I certify this is true copy of  
 the original

Jessica Jones

ANZ Northlands Mall  
 Banking Consultant

*Jessica Jones* 883578

(03 368 2220)

**Groups applying for Board Discretionary Grants 2021/2022**

Name of Group: Swannanoa Home + School committee  
 Address: 1305 Tram Road, Swannanoa 7476  
 Contact Person within Organisation: Kirsty Ford  
 Position within Organisation: Volunteer parent grants co-ordinator  
 Contact phone number: 0272954459 Email: kirstyford8@gmail.com

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

We are applying for funds to help with covering the costs of supplying the students at Swannanoa School with kapa haka uniforms. The money would go towards purchasing + printing. See attached for more information.

What is the timeframe of the project/event date? as soon as we have funding

Overall Cost of Project: see attached Amount Requested: \$500

How many people will directly benefit from this project? 300

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

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

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

Oxford-Ohoka 100 %    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?

Students would be recognised as Swannanoa students easily at cultural festivals and events. They would be proud to wear them. The school currently doesn't have a uniform.

What is the benefit(s) to your organisation?

79  
That the children look tidy and smart in their uniform when representing the school and community. We currently have around 70 students who have been members

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

That members of the community are visible out in public representing the area at cultural events celebrating our diversity.

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

If yes, name of parent group: \_\_\_\_\_

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

\_\_\_\_\_

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

We haven't applied elsewhere for funding yet, but are looking at options to help cover the costs.

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

If yes, please supply details:

\_\_\_\_\_

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

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

**Please note:** If submitting your application electronically, entering your name in the signature box below will be accepted as your signature:

Signed: Winford Date: 13/5/22

# The Knit <sup>80</sup>Affair Ltd Kapa Haka Makers



**Pari with Skirt and plain straps  
\$110 + GST**



**Tatua Standard  
with Velcro \$65 + GST**



**Tatua with Fur Maro \$100+GST**



**Tatua with Material Maro \$100 +  
GST**



**Tipare \$15  
+ GST**



**Group Beanie  
\$15 + GST**



**Full Length Cloak \$170  
Half Length Cloak \$110  
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**Optional :  
Patterned Shoulder Straps \$8 + GST per Pari  
Skirt Border Band \$40 + GST per Pari**

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021340387



**Swannanoa School**

Overview:

31 March 2022

**Income:**

March ended with a surplus of \$47,150 increasing the year to date surplus to \$52,890. The full year budget is for a deficit of \$19,943.

Total income is recorded as 35% of the annual budget (including net result of Trading deficit (\$5,221), School House surplus \$702 and School Activities surplus \$7,817).

Total expenses now are at budget level with 25 % of the annual budget spent.

**Expenditure:**

Year To Date      Current Month      March      =      25%

Actual %    Expected %    Actual %    Expected %

	Year To Date		Current Month		March	= 25%
	Actual %	Expected %	Actual %	Expected %		
Administration	35%	25%	8%	8%	Administration Costs are trending ahead of budget with 35% of the total budget spent. As advised previously much of this relates to front-loaded expenses which are not recurring throughout the year. Photocopying charges were significantly higher than the previous two months.	
Learning Resources	26%	25%	8%	8%	While the overall cost centre spending is at budget the follow accounts are overspent (with the % spent to annual budget advised in brackets) : Curriculum (162%), Kiwisport Y1-8 (55%), Maths (67%) and Seesaw (67%).	
Property Management	32%	25%	10%	8%	Property Management is still trending ahead of budget with 32% of the annual budget spent. Total Repairs & Maintenance is over budget at this early stage with 57% of the annual budget recorded over multiple spend items.	
Personnel	19%	25%	10%	8%	This section is below budget with 19% of the annual budget recorded to date facilitated by Banking Staffing being in credit by a reasonable amount for the year to date. Offsetting this is Community of Learning Expense being at 115% of annual budget spent which recovers for the total spending are expected through the year.	
Depreciation/Asset Purchases	26%	25%	8%	8%	This is about where it is expected to be.	

# Swannanoa School

## Income Statement - Summary for the Period Ending 31 March 2022

	Current Period Actual	Year to Date Actual	Annual Budget	Remaining Budget	% Budget Used
<b>Income Section</b>					
MOE Operations	46,491	137,340	526,212	(388,872)	26
Local Funds	40,871	54,913	21,600	33,313	254
Interest	136	559	2,000	(1,441)	28
Trading	497	(5,221)	(2,000)	(3,221)	261
School House	1,304	702	11,500	(10,798)	6
School Activities	10,366	7,817	(1,000)	8,817	(782)
<b>Income Section Total</b>	<b>99,666</b>	<b>196,110</b>	<b>558,312</b>	<b>(362,202)</b>	<b>35</b>
<b>Expenses Section</b>					
<b>Administration</b>					
Board of Trustees	454	1,559	7,350	5,791	21
Financial	967	8,258	15,850	7,592	52
Communication	387	577	3,000	2,423	19
Consumables	1,403	3,477	11,100	7,623	31
General	449	1,162	6,150	4,988	19
	<b>3,661</b>	<b>15,035</b>	<b>43,450</b>	<b>28,415</b>	<b>35</b>
<b>Learning Resources</b>					
Curriculum	3,753	11,137	43,600	32,463	26
I C T	1,469	4,785	16,000	11,215	30
Library	436	2,191	5,000	2,809	44
Classrooms	35	670	5,000	4,330	13
Special Education	640	640	5,800	5,160	11
	<b>6,334</b>	<b>19,423</b>	<b>75,400</b>	<b>55,977</b>	<b>26</b>
<b>Property Management</b>					
Repairs & Maintenance	9,945	31,488	91,400	59,912	34
Energy	1,178	5,461	25,500	20,039	21
	<b>11,123</b>	<b>36,949</b>	<b>116,900</b>	<b>79,951</b>	<b>32</b>
<b>Personnel</b>					
Teaching Wages	(10,333)	(10,333)	15,000	25,333	(69)
Staff Expenses	13,188	13,909	27,200	13,291	51
Support Staff Wages	20,465	42,501	199,400	156,899	21
	<b>23,320</b>	<b>46,077</b>	<b>241,600</b>	<b>195,523</b>	<b>19</b>
<b>Depn / Asset Purchases</b>					
Depreciation / Asset Purchases	8,078	25,737	100,905	75,168	26
	<b>8,078</b>	<b>25,737</b>	<b>100,905</b>	<b>75,168</b>	<b>26</b>
<b>Expenses Section Total</b>	<b>52,516</b>	<b>143,220</b>	<b>578,255</b>	<b>435,035</b>	<b>25</b>
<b>Operating Surplus / (Deficit)</b>	<b>47,150</b>	<b>52,890</b>	<b>(19,943)</b>	<b>72,833</b>	

# Swannanoa School

## Income Statement - Detailed for the Period Ending 31 March 2022

	Current Period Actual	Year to Date Actual	Annual Budget	Remaining Budget	% Budget Used
<b>Income Section</b>					
MOE Operations					
1001.00 Operations Grant	38,724	128,919	440,212	(311,293)	29
1020.00 MOE - BOT Election Grant	-	-	1,000	(1,000)	-
1030.00 MOE - Other Income	2,675	3,329	5,000	(1,671)	67
1045.00 Teacher Aid Income	5,093	5,093	80,000	(74,908)	6
	<u>46,491</u>	<u>137,340</u>	<u>526,212</u>	<u>(388,872)</u>	<u>26</u>
Local Funds					
1100.00 Student Donations	2,871	3,387	18,000	(14,613)	19
1230.00 Other Income	38,000	51,525	3,600	47,925	1,431
	<u>40,871</u>	<u>54,913</u>	<u>21,600</u>	<u>33,313</u>	<u>254</u>
Interest					
1400.00 Interest Received	136	559	2,000	(1,441)	28
	<u>136</u>	<u>559</u>	<u>2,000</u>	<u>(1,441)</u>	<u>28</u>
<b>Income Section Total</b>	<b>87,499</b>	<b>192,813</b>	<b>549,812</b>	<b>(356,999)</b>	<b>35</b>
<b>Expenses Section</b>					
Administration					
Board of Trustees					
2100.00 BOT Consumables/Appointments	-	-	2,000	2,000	-
2110.00 BOT Meeting Fees	454	59	3,850	3,791	2
2150.00 Policies / School Docs	-	1,500	1,500	-	100
	<u>454</u>	<u>1,559</u>	<u>7,350</u>	<u>5,791</u>	<u>21</u>
Financial					
2200.00 Accounting Fees	418	1,240	6,200	4,960	20
2210.00 Audit Fees	481	1,444	3,500	2,056	41
2220.00 Bank Fees	-	-	150	150	-
2240.00 Insurance	-	3,123	1,500	(1,623)	208
2250.00 Interest Expense	68	252	1,300	1,048	19
3140.00 Student Management System	-	2,200	3,200	1,000	69
	<u>967</u>	<u>8,258</u>	<u>15,850</u>	<u>7,592</u>	<u>52</u>
Communication					
2310.00 Postage & Freight	-	-	400	400	-
2320.00 Telephone Expenses	387	577	2,600	2,023	22
	<u>387</u>	<u>577</u>	<u>3,000</u>	<u>2,423</u>	<u>19</u>
Consumables					
2400.00 Admin Consumables	113	896	3,600	2,704	25
2405.00 Laminator Expenses	136	136	500	364	27
2410.00 Photocopying Expenses Paper	96	570	3,000	2,430	19
2420.00 Photocopier lease	1,058	1,875	4,000	2,125	47
	<u>1,403</u>	<u>3,477</u>	<u>11,100</u>	<u>7,623</u>	<u>31</u>
General					
2510.00 First Aid	429	689	2,000	1,311	34
2560.00 Subscriptions	19	474	3,000	2,526	16
2570.00 Copyright	-	-	1,150	1,150	-
	<u>449</u>	<u>1,162</u>	<u>6,150</u>	<u>4,988</u>	<u>19</u>
<b>Administration Total</b>	<b>3,661</b>	<b>15,035</b>	<b>43,450</b>	<b>28,415</b>	<b>35</b>

# Swannanoa School

## Income Statement - Detailed for the Period Ending 31 March 2022

	Current Period Actual	Year to Date Actual	Annual Budget	Remaining Budget	% Budget Used
Learning Resources					
Curriculum					
3010.00 Art	-	52	3,500	3,448	1
3030.00 Performing Arts	-	-	3,500	3,500	-
3040.00 Curriculum	326	6,495	4,000	(2,495)	162
3046.00 Seeds of Learning income	126	126	-	(126)	-
3050.00 Kiwi Sport Y1-8	1,695	2,214	4,000	1,786	55
3052.00 Maori	261	261	3,000	2,739	9
3065.00 Seeds of Learning	-	-	1,000	1,000	-
3070.00 Mathematics	(174)	675	1,000	325	67
3080.00 Music	-	-	6,000	6,000	-
3100.00 Physical Education	-	-	2,000	2,000	-
3105.00 Positive Behaviour 4 Learning	111	111	1,000	889	11
3110.00 Reading, Writing & Literacy	608	891	6,000	5,109	15
3135.00 Science	800	430	3,600	3,170	12
3150.00 Technology Delivery	-	(117)	5,000	5,117	(2)
	3,753	11,137	43,600	32,463	26
I C T					
3210.00 ICT Consumables and Minor Hardware	-	67	1,000	933	7
3225.00 ICT subscriptions & software licenc	-	-	1,500	1,500	-
3240.00 Professional Services	1,350	1,950	7,000	5,050	28
3250.00 Website	119	357	1,400	1,043	26
3270.00 Laptop Leases (Teachers)	-	-	1,500	1,500	-
3275.00 Seesaw	-	2,410	3,600	1,190	67
	1,469	4,785	16,000	11,215	30
Library					
3230.00 Access-IT Software	-	1,538	1,500	(38)	103
5410.00 Library	436	653	3,500	2,847	19
	436	2,191	5,000	2,809	44
Classrooms					
3310.00 Hapu 1	21	360	1,000	640	36
3320.00 Hapu 2	15	250	1,000	750	25
3330.00 Hapu 3	-	60	1,000	940	6
3340.00 Hapu 4	-	-	1,000	1,000	-
3350.00 Class Setup	-	-	1,000	1,000	-
	35	670	5,000	4,330	13
Special Education					
3400.00 Consumables Special Needs	20	20	100	80	20
3410.00 Training	-	-	500	500	-
3420.00 Enrichment Programmes	620	620	1,200	580	52
3445.00 Prizegiving	-	-	1,500	1,500	-
3450.00 Accelerated Literacy Learning (ALL)	-	-	1,000	1,000	-
3455.00 Year 8 Leavers	-	-	1,500	1,500	-
	640	640	5,800	5,160	11
Learning Resources Total	6,334	19,423	75,400	55,977	26

# Swannanoa School

## Income Statement - Detailed for the Period Ending 31 March 2022

	Current Period Actual	Year to Date Actual	Annual Budget	Remaining Budget	% Budget Used
Property Management					
Repairs & Maintenance					
4110.00 Repairs & Maintenance	8,290	12,501	22,000	9,499	57
4120.00 Cyclical Maintenance 10 Year Plan	(3,879)	4,461	10,000	5,539	45
4130.00 Vandalism	-	-	500	500	-
4150.00 Security Monitoring	48	143	1,500	1,357	10
4160.00 Cleaning Contract	3,722	11,110	44,000	32,890	25
4170.00 Rubbish Removal	524	597	2,900	2,303	21
4200.00 Cleaning Materials	1,146	2,200	8,000	5,801	27
4300.00 Grass Mowing	95	475	2,500	2,025	19
	9,945	31,488	91,400	59,912	34
Energy					
4500.00 Electricity	1,178	4,475	21,500	17,025	21
4520.00 Rates	-	986	4,000	3,014	25
	1,178	5,461	25,500	20,039	21
<b>Property Management Total</b>	<b>11,123</b>	<b>36,949</b>	<b>116,900</b>	<b>79,951</b>	<b>32</b>
Personnel					
Teaching Wages					
5105.00 Banking Staffing Movement	(10,333)	(10,333)	-	10,333	-
5110.00 Relief Teachers	-	-	15,000	15,000	-
	(10,333)	(10,333)	15,000	25,333	(69)
Staff Expenses					
5600.00 ACC Levy	-	-	800	800	-
5610.00 Performance Management	-	-	2,500	2,500	-
5620.00 Principals Prof Development	644	644	1,000	356	64
5630.00 Principal Allowance	-	-	1,000	1,000	-
5640.00 Staff Travel and Meals	9	9	1,500	1,491	1
5645.00 Gifts	310	310	2,200	1,890	14
5650.00 Staffroom Expenses	240	316	2,500	2,184	13
5651.00 Covid Expenses	-	-	4,500	4,500	-
5655.00 Whanau Hui	1,194	1,838	3,000	1,162	61
5660.00 Staff Appointments	-	-	200	200	-
5670.00 Admin Training & Development	-	-	500	500	-
5680.00 Teacher training	650	650	7,500	6,850	9
8200.00 Community of Learning Income	(197)	(197)	(9,000)	(8,803)	2
8210.00 Community of Learning Expense	10,338	10,338	9,000	(1,338)	115
	13,188	13,909	27,200	13,291	51
Support Staff Wages					
5200.00 Admin Support	6,929	15,025	82,000	66,975	18
5210.00 Youth Worker	-	-	2,400	2,400	-
5300.00 Caretaker and Grounds	-	2,051	27,000	24,949	8
5420.00 Special Needs Wages	13,536	25,425	88,000	62,575	29
	20,465	42,501	199,400	156,899	21
<b>Personnel Total</b>	<b>23,320</b>	<b>46,077</b>	<b>241,600</b>	<b>195,523</b>	<b>19</b>

# Swannanoa School

## Income Statement - Detailed for the Period Ending 31 March 2022

	Current Period Actual	Year to Date Actual	Annual Budget	Remaining Budget	% Budget Used
Depn / Asset Purchases					
Depreciation / Asset Purchases					
6100.00 Depreciation	7,836	23,618	100,000	76,382	24
6150.00 Library Books	78	296	500	204	59
6155.00 Library Books Parent Resources	-	37	140	103	26
6200.00 ICT Hardware	-	-	265	265	-
6210.00 Furniture	163	1,786	-	(1,786)	-
	<u>8,078</u>	<u>25,737</u>	<u>100,905</u>	<u>75,168</u>	<u>26</u>
Depn / Asset Purchases Total	8,078	25,737	100,905	75,168	26
Expenses Section Total					
	52,516	143,220	578,255	435,035	25
Trading Income Section					
Trading					
Stationery					
7020.00 Stationery/Clothing Sales	212	558	5,000	(4,442)	11
7021.00 Stationery/Clothing Purchases	-	(2,403)	(5,000)	2,598	48
	<u>212</u>	<u>(1,845)</u>	<u>-</u>	<u>(1,845)</u>	<u>-</u>
Swimming Pool					
1260.00 Swimming Pool Income	304	365	5,000	(4,635)	7
1270.00 Swimming Pool Refunds	(49)	(49)	-	(49)	-
4400.00 Swimming Pool Expenses	-	-	(7,000)	7,000	-
4410.00 Swimming Pool Repairs	-	(3,693)	-	(3,693)	-
	<u>256</u>	<u>(3,377)</u>	<u>(2,000)</u>	<u>(1,377)</u>	<u>169</u>
Book Club					
7030.00 Book Club Income	30	30	2,000	(1,970)	1
7031.00 Book Club Purchases	-	(30)	(2,000)	1,970	1
	<u>30</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Trading Total	497	(5,221)	(2,000)	(3,221)	261
School House:					
School House					
8016.00 School House Rental	1,482	3,709	17,500	(13,791)	21
8017.00 School House Rates	-	(510)	(1,800)	1,290	28
8018.00 School House Insurance	-	(2,320)	(2,200)	(120)	105
8019.00 School House Repairs & Maint	(178)	(178)	(2,000)	1,822	9
	<u>1,304</u>	<u>702</u>	<u>11,500</u>	<u>(10,798)</u>	<u>6</u>
School House: Total	1,304	702	11,500	(10,798)	6

## Swannanoa School

### Income Statement - Detailed for the Period Ending 31 March 2022

	Current Period Actual	Year to Date Actual	Annual Budget	Remaining Budget	% Budget Used
School Activities:					
School Activities					
8020.00 School Activities Income	3,175	4,549	35,000	(30,451)	13
8021.00 School Activities Expenses	(1,993)	(4,267)	(35,000)	30,733	12
8022.00 School Camp Income	7,758	7,882	45,000	(37,118)	18
8023.00 School Camp Expenses	-	(996)	(45,000)	44,004	2
8024.00 Basketball Income	3,230	3,995	9,000	(5,005)	44
8025.00 Basketball Expenses	(1,868)	(1,868)	(9,000)	7,132	21
8026.00 Touch Income	-	-	6,500	(6,500)	-
8027.00 Touch Expenses	-	(1,735)	(6,500)	4,765	27
8028.00 Matariki Income	-	-	500	(500)	-
8029.00 Matariki Expenses	-	-	(1,500)	1,500	-
8032.00 Jump Jam Income	64	257	1,500	(1,243)	17
8033.00 Jump Jam Expenses	-	-	(1,500)	1,500	-
	<u>10,366</u>	<u>7,817</u>	<u>(1,000)</u>	<u>8,817</u>	<u>(782)</u>
School Activities: Total	10,366	7,817	(1,000)	8,817	(782)
Operating Surplus / (Deficit)	47,150	52,890	(19,943)	72,833	

# Swannanoa School

## Balance Sheet

as at: 31 March 2022

	This Year
<b>Public Equity</b>	
9851.00 Accumulated Funds	879,865
9852.00 MOE Furniture & Equip Grant	19,500
Current Year Surplus/(Deficit)	52,890
<b>Net Public Equity</b>	<b>952,255</b>
<b>Current Assets</b>	
9210.00 Petty Cash	250
9231.00 Westpac Cheque Account	343,372
9233.39 Westpac Investment 39	60,000
9233.40 Westpac Investment 40	50,000
9233.41 Westpac Investment 41	75,000
9234.00 Westpac Business Card Price	2,000
9235.00 Westpac Business Card Bartlett	(36)
9240.00 Stock on Hand	5,054
9288.00 GST Paid	19,009
	<u>554,649</u>
<b>Current Liabilities</b>	
9359.00 Sundry Creditors	11,669
9360.00 Banking Staffing Liability	(21,183)
9373.00 MoE 5YA Contingency	(1,511)
9377.00 MOE - Roof & Spouting Replacement	(3,839)
9379.10 MOE - Boundary Fence	110,948
9379.20 MOE - Transformer Upgrade	3,795
9380.00 MOE - Block 7 Outdoor Learning	(31,730)
9380.70 MOE All in Projects	(28,376)
9388.00 GST collected	6,685
	<u>46,457</u>
<b>Working Capital</b>	<b>508,191</b>



# Swannanoa School

## Balance Sheet

as at: 31 March 2022

	This Year
<b>Long Term Assets</b>	
9501.00 Land	30,000
9502.00 Buildings	593,499
9502.20 Less Accum Depreciation Buildings	(276,273)
9503.00 Plant & Machinery	110,468
9503.20 Acc Depn Plant & Mach	(79,854)
9504.00 Furniture & Equipment - Classrooms	238,512
9504.10 Adds/Sales F & E - Classrooms	4,424
9504.20 Acc Depn F & E Classrooms	(178,627)
9505.00 Furniture & Equipment - Office	68,782
9505.10 Additions/Sales Furniture & Equip	14,038
9505.20 Acc Depn Furn & Equip	(33,865)
9506.00 Electronic Equipment	318,106
9506.20 Acc Depn Electronic equip	(284,816)
9507.00 Sport	26,859
9507.20 Acc Depn Sport	(25,610)
9508.00 Music	13,303
9508.20 Acc Depn Music	(11,601)
9509.00 Library Books	34,119
9509.20 Acc Depn Library books	(24,906)
9510.00 School House	74,000
9510.20 Acc Depn School house	(31,357)
9511.00 Leased IT Equipment	30,379
9511.20 Leased IT Equip Accum Dep	(21,581)
9513.00 Leased Photocopier	73,680
9513.20 Leased Photocopier Accum Depn	(11,052)
	<u>650,627</u>
<b>Long Term Liabilities</b>	
9620.00 Maintenance Provision	134,377
9638.00 TELA Finance Lease 106048	2,020
9639.00 TELA Finance Lease 108560	628
9640.00 TELA Finance Lease 110657	5,762
9641.00 Finance Lease - BDL Photocoier	62,628
9642.00 Cyclone Finance CFS1002485	1,147
	<u>206,564</u>
<b>Net Assets</b>	<b>952,255</b>

**Kapa Haka Uniforms:**

Costings on 60 uniforms – 1/3 males and 2/3 females.

**Seniors:**

**Boys:** x20

**Academy Apparel:**

- Rapaki wrap around with adjustable Velcro (small – medium; med fits 80-85cm waist)  
\$55/each = \$1,100
- Tipare (headband) with elastic  
\$22/each = \$440

**Total:** \$1,540 (excluding GST)

**The Knit Affair:**

- Rapaki wrap around with adjustable velcro  
\$65/each = \$1,300
- Tipare (headband) with elastic  
\$15/each = \$300

**Total:** \$1,600

Black Bike Shorts: (for underneath Rapaki)

x2/\$12 The Warehouse = \$120

\$5/each Kmart = \$100

**Total:**

**Academy Apparel:** \$1,640 - \$1,660 (+ gst)

**The Knit Affair:** \$1,700 - \$1,720 (+ gst)

**Girls:** x40

**Academy Apparel:**

- Kakahu (front bodice only with design and 2 shoulder strap/or 1 off shoulder strap, both with 1 side Poi loop) – required in varying sizes:  
\$69/each = \$2,760
- Tipare (headband) with elastic  
\$22/each = \$880

**Total:** \$3,640 (excluding GST)

**The Knit Affair:**

- Pari with skirt and plain straps  
\$110/each = \$4,400
- Tipare (headband) with elastic  
\$15/each = \$600

**Total:** \$5,000

**Full Total without Korowai for Seniors:**

**Academy Apparel:** \$5,280 - \$5,300(+ GST) = \$6072 - \$6,095 (with GST)

**The Knit Affair:** \$6,700 - \$6,720 (+GST) = \$7,705 - \$7,728 (with GST)

**Korowai (cloak):**

**Contemporary Korowai Designs:**

- \$300 incl gst (Adults size small – mid length)
- \$325 incl gst (Adults size medium – mid length)

**Rozcraft LTD:**

- \$200 (Adults small – half)

**Juniors:**

x100 Black shorts (in varying sizes):

- x2/\$12 at the Warehouse = \$600
- \$5/each at Kmart = \$500

X100 Black T-shirt's (in varying sizes):

- \$4/each at Postie Plus = \$400
- \$4.50/each at Kmart = \$450

**Total:** \$900 - \$1,100 (incl GST)

**Kapa Haka Uniforms:**

Costings on 70 uniforms – 1/3 males and 2/3 females.

**Seniors:**

**Boys:** x25

**Academy Apparel:**

- Rapaki wrap around with adjustable Velcro (small – medium; med fits 80-85cm)  
\$55/each = \$1,375
- Tipare (headband) with elastic  
\$22/each = \$550

**Total:** \$1,925 (excluding GST)

**The Knit Affair:**

- Rapaki wrap around with adjustable velcro  
\$65/each = \$1,625
- Tipare (headband) with elastic  
\$15/each = \$375

**Total:** \$2,000

Black Bike Shorts: (for underneath Rapaki)  
x2/\$12 The Warehouse = \$156  
\$5/each Kmart = \$125

**Total:**

**Academy Apparel:** \$2,050 - \$2,084 (+ gst)

**The Knit Affair:** \$2,125 - \$2,156 (+ gst)

**Girls:** x45

**Academy Apparel:**

- Kakahu (front bodice only with design and 2 shoulder strap/or 1 off shoulder strap, both with 1 side Poi loop) – required in varying sizes:  
\$69/each = \$3,105

- Tipare (headband) with elastic  
\$22/each = \$990

**Total:** \$4,095 (exluding GST)

**The Knit Affair:**

- Pari with skirt and plain straps  
\$110/each = \$4,950
- Tipare (headband) with elastic  
\$15/each = \$675

**Total:** \$5,625

**Full Total without Korowai for Seniors:**

**Academy Apparel:** \$6,145 - \$6,179 (+GST) = \$7,066.75 - \$7,105.85 (with GST)

**The Knit Affair:** \$7,750 - \$7,781 (+GST) = \$8,912.50 - \$8948.15 (with GST)

**Korowai (cloak):**

**Contemporary Korowai Designs:**

- \$300 incl gst (Adults size small – mid length)
- \$325 incl gst (Adults size medium – mid length)

**Rozcraft LTD:**

- \$200 (Adults small – half)

**Juniors:**

x100 Black shorts (in varying sizes):

- x2/\$12 at the Warehouse = \$600
- \$5/each at Kmart = \$500

X100 Black T-shirt's (in varying sizes):

- \$4/each at Postie Plus = \$400
- \$4.50/each at Kmart = \$450

**Total:** \$900 - \$1,100 (incl GST)

**Contribution for Senior Kapa haka Uniforms:**

\$2,000 Maori course from teachers 2021 and 2022 = \$4,000  
 Applying to Oxford/Ohoka Comm Board for \$500

**60 Uniforms:**

**Academy Apparel:** \$6072 - \$6,095 (with GST)  
**The Knit Affair:** \$7,705 - \$7,728 (with GST)

**Total:**

**Academy Apparel:** - \$1,572 to - \$1,595  
**The Knit Affair:** - \$3,206 to - \$3,228

Each student that is participating pays \$30 that would be if we went with Academy Apparel.

**70 Uniforms:**

**Academy Apparel:** \$7,066.75 - \$7,105.85 (with GST)  
**The Knit Affair:** \$8,912.50 - \$8948.15 (with GST)

**Total:**

**Academy Apparel:** - \$2,566.75 to - \$2,605.85  
**The Knit Affair:** - \$4,412.50 to - \$4,448.15

I think that this option for having 70 uniforms is too expensive.

**Contribution for Junior Kapa haka Uniforms:**

**Each student that is participating pays \$11 and uniforms will be purchased for this.**

Each student that is participating pays \$20 – with \$9 going towards the senior cost which would then put their cost down to \$21 for each student participating and possibly the home and school would be happy to pay \$60 = which then decreases it to \$20 for every student participating this year.

None of the above costs include the Korowai which would be an extra \$200-\$325 for one.



## KAPA HAKA January 2022 Indicative prices (exc. G.S.T)

### Kākahu (Dress)

- |  |   |
|--|---|
| <p>A. Front Bodice Only - Sublimated with a custom design.<br/>2 Shoulder straps or 1 off-Shoulder strap, 1 side Poi loop.</p> | <p>Children's sizes 4-10 \$63.00<br/>Children's sizes 12-16 \$69.00<br/>Women's sizes S-4XL \$76.00</p> |
| <p>B. Full Front - Sublimated with a custom design. 2 Shoulder straps or<br/>1 off-Shoulder strap, 1 side Poi loop.</p>        | <p>Children's sizes 4-10 \$82.00<br/>Children's sizes 12-16 \$85.00<br/>Women's sizes S-4XL \$89.00</p> |
| <p>C. Plain - No Sublimated design. 2 Shoulder straps or 1 off-Shoulder strap,<br/>1 side Poi loop.</p>                        | <p>Children's sizes 4-10 \$52.00<br/>Children's sizes 12-16 \$58.00<br/>Women's sizes S-4XL \$65.00</p> |

Kākahu are available in 3 lengths:

Knee Length

Mid-Calf Length

Full (Ankle) Length (add \$12.00 for each Kākahu)

### Rāpaki (Boys)

- |   |  |
|---|--|
| <p>Front Panel Only - Sublimated with a custom design.<br/>With ties, Mid-thigh length.</p> | <p>Children's sizes XS-M \$41.00<br/>Men's sizes L-4XL \$53.00</p> |
| <p>Plain - No Sublimation, with ties, Mid-thigh length</p>                                  | <p>Children's sizes XS-M \$30.00<br/>Men's sizes L-4XL \$42.00</p> |

### Tātua (Belt)

- |   |  |
|---|--|
| <p>A. 130mm wide - Sublimated with a custom design.<br/>With ties.</p>                        | <p>Children's size 700mm \$34.50<br/>Adult's size 1000mm \$37.00</p> |
| <p>B. 130mm wide - Sublimated with a custom design.<br/>With adjustable Velcro fastening.</p> | <p>Children's size 900mm \$37.00<br/>Adult's size 1200mm \$41.00</p> |

### Tipare (Headband)

- |  |   |
|--|---|
| <p>Sublimated with a custom design. Elastic at back.</p> | <p>Children and Adult sizes \$22.00</p> |
|--|---|

Based on Minimum Quantities of 20 garments per Style

All prices listed exclude GST

Design Fee: if required, maximum cost \$250 + GST

## Groups applying for Board Discretionary Grants 2021/2022

Name of Group: Swannanoa Home + School committeeAddress: 1305 Tram Road, Swannanoa 7476Contact Person within Organisation: Kirshy FordPosition within Organisation: Volunteer parent grants co-ordinatorContact phone number: 0272954459 Email: kirshyford8@gmail.com

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

We are wanting funding to buy football t-shirts for our Twilight football teams which play in Terms 1+4. We have had children playing in all years groups Yr 0-8. The grant would go a long way to help cover some of the costs of the t-shirts.

What is the timeframe of the project/event date? as soon as we have fundingOverall Cost of Project: \$1006.25 Amount Requested: \$500How many people will directly benefit from this project? 300

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

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

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

Oxford-Ohoka 100 % 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?

The children would have a decent playing top, not using their school uniform. They wouldn't have to use uniforms that are allocated for other sports. The new t-shirts could also be used for other sporting activities eg: cross country zones, touch rugby, athletics zones.



What is the benefit(s) to your organisation?

That the children look tidy and smart in their uniforms when representing the school and community.

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

Getting children out in the community participating in sports + recreation is really important for health + wellbeing.

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

If yes, name of parent group: \_\_\_\_\_

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

\_\_\_\_\_

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

N/A.

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

If yes, please supply details:

Submitted an application at the same time as this one but otherwise no.

- Enclosed  Financial Balance Sheet and Income & Expenditure Statement  
(compulsory – your application cannot be processed without financial statements)
- Supporting costs/quotes
- Other supporting information

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

**Please note:** If submitting your application electronically, entering your name in the signature box below will be accepted as your signature:

Signed: UMford Date: 13/5/22

**GRAY-NICOLLS SPORTS Pty Ltd**

PO Box 107081

Auckland Airport, Manakau

New Zealand

T: 0800 899 900 | F: 0800 535 853

[www.gnsports.com](http://www.gnsports.com)

**Attention:**  
**Club:** Swannanoa School  
**Address:**  
**Address:**  
**City:** North Canterbury  
**Phone:**

**Date:** 4/04/22  
**Quote Number:** 121345  
**Customer Ref:** SS  
**Valid Until:** 1/08/22

We are pleased to quote you the following:

Item	Quantity	Description	Unit Price	Total Price
1	35	Soccer Playing tops (custom design)	\$ 25.00	\$ 875.00
2	0		\$ -	\$ -
3	0		\$ -	\$ -
4	0		\$ -	\$ -
5	0		\$ -	\$ -
6	0		\$ -	\$ -
7	0		\$ -	\$ -
8	0		\$ -	\$ -
9	0		\$ -	\$ -
10	0		\$ -	\$ -
11	0		\$ -	\$ -
12	0		\$ -	\$ -
13	0		\$ -	\$ -
14	0		\$ -	\$ -
15	0		\$ -	\$ -
16	0		\$ -	\$ -
17	0		\$ -	\$ -
			Subtotal	\$ 875.00
			GST	\$ 131.25
			<b>Total</b>	<b>\$ 1,006.25</b>

For more information please contact:

**Regan Finch**

✉ [reganfinch@gnsports.com](mailto:reganfinch@gnsports.com)

☎ 027 222 3370

**Groups applying for Board Discretionary Grants 2021/2022**

Name of Group: Tasman Young Farmers

Address: 2/62 Elizabeth Street, Riccarton, Christchurch

Contact Person within Organisation: Steph Kelly

Position within Organisation: Chairwoman

Contact phone number: 0220813631 Email: tasman.chair@youngfarmers.co.nz

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

On the 11th of June 2022, Tasman Young Farmers are holding a Community Ball at Te Hapua - Halswell Centre. We are holding this event for the community, to promote wellbeing and to get our hardworking farmers off farm. Our region takes care of 300 young farmers members from across 12 clubs, spanning from the top of the South Island, down to the Rakaia River and down the West Coast. It welcomes all people connected to the rural community. We have a large club

What is the timeframe of the project/event date? 11 June 2022

Overall Cost of Project: \$13656 Amount Requested: \$500

How many people will directly benefit from this project? 200

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

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

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

Oxford-Ohoka 10% 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?

We will need to downsize and won't be able to bring as many people together. It would be a lost opportunity for a number of farmers and growers who often do not prioritise their wellbeing and get a break from the life of farming.

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

We are holding this event for the community, to promote wellbeing and to get our hardworking farmers off farm. This is an important night off the farm to bring the community together, to engage support networks and friendships to strengthen people's overall wellbeing.

We are here as volunteers of the region to take care of our members and want to help them thrive, and by putting on this event we are able achieve this exact purpose.

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

This event will bring together the farming community of Oxford-Ohoka for a night away from the stresses of farming life. It will bring people closer together, to relax and prioritise their wellbeing.

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

If yes, name of parent group: NZ Young Farmers

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

We are the region that takes care of all of the young farmers members from the Rakaia, to the top of the South Island, and down the West Coast.

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 applied to the Christchurch City council for financial assistance, as we are hiring one of their venues (Halswell Centre) to have our event at. We chose this event location so that people

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

If yes, please supply details:

- Enclosed  Financial Balance Sheet and Income & Expenditure Statement  
(compulsory – your application cannot be processed without financial statements)
- Supporting costs/quotes
- Other supporting information

- I am authorised to sign on behalf of the group/organisation making this application.
- I declare that all details contained in this application form are true and correct to the best of my knowledge.
- I accept that successful applicants will be required to report back to the Community Board by completing a simple Accountability Report.
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**Please note:** If submitting your application electronically, entering your name in the signature box below will be accepted as your signature:

Signed:  Date: 27-04-22

# 2022 TASMAN REGIONAL NEW YOUNG FARMERS COMMUNITY BALL



TASMAN YOUNG FARMERS

To Waimakariri Council

I hope all is well! My name is Steph Kelly, and I'm the Chairwoman of the Tasman Young Farmers Region, and leading the committee organising the **Tasman Regional Young Farmers Community Ball**.

On the **11th of June 2022**, Tasman Young Farmers are holding a Community Ball at Te Hapua - Halswell Centre. We are holding this event for the community, to **promote wellbeing and to get our hardworking farmers off farm**. Our region takes care of 300 Young Farmers members across 12 local clubs, spanning from the Rakaia River to the top of the South Island, and down the West Coast. We have a lot of interest in this event, and it is welcomes all people connected to the rural community.

With the majority of the farming events cancelled due to covid, it has caused our rural communities to become even more isolated. Tasman Young Farmers are incredibly passionate about protecting the wellbeing of our communities, and through this event we will re-engage support networks and the importance of community.

**We would love you to be apart of this event** and support us in our mission to bring people together.

We are seeking financial assistance to help us make this an evening to remember. If you are unable to assist us financially, helping hands, kohl (donations) of resources, decorations or platter food would be so incredibly helpful. As NZ Federation of Young Farmers Clubs (Inc.) is a **not for profit organisation run by volunteers**, we appreciate all of your support.

This is also a great opportunity to use the Young Farmers platform to showcase local businesses, the quality of food production across the region, and support the wellbeing of people that feed our nation.

I would love to discuss with you how we can best collaborate with your organisation as we prepare for this event. If you require any further information, please get in touch with me.

Thank you for your support and contribution to the rural community.



Tasman Regional Ball 2022 Budget.				Actuals			
Income	Quantity	Unit Price	Total	Actual Quantity	Actual Unit Price	Actual Total	Paid
Sponsorship							
Ticket Sales	200	\$50.00	\$10,000.00				
Alcohol Sales			\$2,200.00				
		<b>BUDGETED INCOME</b>	<b>\$12,200.00</b>				
Expenses							
Alcohol			\$1,000.00				
Marketing			\$100.00				
Eftpos Machine			\$50.00				
Decorations			\$150.00				
Band			\$2,000.00				
Venue Hire (includes stage, tables & chairs).			\$1,126.50				
Liquor licence			\$270.00				
Catering (Dinner, serve ware and Drinks)	200	\$30.95	\$6,190.00				
Ball Committee Tickets	12	\$50.00	\$600.00				
Dessert			\$100.00				
Platters			\$200.00				
Security			\$700.00				
Photobooth			\$600.00				
		<b>BUDGETED EXPENSES</b>	<b>13,086.50</b>		<b>TOTAL EXPENSES</b>	<b>\$0.00</b>	
		<b>BUDGETED SURPLUS</b>	<b>-886.50</b>		<b>SURPLUS</b>	<b>\$0.00</b>	

# Charity Details

103

Legal name of the Charity:	<b>The NZ Federation of Young Farmers Clubs Incorporated</b>
Other Name (inc Trading Name):	NZ Young Farmers/ NZYF
Registration number:	CC37379
NZBN number:	9429042785415
Current Status:	Registered

## Registration details

Date of Registration:	2/02/2009
Balance Date:	September 30

## Address for service

Charity's Postal Address:	PO Box 23141 Templeton Christchurch 8445
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Charity's Street Address:	185 Kirk Road Templeton Christchurch 7678
---------------------------	--

## Charity's other details

Phone:	03 303 3059
Email:	<a href="mailto:info@youngfarmers.co.nz">info@youngfarmers.co.nz</a>
Website:	<a href="http://www.youngfarmers.co.nz">http://www.youngfarmers.co.nz</a>

**Groups applying for Board Discretionary Grants 2021/2022**Name of Group: Oxford Historical Records Society Inc (Oxford Museum)Address: 56 Main Street, OxfordContact Person within Organisation: Voila BrownPosition within Organisation: SecretaryContact phone number: 03 3124477Email: oxmuseum@gmail.com**Describe what the project is and what the grant funding be used for?** (Use additional pages if needed)

We need to make a Medal Cabinet (WW1 & WW2) more secure. At present our Medals are in a cabinet that has very thin glass, easily broken into. We have a quote to put in Acrylic panels to make it more secure. Our members will undertake the installation of the Acrylic and we are asking for the cost of the Acrylic. Our Medals are on loan from families and some have been gifted.

What is the timeframe of the project/event date? Approximately 2 monthsOverall Cost of Project: \$697.36Amount Requested: \$697.36How many people will directly benefit from this project? 100's

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

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

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

Oxford-Ohoka 60 %    Rangiora-Ashley 10 %    Woodend-Sefton 10 %    Kaiapoi-Tuahwi 10 %Other (please specify): Visitors from outside the above areas. Tourists,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?

To the Museum: Less concern about the safety of the Medals.  
To the families who have loaned the Medals knowing we have done our best to secure them.



What is the benefit(s) to your organisation?

105

A secure medal cabinet.

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

Having a secure display to be enjoyed by the wider community, and less stress on our Volunteers.

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

If yes, name of parent group: \_\_\_\_\_

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

\_\_\_\_\_

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

None at this stage

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

If yes, please supply details:

\_\_\_\_\_

- Enclosed  Financial Balance Sheet and Income & Expenditure Statement  
(*compulsory – your application cannot be processed without financial statements*)
- Supporting costs/quotes
- Other supporting information

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

**Please note:** If submitting your application electronically, entering your name in the signature box below will be accepted as your signature:

Signed: V BrownDate: 3 May 2022



## QUOTE

Oxford Museum  
70 Main Street  
Oxford  
Oxford 7430  
NEW ZEALAND

**Date**  
28 Apr 2022

Larsen Signs  
98 Williams Street, Kaiapoi

**Expiry**  
30 Jun 2022

P O Box 208, Kaiapoi  
7644

**Quote Number**  
QU-0023

03 327 5527

**Reference**  
Museum Displays

sales@larsensigns.co.nz

**GST Number**  
102-673-476

To supply 6mm clear acrylic as per specifications supplied.

Description	Quantity	Unit Price	Discount	Amount NZD
1510mm x 1080mm x 6mm clear acrylic - as per diagram	2.00	235.56	10.00%	424.01
1070mm x 600mm x 6mm clear acrylic - as per diagram	2.00	101.33	10.00%	182.39
			Subtotal (includes a discount of 67.38)	606.40
			TOTAL GST 15%	90.96
			<b>TOTAL NZD</b>	<b>697.36</b>

### Terms

Delivery will be charged additional as required.

Larsen Art 'n' Signs Ltd owns all goods until the account has been paid for in full. Payment is due 20th month following the date of the invoice. Any costs incurred in connection with debt recovery action will be added to the original debt.

Larsen Art 'n' Signs Ltd reserve the right to change the quotation if changes are made to the specifications quoted on.

**Oxford Museum & Historical Records Society Incorporated**  
**Financial Report for 12 months 01 April 2020 to 31 March 2121**

<b>2020 Receipts</b>	<b>2121</b>
\$80.00 Membership	
\$2,880.50 Donation Boxes	\$2,588.30
\$5,000.00 Legacy	
\$265.00 Gifts/Donations	\$155.00
\$1,668.65 Waimakariri District Council Grant	\$1,668.65
\$423.67 Interest	\$95.36
\$1,417.35 GST refunds	\$2,054.03
Account transfer	\$15,000.00
<b>\$11,735.17</b>	<b>\$21,561.34</b>
<b>2020 Payments</b>	<b>2121</b>
\$298.00 Fees/dues subs	\$130.11
\$46.58 Advertising	\$33.93
\$50.00 Donations	
\$514.61 General	\$2.00
\$1,269.67 Reimbursements	\$68.92
\$9,480.00 Capital Purchase	\$517.50
Pledge Waimakariri District Council - Entrance	\$15,000.00
Technology	\$100.00
<b>\$11,658.86</b>	<b>\$15,852.46</b>
<b>\$76.31</b>	<b>Net Cash Flow \$5,708.88</b>
<b>ASSETS</b>	
<b>2020 Current Assets</b>	<b>2121</b>
\$2,191.20 Museum Everyday account	\$1,338.74
\$22,398.65 Notice Saver Account	\$13,959.99
\$20.00 Museum float	\$0.00
\$20.00 Petty Cash	\$20.00
<b>\$24,629.85</b>	<b>Total Current Assets \$15,318.73</b>
<b>2020 Fixed Assets (at cost)</b>	<b>2121</b>
\$155,906.00 Museum Extension	\$155,906.00
\$7,000.00 Computers	\$7,000.00
\$4,210.00 Display items	\$4,210.00
\$9,480.00 Heat Pumps	\$9,480.00
<b>\$176,596.00</b>	<b>Total Fixed Assets \$176,596.00</b>
<b>\$201,225.85</b>	<b>Total Assets \$191,914.73</b>

**Groups applying for Board Discretionary Grants 2021/2022**Name of Group: Oxford Promotions Action Committee IncAddress: PO Box 46 OxfordContact Person within Organisation: Dani ReillyPosition within Organisation: ChairpersonContact phone number: \_\_\_\_\_ Email: admin@oxfordnewzealand.co.nz**Describe what the project is and what the grant funding be used for?** *(Use additional pages if needed)*

Oxford Promotions is holding a Matariki Event in the Oxford Town Hall on Friday, 24 June. Activities for the children & adults which involve crafts, stick games, origami stars, Matariki stories, poi making. The Te Papa Matariki Activity book will be available for participants to engage in and learn about Matariki.

What is the timeframe of the project/event date? 24 June 2022Overall Cost of Project: \$403.87 Amount Requested: \$403.87How many people will directly benefit from this project? 250+Who are the range of people benefiting from this project? *(You can tick more than one box)*

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

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

Oxford-Ohoka 95 %    Rangiora-Ashley 5 %    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?

N/A

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

Children, even adults will learn more about the significance of Matariki, learn words of the Maori language, have fun at the same time. Participants will be encouraged to take these home to share.

What is the benefit(s) to your organisation?

The Matariki Activity books will provide another vehicle for participants to enjoy the event that OPAC are holding to celebrate Matariki.

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

Participants will learn about Matariki and its significance to our heritage, which includes the stars, language, food and family.

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

If yes, name of parent group: \_\_\_\_\_

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

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

N/A

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

If yes, please supply details:

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

Supporting costs/quotes

Other supporting information

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

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

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**Please note:** If submitting your application electronically, entering your name in the signature box below will be accepted as your signature:

Signed: \_\_\_\_\_ Date: \_\_\_\_\_



# warehouse stationery

## Standard Printing & Copying (Counter-service or online)

Our printing services cover both black and white and full colour printing. Printing sizes are available in A5, A4 and A3. Larger printing orders are available, and we offer single and double sized printing.

**100gsm** - Everyday paper, used for high quality colour documents such as letters, reports, CVs etc

A5 black and white	1-100	101-500	501-999	1000+
Single sided	\$0.17	\$0.14	\$0.11	\$0.07
Double sided	\$0.27	\$0.20	\$0.14	\$0.11
A4 black and white	1-100	101-500	501-999	1000+
Single sided	\$0.19	\$0.15	\$0.12	\$0.08
Double sided	\$0.32	\$0.22	\$0.17	\$0.12

250 Books w 16 pages = 4,000 w 8c a copy  
= \$320.00

# the warehouse

where everyone gets a bargain



**Crayola Crayons 24 Pack**

**5 at \$3.99 = \$19.95**



**Kookie Coloured Pencils 24 Pack**

**5 at \$4.99 = 24.95**



**Kookie Felt Pens Multi Coloured 100 pack**

**3 x \$12.99 = \$38.97**

**Total Cost = \$83.87**

18 May 2022

Oxford – Ohoka Community Board  
Waimakariri District Council  
215 High Street  
Private Bag1005  
Rangiora 7440

**DISCRETIONARY GRANT APPLICATION FOR OXFORD PROMOTIONS ACTION  
COMMITTEE INCORPORATED**

Oxford Promotions Action Committee is organising an Oxford Winter Lights/Matariki Celebration which will run from 10 June to 26 June 2022. We are applying for the discretionary Grant to cover costs for printing of a Matariki Activity Book which will be available at the Oxford Town Hall on Friday 24 June 2022.

Several events are planned to get our community to come together and enjoy the celebrations. Please find attached to this application a copy of the activity book and our draft of the Oxford Winter Lights/Matariki Celebration program.

Should you require further information, please do not hesitate to contact us.

Thank you



Daniela Rielly  
**CHAIRPERSON**





# Oxford Winter Lights Matariki Celebration 2022

## Programme of Events

(subject to change, check our Facebook page)

### 10 – 24 JUNE | WINTER LIGHTS COMPETITION

Light up your business or home to be in to win!

Winners announced at the Oxford Town Hall and our Facebook page, 24 June, approx. 3:30pm



### 17 – 24 JUNE | OXFORD WINTER LIGHTS - MATARIKI FESTIVAL

FRIDAY  
17

#### OXFORD OBSERVATORY OPEN NIGHT | 7:30PM – 9:30PM

Come view through the telescope then go outside for a bit of stargazing and learn a bit about the Matariki constellation. (Cloudy/Rain date 18 June)

GOLD COIN DONATION APPRECIATED to raise funds and be able to offer an all-weather program. To note: masks to be worn in inside The Observatory and dress warmly as there may be queue

SUNDAY  
19

#### OXFORD FARMERS MARKET | 9:00AM – 12:00PM

#### CHILDREN'S WINTER THEMED MOVIE, "ABOMINABLE" >> FREE ENTRY

Oxford Town Hall, 1:00pm Start (1h 37m running time) Organised by OB&I League

TUESDAY  
21

#### CHILDREN'S LIGHT STORY TIME

Oxford Library, 5:30PM – 7:00PM >> FREE ENTRY

A fun night filled with songs, stories, puppet show, and crafting. Glow sticks for the kids

THURSDAY  
23

#### ROLLER DISCO | 6:00PM – 8:00PM

Oxford GP Hall Showgate Drive, GOLD COIN DONATION APPRECIATED Organised by Oxford Community Trust



### FRIDAY 24 JUNE | MATARIKI

#### OXFORD GALLERY SHOWCASE | 10:00AM – 4:00PM >> FREE ENTRY

Displaying the works of Mathew McIntyre-Wilson a well-known New Zealand weaver and jeweller, of Ngā Mahanga descent. His work has been shown in the major Art Galleries in New Zealand

#### CHILDREN'S CRAFTS, STORY CORNER AND ANNOUNCING WINNERS OF THE WINTER LIGHTS COMPETITION

#### OXFORD TOWN HALL, 12:00PM – 4:00PM >> FREE ENTRY

- ★ Poi Making - materials supplied. Learn how to make a poi with Janne from Jannz Craft Store
- ★ Star Making Origami – materials supplies. Learn how to make star origami with Marina
- ★ Tīfī tōrea/Maori Stick Game – materials supplied.
- ★ Decorate your sticks and learn how to play with Tiare. Workshops; 12-1pm / 1-2pm / 2:30-3:30pm
- ★ Starry Night Mobile – Use your crafting skills to make your own star mobile with Linda
- ★ Free face painting
- ★ Free sausage sizzle by the Oxford & Districts Lions Club

Approx 3:30pm Mayor Dan Gordon will announce the winners of the Winter Lights Competition and Oxford Area School will perform Kapa Haka to close off the events

#### Performance by 'Danni & Hoodz', Oxford Working Mens Club Function Room, from 7:00pm

Performing some of their waiata in Te Reo – family friendly event with Children welcome





# Matariki

**Pukapuka mahi**  
**Activity book**

Traditionally, Māori celebrate the start of a new year in mid-winter (May-June).

The new year begins on the first new moon after the star cluster Matariki rises in the eastern sky. That's why the Māori new year is called Matariki.

Matariki is a time to gather with **whānau** (family) and friends to reflect on the past, celebrate the present, and plan for the future.

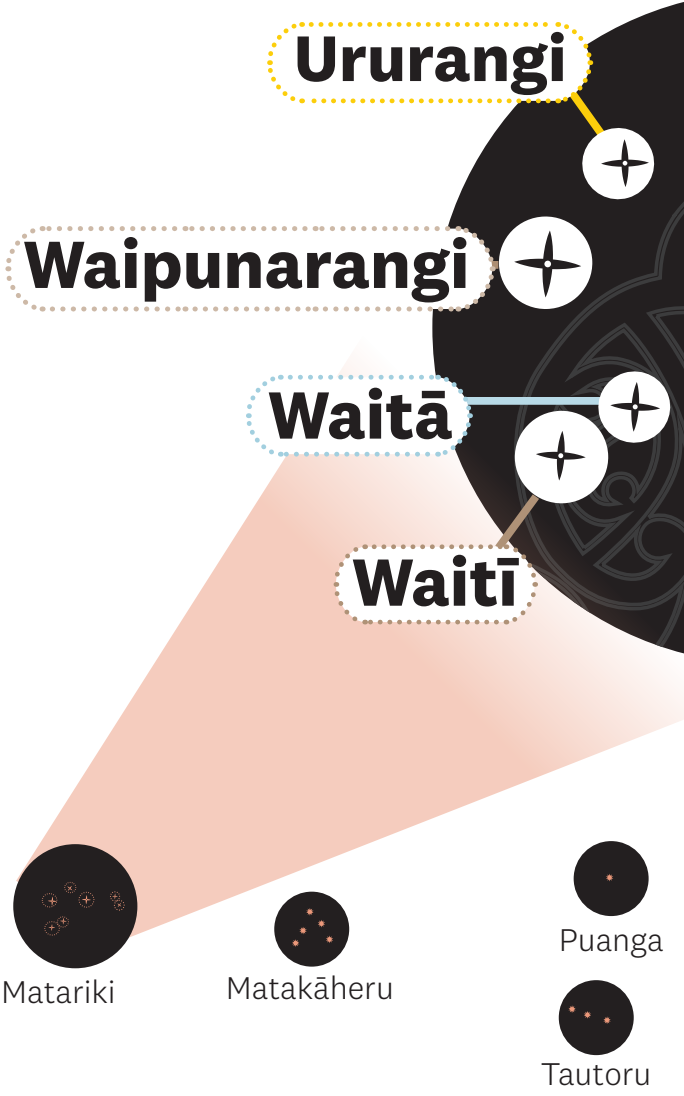
This activity book will focus on six themes important during this time of year.

1. **whetū** stars
2. **maramataka** the lunar calendar
3. **kōrero** stories
4. **kai** food
5. **whenua** land
6. **whānau** family





The Matariki star cluster rises in the eastern sky.



**Ururangi**

**Waipunarangi**

**Waitā**

**Waitī**

Matariki

Matakāheru

Puanga

Tautoru

East

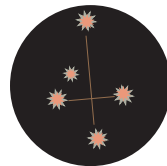


Tupu-ā-rangi

Tupu-ā-nuku

Matariki

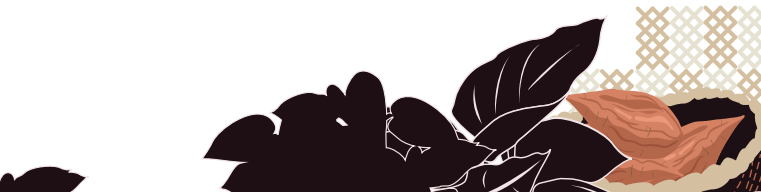
South



Māhutonga



Hinetakurua

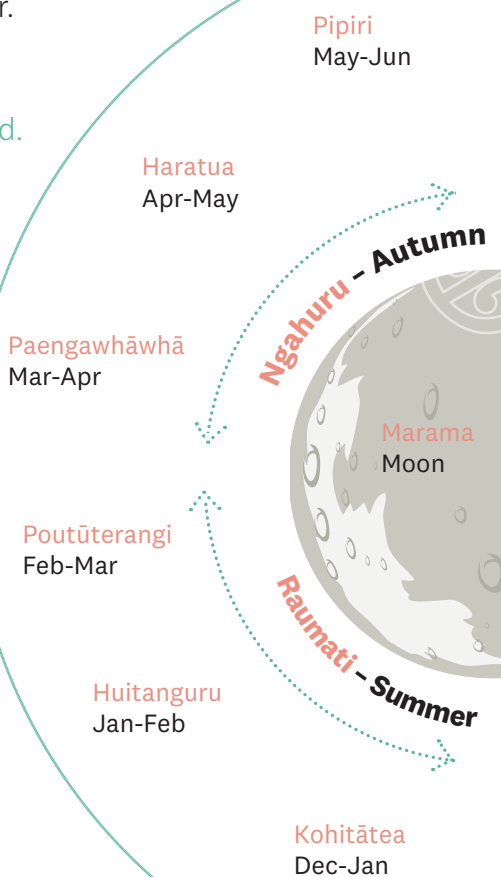


## 2. The Māori calendar year is guided by the stars and the moon.

As Matariki rises to start the new year, the new lunar (moon) calendar begins. This is called the **Maramataka** (the turning of the moon).

Time to gather and store food for winter.  
Traditionally food would be kept in a **pātaka** – a store house with legs.  
Draw where you would store all this food.

The sun is warm and birds are now nesting in flowering trees.  
Draw your special summer spot.





It's really cold.

120

Draw a picture of you and your **whānau** (family) gathered around a fire telling stories.

Hōngongoi  
Jun-Jul

Hereturikōkā  
Jul-Aug

Mahuru  
Aug-Sep

Whiringa-ā-nuku  
Sep-Oct

Whiringa-ā-rangi  
Oct-Nov

Hakihea  
Nov-Dec



Time to prepare the garden.  
Draw your favourite fruits and vegetables.



**3.** Matariki is a time to have fun with your **whānau** (family) and share stories.

Use the **kupu** (words) opposite and fill in the blanks to make your own story.

One day I decided to go to the \_\_\_\_\_ . I invited my good friends the \_\_\_\_\_ and the \_\_\_\_\_ .

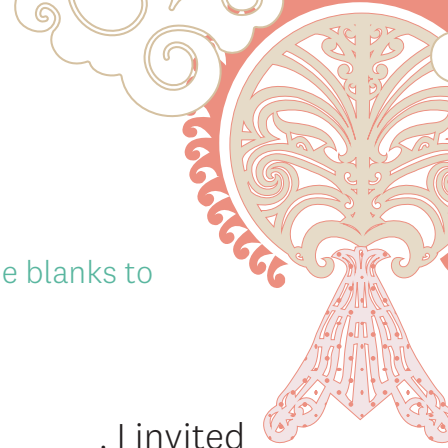
“That sounds fun!” they said.

It was a long way so we travelled by \_\_\_\_\_ . By the time we got there \_\_\_\_\_ was very hungry so he ate \_\_\_\_\_ !

I felt \_\_\_\_\_ so I decided to go to the \_\_\_\_\_ .

I saw a \_\_\_\_\_ there which was very cool.

On my next trip I think I’ll visit \_\_\_\_\_ and take \_\_\_\_\_ .



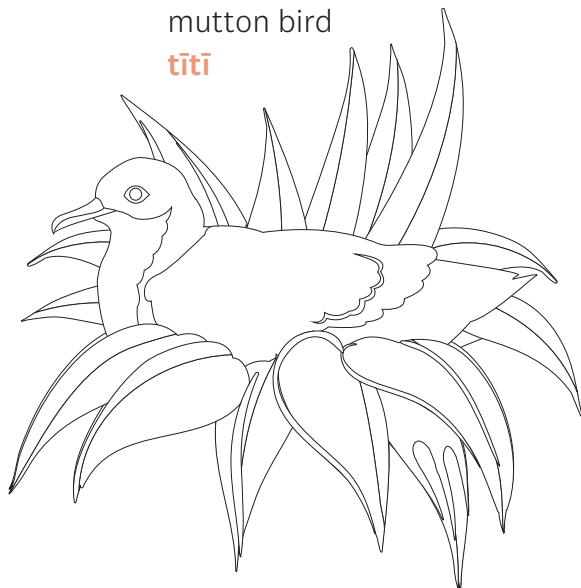
hipi	
pāpaka	
tohorā	
taika	
mokonui	
āporo	
aihikirīmi	
hanawīti	
whare hokohoko	
marama	

maunga	
tātahi	
waka	
pahikara	
rererangi	
riri	
harikoa	
hiamoe	



mutton bird

tītī

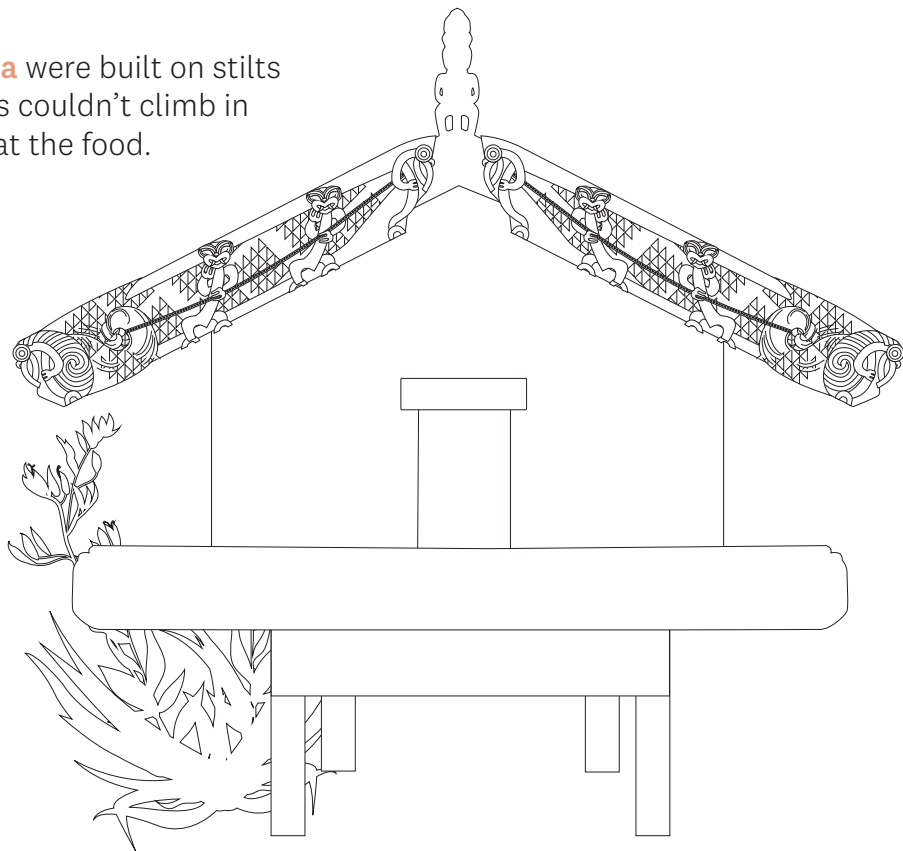


shellfish

pipi

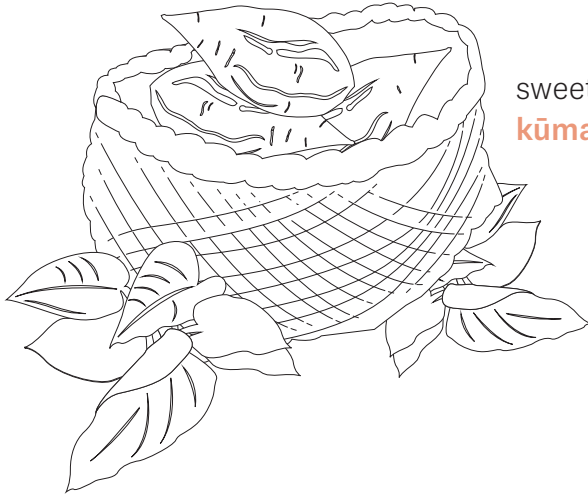


**Pātaka** were built on stilts so rats couldn't climb in and eat the food.

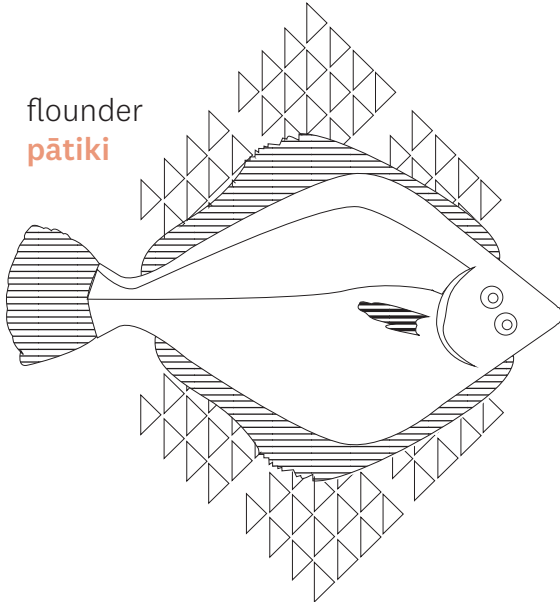


**4. Kai** (food) is an important part of Matariki. Winter is a time to share kai from the **pātaka** (storehouses), harvested from past seasons.

Colour in the pictures to see what **kai** was stored in the **pātaka**.



sweet potato  
**kūmara**



flounder  
**pātiki**



seaweed  
**karengo**

**5.** Because the **pātaka** (storehouses) are full, this frees up time to spend with **whānau** (family). Matariki is a time to think about those who support you and the land that sustains us.

Find the words that relate to these themes in the word search.

awa



waka



maunga



moana



tamanuiterā



rangi



whare



whānau



rākau



ika



manu

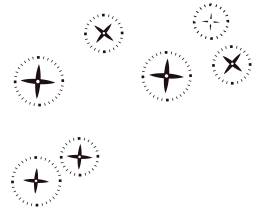


kūmara



k	ā	k	ā	a	w	a	i	o	ē	ā	r
u	p	ū	i	ō	r	ng	ē	k	h	r	a
r	ā	m	ē	p	r	ā	k	a	u	w	n
wh	o	a	w	ā	a	k	a	w	k	i	g
ā	e	r	a	k	e	ng	r	m	a	t	i
n	w	a	k	ā	u	r	k	i	t	e	m
a	ī	w	a	a	a	a	a	k	r	ā	i
u	h	a	m	w	n	a	k	a	wh	e	n
ō	i	p	o	a	k	ō	wh	k	ō	r	p
ng	h	ē	o	w	k	r	t	ū	ī	ū	u
t	a	m	a	n	u	i	t	e	r	ā	n
w	ē	t	k	e	a	k	e	r	e	r	a
r	e	o	a	i	t	a	r	m	ō	ng	m

**6.** Thinking about the land around you and your **whānau** (family). Fill in the gaps so that it relates to you.



**maunga** | mountain

\_\_\_\_\_

**marae**

\_\_\_\_\_

**kāinga** | home

\_\_\_\_\_

**awa** | river

\_\_\_\_\_

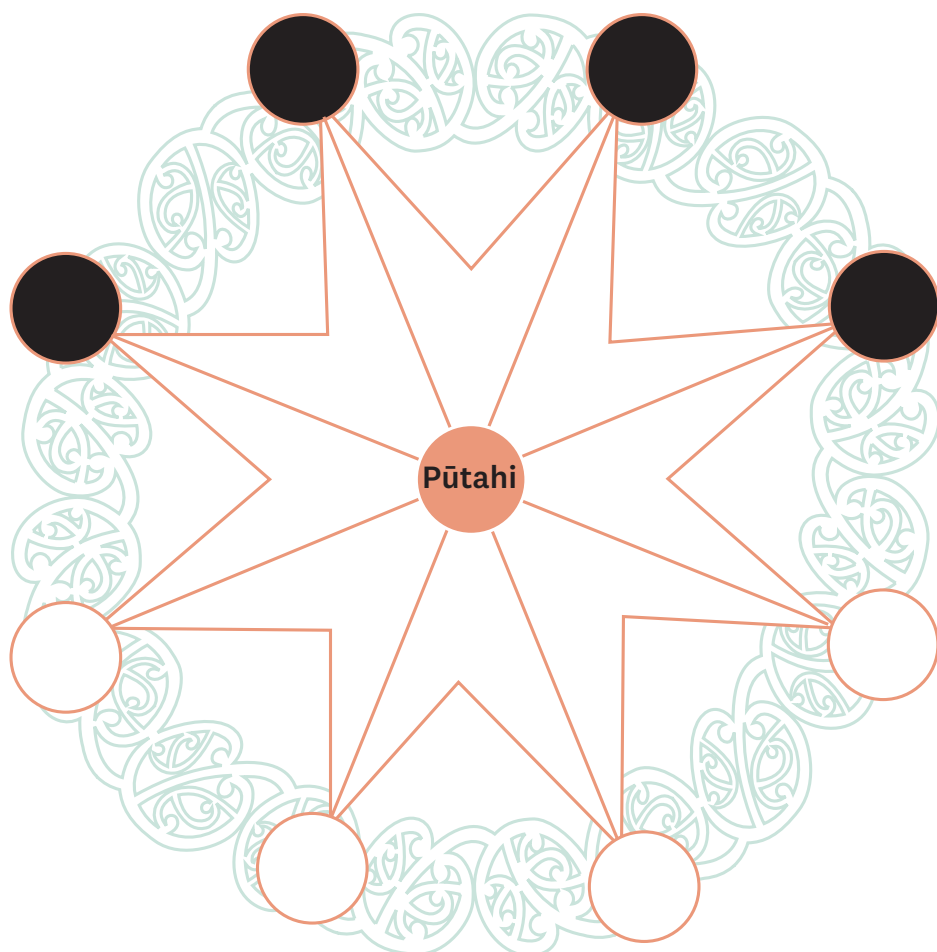
**whānau** | family

\_\_\_\_\_

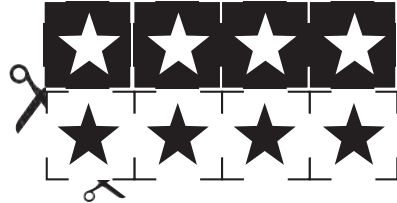
**7.** Matariki is about having fun. Learn how to play **Mū Tōrere** with your **whānau** (family).

You may need a **pakeke** (grown up) to help you learn to play.

The aim of this two-player game is to block your opponent so they can't move.



Cut out the 8 squares to use as 128 counters to play **Mū Tōre**.

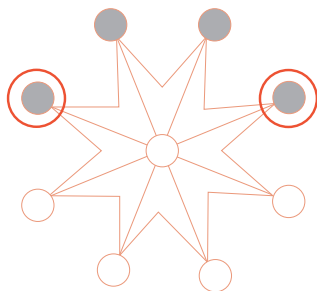


## How to play

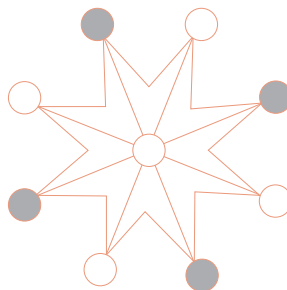
Place the **pango** (black) and **mā** (white) playing pieces on the board as shown.

The **pūtahi** (middle) starts empty.

**Option one**



**Option two**



In option one, a black counter in one of the red rings moves to the middle first. In option two, any counter can move to the middle first. Players then take turns making their move.

### Ways to move

1. You can move your counter to an empty space either side of the counter or to the middle.
2. Pieces can't leap over each other.
3. There are no captures in this game.

### Winner

The game ends when one player is blocked and can't move.

You should swap colours for the next game so that you both get a chance to move first.





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**Groups applying for Board Discretionary Grants 2020/2021**Name of Group: Swannanoa PreschoolAddress: 1303 Tram Road, RD 6, Rangiora, 7476Contact Person within Organisation: Lorraine McGregorPosition within Organisation: Office ManagerContact phone number: 03 312 6198Email: swannanoapreschool@xtra.co.nz**Describe what the project is and what the grant funding be used specifically for? (Use additional pages if needed)**

Provide storage for our newly built (2021) nursery.

What is the timeframe of the project/event date? ongoingOverall Cost of Project: \$461.00Amount Requesting: \$461.00How many people will directly benefit from this project? roll of 152

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

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

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

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

Other (please specify): We are a preschool based on Tram Road and service the wider communityIf this application is declined will this event/project still occur?     Yes     No

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

We need a safe storage option in our nursery to safeguard our youngest tamariki.

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

Storage to ensure a safe, comfortable environment for our very youngest tamariki.

What is the benefit(s) to your organisation?

131

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

Preschool services the wider Swannanoa community with enrolments from across Waimakariri District.

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

If yes, name of parent group: \_\_\_\_\_

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

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

We hold regular fundraising events throughout the year to assist us with expenses

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

If yes, please supply details:

Yes, we applied for and received the sum of \$500.00 for the cost of purchasing native/bicultural resources.

- Enclosed  Financial Balance Sheet and Income & Expenditure Statement  
(*compulsory – your application cannot be processed without financial statements*)
- Supporting costs/quotes
- Other supporting information

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

**Please note:** If submitting your application electronically, entering your name in the signature box below will be accepted as your signature:

Signed: Lorraine McGregor Date: 18th May, 2022

## Entity Information

### Swannanoa Preschool Incorporated For the year ended 31 December 2021

**Legal Name of Entity**

Swannanoa Preschool Incorporated

**Entity Type and Legal Basis**

Swannanoa Preschool is a registered charity registered under the Charities Act 2005.

**Registration Number**

CC27947

**Entity's Purpose and Mission:**

To provide education and care to preschool tamariki.

**Entity Structure**

The Preschool is governed by a Board and operations are managed by the Licensee.

**Main Sources of Entity's Cash and Resources**

Main source of funding is through ECE funding from the Ministry of Education and fees charged for attendance.

**Main Methods Used by Entity to Raise Funds**

The Preschool qualifies for Ministry of Education ECE funding and meets shortfalls with charges to attendees.

**Entity's Reliance on Volunteers and Donated Goods or Services**

While the Preschool is grateful for any assistance from Volunteers and Donated Goods or Services, it has little reliance on them.

**Physical Address**

1303 Tram Road, RD 6, Rangiora, New Zealand, 7476

**Postal Address**

1303 Tram Road, RD 6, Rangiora, New Zealand, 7476

**Auditors**

Ashton Wheelans Limited, L2, 83 Victoria Street

Christchurch 8141

# Statement of Financial Performance

## Swannanoa Preschool Incorporated For the year ended 31 December 2021

	NOTES	2021	2020
<b>Revenue</b>			
Donations, fundraising and other similar revenue	1	49,631	11,612
Revenue from providing goods or services	1	1,669,167	1,413,738
Interest, dividends and other investment revenue	1	601	2,053
Other revenue	1	1,617	-
<b>Total Revenue</b>		<b>1,721,017</b>	<b>1,427,403</b>
<b>Expenses</b>			
Expenses related to public fundraising	3	339	2,098
Volunteer and employee related costs	3	1,381,570	1,296,415
Costs related to providing goods or service	3	117,937	111,874
Grants and donations made	3	240	330
Other expenses	3	116,090	103,423
<b>Total Expenses</b>		<b>1,616,176</b>	<b>1,514,140</b>
<b>Surplus/(Deficit) for the Year</b>		<b>104,841</b>	<b>(86,737)</b>

This Performance Report should be read in conjunction with the accompanying Notes and Audit Report.

# Statement of Financial Position

## Swannanoa Preschool Incorporated As at 31 December 2021

	NOTES	31 DEC 2021	31 DEC 2020
<b>Assets</b>			
<b>Current Assets</b>			
Bank accounts and cash	4	476,786	93,182
<b>Debtors and prepayments</b>			
Trade and other receivables	4	48,595	76,102
<b>Total Debtors and prepayments</b>		<b>48,595</b>	<b>76,102</b>
<b>Total Current Assets</b>		<b>525,382</b>	<b>169,284</b>
<b>Non-Current Assets</b>			
Capital Work in Progress	7	-	412,978
Property, Plant and Equipment	6	1,922,704	1,479,984
<b>Total Non-Current Assets</b>		<b>1,922,704</b>	<b>1,892,962</b>
<b>Total Assets</b>		<b>2,448,086</b>	<b>2,062,246</b>
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Creditors and accrued expenses	5	265,524	234,700
Employee costs payable	5	127,428	127,254
<b>Total Current Liabilities</b>		<b>392,952</b>	<b>361,954</b>
<b>Non-Current Liabilities</b>			
Loans	8	250,000	-
<b>Total Non-Current Liabilities</b>		<b>250,000</b>	<b>-</b>
<b>Total Liabilities</b>		<b>642,952</b>	<b>361,954</b>
<b>Total Assets less Total Liabilities (Net Assets)</b>		<b>1,805,134</b>	<b>1,700,293</b>
<b>Accumulated Funds</b>			
Accumulated surpluses or (deficits)	9	1,805,134	1,700,293
<b>Total Accumulated Funds</b>		<b>1,805,134</b>	<b>1,700,293</b>

This Performance Report should be read in conjunction with the accompanying Notes and Audit Report.

# Statement of Cash Flows

## Swannanoa Preschool Incorporated For the year ended 31 December 2021

	2021	2020
<b>Cash Flows from Operating Activities</b>		
Donations, fundraising and other similar receipts	42,884	3,053
Receipts from customers	1,749,095	1,429,366
Payments to suppliers and employees	(1,497,968)	(1,387,946)
Interest received	601	2,053
Finance costs	(14,029)	-
GST	80,041	(52,905)
Cash receipts from other operating activities	2,746	-
Cash payments from other operating activities	-	-
<b>Total Cash Flows from Operating Activities</b>	<b>363,370</b>	<b>(6,380)</b>
<b>Cash Flows from Investing Activities</b>		
Payment for property, plant and equipment	(229,766)	(449,874)
<b>Total Cash Flows from Investing Activities</b>	<b>(229,766)</b>	<b>(449,874)</b>
<b>Cash Flows from Financing Activities</b>		
Proceeds from Loan Borrowed	250,000	-
<b>Total Cash Flows from Financing Activities</b>	<b>250,000</b>	<b>-</b>
<b>Net Cash Flows</b>	<b>383,604</b>	<b>(456,253)</b>
<b>Cash Balances</b>		
Cash and cash equivalents at beginning of period	93,182	549,435
Cash and cash equivalents at end of period	476,786	93,182
Net change in cash for period	383,604	(456,253)



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1950mm, W: 1000mm, D:  
420mm Arctic White**\$461**  
each

SKU: 124773 MODEL: MS

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4 interest free payments of \$ 115.25

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## Delivery not available

Not available for Home delivery

- 1 +

ADD TO CART



## Spreadsheet showing Oxford-Ohoka Community Board Discretionary Grant for the 2021/2022 Financial Year

Meeting considered	Group	Project	Amount Requested	Amount Granted	Running Balance
		Carryover \$3,000 = \$8,820			\$ 8,820.00
1-Jul	Oxford Arts Trust	Shelving, furniture	\$500	\$500	\$ 8,320.00
1-Jul	West Eyreton Primary School	New books and lego	\$456	\$456	\$ 7,864.00
1-Jul	Swannanoa Volunteer fire brigade	Junior crew uniforms	\$722	\$500	\$ 7,364.00
1-Jul	Swannanoa Volunteer fire brigade	Cost of holding open day	\$539	\$500	\$ 6,864.00
4-Aug	Nil				
9-Sep	Meeting Cancelled				
6-Oct	Nil				
3-Nov	Life Education Trust	Delivery of the Healthy Harold Programme	\$500	\$500	\$ 6,364.00
3-Nov	Mandeville Sports Club	Purchase of a Life Members Board	\$477	\$477	\$ 5,887.00
3-Nov	Eyreton Pony Club	Towards the building of horse yards	\$500	\$500	\$ 5,387.00
9-Dec	Oxford Community Trust	Purchase gazebos for Christmas Wonderland	\$600	\$500	\$ 4,887.00

Oxford-Ohoka  
Community Board  
10.139.100.2410

2-Feb	Nil				
2-Mar	Oxford Arts Trust	Purchase an air purifier	\$500	\$500	\$ 4,387.00
6-Apr	Clarkville Playcentre	Purchase bikes and scooters	\$376	\$376	\$ 4,011.00
1-Jun	Standardbred Stable to Stirrup Charitable Trust	Ground membership renewal	\$400		
1-Jun	Tasman Young Farmers	Community Ball	\$500		
1-Jun	Standardbred Stable to Stirrup C	uniforms	\$500		
1-Jun	Swannanoa Home and School C	kappa haka uniforms	\$500		
1-Jun	Swannanoa Home and School C	football tshirts	\$500		
1-Jun	Oxford Historical Records Socie	securing medal display cabinets	\$697		
1-Jun	Oxford Promotions Action Comm	Te Papa Matariki Activity Book	\$404		
1-Jun	Swannanoa Preschool	storage for nursery	\$ 461.00		\$ -

## Spreadsheet showing Oxford-Ohoka Community Board Discretionary Grant for the 2020/2021 Financial Year

	Meeting considered	Group	Project	Amount Requested	Amount Granted	Running Balance
Oxford-Ohoka Community Board 10.139.100.2410			\$6,670 + Carry forwards \$3,403 =			\$ 10,073.00
	8-Jul	No applications considered				
	5-Aug	Oxford Community Night Patrol	Purchasing two sets of reflective magnetic signs.	\$449	\$449	\$ 9,624.00
	2-Sep	All Together Kaiapoi	Towards entertainment at the Waimakariri Light Party	\$500	\$0	\$ 9,624.00
	7-Oct	Waimakariki Gorge Golf Club	Towards the replacement of the green's mower	\$500	\$500	\$ 9,124.00
	7-Oct	Ohoka School	Towards the cost of purchasing new high jump equipment.	\$488	\$488	\$ 8,636.00
	4-Nov	No applications considered				
	2-Dec	Swannanoa Preschool	Towards the cost of purchasing new vacuum cleaner	\$500	\$500	\$ 8,136.00
	3-Feb	Oxford Community Trust	Towards the hosting of a wellbeing networking retreat.	\$500	\$500	\$ 7,636.00
	3-Mar	Waimakariri Arts Trust	Towards the running costs associated with the Kaiapoi Art Expo and Schools' Art Expo.	\$500	\$500	\$ 7,136.00
	3-Mar	Clarkville Playcentre	Towards the cost purchasing sand for the sandpit	\$210	\$210	\$ 6,926.00
	3-Mar	Oxford Arts Trust	Towards costs of ceiling instalation	\$3,578	\$500	\$ 6,426.00



## GOVERNANCE

### Oxford-Ohoka Community Board

# Discretionary Grant Application

#### Information to assist groups with their application

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

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

The Board cannot accept applications from individuals. All funding is paid to non-profit community based organisations, registered charities or incorporated societies. Council funding is publicly accountable therefore the Board needs to demonstrate to the community where funding is going and what it is being spent on. This is one of the reasons the Board requires 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 where funds are being spent and a paragraph on what fund raising the group has undertaken towards the project, or other sources considered (ie voluntary labour, businesses for supplies).

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

Continued over page

## Criteria for application

- Grant applications will be considered every month by the Oxford-Ohoka Community Board. Applications are recommended to be received three weeks prior to Board meeting dates for processing.
- Grant funding will not be allocated for events/projects that have already occurred.
- Generally funding grants will be a maximum of \$500 in any one financial year (July 2021 to June 2022) 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.
- Priority is to be given to groups with strong links with the Oxford-Ohoka community.
- The application should clearly state the purpose for which the money is to be used.
- The applicant should submit a 1-2 page summary 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.
- Organisations that are predominately funded by Central Government must provide supporting evidence that the requested grant will not be spent on projects that should be funded by Central Government funding.
- The Board supports a wide range of community activities but the application will only be considered if it is deemed of the nature listed in the table of examples of what the Board can fund (see previous page).
- An Accountability Form must be provided to the Council outlining how the funds were applied, within three months after the event or completion of the project, when funds are spent. A new application will not be accepted until the Council receives the Accountability Forms for previous funding granted. 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.
- If the activity/event for which funds have been granted does not take place **or** if the group does not provide the information to enable the grant to be paid within six months of approval of the grant being notified, then in both cases the application will be regarded as closed and funds released for reallocation by the Board.

## What happens now?

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

### Post to:

Governance Team  
Waimakariri District Council  
Private Bag 1005  
Rangiora 7440

### Or hand deliver to:

- Oxford Library & Service Centre, 34 Main Street, Oxford
- Rangiora Service Centre, 215 High Street, Rangiora
- Ruataniwha Kaiapoi Civic Centre, 176 Williams Street, Kaiapoi

**Email:** records@wmk.govt.nz

## What happens next?

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



Greeting inside reads:  
...very much

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A GREAT BIG  
THANK  
YOU!  
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144 To The Oxford - Ohoka Community Board

We would like to acknowledge and  
thank you for the kind donation/  
grant that our centre recieved.

Thank you ...VERY MUCH  
lllll

The bikes and scooters will be  
cherished and very well used by  
our tamariki. They are overwhelmed  
with what we were able to get.

Thank you again,

The whanau @ clarkville Playcentre  
☺